



2023-24 Parent Handbook

Principal: Xochitl V. Prieto

Vice Principal: Gloria De Hoyos Tapia

2161 Potomac Ave.

Bakersfield, CA 93307

Office: (661) 631-5380

Attendance: Option #1

Office Hours: 7:30 a.m.– 4:00 p.m.

School Opens: 8:20 a.m.

Breakfast: 8:20 a.m. – 8:40 a.m.

Class Start Time: 8:50 a.m.

Late Start (once a month): 10:50 a.m.

Notice of Nondiscrimination

The Bakersfield City School District (BCSD) is committed to equal opportunity for all individuals in education and in employment. BCSD prohibits discrimination, harassment, intimidation, and bullying in any employment practice, education program, or educational activity on the basis and/or association with a person or group with one or more of these actual or perceived characteristics of age, ethnicity or race, which is inclusive of traits historically associated with race, including but not limited to, hair texture and protective hairstyles, such as braids, locks, and twists, color, ancestry, nationality, national origin, immigration status, ethnic group identifications, religion, pregnancy, marital status, parental status, physical disability, mental disability, sex (including sexual harassment), sexual orientation, gender, gender identity, gender expression, medical information, genetic information, homelessness, foster status, military veteran status, political affiliation or any other basis prohibited by California state and federal nondiscrimination laws consistent with Education Code 200, 220 and 234.1, Penal Code 422.55, Government Code 11135, and Title IX. Not all bases of discrimination will apply to both education services and employment. If you believe you, or your student, have been subjected to discrimination, harassment, intimidation, or bullying you should contact your school site principal and/or the District's Chief Equity Compliance Officer and Title IX Coordinator, Erin Johnston, by phone at (661) 631-4663, by email at johnstone@bcsd.com, or in person at 1300 Baker Street, Bakersfield, CA 93305. Copies of BCSD's Uniform Complaint policy, Sexual Harassment policy, and Nondiscrimination policies are available upon request.

Chief Equity Compliance Officer and Title IX Coordinator Contact Information:

Erin Johnston

Director I, Human Resources

1300 Baker Street, Bakersfield, CA 93305

(661) 631-4663

johnstone@bcsd.com



**Bakersfield City School District
California Exemplary District
2018**



The Exemplary District Award celebrates the achievements of districts who have implemented model practices that have had a positive impact on student outcomes.

Mt. Vernon Elementary

Vision


Mt. Vernon will be a model school in Kern County which nurtures personalized success for all students!

Mission

Mt. Vernon educates students at the highest level of excellence by preparing all students to be innovative, collaborative, compassionate and 21st Century Ready!

**Our Motto: MTV Eagles Dream it, Believe it,
Achieve it!**

Parent Bell Schedule and Important Dates

2023-24 MT. VERNON ELEMENTARY PARENT BELL SCHEDULE (revised 8-2-23)						
	Start Time/ Comienzo REGULAR DAY/DIA REGULAR	Start Time/ Comienzo LATE START/ COMIENZO TARDE	Lunch Time/ Almuerzo START-END TIME	Dismissal Time/ Salida Mon., Tue., Thu., Fri./ lun., mar., jue., vie	Dismissal Time/ Salida BANK DAY WED.'S SALIDA TEMPRANA MIER	Dismissal Time/ Salida MINIMUM DAY/ DIA MINIMO
TK & K	8:50	10:50	10:50 - 11:30	1:40	12:50	12:40
1st	8:50	10:50	11:30 - 12:15	3:10	2:25	2:10
2nd	8:50	10:50	12:15 - 1:00	3:10	2:25	2:10
3rd	8:50	10:50	12:35 - 1:20	3:10	2:25	2:10
4th	8:50	10:50	12:55 - 1:40	3:10	2:25	2:10
5th	8:50	10:50	1:15 - 2:00	3:10	2:25	2:10
6th	8:50	10:50	11:55 - 12:40	3:10	2:25	2:10

