



John Baldwin Elementary

FAMILY HANDBOOK 2025-26

Revised July 2025

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Parent/Teacher Organizations

Parent Teacher Association (PTA)

Cougar Ed Fund (CEF)

School Site Council

Support Personnel

Pre-Student Success Team

Resource Program

Speech and Language Specialist

Rainbow Program

Psychologist

Health Educator

School Counselor

SCIP Counseling

School Contact Information

John Baldwin Elementary School
741 Brookside Drive
Danville, CA 94526

Office	925-855-5200
24-Hour Attendance Line	925-855-5299
Fax	925-820-8307
Website	https://jbes.srvusd.net
Kids Country Childcare at John Baldwin	925-831-3530
Right At School Childcare at John Baldwin	855-287-5466
San Ramon Valley Unified School District	925-552-5500

Lydia Rice, Principal

Anna Mari Goy, Office Manager

Rosanna Demarinis, School Secretary

Arrival Policy/Procedure

Grade 1-5 students should arrive at school no earlier than 7:45 am unless accompanied by an adult. There will be no supervision prior to 7:45 am. Upon arrival, students should proceed directly to the playground.

Transitional Kindergarten and Early Kindergarten classes start at 8:00 am. Kindergarten teachers will meet parents/guardians and students at the front of the school in designated pick up locations. Late start Kindergarteners and 1st graders should line up in the designated locations. A teacher will pick them up and walk them to class.

Please drop off students in the loop located at the front of the school. Students should only exit from the right side of the car.

Do not use the Kids Country lot for drop off or pick up.

When it is raining, students will proceed directly to their classroom at the times outlined above rather than proceeding to the playground.

Dismissal Procedures - Regular & Rainy Day Information

Making Dismissal Arrangements

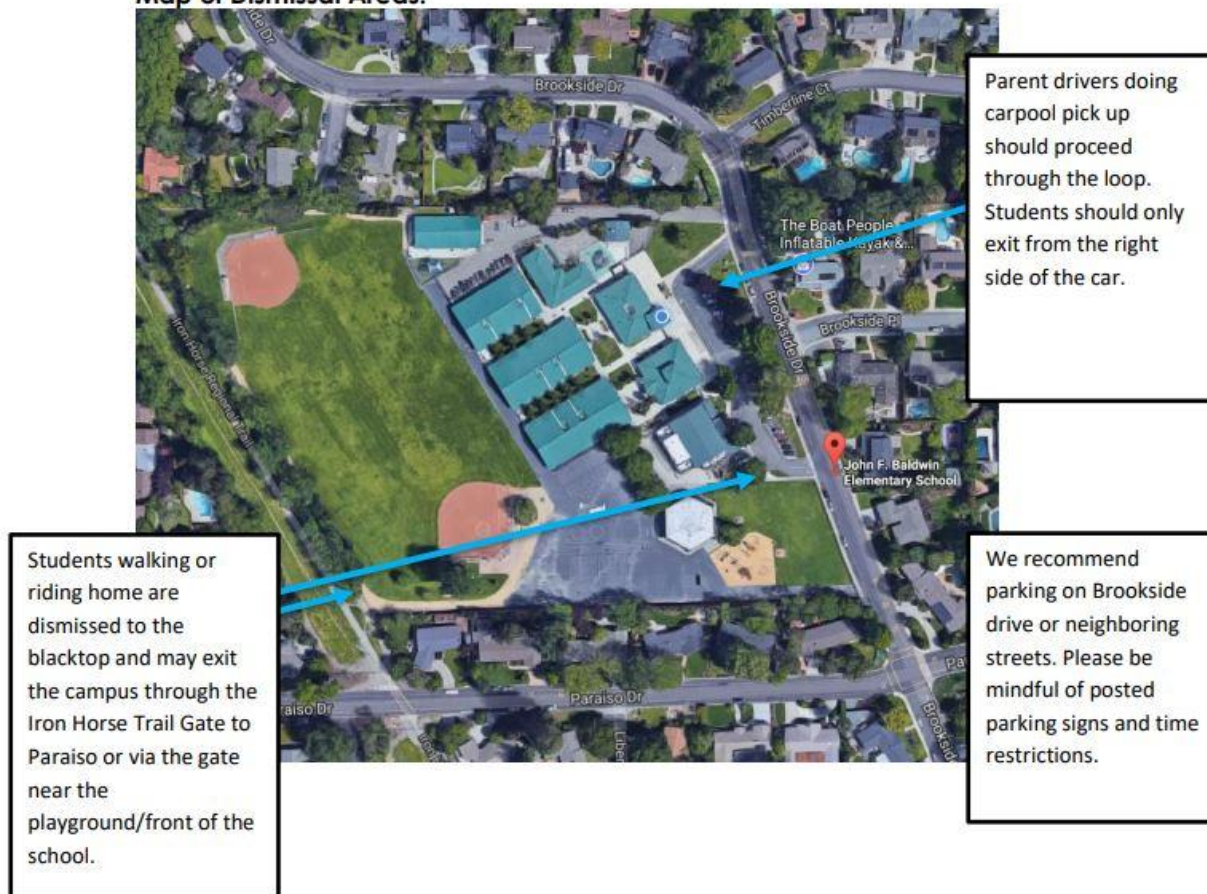
- Please make arrangements/plans for how you will reunite with your child BEFORE the school day begins. Phone calls to change plans during the day are not easy to communicate to students as it interrupts the learning of all children in the classroom.
- Students that have specific "one day" instructions for dismissal need to **give a signed note to their teacher** explaining the instructions at the beginning of the day or have this arranged in advance with the teacher.
- Students that will be frequently picked up by other families (ex. carpools or walking groups), need to have that family's contact information included in their electronic "emergency card" that you update on the parent portal. Failure to provide proper information may result in students remaining at school to verify proper dismissal instructions with parents/guardians.

Regular Dismissal Procedures

- Students being picked up by "foot" (or who walk/scooter/bike home) are dismissed on the blacktop. Students may exit at the back gate by the Iron Horse Trail or at the front gate near the big toy playground.
- Students being picked up by a car or by carpool are picked up at the front parking loop near Brookside. Parents/guardians are reminded to stay in their vehicles at all times.
- Early worker 1st graders will ALL be picked up at the front of the school.

- All students and adults need to use the crosswalk to cross the street.
- **Students must be picked up or walk home immediately after dismissal.**
- Teachers escort our younger students to their respective pick-up place during dismissal.
- Kids Country students walk to the back of the Kids Country building or follow instructions from Kids Country staff.
- Right At School students walk to the RAS classroom building upon dismissal from class.

Map of Dismissal Areas:



Leaving School During Class Time

Students who leave school for any reason, at a time other than their regular dismissal time, must have permission from the parent/guardian or a person designated on the student's emergency card. Students must be signed out in the office prior to leaving campus.

Mission Statement

John Baldwin Elementary School is a community of learners where each individual is invested in their own learning as well as the growth of others. Our mission is to ensure our students and

staff have the necessary skills to join the global community as independent, yet collaborative innovators who seek to make positive changes in the world.

