

MARSHALL ELEMENTARY SCHOOL
STOCKTON UNIFIED SCHOOL DISTRICT



Parent/Student Handbook

2021-2022

*Empowering today's students to become
tomorrow's leaders!*

MARSHALL ELEMENTARY SCHOOL

STOCKTON UNIFIED SCHOOL DISTRICT

IMPORTANT INFORMATION

Marshall Elementary School
1141 Lever Blvd
Stockton, CA. 95206
Phone: 209.933.7405
Fax: 209.466-4962
School Website: <https://www.stocktonusd.net/Marshall>

Principal, Edward Frazier
Assistant Principal, Jacqueline Garcia
Program Specialist, Diana Kimbrough
Counselor, Gina London (Pre K – 4th grades)
Counselor, Brook Walker (5th – 8th grades)
Instructional Coach, Dyna Tabangcura
Administrative Assistant (Interim), Mary Jinne Juan
School Nurse, Nisa Shinagawa

MISSION STATEMENT

Marshall prepares students for college and career readiness by providing a collaborative, engaging environment and using strategies that ensure students are successful in a rigorous and innovative curriculum.

VISION STATEMENT

Marshall will be recognized as a model collaborative and accountable community by demonstrating a passion for learning and personal growth, preparing students for college and career success.

ACCIDENTS

In spite of all the precautions and supervision that we can provide, accidents occasionally occur. In case of an accident, the child's parent will be notified as soon as possible. We do not have a full time school nurse on campus, however we do have medical personnel on campus on Monday, Wednesday, and Friday. In case of serious accidents, action will come at the direction of the parents. In the event that parents cannot be contacted and the accident is an emergency situation, the child will be transported to the emergency room of the hospital indicated on the emergency health form. This form will be completed by all parents at the beginning of each school year.

FIRE DRILLS/SEVERE WEATHER DRILLS

Every precaution is taken to ensure the safety of your child. Periodically, lock downs, fire and severe weather drills are executed to be sure that students learn proper safety procedures and adhere to safety guidelines.

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AFTER SCHOOL PROGRAM

After school activities and care will be provided by the SUSD Step Up After School Program. Parents who are interested in participating in this program may contact the front office and receive information about registering their students. All students who participate must be registered with Step Up After School Program prior to receiving care. The Step Up After School Program begins at the dismissal of school and provides academic support and enrichment activities five (5) days a week, three hours or more a day until at least 6:00 pm. Each student is expected to attend the full program daily.

STUDENT INFORMATION

It is very important that the school office have current and accurate information on each student. Please notify us if you have a change of address, home or work telephone number, or emergency information during the school year.

CHROME BOOK COMPUTERS/TEXTBOOKS

Chrome book computers and textbooks are loaned to your child by the Stockton Unified School District for use during the school year. They should be treated respectfully as borrowed property. Students and their parents or guardians are responsible for any loss or damage due to improper care of chrome book computers or textbooks.

SUPPORT SERVICES

Marshall Elementary has many programs and services which enhance the learning experience of our students. These include Peer Leaders Uniting Students (PLUS), physical education, art, music, robotics, Second Step programs, and school guidance. In addition, special education teachers, resource teachers and paraprofessionals work to promote school success for students identified with specific needs. These programs include behavioral health services, speech and language therapy, and Special Education. Placement in Special Education programs are handled through our Multi-Tiered System of Supports (MTSS) and Response to Intervention (RtI) process in accordance with local, state and federal guidelines. Additionally, we utilize the "Positive Behavior Interventions and Supports" (PBIS) system, which provide methods used to identify and support desired behaviors in the school setting.

SECOND STEP PROGRAM (Social Emotional learning)

Marshall Elementary School is committed to student well-being and academic success. Marshall staff will utilize the Second Step program to promote the social-emotional development, safety, and well-being of children from Early Learning through Grade 8. Our goal is to transform our school into a supportive, successful learning environment uniquely equipped to help children thrive. The Second Step program is rooted in social-emotional learning (SEL) that helps. The Second Step programs are research-based, teacher-informed, and classroom-tested.