AM PreK - Start/Comienzo: 8:00 am Dismissal/Salida: 11:00 am

PM Pre K - Start/Comienzo 11:45 am Dismissal/Salida: 2:45 pm

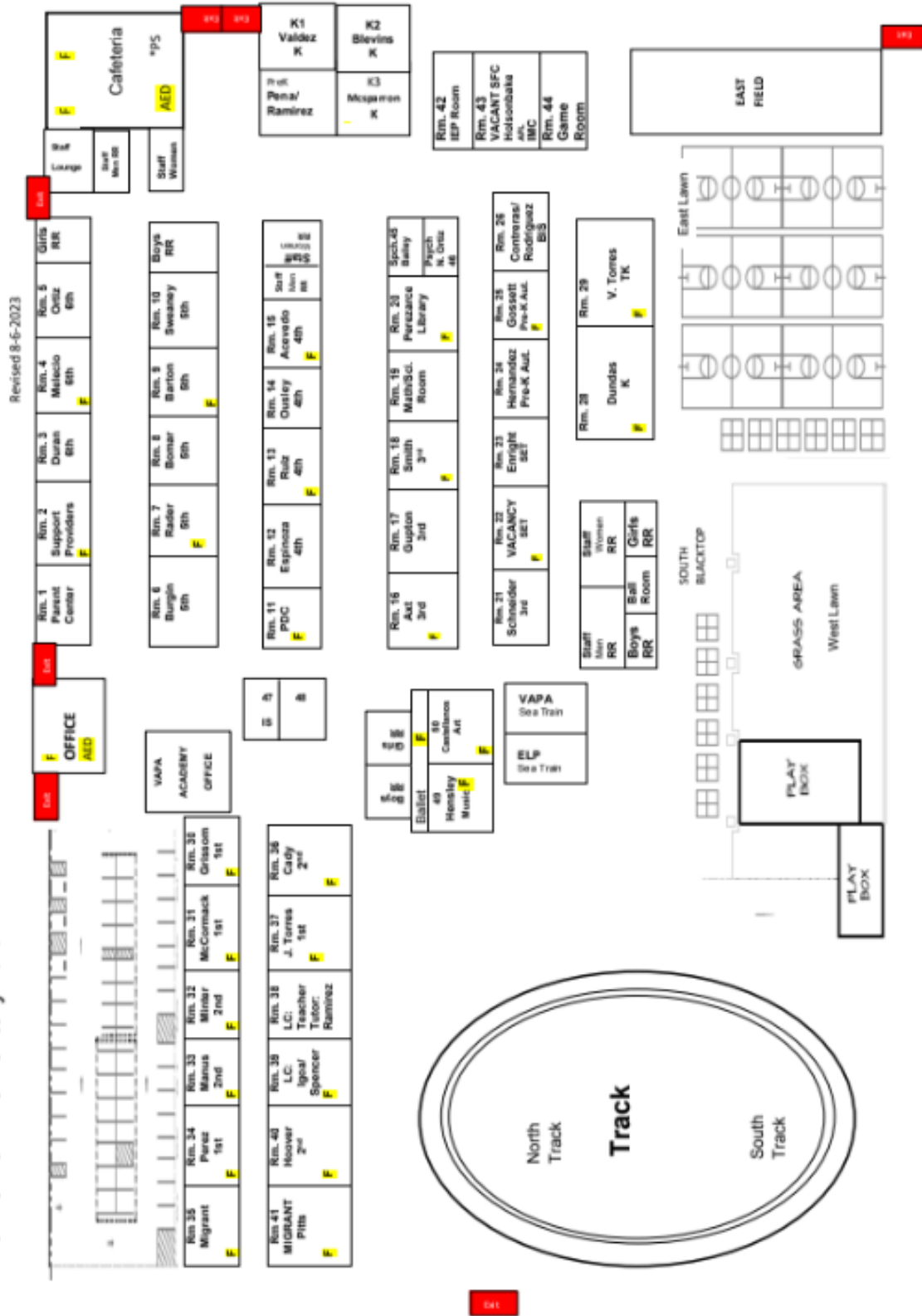
Date/Fecha	2023-24 Events/Eventos
Aug. 16	First Day of School/Primer Día de Escuela
Aug. 24	Back to School Night/ Noche de Regreso a la Escuela
Sep. 4	Labor Day Holiday - No School/Día Festivo – Día Laboral - No Clases
Oct. 13	End of 1 st Grading Period/Fin del Primer Trimestre
Oct. 23-27	Parent Conference Week (minimum days)/ Semana de Conferencias con Padres (días mínimos)
Oct. 27	Report Card Sent Home/Boleta de Calificaciones a Casa
Nov. 10	Veterans Day Observed Holiday/Día Festivo Día del Veterano
Nov. 17	Minimum Day/Día Mínimo
Nov. 20 - 24	Thanksgiving Recess/Descanso de Acción de Gracias
Dec. 22	End of 2 nd Grading Period/Fin del Segundo Trimestre
Dec. 22	Minimum Day/Día Mínimo
Dec. 25 –Jan. 5	Winter Break/Descanso del Invierno
Jan. 15	Martin Luther King, Jr. Day-No School/ Día Festivo-No Clases
Jan. 19	Report Card Sent Home/ Boleta de Calificaciones a Casa
Feb. 12	Lincoln Day Holiday-No School / Día Festivo-No Clases
Feb. 19	Washington Day Holiday-No School / Día Festivo-No Clases
Mar. 8	End of 3 rd Grading Period/Fin del Tercer Trimestre
Mar. 18-22	Parent Conference Week (minimum days)/ Semana de Conferencias con Padres (días mínimos)
Mar. 22	Report Card Sent Home/Reporte de Calificación a Casa
Mar. 22	Minimum Day/Día Mínimo
Mar. 25 - Apr. 1	Spring Break/Descanso de Primavera
May 27	Memorial Day Holiday - No School/Día Festivo - No Clases
May 30	Last Day of School (Minimum Day)/Ultimo Día de Escuela (Día Mínimo)
May 30	Report Card Sent Home/Reporte de Calificaciones a Casa

