

Dear Fulton Families,

Welcome to the 2019-2020 school year! To our new families, welcome to Fulton Elementary. You are joining an outstanding school full of highly qualified teachers who are committed to achieving excellence in and out of the classroom. To returning families, welcome back to what promises to be a great school year!

The administration and staff at Fulton Elementary are committed to providing all of our students with the best instructional and school experience that will lay the foundation for their current and future school path. We feel honored to have the opportunity to work with your child(ren) and believe that students can be successful through hard work and persistence. We commit to communicating all aspects of your child's experience at Fulton and welcome parents and families as a part of Fulton Elementary.

Safety and Communication are top priorities at Fulton. Please be sure to read all of the information provided to you at the beginning of the school year in regards to student pick up, drop off and where our crosswalks are located. Understanding how to enter and exit the school campus in a safe and effective way ensures safety for students and staff. It is also essential that you have updated information regarding address, phone number, and email address to receive communication from Fulton Elementary. We use email communication to provide the most up to date information including announcements, weekly events, and emergency communication. We also recommend keeping this handbook as well as the district handbook throughout the school year so you can reference them.

We look forward to a great school year! Welcome to Fulton Elementary!

Sincerely,

Shannon Hannon, Principal  
Fulton Elementary School

**ACKNOWLEDGEMENT**

**Your signature below indicates you have read and discussed with your child (ren), the Fulton Elementary policies, rules and regulations.**

**Student's Name** \_\_\_\_\_ **Grade** \_\_\_\_\_

**Student's Signature** \_\_\_\_\_

**Parent/Guardian Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Return this page to your child's teacher by Friday of the first week of school.**

2019-2020



# Parent & Student Handbook

FULTON ELEMENTARY SCHOOL  
IMPORTANT INFORMATION  
2019-2020

# TABLE OF CONTENTS

	PAGE
<b>Principal’s Letter of Welcome</b> _____	1
(To be signed by a parent and returned to Fulton Elementary School)	
Handbook cover _____	2
Table of Contents _____	3 - 4
Student Insurance Notification _____	4
Staff Listing _____	5
About our School _____	6
Important Phone Numbers _____	7
Daily Schedule _____	7
Attendance _____	7
Visitor Regulations _____	8
Student Release Procedure _____	8
Courtesy Counts _____	8
Cafeteria _____	8
Lunch Schedules _____	8
Cafeteria Expectations _____	8
Code of Conduct _____	9
Arizona State Law ARS 13-3620 _____	10
Dress Code _____	10-11
Health Services _____	11-12
Safety Drills _____	12
High Heat Policy _____	12
CUSD Returned Check Policy _____	12
Student Expectations _____	13-14
• Bicycles/Skateboards/Rollerblades/Scooters	
• Corridors	
Playground _____	13-14
School Cleanliness _____	15
Volunteers _____	15-17
Parent Teacher Organization _____	17
School Tax Credit Information _____	17
Student Extra Curricular Activities _____	17

Field Trips_____	18
Acceleration _____	18-19
Safety and Procedures Guide _____	19-21
Traffic Pattern and Directions_____	21-23
CUSD School Calendar_____	Attachment A
Student Violence/Harassment/Intimidation/Bullying -----	Attachment B
How to register for Parent Portal (see grades and pay fees) _____	Attachment C
District/School Emergency Notification System – School Messenger_	Attachment D
Schoolwires (Website) Registration Information _____	Attachment E
Bring your own Technology Agreement _____	Attachment F
Transportation Agreement _____	Attachement G

**STUDENT INSURANCE**

Your child's school does not provide medical insurance coverage for school accidents. This means that you are responsible for the medical bills if your child gets hurt during school activities. The student accident/health insurance plans, which you received the first day of school, are offered to help you pay those bills.

You may enroll online at [www.studentinsurance-kk.com](http://www.studentinsurance-kk.com) and click the ‘Enroll Now’ button. K&K Insurance Group, Inc. services this insurance and their phone number is 855-742-3135.

Please read the insurance brochure carefully. If you have any questions, please call the plan administrator.

**With the signing of receipt of this handbook, you are acknowledging you have been notified of this matter.**

FULTON ELEMENTARY SCHOOL  
STAFF LISTING  
2019-2020  
Shannon Hannon, Principal

Kindergarten

Ashley Bartkowski  
Jennifer Clark  
Christina Cruz  
Pamela DeRosa  
Leticia Parris

First Grade

Andrea Bartelt  
Alicia Crocker-Gregory  
Jenny Mather  
Tonja Pichardo  
Kristy Yablon

Second Grade

Rebecca Bentz  
Michelle Clonts  
Hanh Giannetta  
Mariah Laszlo  
Jackie Van Epps

Third Grade

Jessica Edwards  
Kathryn Parker  
Kirstiana Person  
Betsy Schultz  
Jennifer Short

Fourth Grade

Veronica Foster  
Stacey Hale  
Crystal Hughes  
Brenna Kapis  
Sarah O'Brien  
Amy Yanish

Fifth Grade

Melissa Brown  
Jill Lanning  
Stacy Pratt  
Paul Servis  
Molly Woodall

Sixth Grade

Stephanie Goodell  
Aubrey McDonald  
Sarah McGinnis  
Nicole Renio  
Brittany Shirkey