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SCHOOLWIDE EXPECTATIONS, POLICIES AND PROCEDURES

The safety of our scholars is a top priority at Marshall Elementary School. In order to maintain the highest level of safety, it is expected that scholars and families will adhere to the following expectations, policies and procedures.

Cell Phone Policy

School Board Policy #5131 Rational: Except for prior consent for health reasons, possessions or use of electronic signaling devices, including but not limited to pagers, beepers and cellular/digital telephones is prohibited.

No scholar shall be prohibited from possessing or using an electronic signaling device that is determined by a licensed physician or surgeon to be essential for the scholar's health and use of which is limited to health related purposes. (Education Code 48901.5)

Marshall Electronics Policy (CA Ed Code): Electronics that are heard, seen or cause a distraction or disruption will be confiscated and turned over to the Assistant Principal or front office.

Protocols for each incident:

1st Incident: Item is confiscated, documented and turned over to the front office. Parent/guardian is informed and the scholar must sign for the item at the office (at end of the school day) before it is released to the scholar.

2nd Incident: Item is confiscated, documented and turned over to the front office. The parent/guardian will be contacted and informed of the actions to be taken if a third violation should occur (see 3rd offense below). The parent/guardian (or person listed as an emergency contact) must pick the device up.

3rd Incident: Item is confiscated, documented and turned over to the front office. Item will be held in the front office until the end of the school year or until a parent/guardian comes to pick the device up. The scholar is no longer allowed to possess the device on campus. If it is determined to be necessary for the scholar to bring an electronic device to school, the scholar will leave the device at the office before going to class at the beginning of school and retrieve the device after school.

Electronic Devices:

1. Must be in the off position and not displayed during the entire school day. Misuse of electronic devices may result in consequences in addition to confiscation of the device.
2. Marshall Elementary School and Stockton Unified School District personnel are NOT responsible for the damage, loss and/or theft of any personal items or devices.
3. Consequence(s) will be assigned to scholars in violation of this policy.

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Morning Arrival – Learning begins at 8:15 am

- There is no supervision at the front gate area until 7:40 am
- To ensure safety, scholars should arrive no earlier than 7:40 am
- Breakfast is served daily at 7:45 am
- Drop-off scholars at the school front entrance (front of school)
- Drop Special Education program scholars at the SPED entrance gate (east parking lot) at 8:15 am and wait for a staff member to accept responsibility of the scholar before departing
- Teachers will pick scholars up promptly at their assigned location no later than 8:15 am
- The first class bell rings at 8:15 am. Please be sure scholars arrive to school no later than 8:00 am
- Scholars arriving to class after 8:15 am will be tardy

Visitors

- All visitors MUST report to the main office to receive service
- Due to COVID restrictions, parents are not allowed to visit their scholar's classroom
- If a parent/guardian wishes to communicate with their child's teacher, they must notify and make all arrangements with the teacher and office staff at least 24 hours in advance
- Parents/guardians may initiate contact with teachers by sending an email, visiting ClassDoJo, or leaving a message at the front office (209) 933-7405. The teacher will make contact within 24 hours
- We encourage parents/guardians to prepare for the post COVID environment and start the process to become class volunteers
- Volunteers must have current TB and fingerprints on file in order to work on campus (post COVID)
- After the applicable COVID restrictions are lifted, before coming on campus, all classroom volunteers must report to the main office to sign in and receive an ID badge

Parents interested in volunteering (post COVID) should see the main office staff for further information or parents may find all volunteer information at the links below.

- [Parent Volunteer Information](#)
- [Voluntario de Padre](#)
- <https://www.stocktonusd.net/cms/lib/CA01902791/Centricity/Domain/2106/PARENT%20VOLUNTEER%20INFORMATION.pdf>
- <http://beamentor.org/stockton>

*It is expected that adults visiting campus will be respectful of all scholars and staff.

