



GLAZIER ELEMENTARY SCHOOL 2025-2026 STUDENT HANDBOOK

Glazier Vision & Mission Statement

At **Glazier Elementary**, we believe in helping every student become a lifelong learner and a kind, confident leader—both in and out of the classroom.

Our School Motto:

“Armed with knowledge, empowered for life!”

Our Vision:

We are a community of life-long learners.

Our Mission:

We work to provide every Glazier student and family with:

- **Access** to high-quality learning,
- **Equity** in opportunities for success, and
- **Engagement** in meaningful and inspiring education.

Together, we make Glazier a great place to learn, lead, and shine!

That is the core vision aligned with Community Schools and **Positive Behavioral Interventions and Supports (PBIS)**. We are committed to providing various supports to meet the diverse needs of the children under our care. We believe that all students can learn and be successful, both in academics and behaviors.

GLAZIER ELEMENTARY STATEMENT OF PURPOSE

We are Glazier Gladiators!

At our school, we follow the 3 Rs every day to help us learn and grow:

- **Be Respectful** – Use kind words and take care of others.
- **Be Responsible** – Make good choices and do your best work.
- **Be Ready** – Come prepared and listen to learn.

When we follow the 3 Rs, we make Glazier a great place for everyone!

We want everyone to be proud of being a Glazier Gladiator: Show your pride each and every day! The next few pages describe important policies and practices at our school. Please review the information carefully. Knowing our procedures and expectations will help you succeed and enjoy your experience here. We wish you success at our elementary school. If you work hard and communicate your needs, we know you will have a successful and enjoyable year!

Dr. Susan Newcomb
Principal
snewcomb@nlmusd.org

Ms. Claudia Rivera
Substitute Secretary
crivera@nlmusd.org

Ms. Vonetta Harris
Student Support Specialist (ESSS)
vharris@nlmusd.org

For all School News, please monitor email for the Sunday bulletin as well as visit our Website: www.glazierelementary.org We also have the monthly calendar going home to highlight events listed in the year-long calendar. Our Main Office number is (562) 863-8796.

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PBIS & Restorative Discipline at Glazier

At Glazier Elementary, we believe all students can learn to make safe, respectful, and responsible choices. That's why we use **PBIS—Positive Behavioral Interventions and Supports**—to teach and support great behavior every day.

What is PBIS?

PBIS is a **school-wide approach** that helps create a safe and positive learning environment for every student. It's about:

- Teaching expected behaviors
- Recognizing students for making positive choices
- Helping students reflect and learn when mistakes happen

Our 3Rs Guide Everything We Do:

- **Be Respectful**
- **Be Responsible**
- **Be Ready**

We teach what these look like in different parts of our campus, including:

- Classrooms
- Restrooms
- MPR (Multi-purpose Room/Cafeteria)
- Playground
- Hallways
- Library
- PE/Music
- Discovery Zone
- Office
- Arrival & Dismissal

At the **start of the year**, and again after long breaks, we hold **PBIS station rotations** where students visit different areas of the school to learn and practice the 3Rs.

Below is the QR code for the Glazier PBIS Parent Survey. Please take some time throughout the year to give us feedback.



What Happens When Students Need Support?

Sometimes, students make mistakes—and that's okay! We're here to help them learn and grow. Our staff uses progressive discipline, which means:

- Students receive reminders and warnings first.
- Students may complete a Reflection Form to think about what happened and how they can make better choices next time. These forms often go home for parent/guardian signatures so families can partner with us.
- We focus on restoring relationships and repairing harm.

Students who do not comply with classroom or school rules are disciplined to maintain and restore behaviors in the following manner [CHART HERE](#)

Our goal is not just to correct behavior—but to teach, support, and empower our Gladiators to grow. We thank you for your partnership in helping every student be Respectful, Responsible, and Ready!

Suspension Policy & Progressive Discipline Procedures

At Glazier Elementary, we believe that all students can learn from their choices. Our goal is to help students understand how to make safe, respectful, and responsible decisions that help everyone learn and feel safe. However, when behavior becomes unsafe or seriously disrupts the learning environment, suspension may be considered as a last resort.

When Suspension May Be Used

According to **California Education Code 48900**, students **may be suspended** from school for serious violations, including but not limited to:

- Hurting or threatening to hurt someone
- Using force or violence (battery)
- Bringing a weapon or dangerous object to school
- Using, sharing, or selling drugs or alcohol
- Trying to sell drugs or pretending to sell drugs
- Stealing or trying to steal from someone or the school
- Damaging or trying to damage school or personal property
- Using or having tobacco, e-cigarettes, or vape pens
- Using inappropriate, vulgar, or hurtful language, gestures, or acts
- Disrupting learning or refusing to follow school rules and adult directions
- Having stolen property
- Bringing a look-alike weapon (like a fake gun)
- Engaging in or trying to commit a sexual assault

- Threatening or trying to scare a witness in a school investigation
- Participating in hazing or initiation activities
- Bullying (in person or online), including cyberbullying of students or staff

These situations are handled seriously and reviewed carefully by school leadership. Suspension is used only after considering all supports and when necessary to keep the school safe.