We believe in:

- Promoting student engagement through choice
- Supporting independence and risk-taking
- Collaborating for learning and decision-making
- Setting goals and reflecting on our progress toward meeting them
- Celebrating all backgrounds and interests
- Connecting learning through authentic, relevant, and real-world experiences
- Developing staff to deepen our practice over time
- Meeting students where they are with a growth mindset
- Maximizing the potential of each child by teaching strategies and skills that are transferable to the future.
- Identifying our students in ways that mirror the real world (i.e. as avid readers, writers, mathematicians, inquirers, etc.)

We believe in the unlimited potential of each of our students and staff.

Equity Mission Statement

What: As a community, John Baldwin Elementary students, families, and staff are committed to welcoming, including, and honoring everyone as well as creating a socially, emotionally, and physically safe environment for all.

How: All classrooms engage in activities and conversations which celebrate identities and strive for equity around religion, race, ethnicity, culture, gender, and orientation. Staff validate and affirm all students. Students at John Baldwin Elementary learn about, practice, and use social-emotional strategies and language to help them to understand themselves and connect with those around them. Students, families and staff at John Baldwin Elementary respond with action and education if any form of harassment, discrimination, intimidation, or bullying is observed.

Parent/Guardian Information and Responsibilities

Parent/Guardian Rights and Responsibilities

Parents/guardians have the right to expect that attention will be given to the academic, social, physical, and emotional needs of the students in an atmosphere which treats children with dignity, fairness, and consistency. Parents/guardians share the responsibility to support the

school in its efforts to provide an exemplary program for students. Parents/guardians also have the responsibility to:

- Send students to school on time each day.
- See that the students receive a proper diet and ample rest.
- Make sure their student comes to school with all materials, books, assignments, and a lunch.
- Provide a quiet time and place for study.
- Show an interest in the student's day.
- Communicate with the teacher regarding progress reports and any concerns or questions.
- Keep all conference appointments or notify the school to the contrary.
- Work cooperatively with the school as a student's education is a shared responsibility.
- Encourage an appropriate use of technology, including student use of chromebooks and ensuring that students keep their cell phones in their backpacks throughout the school day.
- Refrain from taking their children out of school for vacations throughout the year.

Acceptable Use of Electronic Communication

Mobile Communication Devices (MCDs)

Mobile Communication Devices (MCDs), including phones, smartwatches, and other wearable communication tools, must be turned off or silenced and stored during the school day for all students in preschool through grade 8. Devices should remain out of sight in backpacks or other designated storage and may not be used during class time, passing periods, recess, or lunch.

Middle school students may only use their MCDs during the school day when a teacher gives permission for instructional purposes, and with approval from the principal or their designee.

High school students may use their devices only during non-instructional time (e.g., breaks, lunch, passing periods). During classroom instructional time, MCDs must be turned off and put away, unless a teacher gives permission for academic use.

MCDs may not be used in a way that disrupts learning or violates others' privacy. If a student uses a device in an unauthorized way, it may be confiscated and disciplinary action may be taken, especially in cases of repeated misuse.

Exceptions may be made for health needs, emergencies, or when required by a student's IEP or 504 Plan, with appropriate documentation.

The district is not responsible for lost, stolen, or damaged devices brought to school.

Please use devices responsibly and follow all school rules to support a safe and focused learning environment.

- [BP 5131.8: Mobile Communication Devices](#)
- [AR 5131.8: Mobile Communication Devices](#)

Personal Electronic Device (PED) Policy:

All Personal Electronic Devices (PEDs), inclusive of cell phones and wireless headphones, must be turned off and stored in backpacks, and smartwatches must be set to a watch only function during the school day (the first to the last bell). PEDs may only be used after school hours or with explicit teacher permission. Any violation of this policy will result in confiscation of the device: a first offense leads to confiscation and an email to parents, with the device returned at the end of the day; a second offense requires parent/guardian pickup from the front office; further offenses may result in the loss of the privilege to bring devices to school. Emergency use phones are available in classrooms, and students needing to contact parents should use these or the office phone with permission. All device use is subject to the [SRVUSD Student Device Handbook](#) and Responsible Use Agreements ([Grades TK-2](#) and [Grades 3-5](#)), and unauthorized use, including taking or sharing photos/videos, will result in disciplinary action. The school is not liable for lost or damaged devices. Headphones and earbuds must be stored away and not used as accessories on campus.

Cyber Bullying

Cyber Bullying is the use of electronic information and communication devices to willfully and repeatedly harm either a person or persons through the medium of electronic text, photos, or videos. Examples of this behavior include but are not limited to:

- Sending/posting false, cruel, hurtful or vicious messages/comments
- Creating websites that have stories, cartoons, pictures, and jokes ridiculing others.
- Breaking into an email account and sending vicious or embarrassing materials to others.
- Engaging someone in electronic communication, tricking that person into revealing sensitive personal information and forwarding that information to others.
- Posting of a student picture without their permission.

Bullying of this nature creates a hostile, disruptive environment on the school campus and is a violation of the students and staff member's right to be safe and secure. Actions deliberately threatening, harassing, intimidating an individual or group of individuals, placing an individual in reasonable fear of harm or damaging the individual's property; or disrupting the orderly operation of the school, will not be tolerated.

Inappropriate Use of Technology

The fundamental principles behind these policies are that students should never do anything that harms another student or prevents them from learning. Any use of technological media that interrupts a student's right to learn will not be tolerated. Electronic media includes, but is not limited to: social networking sites, chat rooms and discussion groups, instant messaging, text messaging, computers, cell phones and personal digital devices, digital cameras, cell phone cameras, smart watches, and web cams. As new technologies emerge, they too may be included with the above forms of electronic communication. Examples of this behavior include but are not limited to:

- Sending, sharing, viewing, or possessing pictures, text messages, emails, or other material of sexually explicit, graphic, or disruptive nature on any device is prohibited on a school campus.
- If the conduct occurs off school grounds and causes or threatens to cause a substantial disruption at school or interferes with the rights of students or school staff to be secure, school administration may impose consequences. The Administration may also report Cyber Bullying or Harassment to the police.

Consequences - Inappropriate Use of Technology

Education Codes 48900.4 and 48900 (r), strictly prohibit harassment or bullying of any kind and such behavior is subject to consequences, including possible expulsion.

- Sexually explicit material that is transmitted electronically may result in parents/guardians or police being notified, and that material may be reported as suspected child abuse or neglect.
- All students involved in the transmission and/or possession of such images or text may be disciplined under California Education Code 48900 (i): Committed an obscene act or engaged in habitual profanity or vulgarity.
- If reasonable suspicion exists that a student has been involved in possessing or transmitting such material, the electronic device involved may be confiscated and searched by school officials.
- The transmission of such material involving another student may be punished under California Education Code 48900 (r): Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of Section 32261, directed specifically toward a pupil or school personnel.
- Additionally, Education Code 48900 (k) states that any disruption of school activities or otherwise willful defiance of the valid authority of supervisors, teachers, administrators,

school officials, or other school personnel engaged in the performance of their duties can also lead to suspension

*** Education Codes 48900.4 “Harassment, threats, or intimidation creating an intimidating or hostile educational environment”

***Education Code 48900 (k) “Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties”

***Education Code 48900 (i) “Committed an obscene act or engaged in habitual profanity or vulgarity

*** Education Code 48900 (r) “Engaged in an act of bullying, including, but not limited to bullying committed by means of an electronic act, as defined in subdivisions (f) and (k) of Section 32261, directed specifically toward a pupil or school personnel”

Action Steps to Respond to Bullying or Harassment

Any student who receives such an image or message against their will should:

- Inform a school official immediately.
- Save the evidence. Print the online harassing text if possible.
- Identify the bully.
- Clearly tell the bully to stop.
- Ignore the bully by leaving the online environment and/or blocking communications.
- File a complaint with the Internet or cell phone company.
- Contact the bully’s parents/guardians/guardians.
- Contact the police

School Policies

San Ramon Valley Unified School District - Revised May 6, 2010

Attendance Policy

It is the responsibility of the parent/guardian to notify the office of any attendance issues by calling the 24-hour attendance line at 925-855-5299 within 15 minutes of student regular arrival time.