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Dismissal – School dismisses at 2:15 pm

- All scholars are dismissed at 2:15 pm
- Scholars attending the After-School Program will report directly to the cafeteria for attendance
- Kindergarten – 4th grade teachers will walk scholars to the school exit and await parent pick-up in designated areas
- 5th – 8th grade teachers will walk scholars to the school exit and wait with their scholars for their departure (until 2:30 pm)
- Parents picking up scholars must wait in the designated “parent zones” and must not enter campus
- Supervision is not available after 2:45 pm
- Scholars who walk or bike home must proceed home immediately to ensure their safety
- Scholars are not allowed to loiter on campus

Birthdays and Celebrations

Our district's wellness policy regulates the types of snacks that can be served. Please be conscious of food allergies when bringing snacks for parties (i.e. peanut, egg, milk, etc.). **We do not celebrate scholar or teacher birthdays during valuable instructional time.** Please do not bring sugary snacks for your child's birthday. Food items are not allowed during COVID restrictions. After COVID restrictions end, small treat bags may be handed out at the end of the day with the teacher's approval. Balloons, inflatables, flowers, etc. are not allowed on campus. Parents must coordinate all celebrations with the classroom teacher and school office.

Toys and Other Items

In order to maintain a productive learning environment, scholars may not bring toys, stuffed/plastic items, electronics and other items that distract from instruction. Even if scholars play with these items only during recess, they often cause problems that carry into the classroom (for example, a disagreement about a Pokémon trade can disrupt a class). The item(s) will be confiscated by the teacher (or staff member) and the parent or guardian will be contacted. The confiscated item will be returned at the end of the school day (given to parent, if applicable) and is not allowed on campus.

Phone Messages (Parent/Teacher Communication)

Classroom instruction is our most valuable resource. Therefore, during school hours, we will not interrupt classroom instruction unless there is an emergency. For non-emergency situations, we will leave a message for the teacher. A good alternative is to email the teacher. All Marshall staff members have an email address (see Appendix for email addresses). Please use e-mail as a tool to communicate with our teachers and administrators. The teacher will return your call or email when class is not in session and no later than 24 hours. This will help ensure that we leave the instructional time for scholar learning.

Individual Scholar Celebrations

Recognition Assemblies will be held monthly. The celebrations are designed to recognize our scholars' hard work, achievement, good character, and successes. The parent of each scholar being recognized will receive a notification informing parents of their child's accomplishment.

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Attendance Awards

We recognize the correlation between good attendance and academic success. We will reward scholars who achieve perfect attendance. Scholars with PERFECT attendance are in class on time, every day and remain at school for the whole day. This means no time away from school for any reason. A scholar who is absent for any reason will be unable to earn a PERFECT attendance award for that trimester.

P.A.N.T.H.E.R.S. Perfect Attendance Wall

For each day of CLASSROOM perfect attendance completed, the class will earn a letter until they spell out the word P A N T H E R S. When a class gets eight days of perfect attendance (spelling "PANTHERS") they will receive a **whole class reward** from our school counselors. Teachers and school counselors will keep track of the PANTHERS Perfect Attendance Wall.

CHARACTER Recognition

Teachers have the opportunity to recognize scholars who exemplify good character expectations monthly. Scholars demonstrating good character show Personal Responsibility, Respect, Integrity, Determination to Succeed, and Effort every day.

Accelerated Reader

Accelerated Reader is an online reading program associated with higher levels of growth across all grade levels. Scholars will be celebrated for outstanding literacy by recognizing the number of words read through the Accelerated Reader program. The goal of the Accelerated Reader program is to motivate, monitor, and manage students' independent reading practices and watch as students develop a true love for reading. Accelerated Reader is perfect for in-person, remote, and hybrid instruction.

Outdoor Education Program (Science Camp)

Science Camp is an annual week long experience for Marshall Elementary fifth grade scholars. This activity is part of the regular educational program and scholars must meet the following requirements to participate in Science Camp.