Progressive Discipline at Glazier

Glazier follows a progressive discipline model that builds on our PBIS foundation. We focus on teaching expected behaviors, supporting students in making better choices, and restoring relationships when harm is done.

The 3Rs Guide All Our Behavior Expectations:

- Be Respectful
- Be Responsible
- Be Ready

Behavior expectations are taught throughout the school year using **school-wide behavior matrix posters** and **PBIS lessons**.

Buddy Rooms: Teachers may need to use a “buddy room” to help a student re-align behaviors during instructional time, not to exceed 20 minutes.

If a student's behavior seriously affects others' safety or learning, or if earlier steps haven't worked, the principal may take further action, including suspension.

At Glazier, we know that **behavior is learned**, just like reading and math. That's why we partner with families to support every student's growth and success. If you ever have concerns about your student's behavior or need support, please reach out to your child's teacher or the school office. We're here to help!

Academic Honesty

At Glazier, we believe in doing our own best work and always telling the truth. Academic honesty means showing integrity by completing your assignments on your own and giving credit when you use someone else's ideas or words.

Academic dishonesty includes:

- Copying someone else's work or letting someone copy yours
- Using someone else's words or ideas without saying where they came from, including AI (this is called **plagiarism**)
- Cheating on tests, quizzes, or assignments
- Helping others cheat

We want all Gladiators to be proud of their learning! Making honest choices helps us grow, learn, and build trust with our teachers and classmates.

If a student makes a dishonest choice, the following steps will be taken:

- A referral will be made
Parents/guardians will be notified
- The student will be asked to redo the assignment or complete an alternate task in a supervised, after-school setting

We are here to help students learn from mistakes and support them in making respectful, responsible, and ready choices every day.

Attendance Procedures

At Glazier, we believe that being at school every day helps students **learn, grow, and succeed**. Regular attendance is essential and expected of all students, as required by California State Law.

Students should attend school daily unless they have a legal reason to be absent.

Excused absences include:

- Personal illness or medical need
- Funeral services for an immediate family member (up to 1 day in California, 3 days if out of state)

Let's work together to build strong attendance habits and help every student stay **ready to learn!**

Health Guidelines for School Attendance

To keep everyone safe and healthy, students should **stay home** if they:

- Have a fever over 100°F
- Are vomiting or have diarrhea
- Show signs of a contagious illness or rash without a known cause
- Are too sick to participate in normal school activities
- Have had general anesthesia (they must stay home for at least 24 hours and return with a doctor's note)

A student may return to school when they are feeling better or have been cleared by a doctor. Final decisions about returning to school for health reasons will be made by the **principal** and/or **school nurse**.

Reporting an Absence

If your child is absent, please contact the school as soon as possible:

 Call the school office at **(562) 863-8796** between **7:30 a.m. and 3:45 p.m.**
Leave a message with your child's name, teacher, date of absence, and reason.

To avoid an unexcused absence:

- Absences must be verified within **10 days**
- Unverified absences will be marked **truant** after 10 days without contact

Your partnership helps us support every Gladiator's success!

Unexcused Absences & Truancy

At Glazier, we want every student to be successful—and that starts with being at school on time, every day.

An **unexcused absence** means missing all or part of the school day without a valid reason. This includes leaving early, arriving very late, or being absent without proper notification. **Unexcused tardies** are also considered part of a student's attendance record.

If a student has unexcused absences or is frequently tardy:

- They may be marked **truant**
- They may be asked to **make up missed time** through after-school accountability or **Saturday School**

We work closely with students and families to support regular, on-time attendance. Good attendance builds habits that help students be **responsible, respectful, and ready to learn.**

Tardies

Being on time is part of being ready! When students arrive late, they miss important learning and disrupt the classroom routine.

- School begins at **8:00 a.m.** sharp
- **Tardies** are issued starting at 8:00 a.m.

Repeated unexcused tardies will lead to additional support or interventions to help improve punctuality. Please help your child build positive habits by planning enough time to arrive on campus before the bell. Our campus opens at 7:30am.

Let's work together to help every Gladiator start the day on time and ready to learn!

Leaving Campus During the School Day

Glazier is a closed campus, which means students must stay on campus for the entire school day unless they are officially signed out through the attendance office.

We understand that medical appointments may come up, but we kindly ask families to schedule them outside of school hours whenever possible to avoid missing valuable class time.

To support a smooth and safe school day:

- **No early checkouts** will be allowed during the **final 15 minutes of the school day** or **immediately after school events** (such as awards assemblies).

Student Check-Out Policy

To ensure the safety of every Gladiator, we follow these procedures:

1. Students may only leave campus for appointments or emergencies. A written note from a parent/guardian should be brought to the attendance office ahead of time.
2. Only adults listed on the student's emergency card may check out a student.
3. The person picking up a student must:
 - Go to the **attendance office**
 - Show **valid photo ID** (California ID or Driver's License)
 - Sign the **check-out log**
4. Students must be picked up **inside the attendance office**—they will not be allowed to meet parents outside or wait by the curb.
5. When returning the same day, students must check in at the **attendance office** and receive a **re-admit slip** before going back to class.