2 Hour Delayed Start for Collaboration/Professional Development

2 Horas de Comienzo Tarde Para Colaboración/Desarrollo Profesional

Sep. 14, Oct. 19, Nov. 16, Dec. 14, Jan. 25, Feb. 22, Mar. 14, Apr. 25

Mt. Vernon Elementary 2023-24



Attendance is VITAL to your child's Education

Regular attendance is essential to a student's success in school. Most subjects are taught in sequence, requiring the understanding of each concept in the order of its presentation. Chronic absenteeism creates a genuine hardship for a student and at Mt. Vernon Elementary your child's attendance and engagement is taken very seriously. Please try to make doctor appointments so they will not interrupt the school day. Every minute of instruction counts. As your child misses, those minutes begin to add up.

#180DAYSOFSCHOOL

EVERY ABSENCE ADDS UP

1

Two absences a month add up to **a month** of missed school.

2

Children who are chronically absent in preschool, kindergarten, and first grade are much less likely to read at grade level by the third grade.

3

Students who cannot read at grade level by the end of third grade are **four times more likely** than proficient readers to drop out of high school.

Attendance Incentives

At Mt. Vernon, your child will earn rewards for attending school every day on time. Perfect Attendance for the entire quarter will be recognized at the Mt. Vernon Awards Assemblies. Your child may earn many prizes for perfect attendance but the most important reason for attendance is your child's academic and social emotional success.

Absences

When calling our attendance line please give your student's name, teacher's name, date of absence and the reason for the absence. If you cannot call, please send a note with your child the day

they return to school. If your student has a doctor's appointment, please do not keep your student home the entire day, bring your student back to school. Every minute at school is important.