If you know in advance that your child will be absent for 5 or more days for non-medical reasons, you may arrange with the teacher for an **Independent Study Contract**. **Requests must be made 5 days in advance for consecutive absences lasting 5-10 days, and 10 days in advance for consecutive absences lasting longer than 10 days** to provide the time to prepare assignments. Independent Studies have a maximum length of 14 school days. Parents/guardians are responsible for verifying that assignments are complete. *The assignments must be returned to school the day the student is scheduled to return in order for the contract to be valid.* Please complete and submit the [Independent Study Form](#)

Tardy Policy

Punctuality is a life-long skill which is stressed at John Baldwin Elementary School. Students are expected to be at school on time each day. If a student is late, for any reason, they must go to the office to get an Admission Slip before going to class. A tardy will be excused when a valid reason is provided (illness or medical appointment). A tardy will be considered unexcused if a student arrives late and a valid reason is not provided. Parents/guardians will be contacted via letter after a student has accrued 12 tardies.

Homework Policy

In an effort to reduce student stress and respond to the evolving instructional practices, SRVUSD convened a committee of teachers, students, parents and school administrators to recommend updates to SRVUSD homework policy and regulation. The committee considered and made changes related to:

- Limiting the overall volume of homework;
- Eliminating homework over breaks;
- Developing a more effective system for communicating and implementing the policy; and
- Aligning with the California State Standards and other legal requirements.

On June 23, 2015, the SRVUSD Board of Education adopted a new Homework/Make-Up Work Board Policy and Administrative Regulation. To view the Board Policy and Administrative Regulation in their entirety click on the links below:

[Board Policy 6154](#)

[Administrative Regulation 6154](#)

In January and February of 2016, SRVUSD surveyed students, teachers and parents about the implementation of the survey. The following summary of the results of the survey was presented to the Board of Education at their March 8, 2016, meeting.

Homework For All Grade Levels

1. Homework is defined as any work assigned to be completed outside of class.
2. The amount of homework assigned to students is different in elementary, middle, and high school. The amount of time a student spends on assigned homework depends on factors such as the student's needs, learning ability, subject, school schedule, testing schedule and assigned homework due dates. Time spent on homework shall be balanced with the importance of personal and family well-being, and the wide array of family obligations experienced in our society today.
3. Parents/guardians and teachers shall make students aware that learning occurs at home, school, and in the world around them.
4. Homework shall be the result of collaborative efforts, thoughtfully considered, and coordinated to improve student learning.
5. Homework shall be purposeful and meaningful to students. Legitimate purposes for homework include practicing a skill or process that students can do independently but not fluently, elaborating on information that has been addressed in class to deepen students' knowledge, and providing opportunities for students to explore topics of their own interest.
6. Reading is an integral part of learning and is a consistent part of homework.
7. Homework will reflect the accommodations and modifications of curriculum that are stated in a student's IEP or 504 plan.
8. There shall be no homework assigned during school recesses. (Thanksgiving Break, Winter Break and Spring Break). Projects assigned before recesses must not require any work to be completed over the break.

Grade Level Homework Guidelines

Elementary School

1. Reading is an integral part of learning. In the primary grades (K-3) homework will consist primarily of reading and a limited number of independent exercises to reinforce previously taught basic skills.
2. Except for reading, homework at the elementary level shall not be assigned over weekends, or holidays.
3. At the upper grades (4-5), homework consists of completing, practicing, preparing, or extending core academic skills and is designed to build independent study habits.
4. Below are the time limits for elementary homework:
 - a. K-1 no more than 30 minutes of homework per night (reading included)
 - b. 2-3 no more than 45 minutes of homework per night (reading included)
 - c. 4-5 no more than 60 minutes of homework per night (reading included)
5. Project-based assignments are designed to reinforce Common Core State Standards, promote collaboration and independent thinking. Project-based assignments shall primarily be undertaken and completed in the classroom. Long-term assignments and projects that require work outside of the classroom shall be limited in number and duration. Some portions of projects may be assigned as homework; however, these tasks should not require significant assistance from parents/guardians or the purchase of materials. Long-term assignments and projects shall include clear checkpoints to monitor progress toward completion. Group projects that require work outside of the classroom shall not require meeting in person.

Responsibilities

Students are responsible for:

1. Ensuring understanding of the homework and asking for clarification or help when needed
2. Regularly completing assigned homework in a timely manner
3. Managing time by staying focused, on task, and planning effectively for long-term projects
4. Bringing home all necessary materials
5. Putting forth their best effort to produce quality work

6. Communicating to parents/guardians and teachers when homework assignments become overwhelming or if they are not consistently able to do the homework by themselves within the time guidelines, or if challenges or questions arise
7. Completing or making up assignments and tests when absent from school
8. Completing or making up assignments and tests when suspended from school if required by the teacher. (Ed Code 48913) (cf.5144.1 – Suspension and Expulsion/Due Process)

Parents/Guardians are responsible for:

1. Being an advocate for their child, while encouraging the child to advocate for themselves
2. Encouraging reading at all grade levels
3. Providing an appropriate environment for homework to be done
4. Providing a healthy balance between homework, extra and co-curricular activities, and family commitments
5. Contacting the teacher if their child is not consistently able to do the homework by themselves within the time guidelines, or if challenges or questions arise

Teachers are responsible for:

1. Referencing this policy in all course syllabi and reviewing the policy with students and parents/guardians within the first month of school and no later than Back to School Night
2. Encouraging a partnership between family and students that promotes timely communication and supports families in the homework process
3. Designing homework assignments that clearly articulate their purpose and expected outcome, allowing for student questions and planning
4. Providing timely feedback to students
5. Ensuring any homework assigned is directly related to the classroom instruction and consists of clear, purposeful, and engaging activities
6. Assigning homework that is appropriate and differentiated as needed
7. Teaching the skills necessary for the students to complete the homework and become successful independent learners
8. Articulation and planning with all curricular areas
9. Providing makeup work for suspended students

Principals are responsible for:

1. Implementing district policy
2. Supporting professional dialogue
3. Promoting teacher collaboration
4. Monitoring homework quality and quantity

5. Introducing parents/guardians to the homework policy within the first month of school, (i.e. Back to School Night)
6. Facilitating interventions and support programs
7. Reviewing the homework plan at least twice per year, in person, with all site faculty, at the beginning of each semester
8. Posting the policy on the school's website homepage

Makeup Work

The Superintendent or designee shall notify parents/guardians/guardians that no student may have their grade reduced or lose academic credit for any excused absence when missed assignments and tests are satisfactorily completed within a reasonable period of time. Such notification shall include the full text of Education Code 48205. (Education Code 48980) (cf. 5121 - Grades/Evaluation of Student Achievement) (cf. 5145.6 - Parental Notifications)

Rainy Day Procedure

On rainy days, students are to report directly to their classroom no earlier than 7:45 am. Students eat lunch in the MPR and/or their classroom on rainy days and stay there watching videos or visiting. During morning and afternoon recess, when it's raining, students stay in their classrooms and play.