These rules help keep everyone safe, respectful, and responsible throughout the day.

Extended Absence & Independent Work

We understand that sometimes students may need to miss school for an extended period. To help students stay on track, families may request independent work when a student will be absent for **five or more days**.

Here's what you need to know:

- Requests for work should be made directly through your child's classroom teacher.
- Teachers will share their classroom-specific homework and makeup policies at the beginning of the year and during Back to School Night.

- As a school-wide guideline, students will be given one day per day of absence to complete and return any makeup work.

If you know your child will be absent for 5 days or more, please contact their teacher at least 5 school days in advance to request an independent study plan.

We appreciate your partnership in helping students stay **responsible, engaged, and ready to learn**—even while away from school.

Bikes, Scooters, and Skateboards – Safety First!

We love that our Gladiators are active and independent! If your child rides a bike, scooter, or skateboard to school, please help us keep everyone safe, respectful, and responsible by following these important rules:

Safety Gear

- Helmets are required by law and must be worn to and from school.

Parking and Storage

- Bikes, scooters, and skateboards must be parked and locked in the designated bike rack area near the cafeteria/MPR.
- Students must bring their own lock and cable.
- These items cannot be stored in classrooms or offices.
- The school is not responsible for lost or stolen items.

On-Campus Use

- For everyone's safety, riding bikes, scooters, or skateboards is not allowed on school grounds, including sidewalks.
- Skating, rollerblading, or skateboarding anywhere on campus is not permitted, in line with school and district safety policies.

Thank you for helping us keep our school a safe and respectful place for all!

Student Activities and School Events

At Glazier, we believe all students should have the chance to shine! A wide variety of activities are open to every student based on their interests and strengths. Whether you're running for Student Council or joining in recess and lunch games, there's something for everyone to enjoy and be part of.

We are committed to creating a school environment that is **safe, caring, and fair** for all students. Our focus on **equity and access** means every Gladiator has the opportunity to participate, learn, and grow.

If you have any questions, ideas, or concerns, please contact your child's teacher or the principal. We value your voice and we are here to help.

Extracurricular Opportunities

Students are encouraged to take part in Glazier's academic and extracurricular activities. These events are an important part of our school community and support our Positive Behavior goals.

Schoolwide activities:

- Promote positive attitudes
- Encourage personal and team achievement
- Help prevent behavioral issues by providing fun and meaningful engagement

These opportunities are designed to help students:

- Practice the **3 Rs**: Be Respectful, Be Responsible, Be Ready
- Build friendships and teamwork skills
- Celebrate successes and create joyful school memories

We invite all students to get involved, try new things, and have fun while learning!

Extracurricular activities include, but are not limited to:

ABC (Afterschool Bible Club)	After school tutoring
Garden Club	G.A.T.E. enrichments
Literacy Night	Math Night
Robotics Competition	PTA Family Fun Events
Student Council	Spirit Days
ASES/ELOP enrichments	

Anonymous Tip Line – Speak Up for Safety

At Glazier, we are committed to keeping our school a **safe, respectful, and caring** place for everyone.

If you see or hear about something that is **unsafe, inappropriate, or against school rules**, we encourage you to speak up. Reporting concerns helps protect our students, staff, and school community.

Anyone—students, families, or community members—can share important information **anonymously**. Your name does not have to be shared.

To report a concern:

- **Call Glazier School** during school hours (7:30 a.m. – 3:45 p.m.) at **(562) 863-8796**
- **Call District Safety** after hours, weekends, or holidays (24/7 support) at **(562) 929-1677**

Every voice matters, and reporting helps us keep Glazier safe for all Gladiators!

ASES/ELOP – After School Enrichment and Safety/Extended Learning Opportunity Program

The ASES/ELOP program at Glazier provides students with a safe, supportive place to learn and grow after school. This federally funded program gives students the chance to participate in academic support, fun activities, and enrichment opportunities that extend the school day in a positive way.

Important information for families:

- Enrollment requires an application
- Once accepted, families attend an orientation to review program expectations
- Students must meet the minimum daily attendance requirement to stay in the program

ASES/ELOP helps students stay **engaged, responsible, and ready to learn**, even after the regular school day ends.

If you're interested in applying or learning more, please contact our ASES/ELOP Coordinator at **(562) 231-7258**.

Birthdays & Classroom Celebrations

At Glazier, we value instructional time, equity, and creating a positive learning environment for every student. In keeping with NLMUSD Nutrition Services guidelines, **birthday parties are not permitted at school**.

Please do not plan or send items for birthday celebrations during the school day. This helps us protect learning time and ensure fairness for all students.

Looking for a meaningful way to celebrate?

Families may choose to donate a small, non-food item to the classroom such as:

- A favorite **book**
- A set of **pencils or school supplies**
- A small **goody bag** (non-food preferred)

Classroom Celebrations

Teachers may host a limited number of class parties during the school year, such as:

- Winter Break
- Valentine's Day
- End-of-Year celebrations

These events are planned at the teacher's discretion. All donated food items must be:

- Store-bought
- Sealed in original packaging (per district health and safety policies)

Thank you for supporting a safe, inclusive, and respectful school environment for every Gladiator!