Tardiness

Any Transitional Kindergarten- 6th grade student arriving after 8:50 a.m. is considered tardy. Our school staff is committed to promoting regular school attendance and promptness, as these skills will help in building healthy habits for life. Please send or bring your child to school on time.

REMINDER: Anyone picking up your student before school is dismissed must be on the *Student Information Contact Record*. The person must have a **photo I.D.** at time of pick-up. For your child's safety, we will not release your student to that person. You may not call and give us a verbal "OKAY" over the phone. Student Safety is our Priority.

**Bakersfield City School District Late Start Days
For Collaboration/Professional Development**

Late Start Days, held on the days listed below, will give teachers and principals important time to collaborate as teams and plan the instructional next steps for the students. **Gates open at 10:20 a.m.** and **classes start at 10:50 a.m.**

Breakfast will be served.

Late Start Dates
(one Thursday per month)

September 14, 2023

October 19, 2023

November 16, 2023

December 14, 2023

January 25, 2024

February 22, 2024

March 14, 2024

April 25, 2024

Visiting the Campus

The Front Office will be open from 7:30 am - 4:00 pm Mon. - Fri. (except on District Assigned Late Start Days). If you would like to speak to administration or your child's teacher, that will be allowed by appointment only.

Raptor:

What is the Raptor System? Raptor is a visitor management system that enhances school security by reading a visitor's drivers' license (or other approved government issued ID), comparing information against a sex offender database to alert school administrators and District police if a match is found.

ALL visitors will be required to show a valid Identification Card (ID). Visitors will not be allowed on campus without a valid ID. When visiting, report to the front office to sign-in and get a Visitor Pass through the Raptor System. The pass must be worn at all times on campus and you must remain in the location you indicated when signing in. If you would like a Parent teacher conference, that will be by appointment only during non-instructional time.

Volunteers

All volunteers must complete and submit a District Volunteer Form and wait for approval from the school principal before coming onto the campus. Once a volunteer is approved, all volunteers must sign in daily in the front office and obtain and wear a Volunteer Pass at all times while on campus.

Medication

If your student needs to take medication during school hours you must request an AUTHORIZATION FOR ANY MEDICATION TAKEN DURING SCHOOL HOURS form from the front office. This form must be completed by your child's Physician or Licensed Health Care Provider before medication can be dispensed. Notify the front office if your child is on or needs to be on a Section 504 Accommodation Plan for a medical condition or disability.

Make sure that the following has been done:

1. Must be clearly marked as to the name and type of medication.
2. Must be in the original container.
3. Medication must carry a prescription label with the child's name, drug identity, dosage instructions, doctor's name, and date prescribed.
4. The medication and prescription must be current.
5. Indicate if refrigeration is necessary.

Do you know where your child is?

Make arrangements and discuss with your child where you expect them to go after school, how they are going to get there, and what time you expect them to arrive. Make arrangements in advance and advise them not to go home with others. Please complete the **Getting Home Slip** your child's teacher will send home and return it to the school.

1st – 2nd grade students will be allowed to walk home alone or with siblings with a **written note signed by parent/guardian** giving your child permission to walk home. If the office or the teacher does not receive a note giving permission, your child will **NOT** be allowed to walk home for their own safety.

Report Safety Concerns

If you are aware of any potential problems or unsafe conditions, please notify school officials immediately at 631-5380

Call the police for problems that happen off campus

Sheriff Department

Non-Emergency: 861-3110

Emergency: 911

Bakersfield Sheriff's Department

Non-Emergency:(661) 861-3110

Emergency: 911

Fire Department

326-1626



Mt. Vernon Elementary

Valet Drop Off in the Mornings 8:20-8:50 am

Please help us as we work hard to make the morning drop off zones as safe and efficient as possible for you and your children.