Resource

Rebecca Collins  
Vanessa Smith  
Shelby Medlock

Opportunity

Erica Rutledge

Assistant Principal

Justin Durham

Counselor

Abby Stringer

Administrative Assistant

Shannon Coury

Attendance Clerk

Aimee Mirador

Office Assistant

Jacqueline Schade

Office Clerk

Bridget Hill

Health Assistant

Pamela Garbett

Media Specialist

Margie Foster

Media Assistant

Marissa Randazzo

Music Department

Joseph Little, General Music  
Michelle Koury, General Music  
Adam Miller, Band  
Caroline Broomfield, Orchestra

Physical Education

Mark Pfeffer

Liane Bowles

Technology

Melissa Lundquist

SPED General Clerk

Jennifer Colburn

Special Services

Psychologist – Dawn Soriano  
OT – Susan Jenkins  
Speech – Renee Suda  
PT – Erica Goolsby

Food Service

Lori Farrell, Manager  
Veronica Hersey, Assistant  
Maria Cuevas, Assistant

Custodians

Lorena Umul  
Herlinda De Cabral  
Nubia Jiminez

Lunch Aides, Paras, Crossing Guards

Amna Nabri  
Navpreet Parmar  
Michelle Glennen  
Daihyana Varela  
Rhonda Dodd  
Jessica McIntyre  
Kortnee Evans

## About Our School

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### Our Vision

At Fulton Elementary, we are driven to demonstrate personal excellence. We ignite the desire to achieve! By encouraging each other to excel, we contribute positively to our learning community where everyone can achieve their academic and personal goals.



Fulton's mascot is  
'the **FIRE**'  
We are igniting the Passion for  
Excellence!

Our official colors  
are  
**RED** and **ORANGE**

### Ira A. Fulton

The Olympic torch has historically been held up to illuminate the way. It is our desire as a learning community to lead the way and hold the light to help others achieve their dreams. The school is named for philanthropist and community leader, Ira A. Fulton. We hope to emulate his service and dedication to excellence.

## IMPORTANT PHONE NUMBERS

Office: (480) 224-3300  
Health Office: (480) 224-3302  
Attendance: (480) 224-3303  
Cafeteria: (480) 224-3304  
FAX: (480) 224-9200

**School Address:**  
4750 S. Sunland Drive  
Chandler, AZ 85248

School website [www.cusd80.com/fulton](http://www.cusd80.com/fulton)

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## DAILY SCHEDULE

8:05 Students may enter campus  
8:25 First “warning” morning bell  
8:30 School begins  
2:50 Kinder dismissal  
3:00 School ends

### EARLY DISMISSAL SCHEDULE:

All students will be dismissed at 11:30 am for conferences on the following days during 2019-2020: Aug. 28 & 29 and Feb. 12 & 13

**NOTE: Supervision is not available before 8:05 am and students are not to be on campus before that time unless they are either enrolled in the ‘Kids Express’ before school program.**

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## ATTENDANCE

As a parent or guardian, please prioritize attendance and help your student develop a sense of responsibility and good habits by **arriving at school on time**. Students should arrive no earlier than 8:05 AM with the exception of the *Kids Express* enrollees and those having breakfast in the cafeteria. The playground bell will signal students that it is safe to arrive at **8:05 AM**. The line-up bell rings at **8:25 AM** and the tardy bell rings at **8:30 AM**. Arriving after the last bell will affect your child’s attendance record. He/she will need to report to the office and obtain a late pass before going to class. If your child is absent, please remember to call the **attendance line recorder (480-224-3303)**, and report the reason for absence.

**Appointments: Please make every effort to schedule family vacations during intersession breaks. Medical and dental appointments should be made before or after school hours whenever possible**

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## PARENT/VISITOR CAMPUS SECURITY REGULATIONS

Campus visitors are required to sign in and out at the office and wear a badge while on campus in exchange for car keys which will be returned upon signing out and returning the badge. **NO EXECPTIONS** to this policy. Thank you.

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## STUDENT RELEASE PROCEDURE

When it is necessary for a student to leave prior to 3:00 pm, the student must be checked out at the office front counter. **Written permission, signed by a parent/guardian, must be provided to the school office before your child will be released to anyone other than those individuals listed on your child's Emergency/Health Card. Please make sure you bring your ID in order for us to release your child early.**

## COURTESY COUNTS

If you have advance notice that it is necessary to check your child out before dismissal time, please send a note to your child's teacher in advance so that homework and instruction may be prepared in advance. Whenever you call the office to request homework for an ill child, please allow up to 24 hours to pick up your child's missed work. Your child's success is our utmost concern and any work missed must be completed.

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## Cafeteria

Parents are always welcome to eat lunch with their children. Please make sure to sign in at the front office.

Nutritious school meals are available free or at a reduced price depending on family income and size. For more information, talk with the Cafeteria Manager, Lori, or school office personnel.

Prices: Breakfast \$1.75  
Lunch \$2.95

## LUNCH SCHEDULES

Recess/Lunch Hours		
Grade	Recess	Lunch
5	10:50-11:10	11:10-11:30
1	11:00-11:20	11:20-11:40
6	11:15-11:35	11:35-11:55
2	11:30-11:50	11:50-12:10
4	11:40-12:00	12:00-12:20
K	12:00-12:20	12:20-12:40
3	12:05-12:25	12:25-12:45

Note: Times are subject to change.