Cafeteria & MPR Expectations

At Glazier, lunchtime and snack breaks are important times for students to refuel, relax, and show respect. Each student has:

- 20 minutes for snack
- 30 minutes for lunch

To keep these areas safe and enjoyable for everyone, students are expected to follow these cafeteria and MPR guidelines:

While eating, students should:

- Stay seated while eating
- Raise their hand and speak with a staff member before leaving their table
- Clean up after themselves—throw away all trash and recycle when possible
- Keep all food and drinks inside the designated eating areas

Share Table and Second Chance Breakfast

At Glazier we encourage students to be respectful of resources: If students do not want particular items from their lunch selection, they can place it on the Share Table for

another student who may be a little extra hungry that day. Any item placed on the Share Table must be sealed. We also offer a “second chance” breakfast for any students who missed the 7:30-7:55 timeframe. Note: No second chance breakfast is done on Wednesday or Minimum Day due to the shortened time frame on those days.

Food & Item Reminders

To help keep everyone safe and healthy, **please do not send** the following items to school:

- Large bags of chips or Takis
- Soda, energy drinks, or coffee
- Candy or sunflower seeds (choking hazard)
- Gum or toys
- Glass bottles
- Cough drops or any medications—must be checked into the office

Lunch/School Item Drop Offs

To ensure safety for our students, we guide students to stay away from gate areas. Please bring any items to the office and coordinate for delivery to your child.

If your child uses an inhaler or other prescribed medication, it must be registered and stored through the school office.

Allergies or special dietary needs?

We're here to help! Please contact the office so we can support your child with safe seating arrangements or meal plan accommodations.

Thank you for helping us make lunch and snack times safe, respectful, and responsible for all Gladiators!

Technology on Campus: Cell Phones, iPads & Smart Watches

At Glazier, we understand that technology is part of students' lives. Our goal is to help students learn to use it responsibly and respectfully, while keeping the focus on learning during the school day.

Cell Phones & Smart Watches

- Students may bring a cell phone to school, but it must be turned off and out of sight during school hours.
- The main gate is where phones are powered down or powered on.
- Smart watches should stay at home. If brought to school, they must follow the same rules as cell phones.
- Note: Glazier and NLMUSD are not responsible for any lost or stolen items.

** If a phone is seen, used, or makes noise during class or around campus:**

- It will be confiscated by staff and returned to the parent/guardian
- The student may receive a consequence, such as after school intervention or Saturday School

** Need help during the day?**

If a student is feeling unwell, worried, or needs to contact home, they should speak with a staff member or visit the office. Texting or calling parents during school time is not allowed.

** iPads (Grades 3–5)**

iPads are used as learning tools in all grade levels, especially in grades 3–5. Students must follow teacher directions and use them only during approved times. Personal use or off-task behavior may result in restricted access.

By using technology the right way, at the right time, students show they are Respectful, Responsible, and Ready to Learn—the Glazier Gladiator way!

Change of Address or Withdrawal

To help us keep all students safe and supported, it's important that your family's contact information is always up to date.

Change of Address, Phone Number, or Name

If your address, phone number, or name changes at any time during the school year, please notify the front office right away.

Up-to-date information is critical in case of an emergency and ensures school communication reaches your family.

Withdrawing from Glazier- If your child will be transferring to another school:

1. Please inform the attendance office before the last day of school.
2. On their final day, your child should check in at the attendance office in the morning to receive a withdrawal slip.
3. The student will take this slip to their teachers, the librarian/media clerk, and other staff for signatures and to return any borrowed materials.
4. Once the signed slip is returned to the office and all books/items are turned in, a transfer card will be issued.

We appreciate your cooperation in helping make this process smooth and respectful for your child and the school community.

Citizenship & Scholarship

At Glazier, we believe in helping every student become a **curious learner**, a **hard worker**, and a **positive member of our school community**.

Our students are challenged to think deeply, work independently and with others, and make choices that reflect responsibility and integrity. We provide the **support, time, and tools** every student needs to meet high academic standards and grow into thoughtful, capable citizens—now and in the future.

We believe that learning is more than just getting the right answers—it's about:

- Collaboration
- Communication
- Critical Thinking
- Creativity
- Making responsible decisions
- Working hard and never giving up

We also know that positive behavior and academic effort deserve to be celebrated! At Glazier, we recognize and reward students who demonstrate outstanding scholarship and citizenship through a variety of schoolwide programs:

Student Recognition Programs

Student of the Month

Each month, teachers honor one student for strong academic performance and effort. These students receive a special certificate and school-wide recognition.

Golden Gladiator

Each month, one student per class is chosen for showing our **3Rs**:

- **Be Respectful**
- **Be Responsible**
- **Be Ready**

These students stand out for their character, leadership, and positive choices.

Glazier Dollars

Staff members can give Glazier Dollars to students who show the 3Rs in action. Students can "cash in" their Glazier Dollars for fun prizes, raffle entries, and group rewards. The Gladiator Arena is open every Friday at lunch, run by volunteers, while the Student Store is open on select days through Glazier PTA volunteers.