- Regular school attendance
- Satisfactory progress in academic subject areas
- Cannot be on social probation for behavior or academic reasons
- Zero behavior referrals during the trimester of attending science camp

Marshall Elementary engagement in Science Camp is subject to COVID restrictions.

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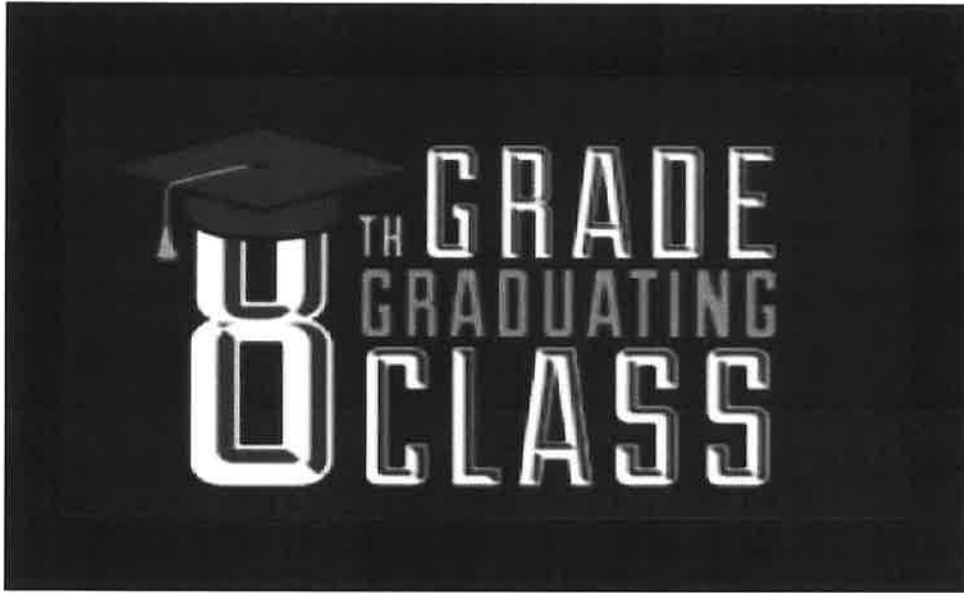
Parent Involvement Meetings

The **SCHOOL SITE COUNCIL** meets during the year to review our school's budget, the current year's improvement activities and to plan the improvement activities for the following year. Unless otherwise notified, all meetings for the School Site Council will be on the **first Thursday of each month at 2:30 pm.**

PARENT COFFEE HOUR welcomes ALL parents for an opportunity to receive valuable information regarding our school and resources available in our community. This is also a great opportunity to provide feedback and discuss ideas or concerns. Unless otherwise notified, meetings for Parent Coffee Hour will be on the **second Wednesday of each month at 9:30 am.**

The **ENGLISH LEARNER ADVISORY COMMITTEE (ELAC)** meets during the year to advise the principal and staff on the development of a site plan for English learners and assist in the development of the school wide needs assessment. Unless otherwise notified, meetings for the ELAC committee will be the **second Wednesday of each month at 9:30 am in conjunction with the Parent Coffee Hour.**

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8th Grade Commencement (Promotion) Information

****PARENTS AND SCHOLARS REVIEW CAREFULLY****

Dear Scholars and Parents:

Our Marshall Elementary School eighth grade scholars will participate in memorable experiences during their last weeks at Marshall. The commencement ceremony is a privilege for scholars who have demonstrated hard work and good character. It is our premise that expected academic achievement and good behavior remain in effect throughout the school year.

Scholars are expected to complete assignments, study for tests, and treat adults and peers with dignity and respect. This standard is expected from all scholars. It is our wish that all Marshall Elementary School eighth grade scholars will participate in the end of the year commencement ceremony. Serious behavioral concerns that result in disciplinary action (including but not limited to suspension) during the scholar's school year will jeopardize the scholar's privilege to attend the commencement/promotion ceremony.

Please be sure to discuss the possible ramifications of inappropriate behavior or lack of academic effort with your scholar. Thank you for your continued support.