General Information

Allergy Aware Campus

1 in 13 kids in the United States has a food allergy ([FARE, 2019](#)). The most common food allergies are to milk, egg, peanuts, tree nuts (like walnuts and almonds), soy, wheat, fish, and shellfish (like shrimp and crab). But a person can be allergic to any food! A severely allergic child can have a serious reaction if they touch, smell, or consume food with an allergen. Symptoms of a reaction can be mild, such as itching and hives. Anaphylaxis, however, is very serious and may cause life-threatening symptoms that require emergency intervention. Students should never share food. Students, staff, and volunteers are also encouraged to wash hands before and after handling or consuming food. Your classroom teacher may inform you of a known allergy in the classroom and kindly request families to seek alternative snacks and lunches. Families are asked to consult with teachers regarding specific allergies when planning parties, field trips, or other events when food may be present. Prepackaged foods with listed ingredients should always be used. PTA, CEF, and school events should never serve foods with peanuts/nuts. John Baldwin asks that all members of our community be Allergy Aware.

Birthdays

- Please refrain from distributing personal party invitations or thank you notes at school,

unless the whole class is invited. This can be hurtful to students who are not being invited.

- We kindly ask that no food be sent in to share for birthday celebrations. To ensure a safe and inclusive environment, students are also not able to receive flowers, balloons, or other special occasion gifts at school.

Medication During School Hours

Medications cannot be dispensed to students unless a “Medication at School” form is signed by their physician and is on file in the office. **This applies for both prescribed and over-the-counter medication.** These forms are available on the [John Baldwin website](#).

Students should not be given medications of any kind to bring to school.

- Medication must be brought to school by the parent or adult representative.
- Medication must be brought to school in the original container.
- Over-the-counter drugs must also have a completed form on file.
- **All medications must be kept in the office.**
- This form must be renewed at the beginning of each school year, and whenever the prescription and/or dosage changes.

A parent or adult representative must pick up unused medication at the end of the school year or when the medication order expires. Medication that is not picked up will be discarded.

Life Threatening Medical Problems

If your child has a medical problem that might result in a life-threatening emergency situation at school (i.e. cardiac disorders, diabetes, severe asthma, severe allergic reactions to insects or food, or other miscellaneous life-threatening conditions), a separate form needs to be completed by the parent and returned to school. If it is a condition that may require medication, a form will need to be signed by the student’s doctor. These forms are available on the [John Baldwin website](#).

Student Checkout

When a student moves, or leaves the school, parents/guardians are responsible for informing the office and teacher to verify that all books, musical instruments, library books, etc. have been returned.

Report Cards/Conferences

Report cards will be sent home to parents/guardians two times during the school year.

Parent/Guardian conferences will be held minimally once per year in the fall. An optional spring time conference is available by either teacher or parent request. Additional conferences may be held throughout the year at the teacher or parent’s/guardian’s request. In order for your child to have a successful school experience, communication between the school and home is vital.

School Property

Students are expected to take proper care of the books and materials they receive from the school. **The school may request that parents/guardians pay for lost or damaged items.**

Please keep water bottles out of backpacks. That is the most common “incident” resulting in damaged school and personal property.

Students who lose or willfully deface, destroy or steal school property (texts, computers, library books, etc.) or property of others may be expected to clean up, repair, replace and/or be requested to pay for damaged item(s).

Online Emergency Information/Emergency Cards

Students who become ill at school and/or have medical appointments and must leave during school hours, **MAY BE RELEASED ONLY TO INDIVIDUALS LISTED ON THE EMERGENCY CARD (as identified online through the parent portal).**

IT IS IMPORTANT FOR PARENTS/GUARDIANS TO TAKE THE RESPONSIBILITY OF KEEPING

EMERGENCY INFORMATION UPDATED by logging online to the parent portal. Please inform the office and teacher of any changes in address, phone numbers (home or work), baby-sitters, emergency numbers, etc.

Home/School Communication

Email will be used for the majority of home/school communication. The messages will be sent to the email addresses you have provided on your emergency cards via the online parent portal. Should your email address change, notify the office or log on to the parent portal and update your account. Teachers will also have their own websites to refer to.

Optional Supply Donations

In lieu of supply lists, teachers provide students with necessary classroom materials. Families are invited to make an optional classroom supply donation to help cover costs for materials. Teachers may ask for additional optional donations depending on supply needs.

Safety Drills

Safety drills are scheduled monthly to familiarize students with proper safety procedures. Each class has an emergency bag that contains emergency first aid items and student emergency information. During an emergency, students will **only be released to individuals listed on the emergency card.** Parents/guardians are responsible for informing the school regarding any changes in information (address, phone numbers, etc.).

Lost and Found

Parents/guardians are urged to mark all personal articles with your child's name and phone number. The lost and found located in the Multi-Purpose Room is where you will find lunch boxes, clothing, etc. Smaller items are brought to the office. Unclaimed items are donated to a local charity at the end of each trimester.

Use of the Telephone

The school telephones are used by students with permission and only for good reasons.

Calling home for permission to visit with friends is not permitted. Calling home for forgotten instruments, lunch money, homework, etc. will be allowed occasionally. However, our expectation is that students come to school prepared and totally focused on learning.

Visitor Cell Phone Usage

We ask that visitors/volunteers refrain from using their cell phones inside the buildings and silence their phones while inside the school. If you need to make a call, please step outside to not disrupt instruction.

Visitors

Visitors are always welcome at John Baldwin Elementary School. However, there must be a purpose to the visit. State Law requires all visitors to sign in at the office. **PLEASE COME TO THE OFFICE TO SIGN IN AND GET A NAME TAG TO WEAR BEFORE VISITING A CLASSROOM. VISITORS MUST HAVE A VALID GOVERNMENT ISSUED ID.** Administration reserves the right to refuse visitor access to campus by following the SRVUSD's Classroom Visitor Policy (available upon request). Visitations need to be arranged 36 hours in advance of the proposed visit.

Parents/guardians are requested to contact students through the school office. Items such as forgotten books, homework, etc. should be left in the office and the student will be sent to retrieve them when the teacher feels appropriate, such as during recess or lunch. However, please understand that each interruption is an interruption to the learning of all students and should occur infrequently.

Any visiting **non-John Baldwin students** (a student not currently on our roster) who would like to accompany their friends, cousins, etc. for a day at our school cannot participate in classroom activities without prior consent from both the classroom teacher and school administration. Parents/guardians wanting their child to spend the day at our school must give a 48-hour notice to both the classroom teacher and administration as well as have signed a permission form in order to approve this request. Once approved, all student visitors must check in with the front office.

Classroom Visitations

Parents/guardians must contact the teacher to schedule a date and time for a visitation. Drop in visitations are disruptive to teachers and students and are not permitted. School administration must approve all classroom visits by parents/guardians. Administration reserves the right to refuse visitor access to campus by following the SRVUSD's Classroom Visitor Policy (available upon request). Visitations need to be arranged 36 hours in advance of the proposed visit.