Family engagement/Participation is also rewarded with Glazier dollars—participating in PTA events, evening events, spirit days, college wear Wednesday, etc. We are proud of our students' efforts and are committed to helping them grow as learners, leaders, and

responsible Gladiators. Together, we build a school culture where hard work, kindness, and integrity are celebrated every day!

Class Placements & Scheduling

At Glazier, our priority is to create balanced classrooms that support the success of all students. Our team thoughtfully considers many factors—such as academic needs, learning styles, and social dynamics—when making placement decisions.

Please note:

Per district policy, we do not accept parent or student requests for specific teachers at the beginning of the school year.

Communication & Support

We value strong partnerships between home and school. If you have a question or concern about your child's class, progress, or experience, we ask that you:

1. Contact your child's teacher first –they are your best resource for classroom-related questions and can work with you directly to support your child.
2. If your concern involves more serious issues, such as your child's academic progress or social-emotional well-being, please reach out to our ESSS or the Principal for additional support and guidance.

We are committed to listening, working collaboratively, and ensuring that every student feels respected, supported, and ready to succeed.

Staying Connected: Communication Tools at Glazier

At Glazier, we value open, timely, and clear communication with our families. We use a variety of tools to keep you informed, involved, and connected to your child's learning and school life. You can see an overview of the monthly events in our calendar [HERE](#).

Weekly Family Bulletin – “The Smore”

Each Sunday, families receive our **weekly Smore bulletin** by email. This digital newsletter includes important announcements, reminders, and upcoming events for the week ahead, with live links to items.

Digital Platforms for Classroom Communication

- **Seesaw** (Grades TK–2): Used for classroom updates, student work, and teacher-family communication.
- **Schoology** (Grades 3+): Used for posting assignments, resources, and messages. Students access Schoology through their **school-issued iPads**.

Social Media – Follow Our Gladiators!

We love to celebrate our students and share the great things happening at Glazier!

- Instagram: [@glazierelementary](#); [@glaziergladiators_elp](#)

By staying connected through these tools, families and staff work together to support our students in being **Respectful, Responsible, and Ready to Learn**—every day!

Community School Support

At Glazier, we believe in caring for the whole child—academically, socially, and emotionally. As a Community School, we work closely with families and community partners to provide students with the support and services they need to succeed both in and out of the classroom.

Our approach includes:

- Access to health, wellness, and social services
- Family workshops, parent classes, and community resources offered on site
- A focus on building strong school-family partnerships

 Need support or have questions?

Our **Community Schools Specialist** is available to help families connect with resources, advocate for their needs, and ensure every Gladiator has what they need to thrive.

Counseling & Guidance Services

All Glazier students have access to social-emotional support to help them feel **safe, valued, and ready to learn**.

Elementary Student Support Specialist (ESSS)

Our ESSS is available throughout the year to:

- Support students with **social-emotional needs**
- Provide short-term counseling and guidance
- Partner with families and teachers when additional support is needed

 Students can access the ESSS with teacher or parent referral, or by asking a trusted adult for help.

Additional Support Services

Glazier also has a **Site Intervention Team** and access to:

- District-based counseling
- Outside mental health professionals
- Academic and personal guidance

- College and career awareness activities (as developmentally appropriate)

Below is the QR code for a Request for Assistance form.



We believe that the teacher-student relationship is every child's first line of support—and our whole team is here to walk alongside them as they grow.

Curriculum

At Glazier, we are proud to offer a strong, standards-based education that helps every student grow as a thinker, problem-solver, and lifelong learner.

Our curriculum is aligned with the Common Core State Standards and includes a full day of learning across all subject areas.

Each student receives six hours of instruction each day, which includes:

- English Language Arts
- Mathematics
- Science
- Social Studies
- Physical Education

We provide a well-rounded education designed to prepare students for success now and in the future. Social-emotional learning is also prioritized inside and outside of the classroom.

Textbooks & Learning Materials

All students are provided with the textbooks and materials they need to succeed. These may include: textbooks, workbooks, digital tools, consumable materials

Student Responsibility:

Students are expected to take excellent care of their books and materials. Please help your child:

- Keep books in a safe place
- Avoid writing in or damaging books
- Return all materials in good condition

Lost or Damaged Items:

If a textbook or library book is lost, stolen, or damaged, the student will be responsible for replacing it through the library. If the item is later found and returned in good condition, any money paid will be refunded.

Taking care of school materials is part of being **Respectful, Responsible, and Ready to Learn**—the Glazier way!

GLAZIER GRADING SCHEDULE

Several grading periods are in place for timely feedback and potential intervention(s):

1st Progress Report at Parent-Teacher-Student Conferences	1st Trimester Report Card	2nd progress report: Mandatory conferences for students below grade level standards, attendance or other behavioral concerns	2nd Trimester Report Card	3rd Trimester Report Card
Late September to early October	November	December/January	February	June

Progress Reports

At Glazier, we believe in keeping families informed and involved in their child's academic and behavioral growth.