### Cafeteria Expectations

1. Enter and exit the lunchroom in an orderly fashion from recess with your class.
2. Line up in alphabetical order and wait at the entry door for cashier.
3. Food is to be eaten in the lunchroom **ONLY**.
4. All students will remain seated during lunch and must request permission to leave their table.
5. When finished, put trash in container provided.
6. Tables and surrounding area are to be left free of food and trash.
7. Students will be dismissed by a noon aide.
8. Students are not allowed in the classroom unless a staff member is present.

## CODE OF CONDUCT

### CAMPUS

Student agrees to:

1. Respect the rights and individual differences of others.



2. Attend school regularly and arrive on time.
3. Complete work assignments.
4. Be prepared for school with homework completed.
5. Respect property.
6. Respect and cooperate with school staff.
7. Be kind to others.
8. Obey school rules as follows:
  - \* Play together without fighting or wrestling.
  - \* Refrain from harmful activities.
  - \* Keep hands, feet and objects to self.
  - \* Use only appropriate, respectful language.
  - \* Gum chewing is not allowed.
  - \* Use playground equipment safely and appropriately.
  - \* Eat only in cafeteria or designated area.
  - \* Refrain from bringing personal property to school.  
(Sports equipment, toys, electronic items, etc.)
  - \* Cell phones must be off and kept in the backpack during school hours. Cell phone cameras may not be used on campus.

### **Recording Devices:**

**All electronic recording devices are banned at the elementary and junior high schools.** These devices include but are not limited to cameras, PDA's, camera phones and camcorders. If there is evidence of possession or use, the device will be confiscated, returned to the parent/guardian at a later date and disciplinary action will follow.

Schools have the right to discipline students who use these devices as stated under Board policy JIC Student Conduct –disruption of the educational environment and threatening the educational institution.

We are required to report to law enforcement agencies all violations of law. According to ARS Statute 13-3019, it is unlawful for any person to knowingly photograph, videotape, film, digitally record, or, by any other means, uses a device to secretly view or record another person without that person's consent when in the restroom or where a person has a reasonable expectation of privacy. Violation of this statute is a felony.

### **Behavior Intervention:**

Each teacher will implement his or her own classroom discipline procedures. The primary focus is to catch students while they are following the rules. When a teacher has exhausted his or her classroom discipline procedures, he or she may implement the school-wide discipline program. Consequences for students who choose to disregard school expectations are:

1. Warning
2. 30 minute after-school detention
3. 2-30 minute after-school detentions
4. In school suspension (assigned to alternate room)
5. Out of school suspension (student not allowed to be on campus)

### **ARS 13-3620**

In following ARS 13-3620 and district policy, our school will report to the proper authorities:

- Suspected child abuse
- Sexual assault
- Child molestation, incest, prostitution

- Physical neglect
- **Threats (rumors or real)**
- **Physical assault (any kind of visible injury)**
- **Sexual harassment**
- **Possession of or threatening the use of any weapon**
- **Student Violence/Harassment/Intimidation/Bullying (PDF 2 of this packet)**

As outlined above, Arizona state law requires schools to report all non-accidental injuries, threats, and rumors of threats to the local law enforcement office. Please discuss with your child that purposefully hurting another student or making threats will result in this reporting to police in addition to other consequences at school as outlined in our code of conduct guidelines. The Chandler Unified School District code of conduct is included in the Elementary Handbook and Calendar, which is distributed to all students on the first day of school along with Fulton Elementary’s student handbook. **Parents are asked to return the district front acknowledgement page along with page one of this handbook by the first Friday after receipt.**

## ELEMENTARY STUDENT DRESS AND GROOMING EXPECTATIONS

### Student Dress

The responsibility for appropriate dress rests with students, parents, or guardians. Students are to adhere to student dress expectations during the regular school day as well as during all school sponsored events. At all times clothing shall provide adequate covering of the body.

The following clothing is not acceptable:

- Short shorts or skirts (short is defined as higher than mid-thigh), spaghetti straps, tops or dresses with straps less than 1 inch in width, bathing suits, halter or midriff tops, tube tops, mesh, fishnet or sheer garments, low cut tops or strapless tops.
- Clothing that exposes the back or midriff when hands are raised above the head.
- Sagging pants, visible underwear, hanging belts, see-through jerseys, overly large jerseys or tops worn without undershirts, bandanas, sweatbands, headbands, wristbands, chains or cords hanging from clothing.
- Clothing with obscene, vulgar or inappropriate language or graphics, gang related clothing and symbol’s, clothing that promotes racism, clothing that advertises illegal substances, tobacco, or alcohol.
- Clothing that is disruptive in appearance, contrary to good hygiene, detrimental or distractive to classroom or campus order.

### **The following footwear is not acceptable:**

- Shoes with built in wheels, bare feet, shoe heels exceeding one inch in height.
- Note:** Flip flops are not recommended for daily wear and are not acceptable on P.E. days.

### Student Grooming

The responsibility for appropriate grooming rests with students, parents, or guardian. Students are expected to keep themselves well groomed during the regular school day as well as at all school-sponsored events.

### **The following is not acceptable:**

- Un-natural hair color
- Grooming or hair styles that may create a health hazard during school activities
- Grooming that is disruptive in appearance, contrary to good hygiene, detrimental or distracting to classroom or campus order.

**Note:** Elementary students are discouraged from wearing makeup.

#### Hats and sunglasses

Hats and sunglasses may be worn while outside. They must be removed while indoors. Exceptions will be made for students with medical needs.