Parent Volunteers

John Baldwin parents/guardians are an integral part of the school community. Parents/guardians help in various ways in the classrooms, library, art room, and on the playground. Parents/guardians also help on field trips and with special activities. Each classroom has a Room Parent who coordinates volunteers for classroom activities and programs.

All volunteers must sign in at the office and get a volunteer badge to wear before going to a volunteer assignment on the school site. This enables us to monitor volunteers on our campus and to reach them in case of an emergency. To volunteer on the John Baldwin campus, **all** volunteers **MUST** first be cleared through the SRVUSD volunteer process. [Visit the website](#) to learn more about volunteering and to start the clearance process.

School Trips

The classroom teacher, with the help of the room parents/guardians, organizes school trips. School trips are paid for by parent donations. They may be canceled if not enough drivers are available and paperwork is not in the office 48 hours prior to the trip. Students are required to have a signed permission slip for each trip returned to the teacher by the due date. Permission by phone is not acceptable. Parent/guardian drivers must have the proper insurance coverage, and have completed SRVUSD's [volunteer clearance process online](#).

Volunteer Drivers

If you plan to volunteer to drive on a field trip this year, complete the [SRVUSD volunteer clearance](#) online as soon as possible!

When private vehicles are used to transport students on field trips or to other school functions, the driver **must**:

- Hold a valid California Driver's License. The driver carries insurance with a minimum coverage of \$100,000/\$300,000 bodily injury and \$25,000 property damage. The driver understands that their own insurance is primary and the District's insurance is considered secondary.
- **Report all disciplinary/medical concerns to the teacher immediately.** Please consider others when volunteering to drive if you are currently under the care of a physician or on medication that may impact your driving abilities.

- **Be responsible for the safety and well-being of students in your care.**
- **Children must ride in a Child Restraint Device (car seat) and back seat following the guidelines set forth by CA law:**
 - Children under the age of 8 must be secured in a car seat or booster seat in the back seat of the vehicle.
 - Children under the age of 8 who are 4' 9" or taller may be secured by a safety belt in the back seat of the vehicle.
 - Children who are 8 years and over shall be properly secured in an appropriate child passenger restraint system or safety belt.
- Follow district requirements:
 - Every person in the car must use a seat belt or child restraint system.
 - Students are not permitted to ride in the front seat of the vehicle. (No exceptions are permitted.)
 - Siblings/pets/non-cleared family members are not allowed on school trips.
 - Drivers must drive directly to/from the school trip location (no stops).

To be able to be cleared to drive on a field trip potential drivers must complete the online [SRVUSD clearance process](#). To complete, please visit the website linked below. It can take a number of weeks to get clearance, so do it now.

Forgotten Lunches/Other Items

If your child forgets their bag lunch, water bottle, book, homework, etc., please drop it off in the office and it will be placed on the Pick Up Table. Items may not be taken directly to the classroom as this is disruptive to students and their learning.

Parking at School

Parents/guardians/visitors may park on Brookside Drive in front of the school and neighboring streets (Please be mindful of posted signs and restrictions). The parking spaces in the front carpool loop and in the side lot near Kids Country are reserved for staff. **Please be courteous to our staff and avoid parking in a staff designated space.**

Cars should never be left unattended in the drop-off/pick-up zone in the front driveway. Students may not walk in between parked cars to meet parents/guardians. There is absolutely **no double-parking** during arrival or dismissal times. Police officers monitor the school and will issue tickets to individuals who violate safety laws.

Items Not Permitted at School

Students are not allowed to bring roller skates, roller blades, shoes with wheels, baseball bats, hard balls, tobacco products, alcohol, gum, iPods, cameras, toys, radios, mp3 players, makeup, nail polish, balloons, fire crackers, stink bombs, or aerosol cans (shaving cream, hair spray, perfume, etc.) as they pose a safety concern. If these items are brought to school, they will be confiscated and brought to the school office. Parents/guardians may be required to come to the office to claim them and students may be assigned disciplinary consequences. **The school accepts NO responsibility for lost or damaged items.**

Disruptive/Dangerous Objects

Audio recorders, portable audio devices, and electric games are not allowed at school. Such articles provide distractions in the classroom and supervision problems on the playground. Toy/real knives, toy/real guns, water balloons, gunpowder, caps, drugs, alcohol, tobacco products, or any other item that are dangerous/illegal are prohibited at John Baldwin School.

Bicycles/Scooters/Skateboards

Children may ride their bicycles/scooters/skateboards to school. Bicycles/scooters/skateboards are to be parked and locked in the bike/scooter racks along the perimeter of the blacktop. Bicycle/scooters/skateboards riders should observe traffic safety laws and be considerate of children walking to school. At no time during the school day are bicycles/scooters to be ridden on school grounds. **California state law requires that all students must wear helmets while riding a bicycle/scooter.** The school provides a bike parking area to park bikes. **THE SCHOOL IS NOT RESPONSIBLE FOR THEFT OR VANDALISM.** The student is responsible for providing an individual lock to ensure the security of their bike/scooter is safe.

Pets at School

Pets are not to be brought to school. **Dogs on leashes are allowed on campus only during non-school hours – after all students are gone or before all students arrive.** Dog owners must pick up after their dog when using school grounds during non-school hours

Dress Code Policy

We encourage parents/guardians to help their children select clothing that is appropriate for school, that is not unsafe for the student or for the students around said student, and that is not disruptive to the learning of said student or other students. Parent support is appreciated in observing the guidelines for appropriate attire at school. Administration has final discretion in appropriateness of dress.

John Baldwin is able to operate with a minimal dress code, however, if clothing is questioned or deemed inappropriate, it will be on the basis of safety or potential for disruption.

- Athletic shoes are highly recommended in that they provide protection from rough playground surfaces and playground equipment. Sandals are permissible if there is a

strap around the ankle to hold the shoe in place. Appropriate athletic shoes must be worn on days with PE scheduled.

- Clothing and accessories should allow for freedom of movement without risk of exposure. Shirts must not show the stomach or the back and must be worn at all times.
- T-shirts should not display any profanity or vulgarity, nor promote alcohol or drugs.
- Students not following the dress code will be given a warning and may be asked to call home so alternate clothes may be brought to them.

Lunch Program

Cafeteria

Our school cafeteria serves breakfast and lunch daily. Breakfast will initially be served during morning recess for grades 1-5, then will transition to grab-and-go before-school service.

SRVUSD's meal program provides meals to all students at no cost. This program is being offered to students and school districts throughout the state of California as part of the National School Lunch Program and School Breakfast Program.

Families do not need to sign up or register to receive free meals at school.

- Our lunch menu offers a variety of hot and cold entrées, along with fresh fruit, vegetables, and white milk.
- At Elementary Schools, one or two entrée choices are served daily.
- TK and Kindergarten students can also have meals at no cost. Kinder students must be present to receive lunch. Kindergarten students attending the after-school program, Kid's County, will be taken through the cafeteria line with Kid's County staff. Kinder parents should contact the Principal and/or Child Nutrition staff to find out the details for Kinder lunch pick up.

Visit the [SRVUSD Child Nutrition website](#) for information about nutrition and links to menus.

Noon Supervisors

School district staff and parent/guardian volunteers supervise children in the lunch area and on the playground during lunch recess. The school expects all students to demonstrate respect for all supervisory personnel. If you are interested in applying for a permanent supervisor position, volunteering, or signing up as a substitute noon supervisor, please call the school office at 925.855.5200.