Progress reports are shared with families if a student's **academic performance** or **behavior** is below expectations during any grading period. This early communication gives students and families a chance to:

- Understand areas that need improvement
- Create a plan for success
- Receive support from teachers and staff

Our goal is to work together to help every student meet their full potential—academically, socially, and emotionally.

When we communicate early and often, students are more likely to succeed and stay **Respectful, Responsible, and Ready to Learn**.

Homework Policy

Homework is a valuable part of learning and helps students practice skills, build responsibility, and develop time management.

Time spent on homework may vary depending on the assignment and the individual needs of each student. Occasionally, assignments may need to be completed over the weekend.

Student Responsibilities:

- Organize time wisely
- Complete homework by the due date
- Do their best and ask for help when needed

Please refer to your child's **teacher-specific homework policy** for additional details about expectations and routines.

Library Expectations

Our library is a place where students grow as readers, researchers, and responsible members of the learning community.

Students may:

- Check out books for one week
- Renew a book for one additional week if they need more time

Student Responsibility:

- Take care of all books checked out under their name
- Report damaged books to the librarian
- Replace or pay for lost or damaged books

If a student does not follow library rules, they may lose checkout privileges until the issue is resolved.

We encourage all Gladiators to treat books with care and take pride in being **Respectful, Responsible, and Ready to Read!**

Medications at School

Student health and safety is a top priority at Glazier. If your child needs to take prescription or over-the-counter medication during the school day, the following steps are required:

- A district medication form must be completed by both the parent/guardian and the child's doctor.
- All medication must be in its original container with a pharmacy label that includes the student's name.
- All medications — including inhalers, EpiPens, and other health tools — must be checked in at the front office.

This process ensures safe and accurate handling of medications during the school day. Please contact the front office with any questions or to request the necessary forms.

Messages & Deliveries to Students

At Glazier, we protect classroom learning time as much as possible. To help reduce interruptions during the school day:

- Non-emergency messages or deliveries (such as lunch, forgotten items, or after-school plans) are discouraged and should be avoided.
- Only true emergencies (e.g., health or safety concerns) will result in a classroom interruption.
- In case of an emergency, contact the Attendance Office directly. Staff will make every effort to deliver messages promptly and appropriately.

Thank you for supporting a calm, focused learning environment where all students can stay **Respectful, Responsible, and Ready to Learn!**

Helpful Tips for Glazier Families

At Glazier Elementary, we believe that strong partnerships between home and school help every student shine! Here are a few helpful reminders to support your child's success:

1. **Make Every Day Count**
School is in session for 180 days each year—every day matters! Make sure your child arrives on time, well-rested, and ready to learn.
2. **Stay Involved**
Students thrive when their families stay connected to school life.
 1. Ask about what they're learning
 2. Check the school website and grading portal
 3. Join us for school events
 4. Volunteer if you can—we'd love to have you on campus!
3. **Stay Informed**
 1. Check your email every Sunday evening for our Glazier Family Newsletter
Watch the school marquee for reminders and upcoming events
4. **Check In for Safety**
All visitors must sign in at the Main Office when arriving on campus.
 1. If you're attending an event or classroom visit, you'll receive a visitor or volunteer pass. This helps us maintain a safe and secure environment for everyone.
 2. Please support our dress code policy when coming onto campus.
 3. Help showcase the 3Rs while on campus: Be Respectful, Be Responsible, and Be Ready.
5. **Need Support? Let's Partner Up!**
If you have questions about your child's academic progress:
 1. Start by contacting the teacher.

2. If your child receives Special Education services, contact the case carrier.
3. If further support is needed, reach out to the Principal.
6. You can also check the PowerSchool Parent Portal for updates on grades and assignments.

Glazier is a great place for every student to grow and succeed. Together, we can make it even better—thank you for being part of our Glazier Gladiator family! ❤️

Safe Campus Procedures

At Glazier Elementary, the **safety** and well-being of our students—both physical and emotional—is our highest priority. We work together with staff, students, and families to ensure a secure and welcoming environment where students are ready to learn at high levels every day.

Emergency Drills

To prepare for any situation, we conduct **monthly safety drills** as part of our regular schedule. These include:

- Fire Drills
- Earthquake Drills
- Lockdown Drills
- Shelter-in-Place Drills

These drills help students and staff know exactly what to do in case of an emergency. Drills are always age-appropriate and follow district and state safety guidelines.

Safe Drop-Off and Pick-Up

Your help during arrival and dismissal keeps everyone safe. Please follow these important guidelines:

- **Use Crosswalks:** Crossing guards are stationed at three key locations. Always model safe behavior by using the designated crosswalks.
- **Curbside Only:** Use **curbside drop-off and pick-up** zones only. Stopping in the middle of the street puts students at risk and blocks the flow of traffic.
- **No Red Zone Parking:** Parking in red zones is prohibited and may result in a citation from Public Safety or School Safety.
- **Need to Get Out?** If you need to walk your child in or out, please use the **staff parking lot or surrounding neighborhood parking** (where permitted). Do not leave your vehicle unattended in the drop-off zone.
- **Keep Traffic Moving:** The front of the school is for **continuous traffic flow**. Please do not idle or wait in the loading zone after your student exits or enters the car.