### Corrective Action by School Staff

All school personnel have the right and responsibility to enforce school rules, including dress and grooming expectations. Students who do not comply with dress or grooming expectations will be referred to the school health office or to the school principal. Parents will be contacted and asked to provide alternative clothing. If parents are not available, students will be given alternative clothing to wear for the remainder of the day. Parents will also be contacted concerning grooming issues. Arrangements will be made with parents to correct grooming issues as quickly as possible.

## HEALTH SERVICES

Fulton Elementary has a full-time health assistant on staff. Health services are provided to students and families to understand good health practices and the effect they have on the present and future life of a student. Students who become ill or injured in school are given emergency treatment by the health office. A registered nurse is "on call" at all times. Hearing and vision testing is conducted during the first semester of the school year.

It is the belief of the Board of Education that medication should be administered at home. However, under certain conditions, it is in the best educational and health interests of the child to take prescribed medications during the school day. We ask for your cooperation regarding giving medication in the schools. **Because of the responsibility placed upon the staff for giving the correct medications,** we ask that you comply with the following guidelines:

1. The prescription medication must be prescribed by your child's physician/licensed prescriber and the written order signed by the prescriber returned to school before that medication will be given by school personnel. **Medications to be given two and three times a day are not administered at school unless specifically ordered by the doctor to be given during the school day.** One dose of medication to be given four times a day can be given at school.
2. A new written order form must be presented for changes of any medication.
3. **PARENT OR GUARDIAN MUST SIGN PARENTAL PERMISSION on the physician's order sheet.**
4. The medication is to be brought to school by the parent or other responsible adult in a properly labeled container from the pharmacy. You may want the pharmacist to label two containers: one for the school and one to keep at home. Medications will not be sent home with students.
5. The student is responsible for coming to the health office to take the medication.
6. Non-prescription medicines including aspirin substitutes will be dispensed by health office personnel to students who have written permission from a parent or guardian to receive medication at school, as needed, for a maximum of three consecutive days. To ensure that use of this medication is not masking symptoms of a serious condition in the student, a doctor's order must be submitted to the school health office for administration beyond this three-day period. In order to minimize the possibility of a drug overdose, non-prescribed medications will not be dispensed during the first and last hours of the school day.

7. We would appreciate it if you would please pick up your child's medication on the last day of school. Any medication that is not picked up will be discarded within three (3) days at the end of the school year.
8. A new order form is required for each school year.

### **SICK CHILDREN BELONG AT HOME - WELL CHILDREN BELONG AT SCHOOL**

One of the problems most often confronting parents of school-age children occurs when a child complains of not feeling well on a school day. A decision must be made as to whether the child stays home or goes to school.

**Do not send a sick child to school for the health assistant or teacher to decide whether they should be in school. If in doubt, call the family doctor or check with the nurse at a local clinic.**

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### **SAFETY DRILLS AND PROCEDURES**

We conduct a fire drill once a month. Each semester we conduct safety lock-down drills and bus evacuation drills. These drills are conducted during class time. Students periodically review exit routes and safety procedures for evacuating the building and the lock-down drill procedures. Perimeter gates open from inside of campus but are locked for outside entry when closed. Please come to the front entrance (east parking lot) when visiting the campus. **All visitors must come to the office and sign in and obtain a badge before proceeding to their campus destination.**

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### **HIGH HEAT POLICY**

- The weather forecast will be checked each morning during the months of July through September and in May.
  - If the **Heat Index** (the combination of the actual temperature and the humidity) is 105 degrees F or higher, students' recesses will be adjusted accordingly. Playground supervisors may restrict students to play in the shaded areas only with restricted playground activity, or to the courtyards allowing for quiet activities only, or to classrooms, depending on the severity of the weather.
  - Students are encouraged to bring water bottles and drink plenty of water on high heat days.
- 

### **Chandler Unified School District Returned Check Policy**

Checks are accepted by CUSD. For any checks returned as unpaid to CUSD, the check writer's account may be electronically debited without further notice for the amount of the check, plus a returned check fee, as allowed by state law. Questions or issues regarding checks may be directed to CCM Enterprises at 888-423-8974.

### **STUDENT EXPECTATIONS**

#### **BICYCLES/SKATEBOARDS/ROLLERBLADES/SCOOTERS**

Students who ride a bike, skateboard, rollerblades or scooters to school must:

1. Be in **grades 2-5** (district policy)
2. Bikes should be **LOCKED** in our bike area on the south side of our school. Students must walk their bikes across the crosswalk and while on school grounds.
3. Skateboards and scooters will also be stored in the bike rack. Scooters **must be folded and carried** (not rolled) at all times while anywhere on campus. Skateboards also must be carried around once on school grounds.
4. Motorized scooters are not allowed on campus.
5. We highly urge all students who use any of these modes of transportation to wear a **helmet**.

### HALLWAYS

1. Students must walk quietly and in a single file line when in a large group, through hallways, and the multipurpose room. Running in hallways is not allowed.
2. Be courteous when going past windows and open doors.
3. Keep hands, feet and objects to self.
4. Loitering is not allowed.

### OUTDOOR LUNCH – COURTYARD

Students may:

1. Students will sit at designated tables or areas under or near the ramada.
2. Students need to make sure their area is cleaned up with all trash thrown away.