PULL-UP VALET unloading zone in front of the cafeteria gate procedures:

1. **PULL UP** on the curb **INSIDE** the cone area to **UNLOAD** your child.
2. **PULL FORWARD** as much as possible, as there are cars behind you waiting to enter the unloading zone.
3. Unload your child as **QUICKLY** and **SAFELY** as possible.
4. Say **GOOD-BYE** before you pull up so you don't slow traffic down behind you.
5. **DO NOT LEAVE** your car parked or **STEP** outside your car.
6. **ARRANGE** your children so they **EXIT** your car on the **RIGHT** side onto the curb and not onto the street.
7. **DO NOT DOUBLE PARK** outside the cone area on the street to unload your child, as this is very **DANGEROUS**.
8. If you would like to **VOLUNTEER** in the mornings and help with the Valet drop off zone, please sign up and join us in making our drop off zone safe and parent friendly for everyone.

Thank you for your cooperation.

Mrs. Prieto, Principal



Mt. Vernon Drop off and Pick Up Procedures Continued

➤ **School Gate will open at 8:20 a.m. – DO NOT** drop off your child earlier, as there will be no supervision.

➤ Children **WILL NOT** be released from the curbside without an adult escort to take them across the street. Please **park your car** and walk over to your student. Please do not park across the street and call your child over to you while you are in the car.



➤ Parents are encouraged to park in the spaces provided, allowing them to walk over, retrieve their children and escort them back.

➤ Do not park in blue painted handicapped areas. These are only to be used by those with placards or license plates.



Thank You for Keeping our Students Safe!



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Mt. Vernon Elementary School-Wide Discipline System

Mt. Vernon is committed to creating a safe and positive learning environment for all children, staff, and parents. We will utilize Positive Behavior Interventions and Supports (PBIS) as our framework for school-wide discipline.

Positive Behavioral Interventions and Supports (PBIS) is a framework based on a multi-tiered system of support (MTSS) approach for establishing the social culture and behavioral supports needed for schools to be **effective learning environments** for all students



PBIS 4 Core's

1. TEACH

- ✓ All students will be taught **The Eagle 5 Behavior Expectations** throughout the year at the beginning of every quarter and every week.

2. REINFORCE

- ✓ Mt. Vernon Eagles following **The Eagle 5 Behavior Expectations** will earn daily, weekly, and monthly prizes.

3. REDIRECT/CORRECT

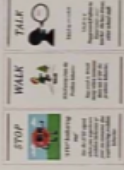
- ✓ Mt. Vernon Eagles **NOT** following **The Eagle 5 Behavior Expectations** will be redirected, corrected, and given consequences for their behavior.

4. SEEK SUPPORT

- ✓ Teachers, Staff, Students and Parents may seek additional help for behavior support (speak to office personnel for assistance).