By following these safety practices, you help us protect our students and make arrival and dismissal efficient for everyone. Thank you for being a partner in creating a safe school environment!

Student Dress Code

At Glazier Elementary, we believe that how we dress is one way we show we are Respectful, Responsible, and Ready to Learn—our 3Rs.

Students are expected to wear clothing that:

- Is comfortable and allows for active participation in learning and play.
- Helps keep our school a safe and welcoming place for everyone.
- Does not distract from learning or classroom activities.

While on campus or at any school-sponsored event, students should be dressed and groomed in a way that shows self-respect and care for others, and supports a positive learning environment. Note: Please write your child's name in permanent marker so we can work to reconnect items that may be left out during recess/lunch times.

Please refer to the official Dress Code policy [HERE](#) for more detailed guidance.

 *Note: Final decisions about dress code concerns will be made by the school administration.*

Student Expectations Notification

At Glazier Elementary, we work together to make our school a safe, welcoming, and respectful place for learning. We use the 3Rs—**Be Respectful, Be Responsible, and Be Ready**—to guide our behavior throughout the school day and beyond.

All students are expected to:

- Make safe and respectful choices.
- Cooperate with others.
- Follow school rules in the classroom, hallways, playground, restrooms, cafeteria, and all areas of campus.
- Represent Glazier positively on the way to and from school and during school-sponsored activities.

Our goal is to teach and encourage positive behaviors. If a student makes a choice that does not follow our school expectations, staff will help the student reflect, re-learn, and restore. Depending on the situation, there may be a consequence designed to support learning and growth.

School rules apply anytime a student's actions affect the safety, order, or learning environment of the school.

By following the 3Rs, we help create a school community where everyone can do their best, feel safe, and enjoy learning!

School Supplies & Donations

At Glazier Elementary, we are proud to offer high-quality programs that support student learning and enrichment. By law, all students must be allowed to participate in curricular, co-curricular, and extracurricular activities—regardless of a family's ability to contribute supplies or donations.

While we do not charge fees for school activities, we may request voluntary donations from families to help offset the cost of materials, events, and programs. These contributions are always optional and never required. No student will ever be excluded from participation based on their ability to donate. We work hard to keep our programs strong through grants, community partnerships, and generous family and community support. If you are ever able to help, whether by donating supplies, volunteering your time, or community partnerships, it truly makes a difference.

Together, we make Glazier a vibrant place for learning, creativity, and community!

Student Work Expectations

At Glazier Elementary, we are committed to helping every student grow as a confident, capable writer. Writing is an important part of learning, and it helps students explain their thinking, organize their ideas, and build independence.

To support success, students are expected to complete and turn in their best work. Students are encouraged to ask for help when needed and take pride in their efforts. Practicing good writing habits helps build strong communication skills for school and beyond!

All student written work should be submitted in the following format:

- Work should be done in pencil primarily, and at times in blue or black ink. Your teachers will tell you what they prefer based on the assignment.
- Work should be submitted on white 8 ½ x 11 inch lined paper. College-ruled paper is best for upper elementary, while wide-ruled paper will be accepted for primary grades.
- Clean edged paper is required. When removing notebook paper from your three-ring binder, please open the rings of the binder so that the holes in the paper are not torn.
- All work must be submitted in complete sentences, unless otherwise directed by the teacher.
- All work must be neat and legible. You will be asked to rewrite or type your work if it is illegible.
- Always do your best work. You will be asked to resubmit work that does not meet these minimum standards.

Minimum Standards for Typed Work

All student typed work should be submitted in the following format:

- Work should be submitted on white 8 ½ x 11 inch unlined paper in 12 point black font. Text must not be all bold, all caps, or in italics.
- Acceptable fonts include: Tahoma, Arial, Times New Roman, and Georgia. The title may be in any font or color, as long as it is legible.
- All work must be submitted in complete sentences, unless otherwise directed by the teacher.
- Remember to save your work at all times.
- Always do your best work. Students will be asked to resubmit work that does not meet these minimum standards.

Artificial Intelligence (AI) and Search Engines

Artificial Intelligence (AI) is developing as a resource. At this time, our goal is to guide students to develop independent thinking, critical thinking, and analytical skills. We discourage the use of AI unless under teacher guidance. Please see our section under Academic Honesty for further information/clarification.

Volunteers on Campus – Partners in Learning!

You are always welcome at Glazier Elementary! We love having our families involved in school life, and there are many ways to help. If you're interested in volunteering, please contact your child's teacher or visit the front office to complete the Parent Volunteer Form.

Here's what you need to know:

- There are many ways to volunteer—both in and out of the classroom!
- All volunteers must complete a background check through the district.
- Every volunteer must check in at the front office and wear a visitor sticker or badge while on campus.
- For student safety, no adult is ever alone with a student, and the school dress code applies to all volunteers on campus.

Have an idea for how you can help? We'd love to hear it! Reach out to your child's teacher or the office—we're a team.