Code of Conduct Policy

John Baldwin's discipline policy provides for a systematic approach to discipline, which enables teachers to set firm, fair and consistent limits while remaining aware of individual needs for warmth, understanding and the development of a positive self-concept. Second Step is an adopted District curriculum, and is implemented in our classrooms.

Students are expected to make responsible decisions and to behave in a manner consistent with school rules:

- Be Respectful
- Be Responsible
- Be Safe

Students will be held accountable for their own behavior and will conduct themselves in a manner conducive to their own learning, as well as that of others. Students are expected to seek an adult to resolve problems and refrain from physically aggressive acts that may endanger the safety of others.

Maintaining a positive school climate requires the communication of clear behavioral expectations that are consistently enforced. Cooperation between home and school represents a strong force in ensuring that each student benefits from a safe, orderly learning environment.

Comprehensive Discipline Information

Please see the [Comprehensive School Safety Plan](#) for all policies, guidelines, rules and CA Education Code regulations regarding student safety and student discipline procedures.

General Rules

1. Students are to act in a respectful manner to other students and adults. Students need to follow the “Be rules.” They must **Be Respectful**, **Be Responsible** and **Be Safe** at all times.
 - a. Students will not use inappropriate language or gestures.
 - b. Students are to refrain from activities that physically or verbally hurt others (chasing, pushing, name calling, spitting, threatening, etc.).
 - c. Students are to follow the directions of ALL adults in the school.
 - d. Defiance of authority and/or disruptive classroom behavior is not permitted, and are suspendable offenses.
2. Rough play, play fighting, throwing rocks, and possession of dangerous or disruptive objects/weapons, and possession of alcohol/drugs are suspendable offenses and will not be tolerated.
3. Students will respect all school property and the property of others. Graffiti may result in a financial obligation for parents/guardians.
4. Students are to remain under the supervision of an adult at all times and may not leave designated play areas or remain in classrooms alone.

5. Students are to walk quietly in all areas of the school.
6. Students are not to use toys, radios, mp3 players, skateboards, cell phones, makeup, nail polish, or other personal items at school during school hours unless specifically approved/requested by the school. **The school accepts NO responsibility for lost or damaged items.**

Playground/Game Rules

Play Skills

These suggestions will help children learn the rules to common games played at recess during school. They will also help children understand the social skills of being a good sport. Knowing the rules and being a good sport are equally important for children during play. When children know the rules and play cooperatively, friendships can develop. Play skills improve with motivation and repeated practice (e.g., weekly play dates with classmates, friends or relatives; practicing these skills at home, in the park or community).

Sometimes children have trouble agreeing who should start the game first. This can be easily and fairly decided by chance. One example is using a game like Rock-paper-scissors.

The Social Skills of Sportsmanship:

- Smile
- Be positive
- Be honest and avoid lying
- Play fair and avoid cheating
- Play by the agreed upon rules
- Cooperate with others
- Try your best
- Use words to resolve conflicts. Yelling, name-calling, put downs, shoving or hitting are hurtful actions. If more help is needed, find an adult.
- Be a gracious winner (e.g., say "Thanks for playing with me.")
- Be a graceful loser (e.g., say "Good game.")
- If you are a good sport, you and the other children will have fun playing together.
- If you are a poor sport, other children won't want to play with you. They might think that you are trying to cheat to win or are mean or angry.
- Remember, it's only a game. The most important thing is that everyone has fun!

Game Rules

Each student should adhere to these playground rules during recess and lunchtime. Although this is a great deal of information, please take the time to look it over. Each student will be

expected to know and follow all of these guidelines so that all students are safe and have fun on the playground.

Four-Square

- Four people play with a ball in the four-square area. Four-Square can also be played with 2 or 3 people.
- The ball is served by dropping and hitting it underhand, with a fist, into another square.
- The player receiving the serve hits the ball after the ball bounces once in their square.
- Play continues until someone hits the ball out of bounds or commits a foul.
- Any of the following is a foul:
 - Hitting the ball on a line between the squares, or the outer lines of the four-square court
 - Catching or carrying the ball
 - If the ball bounces twice before it is hit in the square
 - Allowing the ball to touch any part of the body except the hands
- When a player gets out, they walk out of their square and into the waiting line. The players still in the game move up in a circular fashion trying to get to the service square (Queen/King of the court square).
- The object of the game is to not hit the ball out of the court or make any fouls. The most skillful or lucky player wins each round and remains in the service square (Queen/King of the court square) until they are out.
- You become the Queen/King by winning three times in a row. After becoming the Queen/King, step off of the court and go to the end of the line to wait for your next turn.

Wall ball

- Two children play wall ball at a time. The rest of the children wait in line next to and outside of the handball court.
- Wall ball is played with a rubber playground ball on the wall ball court.
- The object of the game is to hit the ball more skillfully than the other player, so that the other child cannot get the ball or they hit it out of bounds.
- One player serves the ball to start the game. The server has two chances to serve correctly.
- The ball can only bounce one time after each hit.
- Players may also hit the ball out of the air (no bounces).
- The ball is good ONLY if it bounces in the court and then hits the wall and then remains in the court when it bounces back to the ground.
- If there is disagreement about whether the ball bounced in or out of the court, the majority of the students waiting in line will decide the call.
- If the ball hits the line between the wall and blacktop, it is considered out.
- Double or single fist hits are ok. Open hand hits are okay as long as the ball is not caught and then re-thrown.
- If a player cannot reach the ball due to interference by kids in line waiting their turn, you can re-do the play.

- If a player does the following, they are out:
 - Double hits on serve
 - Waterfalls
 - Ghosty
 - Takes the ball
 - Bubbles/Tricky
 - Body Blocks
 - Fency
 - Holdy/Sticky
 - Baby/Skimmie
 - Kicky/Shoe shine
 - Heady
 - Rainbow
 - Time outs (unless it is an emergency).
 - Elimination Or any other made up rule!
- When the game ends, the winner stays and the next person in line joins the game, and serves the ball.
- You become the Queen/King by beating everyone waiting in your line two times through. Whoever becomes the Queen/King gets to continue serving the ball until someone in line beats them.

Variation: Players can team up and play two against two. The next player in line joins the one player that is out to form a new team. No picking team members randomly from the line to join the game.

Hopscotch

- Two or more people can play hopscotch at one time.
- Each court must have a shooter to throw in the hopscotch squares. The shooter could be a beanbag, hair clip, rock, or wood chip.
- There are 10 hopscotch squares.
- One player begins first by throwing their shooter into the 1st square. If the shooter falls within the square, the throw is good. The player proceeds to jump on one foot over the 1st square into the 2nd and 3rd squares. Then the player uses two feet in the 4th and 5th squares, one foot in the 6th square, two feet in the 7th and 8th squares and one foot in the 9th and 10th squares. After the 10th square, the player jumps out of the hopscotch squares. The player turns around and proceeds to jump back through the squares (e.g., 10th-1st square) to the other side. When the player reaches their shooter, they must pick up the shooter and jump to the end. The player then throws their shooter to the next square, ahead of the one they were in before. If the shooter lands within the 2nd square, the player repeats the jumping process, jumping over their shooter.
- If the shooter lands outside of the box or on the line, then it is the next person's turn and the first player must continue from where they left off the next time it is their turn.