### PLAYGROUND

#### General

1. The morning playground arrival time is 8:05 AM. NO EXCEPTIONS due to safety concerns.
2. Play safely and cooperatively with others. Hurting or bullying others is not allowed.
3. Playground equipment will be used safely and appropriately. Playing all games by the school rules.
4. No personal items such cell phones or other technical devices allowed. Personal sports equipment must have their name on it and student and parent should have filled out the permission form.
5. Balls provided by the school are to be used on the field and courts.
6. Walk around the games of others and class lines.
7. Walk, rather than run, on the sidewalks.
8. Adult permission must be given to use the bathroom.
9. Respect playground monitors, aides and duty teachers.
10. Absolutely no tackling or physically aggressive play of any nature.
11. No buying, selling or trading of anything at school.
12. No rock throwing
13. No somersaults, hand springs, cartwheels, front flips or back flips allowed.
14. No standing on the benches or tables.
15. No climbing fences or walls.
16. Food may not be eaten on the playground, please utilize the tables and benches. Make sure trash is thrown away.
17. Involve others and be respectful to each other during play.

#### Large Equipment

1. No running on equipment.
2. Slides are one-way, down, in a seated position with feet first one at a time with no climbing upwards.

3. Jumping off large equipment is prohibited.
4. One student at a time on traveling bars/ladder.
5. **Up** is the only direction on ladders; **down** is the only direction on poles or corkscrew.
6. No hanging upside down on spider web apparatus.

### **Swings**

1. All students on a swing set must face the same direction (facing the monkey bars on the intermediate playground).
2. Students will not push people who are swinging.
3. Students will not walk or run through swings.
4. Twisting around in swings or swinging sideways is not allowed.
5. Stay off swings if there is water under them.
6. Throwing the swings up over the top is not allowed.
7. Students will not stand up in or jump out of swings.

### **Kindergarten Playground**

1. Do not climb wall or fence.
2. No one should be standing on or jumping off any piece of equipment.
3. First & Second graders are allowed in the kindergarten playground only when kindergarten is not using the area.
4. Students on swings must face the school building.

### **Shade Covering**

1. No climbing poles.
2. Throwing objects on canvas is prohibited.

### **Chin-Up Bars**

1. Students will not sit on top of the bars.
2. One student at a time per section.
3. Students will not hang by their legs on bars.
4. No front flips or back flips.

### **Parking Lot**

1. Do not go in the parking lot for any reason.
2. Stay off the curb.

### **Picnic Tables**

1. Area to work or rest
2. No more than 8 people at a table.

### **Basketball Courts**

1. No hanging on basketball rims.

### **Miscellaneous Equipment**

1. **Jump ropes** are allowed under the Ramada.
2. **All equipment** must be returned to the recess carts and/or bins.

**\*Noon aides and staff will make the final decision when determining if an act is unsafe.**

## **SCHOOL CLEANLINESS**

Fulton Elementary has the goal every year to earn the clean schools award. Therefore students, staff and visitors are asked to help maintain our clean campus by utilizing the trash cans placed throughout the campus. Fulton students learn to take pride in their environment by helping to maintain the grounds and keeping it free of debris.

In order to maintain our school property and cleanliness on campus, gum chewing is not allowed.

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## **VOLUNTEERS**

Thank you for your interest and willingness to donate your valuable time to our Fulton school community. While working with staff and students, your time contributes to the learning atmosphere of our fantastic school. Whatever skill or talent you have can be utilized, at some point, in continuing to build a positive school culture.

Fulton Elementary has two types of volunteer opportunities available to you. The first volunteer opportunity is to serve as a classroom volunteer. To be a classroom volunteer, you need to complete and return the attached volunteer information form to the office. The second volunteer opportunity is available through our PTO (Parent Teacher Organization). Some of the varied PTO volunteer opportunities may include book fair, fundraising events, special events, and teacher appreciation.

In order to make your volunteer experience at Fulton a pleasant one, we have created this volunteer handbook for you. Please take the time to read through the information we have provided. If you have any questions, call our front office at 480-224-3300.

### **Responsibilities of Volunteers**

- Dependability
- Professionalism
- Confidentiality
- Following directions and asking questions

### **Responsibilities of Teachers for Volunteers**

- Provide meaningful tasks
- Plan and maximize the volunteer's time
- Get to know the volunteer
- Orient the volunteer to the classroom procedures
- Give recognition and show appreciation

### **Confidentiality**

As a volunteer, confidentiality is very important to establish and maintain student relationships. It is important that volunteers are aware of the rights of students and their privacy. Furthermore, we ask that respect be given to the confidential nature of any information concerning students. A volunteer, however, may consult and collaborate with teachers and administrative staff for purposes of more effectively helping a student. When sharing information about a student with other professionals, the information should serve the students best interest. We ask that you will divulge a student's name only when it is necessary. Thank you for your support in this sensitive manner.

## Dress Code

**As a volunteer, we would like to ask that you follow the same dress code as our staff and students.** Like our students, volunteers are expected to keep themselves well groomed and neatly dressed at all times. Any form of dress or hairstyle which is contrary to good hygiene or which is distracting or disruptive in appearance is detrimental to the purpose or conduct of the school and will not be permitted. This dress code is in compliance with CUSD district policy.