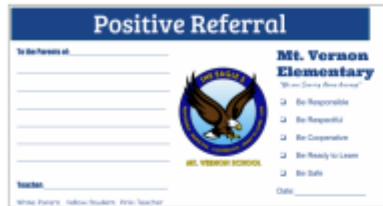







MT. VERNON ELEMENTARY SCHOOL POSITIVE BEHAVIOR MATRIX

	CLASSROOMS	RESTROOMS	HALLWAYS	RECESS / PLAYGROUND	CAFETERIA	LIBRARY / COMPUTER LAB
Be Safe	<ul style="list-style-type: none"> *Keep hands, feet, and objects to yourself *Use supplies properly *Chairs - "Four on the Floor" 	<ul style="list-style-type: none"> *Wash hands with soap and throw away trash *Walk at a safe pace 	<ul style="list-style-type: none"> *Walk at a safe pace *Walk on the yellow line *Keep hands, feet, and objects to yourself 	<ul style="list-style-type: none"> *Keep hands and feet to yourself *Use equipment correctly *Walk to your lines after the whistle *Stay in proper play zones 	<ul style="list-style-type: none"> *Walk and carry your tray with both hands *Keep hands, feet, and objects to yourself *Get permission to leave your table *Report spills to staff 	<ul style="list-style-type: none"> *Keep hands, feet, and object to yourself *Chairs - "Four on the Floor"
Be Responsible	<ul style="list-style-type: none"> *Turn in completed classwork and homework when assigned *Use restroom during recess 	<ul style="list-style-type: none"> *Throw away paper towels in the trash can *Return to class promptly *Report major problems to an adult 	<ul style="list-style-type: none"> *Stay at supervised areas *Report hallway messes to an adult *Have a pass at all times 	<ul style="list-style-type: none"> *Report major problems to an adult *Freeze at the bell *Return equipment *Use restroom before returning to class *Line up promptly 	<ul style="list-style-type: none"> *Use quiet voices *Keep cafeteria clean *Throw away all food and drinks in trash can when you are instructed to do so 	<ul style="list-style-type: none"> *Use place holder *Report damaged equipment or books to an adult *Use appropriate websites
Be Respectful	<ul style="list-style-type: none"> *Treat others the way you want to be treated *Use inside voice 	<ul style="list-style-type: none"> *Wait patiently and quietly *Graffiti free zone 	<ul style="list-style-type: none"> *Put trash in the trash cans *Use quiet voices 	<ul style="list-style-type: none"> *Use appropriate words *Follow staff directions 	<ul style="list-style-type: none"> *Use table manners *Use kind words *Treat staff kindly *Remain seated with feet on the floor 	<ul style="list-style-type: none"> *Use headphones *Use quiet voices *Walk at a safe pace
Be Ready to Learn	<ul style="list-style-type: none"> *Be an active listener and participant *Get to class on time *Have materials ready 	<ul style="list-style-type: none"> *Ask for permission to go to the restroom *Wait patiently for your turn *Have a pass to a specific location 	<ul style="list-style-type: none"> *Return to class promptly *Line up safely and quickly *Listen for staff instructions 	<ul style="list-style-type: none"> *Wait your turn patiently *Be helpful to other students and staff 	<ul style="list-style-type: none"> *Follow staff directions *Stay seated until dismissed *Line up safely and quickly 	<ul style="list-style-type: none"> *Patiently wait your turn *Follow directions the first time
Be Cooperative	<ul style="list-style-type: none"> *Stop and think before you act *Raise your hand to speak *Leave seat only with permission 	<ul style="list-style-type: none"> *Follow correct restroom procedures *Go to the restroom during assigned breaks 	<ul style="list-style-type: none"> *Stay in your line *Follow directions quickly 	<ul style="list-style-type: none"> *Participate with a positive attitude *Follow directions quickly *Throw away all trash from snack in trash can. 	<ul style="list-style-type: none"> *Raise your hand for help *Sit at your assigned table 	<ul style="list-style-type: none"> *Raise your hand for help *Leave your seat only with permission