- A player must hop correctly (e.g., no falling from one leg to two, no touching the ground while hopping or holding onto other players' bodies).
- The object of the game is to be the first person to successfully throw their shooter into the 10th square and jump through the squares.

Kickball

- Two teams play with one wall ball within the Kickball Square.
- There are 4 bases (e.g., 1st, 2nd, 3rd, and home base).
- There is one pitcher for each team. The pitcher stands in the middle of the square and rolls the ball toward home base so that the player can kick the ball. Students should take turns being the pitcher.
- After the player kicks the ball, they run to first base as fast as they can run.
- The kicker must kick the ball at home plate – not past it or they are out.
- If the 1st base person can catch the ball and tag the runner before they touch the base, then the runner is out. If the base person cannot tag the runner with the ball, then the kicker is safe. The player runs to the next base, when their teammate kicks the ball. If the ball is caught, the runner must go back to the base they came from (Tagging up).
- The object of the game is to get as many runs as possible. The winner of the game is the team that has the most runs.
- Play continues until there are 3 outs or five runs scored, whatever comes first, and then it is the next team's turn to kick.
- If the other team catches the ball after a ball is kicked, the player is out. More than one out can occur at a time (e.g., two people could be tagged running to two different bases).
- If a ball is kicked outside of the Kickball Square, the kick is considered a foul and the ball is pitched again.
- The teams determine how long the game will last (e.g., until the recess bell rings, number of innings, runs scored or amount of time).

Tether Ball

- Two players play tetherball together on a tetherball court.
- The remainder of the children who want to play stand in line on the outer line of the circle on the tetherball court.
- Each player stands on one side of the pole, behind the line.
- The new player decides whether they want to serve or choose which direction they want to hit the ball.
- The server starts the game by tossing the ball up to themselves, and hitting it with a closed fist.
- As the ball is hit back and forth with closed fists, each player tries to hit it so the rope winds completely around the pole in the agreed upon direction in which they are hitting the ball before the other player does. This is a tether.
- A player can also lose the game by making a foul. A foul is any of the following:
 - Hitting the ball with any part of the body other than the hands or forearms.
 - Catching or holding the ball during play.
 - Touching the pole.

- Hitting the rope with the forearms or open hands/slappy.
- Grabbing the rope and throwing the ball/Ropey.
- Crossing the line that divides the court in half/Liney.
- Hitting the ball twice in a row when it is on your side of the court.
- Doing bottle caps, where you take the rope between your pointer finger and thumb, and use it to swing the ball around the pole.
- When a game ends, the student who lost or committed a foul steps off of the tetherball court and goes to the end of the line. The new player on the court gets to decide whether they want to serve or choose which direction they want the ball to be hit.
- You become the Queen/King by winning three times in a row. After becoming the Queen/King, step off of the court and go to the end of the line to wait for your next turn.

Gaga Pit

- Line up around the outside of the pit as you wait your turn to play
- Enter and exit the pit through the doorway only, do not hop over the wall of the pit
- Ball is to be rolled or hit toward the feet of other players.
- If the ball hits a player on the foot or lower leg, they are out and must leave the pit.

Bars and Swings

Students are allotted 25 swings (one forward and back counts as one)

Play Structure Rules

- Only slide down the slides
- One person at a time permitted to slide down the slides
- No climbing onto the tops of the play structure or on the tops of the monkey bars.
Students are only permitted to stand on the standing platforms.

Grounds for Suspension and Expulsion

Please see the Comprehensive School Safety Plan (located in the front office for parent review) for GROUNDS FOR SUSPENSION AND EXPULSION.

Hallway Rules

1. Students must walk in the halls at all times – running is never allowed.
2. Students should always stay to the right in the hallway when passing
3. No eating of any kind in the hallways.
4. Students should always use their “inside” voices in the hallways.

Outside Picnic and Indoor Cafeteria Eating Area Rules

1. Students are to walk quietly to the lunch area in an orderly manner and sit in assigned areas.
2. Students are responsible for cleaning their own area after eating.
3. Students are expected to talk in quiet, respectful voices.
4. Students are to walk in an orderly manner to the playground after being dismissed by a noon supervisor.
5. Students are to bring food and/or appropriate drink items in plastic or metal containers only. Glass containers are not allowed as they pose a safety hazard.
6. Food must stay in the lunch area and may not be brought out on the playground.
7. Students may not throw food.
8. Students raise their hands and wait to be excused by an adult.
9. Students are to not share food due to allergies. Students with allergies can sit in the designated area.
10. Students must remain seated and eat for a minimum of 20 minutes. Students needing more time to finish will be allowed to do so.

Discipline Steps for Most Cases

Level 1 - A warning, restatement of school rules, or timed break away from activity (ex. Sitting out a few minutes of basketball game). Parents/guardians are not notified at this level.

Level 2 - Notification of parents/guardians; possible work duty, referral to a yard duty, loss of privilege

Level 3 - Notification of parents/guardians, increase in loss of privilege or partial loss of recess, possible referral to Student Study Team, SCIP counselor or School Psychologist

Level 4 - Parent conference, possible behavior contract, and increase in Level 3 loss of privilege, referral to principal.

Consequences

Students are expected to follow all school rules to ensure a safe, respectful, and responsible environment in which to learn. Various strategies will be utilized by teachers, supervisors, and administrators to remediate inappropriate behavior. Example consequences that may be used when school rules have been violated include:

- a. **Denial of a Privilege:** Lost privileges may include loss of playtime during recess, time out, exclusion from classroom activities, assemblies, or field trips, etc.

- b. **Individual Assignment:** Students can be asked to complete a written assignment related to the infraction.
- c. **Community Service:** Students may be asked to pick up trash around the school (gloves are provided) and/or any other community service assigned by an administrator.
- d. **Parent/Guardian Contact:** Phone calls, letters and/or conferences will be utilized to inform parents/guardians of concerns and possible solutions. It is expected that parents/guardians will discuss the problem with his/her child and institute a consequence at home when appropriate. **WRITTEN NOTICES ARE TO BE SIGNED BY THE PARENT/GUARDIAN AND RETURNED THE FOLLOWING DAY IN ORDER TO AVOID AN ADDITIONAL CONSEQUENCE.**
- e. **Bench time:** Students will be assigned to bench time during recess, lunch recess, or remain after school for a specified amount of time.
- f. **Suspension:** Please see Comprehensive Safety Plan for suspension information.
- g. **Restitution:** Students who lose or willfully deface, destroy, or steal school property (texts, library books, etc.) or property of others, may be expected to clean up, repair, replace, and/or pay for the item(s) involved.

Behavior Notification Forms

1. **Misconduct Citation:** issued by teachers and/or administrators to notify parents/guardians of chronic and/or serious violations of school rules.
Parents/guardians must sign this form and return it to school on the following day.
2. **Suspension Notice:** issued by the Principal to notify parents/guardians of the reason for and length of the suspension.

All serious violations result in an immediate referral to an administrator.

Gifted and Talented Education (GATE)

Students are identified on the basis of a test given to students in 2nd grade. After selection, children may participate in any GATE activities provided by a parent advisory committee and the School District, beginning in 3rd grade.