1. Clothing or hairstyles that are detrimental to one's health and safety or the health and safety of others are not permitted.
2. Clothing shall be clean and appropriate for school wear.
3. Fishnet, see-through athletic jerseys, short shorts, bare midriffs, halter tops, tube-tops, spaghetti straps, strapless and low-cut tops are not appropriate school dress. Tank tops should have well fitted armholes and not gap or hang loosely. Straps should be **2 inches** wide. No undergarments should be visible.
4. Sunglasses and hats should be removed while inside the building.
5. Shorts and pants should fit securely around your waist. No "sagging" is allowed. Discretion must be used to eliminate the visibility of undergarments and/or inappropriately exposed skin.
6. Monogrammed shirts that advertise illegal substances for minors or have inappropriate language printed on them are not allowed.
7. We ask that volunteers dress in a manner that is not distracting and promotes an environment that is conducive to learning.

## **WORKROOM**

### Copier

- The front copier, located by the workroom door is for **twenty-five copies or less** only.
- The two Riso copiers are for **twenty-six or more copies**. Please do not try to fix or change anything on the Riso. Ask a staff member in the front office, if you need assistance.
- While you are using the copier, teachers may need to make copies during this time. Due to teacher's limited preparation time, we ask that you please allow teachers to step-in to make copies.
- Please check with the teacher you are volunteering for to get the necessary paper for your copies.

### Die-Cut

- There are both letter and shape die cuts available for you. You may also use the construction paper as needed.
- On occasion, the die cuts may not cut thoroughly or you may have questions on the operation. Please speak with the front office staff if this occurs.

### Binding Machine

- The binding machine is available for your use. The front office can locate it for you in the storage room as needed. Please be sure to use the proper size comb when using the machine. If you have any questions, please ask the front office staff.



**\*Please do not remove workroom equipment unless checking them out with the front office first.**

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## **PARENT TEACHER ORGANIZATION**

The Fulton PTO is actively committed to supporting the teachers, staff and students. There are several opportunities for volunteer involvement throughout the year with many activities planned.

The PTO plans several family events\* such as

- ❖ **Family Dinner Nights**
- ❖ **Mom and Son Movie Night**
- ❖ **Daddy Daughter Dance**
- ❖ **Spring Carnival**

\*Please note that an adult **must accompany students during the events.**

**Parents are encouraged to attend the general meetings. Important agenda items include event planning, fundraising, and dedication of funds. Additional information may be obtained in the office. Feel free to contact PTO with any questions or if you are interested in helping with an activity <https://innovativeobjects.wixsite.com/fultonelementarypto>**

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## **SCHOOL TAX CREDIT INFORMATION**

The Arizona legislature allows Arizona taxpayers to donate per year up to \$200 to a K-12 school (or \$400 for married couples filing jointly) and deduct that donation straight from the amount of state income tax paid. Your tax dollars support many student extracurricular activities including clubs, enhanced music programs and field trips, which are planned to compliment student curriculum. Donation forms are available in the office. You may write your check payable to Fulton Elementary School and send it to the school office. We will send you a receipt for your tax records. You can designate how you would like your donation to be used in the space provided on the donation form. Thank you in advance for supporting our school in this manner.

## **STUDENT EXTRA CURRICULAR ACTIVITIES**

**Examples of after school clubs that may be available include:**

- Fulton Fire Choir
- Robotics Club
- Running Club
- Student Council
- S ➤ Fulton Fire Patrol
- Battle of the Books

The teachers and school officials feel that the students can profit greatly by planned and supervised field trips, excursions, and athletic events. However, children will not attend field trips without your knowledge and consent.

Fulton Elementary will follow the Chandler Unified School District's Governing Board Policy for all off campus trips. Tax Credit donation's make field trips available for our students. Thank you for your contributions.

We respectfully request that parents who are not selected as chaperones refrain from attending and make separate arrangements to attend with the child at another time.

*Please note, an extracurricular activity fee for class field trips and clubs will be assessed at the beginning of the year. This fee will be explained in a letter to you and the fee will be visible and payable on our parent portal, Infinite Campus. You will pay online via InTouch.*

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## **ACCELERATION PROGRAM**

The Fulton Acceleration Program is for student's kindergarten through sixth grade. The program is designed to meet the learning styles and needs of students with exceptional intellectual, academic, and creative abilities. Students are identified and placed into the program based on the criteria established by the Fulton Accelerated Team. The students placed in the accelerated program will learn content at a grade level above in ELA and Math. Science and Social Studies will be at the current grade level.

### **PLACEMENT CRITERIA**

The Fulton Accelerated team comprised of administration and teachers will meet to review and discuss all criteria points of a student to determine eligibility. A student does not need to meet all criteria but all will be considered. The criteria include but are not limited to state and district test scores, grades, and teacher and parent recommendations.

### **GIFTED CLUSTERING**

Students that are identified as gifted will be grouped together in their classes to allow for differentiation and the opportunity to work with like-minded peers. Teachers are trained in this model and integrate strategies and instruction to meet the needs of all students.

### **GRADING**

All students in the accelerated classes will be graded the same as on level classes where an A = 90-100, B = 80-89, C = 70-79 and so forth. Students will not be graded any differently due to them being in accelerated classes and would still need to earn A's in their classes to make the Principals list.

### **FREQUENTLY ASKED QUESTIONS ABOUT ACCELERATION**

Q. We just moved to Fulton and our child was in a gifted or accelerated program at their last

school. Will they be accelerated here?

A. Yes. All students coming in from an accelerated program will be placed in and the team will review the placement with the parents after 30 days to determine best fit.

Q. My student was not accelerated, but now I think he/she should be, can I have him/her join the accelerated classes?

A. Students at Fulton will have the opportunity to move into the accelerated program each year, possibly during the year. Students that are recommended will have a review period to determine best fit.