Welcome & Thank You

We're so glad you're part of the Glazier Gladiator family! Together, we'll make this a wonderful year filled with learning, growth, and great memories.

If you ever have questions or need support, please contact your child's teacher or call the front office. Thank you for your partnership and for being an important part of our community. Let's make this school year amazing—together!

Glazier Elementary School Dress code

School dress must be neat and clean and must display a positive self-image. Students and Families must not distract from the learning process, must not endanger student safety, must show proper attention to modesty, as listed in the guidelines below.

Clothing in General:

Clothing should promote a positive learning environment for all students.

Pants, Shorts, Skirts:

- All clothing should not be more than 2 inches larger in the waist, thigh, and mid-calf.
- Shorts and skirts must be hemmed and should be at least mid-thigh in length/longer than the finger tips.
- Shorts should not extend below the knee.
- Pants that sag below the waist, drag on the ground, or have a frayed hem or holes are not allowed. No undergarments should be seen.
- Pants should be neat and free of holes. Ripped jeans are not allowed.
- No sheer leggings.

Shirts:

- All tops/blouses should cover the shoulders, back, tummy, and chest.
- Tank tops, Muscle shirts, bare midriff, halter/backless tops, and low-cut tops are not allowed. No undergarments (bra straps) should be showing.
- Shirts that advertise alcohol, horror, obscene gestures or pictures, or have inappropriate phrases, words, pictures or promote violence, bigotry, sexism or illegal activities are not allowed.

Miscellaneous:

- Large hoop or extended length earrings, noisy jewelry, and sharp metal rings are not allowed.
- Footwear must be appropriate, safe to run in, have no open toes, and have straps in the back.
- All footwear should be safe in case of emergency and for PE-based activities. Shoes must be worn at all times on campus. Slippers and flip flops are prohibited.
- Hats or caps are only allowed outside during recess/lunch/PE. Hats should be worn forward as sun protection.
- Beanies can be worn depending on the weather, free from inappropriate logos.

The Glazier Elementary Dress Code will be modified as needed to address student safety issues. Students who fail to adhere to the dress code will be given an Incident Report and will change into something more appropriate. Continual defiance of the dress code will result in further disciplinary action.

**Escuela Primaria Glazier
Código de Vestimenta**

El vestuario de la escuela tiene que ser limpio y limpio y debe mostrar una auto-imagen positiva. El vestuario del estudiante no debe distraer del proceso de aprender, no debe poner en peligro la seguridad del estudiante, debe mostrar propia atención a la modestia, y debe representar a un estudiante serio sobre el aprendizaje.

Guía para ropa y aseo apropiados

Ropa en General:

La ropa debe promover un ambiente de aprendizaje positivo para todos los estudiantes.

Pantalones, Shorts, Faldas:

- Ø Toda la ropa no debe ser más de 2 pulgadas más grande en la cintura, el muslo y la mitad de la pantorrilla.
 - Ø Los pantalones cortos y las faldas tienen que tener costura en la bastilla y ser más largo que medio muslo.
 - Ø Los pantalones cortos no deben extenderse por debajo de la rodilla.
 - Ø Los pantalones que queda debajo de la cintura, se arrastran al piso, o que no tiene costura en la bastilla no están permitidos.
- Los pantalones deben estar limpios y sin agujeros.

Camisas:

- Ø Todas las camisas/blusas deben cubrir los hombros, espalda, estomago y pecho del niño.
- Ø Blusas y camisas con tirantes delgados y que enseñan el estomago y espalda no se permiten.
- Ø No se permite la publicidad de gestos o imágenes alcohólicas, obscenas o frases inapropiadas, palabras, imágenes o promoción de la violencia, intolerancia, sexismo o actividades ilegales.
- Ø No se permiten camisetas sobre largas y sin fajar.

Miscelanea:

- Ø No se permiten aretes largos, joyas ruidosas, anillos de metal.
 - Ø La ropa interior no deben ser visibles.
 - Ø Los zapatos debe ser apropiado, seguro para correr, no tiene dedos abiertos, y tiene correas de atrás.
- Los sombreros deben usarse hacia adelante para protegerse del sol.
 - Se pueden usar gorros según el clima, siempre que no tengan logotipos inapropiados.

El Código de Vestimenta de la Escuela Primaria Glazier se modificará según sea necesario para ayudar la seguridad de los estudiantes.

Glazier Elementary School Student Handbook

Parent/Guardian Signature Page—please return to school

School Name: _____

School Year: _____

Dear Parent/Guardian,

Please review the **Student Handbook** with your child. The handbook contains important information about school policies, behavior expectations, safety guidelines, and academic procedures.

Once you have read the handbook, please sign and return this page to your child's teacher. This acknowledges that you and your child understand and agree to follow the policies set forth in the handbook.

Student Name: _____

Grade: _____

Teacher's Name: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

Student Signature: _____ *(if applicable)*

Date: _____

Please return this form by Monday, August 25, 2025.

Thank you for your cooperation and support in returning the document: Your student will earn 3 Glazier dollars for being respectful, responsible, and ready!