Clubs and Programs

SRVUSD is pleased to provide many options for John Baldwin Elementary School's students to participate in various clubs and activities during the school day. Many of these voluntary extracurricular activities take place during lunch to be accessible for all students, allowing more kids to participate. SRVUSD tries to provide a variety of options to ensure that all students have the conditions to be successful and to be a part of safe and welcoming environments within their school communities. We look forward to providing additional school-day activity options as we grow our programming, and we will be in touch with details when we have new offerings.

Please review our communications/newsletters for all details about the school clubs and activities we offer. New activities or clubs may be offered during the school year. Continue to read our school newsletters and check our school website to learn more about them. If you need more details about any of our in-school club and activity options, please reach out.

Students are encouraged to participate in any activities or clubs of their choice, however, if you DO NOT want your child to participate in one or more clubs or activities, please complete the club/activity opt-out form that is sent periodically throughout the year.

Green Team

The role of the Green Team is to train 1st through 3rd grade students on reducing waste, sorting recycling and organics, and to help keep our campus clean at recess and lunch. Students are selected based on their ability to accept responsibility, assume roles of leadership, and be exemplary role models for the entire student body. This is an honor and an important job for any 1st through 3rd grade student!

Library

The Library is staffed by a part-time library media coordinator. Students will visit the library and have an opportunity to select from a wide variety of books.

Students are encouraged to bring home their selections to share with parents/guardians.

Students are responsible for the proper care and return of materials. Lost or damaged books need to be paid for. Students can also visit the library during recess/lunch when open.

Inclusion Club

Our Inclusion Club focuses on creating an inclusive, safe space for members of the LGBTQ+ community and their allies. During each meeting, students play group games, do a read aloud, and have a group discussion. Our meeting activities focus on celebrating and learning more about the LGBTQ+ community, as well as how to be an ally. Students are able to share any connections they have, questions, or ideas. Our club president and vice president help to choose the books and discussion questions we focus on.

Safety Patrol

Students in 4th and 5th grade that wish to take an active role in supporting student safety and help in providing a welcoming school environment are invited to be members of the JB Safety Patrol. In addition to their weekly jobs, students also participate in quarterly meetings. They also volunteer at school events such as Trunk or Treat or in creating safety messaging for our community. Students participate in a beginning of the year training. Students rotate through various roles, including curbside and cross walk duties.

School of Rock

This afterschool club is open to all 4 and 5 students. School of Rock studies the history of 20th century popular music, focusing on the evolution of Rock and Roll and including some of the Blues and Jazz influences as well. In addition to learning rock history through videos and discussions, students also learn to play some easy rock and blues songs in a band setting on popular instruments such as electric guitar and bass, keyboards, drums, etc. Singers are welcome too! Students are able to try different instruments. No musical experience is necessary!

Sports at Lunch

A long standing tradition at John Baldwin is Intramural Sports at lunch. Under adult supervision, students participate in a variety of games, ranging from Capture the Flag to Sharks and Minnows. Tournaments are also hosted periodically in various sports, including soccer and kick ball.

Student Leadership

The school has an active student leadership program, which allows selected 4th and 5th graders to participate. Students participate in various service activities and sponsor events that promote school spirit. Leadership meetings are held during lunch.

Parent/Teacher Organizations

Parent Teacher Association (PTA)

PTA membership is open to all parents, guardians, relatives, teachers, and friends of John Baldwin students. A membership drive will be conducted early in the school year; however, parents/guardians may join at any time. Parents/guardians are encouraged to join PTA and take an active role in this supportive organization.

Please contact Baldwin's PTA president at JBPTA.President@gmail.com for further information or visit our [website](#).

Cougar Ed Fund (CEF)

The Cougar Ed Fund is made up of dedicated parents/guardians whose goal is to generate funds through optional donations to support important enrichment programs that impact all children in the school. These programs include salaries for art, technology, music, classroom paraprofessional teachers, and a reading specialist. CEF also supports additional library and student supervision. Please contact the Cougar Education Foundation at jbes.cef@gmail.com for further information or visit the JB CEF [website](#).

School Site Council

The John Baldwin School Site Council is an elected group of parents, teachers, and school staff who work with the principal to:

- Maintain a comprehensive school plan that addresses budget, strategies to meet academic standards, and the overall school vision
- Budget and allocate state designated School Improvement Plan funds in a manner that supports the school objectives
- Monitor and maintain appropriate goals as established in the school plan.

To ensure the council works closely with both the Cougar Education Fund and the PTA, board members from each attend council meetings. The council meets monthly and while only members may vote, all are welcome to attend.

[Site Council By Laws](#)

Support Personnel

Pre-Student Success Team

The Pre-SST process consists of grade level teams supporting teachers experiencing challenges with students who may be displaying academic, disciplinary, or attendance concerns. Parents/guardians are asked to consult with the referring classroom teacher in providing developmental history, health, and other pertinent information. The teacher-based team works together to support the referring teacher through observation and brainstorming to develop an action plan that could include specific modifications and/or accommodations to help address the students' concern. When the action plan is successful, methods are implemented and students make progress. If additional support personnel are required, the students may be referred to the Student Success Team (SST) with the presence of additional support personnel.

Resource Program

The resource program is available to assist students with exceptional learning needs who qualify for special education under education code. The resource teacher coordinates meetings from parent referrals when final results from the Pre-SST recommend further investigation. The Resource Specialist works with teachers to modify curriculum to meet individual student's learning needs in acquiring the core content material. The Resource Specialist consults with teachers about troubleshooting issues around student needs. In addition, co-teaching is sometimes done to maximize student learning within the general education setting. The Resource Specialist works with students in the general education setting, as well as in small groups or on a one-on-one basis to address objectives/goals in each student's Individual Education Plan.

Speech and Language Specialist

Speech and language therapy is provided at John Baldwin for children who have difficulty with verbal communication skills and language processing who qualify for special education services under education code. Students who meet criteria for speech and language services are enrolled in individual or small groups to work on specific goals listed in the student's Individual Education Plan.

Rainbow Program

The Rainbow Program is designed to provide referred students with a "Special Friend" on campus. Its goal is to help children achieve a smooth adjustment to the school setting. This is done by providing weekly one-to-one or small group sessions between a child/children and a Rainbow Paraprofessional. The paras receive pertinent training from project staff and ongoing direct supervision with the Program Coordinator.

Psychologist

The school psychologist works with students, teachers, parents/guardians, and various community agencies. Individual counseling and psychological testing are provided to students in need of such services as identified by education code.

Health Educator

Our health educator provides services to our school one day each week. The health educator coordinates hearing and vision screening for designated students, assists teachers with health education at all grade levels, and makes home contacts as needed.

School Counselor

The school counselor collaborates with teachers, administrators, school psychologists, Rainbow Room facilitators, social workers, parents, and other professionals to advocate for the equity and achievement of every student. The school counselor aims to build up a comprehensive school counseling program to promote all students' social, emotional, and academic

development as well as develop their college and career awareness. Counseling support can be provided via consultation, direct 1-1 services, small group, or whole class instruction.

SCIP Counseling

The School Counseling and Intervention Program is a counseling program sponsored by Discovery Counseling Center and SRVUSD. Sometimes students have personal and social issues that interfere with their ability to function their best at school. Counseling at school can offer students an opportunity to address these issues in their immediate environment. Individual counseling gives kids an opportunity to work through personal issues on a one-to-one basis, while group sessions offer a supportive, cooperative environment for self-exploration and social skill development.