Q. Can we opt out of acceleration?

A. Yes that is parent's right and choice.

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## SAFETY AND PROCEDURES GUIDE

Our goal is to create a safe and efficient environment for our students and families. We follow school procedures that maximize student supervision and the ability to identify who should and should not be on our school campus at any time. Thank you for your support and commitment to the safety of our students.

\*Please review the traffic flow map.

- **Student Drop-Off**

1. Student supervision is provided beginning at 8:05 a.m.
2. Students must be escorted by an adult in all school parking lots.
3. Curbside drop-off must occur after the second crosswalk (south of the curbside crosswalks).
4. The lawn in front of the school is a waiting area for our families and is not to be used as a recess area for students.

- **Student Pick-Up**

1. All students who will be picked up from school by an adult will report directly to the pick-up canopy on the east side of the campus. This area is limited to students and staff only. This is a safety procedure to ensure that we can tell who should and should not be inside the campus gate.
2. Parents who utilize the curbside lane will have a sign, displayed on the passenger side sun visor or dashboard, that lists the name(s) of their child(ren). This will allow our staff to announce your child's name well before the pick-up area and decrease the amount of wait time in our curbside pick-up lane.
3. Parents who walk on campus to meet their child will proceed to the front lawn.
4. Students will be seated in the supervised canopy area until they either hear their name called for curbside pick-up or see their parent waiting in the front lawn.

5. All students must stand by their parent outside of the school gate or be seated in the supervised canopy area after school.

- **Back of School Protocol**

1. Vehicles are not permitted in the back of the school. The road in the back of the school is designated for bus drop-off/pick-up only. The buses are very large and difficult to maneuver. We have 300+ students loading and unloading buses in the back of the school each day. We also have neighborhood students walking on the sidewalks to/from school. The safety of our students is compromised when congestion is increased due to vehicles pulling up on the sidewalks, narrowing the streets, and blocking our buses and walkers in the back of the school.
2. Students who have been given a white tag to dismiss campus from the back of the school must walk home from school. This means they walk away from the school and out of sight. If the child enters a vehicle in the back of the school, then they are not technically “walkers” they are “parent pick-up” in which case we will change their dismissal arrangements and dismiss them from the front of the school only, where we safely facilitate “parent pick-up”.
3. Our drop-off/pick-up procedures have been assessed by the Chandler Police Department as the best plan possible for our campus. Safety is our highest priority at Fulton Elementary. Please support us in this effort.

- **Visitors on Campus**

1. Volunteers are welcome and appreciated at Fulton.
2. Volunteer visits must be scheduled in advance with a Fulton staff member.
3. All visitors must check in at the front office and exchange their car keys for a visitor badge.
4. Parents may join their child for lunch one day per week. We must set a one day per week maximum to ensure space for all families. Parents will sit next to their child at the classroom lunch table. Parent lunch will conclude when students are dismissed to their classroom teacher. Parents may not enter the playground area with the exception of outside lunch days. On outside lunch days, parents must exit the playground area when the grade level lunch time ends.
5. To check a child in or out of school, please continue to do so through our front office.

- **Before and After School Playground Access**

1. Parents are not to enter the playground area before, during, or after school with the exception of the first day of school.
2. Before school, Kindergarten students will enter the Kindergarten playground through the east and south gates which are next to the school office door. Parents may not enter the playground area.

- **Kids Express & Breakfast**

1. Students being checked in/out for Kids Express will use the entrance/exit located on the north side of the school by the back parking lot. The door will be labeled and locked at all times. Please knock for assistance.

- **After-school Clubs**

1. All after school clubs will be dismissed to the front of the school for curbside pick-up. Please pull as far forward as possible and remain in your vehicle. Students will be dismissed to your vehicle.
2. If you need to check out your child early from an after-school club, please call the front office at 480-224-3300 to make arrangements. Phones are answered until all students are picked-up; however, doors are locked at 4:30 p.m.

Student safety is our greatest priority. We ask for your full support in following our school policies and procedures to ensure efficiency and safety for our students and families.

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## FULTON TRAFFIC PATTERN AND DIRECTIONS

The traffic pattern at Fulton Elementary is designed as separate areas to ensure student safety and consistent parent accessibility:

### **Parent Pick-Up/Drop Off:**

To use the **DRIVE THRU / CURBSIDE LANE:**

From Chandler Heights Rd., take South Pleasant Drive (1 block west past Sunland). Turn Right on S. Fulton Ranch Blvd. Turn Right on S. Sunland Drive. Turn right into the Fulton driveway. ***This direction is dedicated for the Drive Thru / Curbside Lane only.***

Students enter and exit the building through the south gate, which is located past the fire lane. Signage is posted indicating where you can safely drop and pick up your student. There is no dropping off or picking up in front of the office. Please have your student ready to exit the vehicle quickly on the right side of the vehicle. For safety reasons, please do not allow your child to exit the vehicle on the left side into the road. Do not leave your car to assist your child.

### **Parking and Walking**

If you choose to park your car and walk to pick up your child, please drive North on S. Sunland Drive. ***This direction is dedicated for the Parking Lot only.*** Please do not cross over the cones, turning into the Parent Pick up / Curbside Lane as there is a solid yellow line prohibiting you to do so.