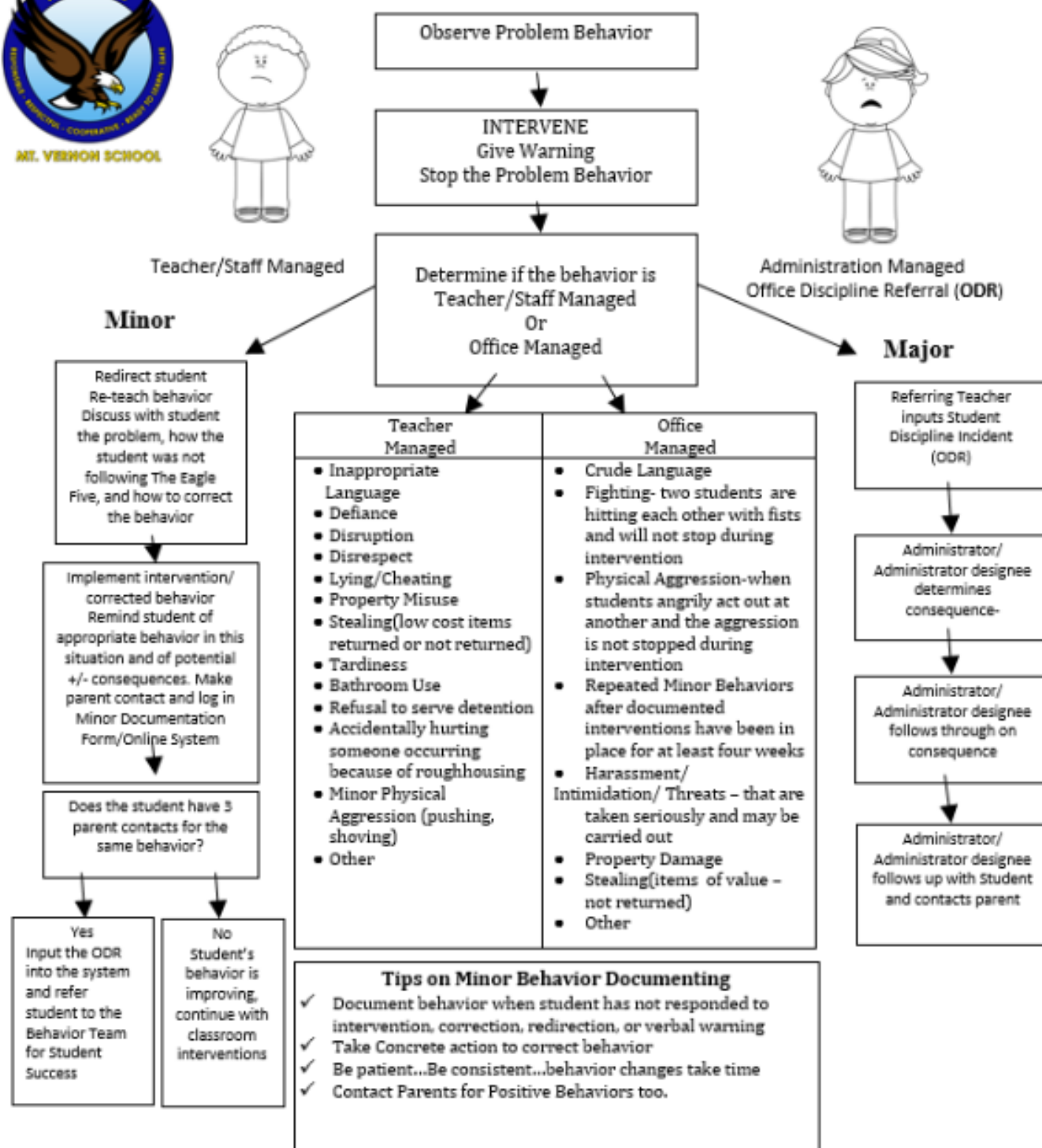


Mt. Vernon School-Wide Positive Incentives

Incentive	Description	Date/Time
Positive Referrals 	<p>Positive referrals are given out by certificated staff - based on a targeted behavior the student has displayed - certificated staff keeps the pink copy and inputs the Positive Referral onto the Online Referral System. White copy goes home with student, yellow copy may be used at the Eagle's Nest (student store).</p>	<p>Given out daily as needed by certificated staff members. Eagle's Nest (student store)- Only on Fridays during morning recess in Game Room.</p> 
Caught Being Good Coins & Caught Being Good Cards 	<p>Caught Being Good Coins - are given out by classified staff - Non classroom setting based on a targeted behavior the student has displayed. Classified staff gives the coin to the student- the student places the coin in classroom coin jar collection- at the end of the month, coins are counted up and winning class per grade level earns Extra Fun Friday Recess</p> <p>Caught Being Good Cards- are given out by classified staff - Non classroom setting based on a targeted behavior the student has displayed. They are placed in a designated container within the cafeteria for a weekly drawing.</p>	<p>Caught Being Good Coins -Given out Daily in Non-Classroom settings.</p> <p>Extra Fun Friday Recess-once a month.</p> <p>Caught Being Good Cards-weekly drawings in the cafeteria during lunch.</p>
Game Room 	<p>Game Room- teachers select four students per class to participate based on behavior. Teachers give the students an Eagle's game room pass (blue bracelet).</p>	<p>Weekly- on Fridays during lunch recess</p>
Library/Computer 	<p>Students are able to attend the library during morning and lunch recess. Computer Lab will be open during morning recess only.</p>	<p>Library-Daily during morning and lunch recess.</p> <p>Computer Lab: Daily during morning recess.</p>
Board Games 	<p>Cafeteria and Playground Activity Leaders (CPALs) will have board games and tables set up for students to play during recess times.</p> <p>Soccer: teachers select two students per class to participate based on behavior. Teachers give the students soccer pass (black bracelet).</p>	<p>Two times per week- Tue. & Thur.</p>