At the beginning of the second trimester, you will receive an Eighth Grade Promotion packet fully detailing the important procedural information for the promotion ceremony. If you have any questions, please contact the Assistant Principal at 933-7425 ext. 1702 or the front office as needed.

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Dress Code

In accordance with SUSD Board Policy 5132, the following dress code will be in effect for all scholars at Marshall Elementary School. Board Policy 5132 states: *“The Governing Board believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects scholars to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Scholars' clothing must not present a health or safety hazard or a distraction which would interfere with the educational process.”*

MARSHALL ELEMENTARY SCHOOL DRESS AND GROOMING STANDARDS

- Always wear a cloth face mask when indoors (during COVID restrictions) except when eating lunch
- Bandanas/Do Rags/Hairnets are not allowed
- Clothing with inappropriate words, phrases, graphics or symbols are not allowed
- Clothing, jewelry and personal items (backpacks, fanny packs, gym bags, water bottles, etc.) shall be free of writing, pictures or any other insignia which are crude, vulgar, profane or sexually suggestive, which bear drug, alcohol or tobacco company advertising, promotions and likenesses, or which advocate racial, ethnic, religious or gender prejudice
- Clothing with holes – the hole must be below the fingertip when arms are straight at the side
- Clothing which expose the midsection/midriff are not allowed
- Clothes shall be sufficient to conceal undergarments at all times
- Clothes that are see-through or fish-net fabrics, halter tops, off-the-shoulder or low-cut tops, bare midriffs and skirts or shorts shorter than mid-thigh are prohibited
- Chains/Spikes are not allowed
- Hair shall be clean and neatly groomed. Hair may not be sprayed by coloring that will drip when wet
- Hats, hoodies, caps, visors, sunglasses and other head coverings **shall not be worn indoors**
- Electronic devices must be turned OFF and out of sight at all times
- Night clothes/pajamas, slippers, or boxers are not allowed
- Red articles of any kind are not allowed
- Shoes must be worn at all times. Sandals must have heel straps and closed toes. Thongs, backless shoes, or flip flops are not allowed
- Shorts, shirts, and/or dresses must be below the fingertip when arms are straight at the side
- Slippers, house shoes, and flip flops, are not allowed
- Tank Tops/Undershirts/String top blouse are not allowed
- Tube tops or low cut tops are not allowed
- Underwear must not show

A scholar who violates these standards shall be subject to appropriate disciplinary action

The principal or designee(s) have the responsibility and authority to make the final determination regarding appropriate dress and appearance of all scholars

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Contact us:

Marshall Main Office: (209) 933-7405

Administration

Edward Frazier - Principal - efrazier@stocktonusd.net

Jacqueline Garcia - Assistant Principal - jxgarcia@stocktonusd.net

Office Staff

Jinnee Juan - Administrative Assistant (Interim) - jjuan@stocktonusd.net

Karla Sosa - School Support Technician (Interim) - ksosa@stocktonusd.net

Support Staff

Program Specialist: Diana Kimbrough - dkimbrough@stocktonusd.net

Counselor: Gina London (Pre School - 4th grade) glondon@stocktonusd.net

Counselor: Brook Walker (5th - 8th grade) bwalker@stocktonusd.net

Mental Health Clinician: Angela Stingle - astingle@stocktonusd.net

Speech Pathologist: Aimmee Haberkern - ahaberkern@stocktonusd.net

Instructional Coach: Dyna Tabangcura - dtabangcura@stocktonusd.net

Library Media Asst: Paras Chauhan - pchauhan@stocktonusd.net

Teachers

1. Bowers, Chris - cbowers@stocktonusd.net
2. Brown, Cameron - cabrown@stocktonusd.net
3. Churchill, Terilynn - tchurchill@stocktonusd.net
4. Crozier, Craig - ccrozier@stocktonusd.net
5. Diaz, Evelyn - ediaz@stocktonusd.net
6. Donnel, James - jdonnel@stocktonusd.net
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