Please know that students may not walk alone to and from your car. They need to be accompanied by an adult. Do not drop off students so they are walking where cars are trying to find a parking space. If you prefer not to leave your vehicle, please use the drive thru lane.

### **Walking Students**

Students who have permission to walk home must be identified with a colored band on their backpack (contact the office if you need one) OR you must be walking with your child.

### **Crosswalk Rules**

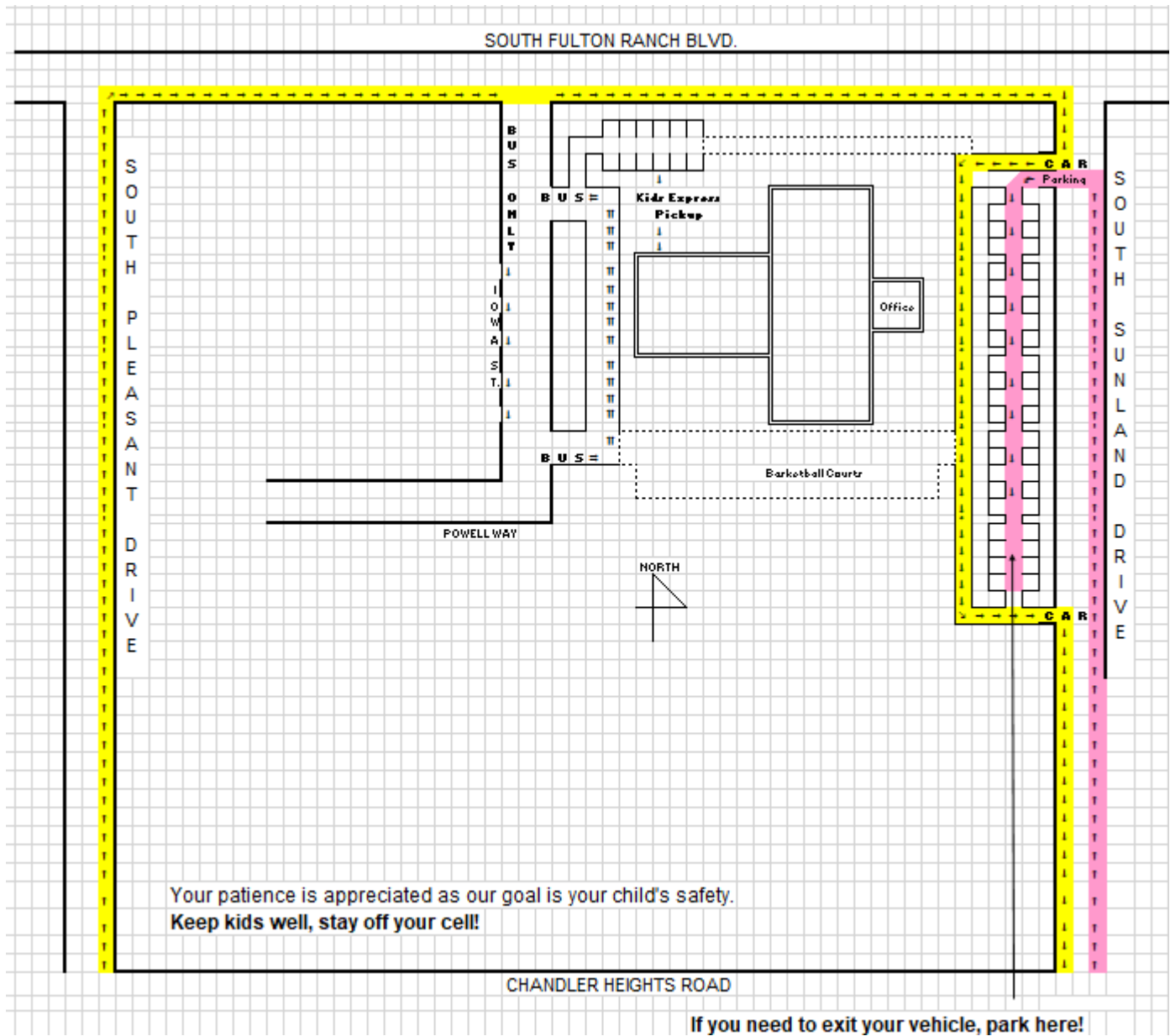
Crossing guards stop traffic to control foot traffic across the street. Adhere to signals! You are not permitted to drive through the cross walk until the guard is back on the sidewalk.

### **Additional Safety Information**

Do not drive over the cones marking the entrance.

Do not enter parking lot in the wrong direction.

There is no after school recess; we have to clear our campus in order to get students home quickly and move traffic.



**TRAFFIC FLOW FOR A.M. STUDENT DROP OFF AND P.M. STUDENT PICK UP.**

From Chandler Heights Road, turn North onto South Pleasant Drive.  
Turn Right on Fulton Ranch Road, then Right on Sunland Drive.  
Turn Right to enter the parking lot and proceed as far forward as possible.

If you wish to escort your children, you will need to park in the East Parking Lot off Sunland Drive.  
You must enter the parking lot by driving North on Sunland Drive, then making a left into the parking lot.

Students **MAY NOT** cross the drive-through lane without an adult.  
Please remember to use the Crosswalks.

\* There is **NO** parent **drop-off** or **pick-up** at the back of the school

Thank you for taking the time to read this with your child (ren).

**Please sign the Acknowledgement located on the first page and the attachments, then return them all to your child's teacher this week.**