Mt. Vernon Behavior Decision Flowchart



Conduct and Discipline

Please REMOVE this form from Guide. Please SIGN and then RETURN forms to your child's school IMMEDIATELY.

2023-2024 Parent Acknowledgment

Return Form

By state law, parents/guardians are required to sign and return this acknowledgement form. By signing below:

- I am neither giving, nor withholding, my consent for my student to participate in any program.
- I am acknowledging I have received, read and reviewed with my child the Bakersfield City School District policies and procedures contained within this Guide for Parents and Students.
- I am aware of my rights relating to information, activities, programs and/or courses that might affect my child during the 2023-2024 school year (Education Code 48982b).

SCHOOL _____ GRADE _____

PARENT/GUARDIAN NAME (please print) _____

PARENT/GUARDIAN SIGNATURE _____ DATE _____

STUDENT'S NAME (please print) _____



Check each item you do not wish to participate in:

ation Opt Out

and district procedures concerning the release of directory information are provided on page 28. If you do not want your student's directory information released, please check this box. If you do not want your student's directory information released, please check this box.

Opt Out

Students are vital to improving their learning experiences, as well as the culture and climate of BCSD. A Student Climate Survey with Hanover Research that is scheduled to be administered to 3rd–8th grade students at each school site and contains questions regarding: a) emotional climate and physical safety; b) outcomes and attitudes; c) positive relationships and discipline; d) safety and bullying; and e) students are also asked about substance use. We are asking that all of our students participate in the survey to provide invaluable insights into their experiences and how to improve and adapt our district to their needs. If you do not want your student to participate in the survey, please check this box.

ent to participate in the BCSD Student Climate Survey

RE _____ DATE _____

o Consent

In a promotional program, the Bakersfield City School District (BCSD) has established working relationships with various community organizations or persons, who will often photograph pupils, disseminate video, audio, or other electronic media for the purposes of publicity, advertising, or promotion via television, film, video, audio, or other electronic media. Your written consent is required for your child's participation and appearance in such a program. By giving consent a parent/guardian waives any right to control approval, appearance, or audio visual programming. This includes waiver of any rights to fees, royalties, or other compensation from my child's participation in the still photograph or audio visual programming under the laws of the state of California, or under the laws of any other nation or jurisdiction. Consent for release of photograph and audio visual information is required unless the parent/guardian notifies the district in writing that they withdraw consent.

or my student to participate and appear in a still photograph or audio visual programming whether via electronic media for BCSD in connection with publicity, advertising, or promotion of the District's

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RE _____ DATE _____

Bakersfield City School District



GUIDE FOR PARENTS
AND STUDENTS
2023-2024



IMPORTANT: Please sign and Acknowledge the form on page 96 and return to your child's school immediately. Thank you!

Bakersfield City school district sends home the, "Guide for Parents & Students" at the beginning of every school year. This guide provides vital information that will help you and your child throughout the school year. In pages 55-76 you will find the **Conduct and Discipline** that the district and school abide by.