"TOGETHER TOWARDS TOMORROW"

Building Belonging • Inspiring Excellence • Growing Together

MANN ELEMENTARY SCHOOL

PARENT HANDBOOK

2026-2027



257 Coronado Street,
Long Beach, CA 90803
562-439-6897

long beach unified school district

*MANN Elementary School
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562-439-6897

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Building Belonging • Inspiring Excellence • Growing Together

Welcome Parents and Guardians to the 2026-2027 school year at Mann Elementary. We are excited to welcome both our returning families and those joining our Mann community for the first time. A new school year brings new opportunities to learn, grow, and strengthen the partnerships that help our students thrive.

*To support clear and consistent communication between home and school, we will continue using our **Mann Elementary Family Handbook**. This electronic handbook serves as a central resource for important school information, expectations, and frequently asked questions. Our goal is to make it easy for families to access the information they need throughout the year.*

The handbook includes information such as:

- *School hours and bell schedule*
- *Attendance expectations*
- *Uniform guidelines*
- *Healthy snack policy*
- *Arrival, dismissal, traffic, and campus safety procedures*
- *Classroom and school celebration guidelines*
- *School expectations for student success*
- *Annual calendar of events, family meetings, Spirit Assemblies, and Character Trait celebrations*

Because the handbook is electronic, it can be updated throughout the school year as needed. Families will be notified whenever important updates or changes are made so you always have access to the most current information.

As we begin this school year, we do so with purpose, optimism, and a commitment to continuous growth. Together, we will build upon the strong traditions that make

Mann special while embracing new opportunities that enhance student learning, strengthen our school culture, and create meaningful experiences for every child.

Our vision for the 2026-2027 school year is to ensure that every student feels safe, valued, supported, and inspired to reach their fullest potential. We are committed to providing engaging, high-quality instruction while nurturing kindness, responsibility, resilience, and respect. We want every child to know they belong at Mann and that they have the ability to achieve great things.

When our students leave Mann at the end of fifth grade, our hope is that they carry with them not only a strong academic foundation but also confidence in themselves, meaningful friendships, lasting memories, and the skills to become compassionate leaders in their schools and communities.

Our greatest success comes from the partnership between our staff, students, and families. Together, we create a learning community where every child can flourish. Thank you for entrusting us with your child's education. We look forward to an amazing year filled with learning, laughter, and countless opportunities to celebrate our students' growth.

Here's to another wonderful year at Mann. Together, we will continue moving forward—one student, one family, and one success at a time.

With Gratitude,

Dr. Robertson

drobertson@lbschools.net

BACK TO SCHOOL NIGHT:Thursday SEPTEMBER 17, 2026 4:00-5:30 PM

*MANN Elementary School
257 Coronado Street,
Long Beach, CA 90803
562-439-6897

Mann School Rocks!!

Guidelines For Success (GFS)

- *R-Respectful & Responsible*
- *O-Organized & Ready to learn*
- *C-Caring & Compassionate*
- *K-Kind & Cooperative*
- *S-Strive for Scholarly Behavior*
-

At Mann Elementary, every student deserves to be educated and nurtured in an environment that is committed to developing their social emotional learning, as well as their academic success.Therefore, in addition to providing high quality instruction,the Mann staff is expected to foster a Positive Growth Mindset, Self-Management, Self-Efficacy, and Social Awareness in students. In addition, we are committed to incorporating the importance of developing positive character traits such as; respect, responsibility, gratitude, honesty. empathy, kindness, self-confidence, friendship, patience, and courage as valuable practices that will create a positive campus culture, as well as, prepare students for the real world.

ATTENDANCE

Regular attendance is critical for successful achievement in school. All students need to attend school daily so that they can meet their educational goals. Students are expected to be on time for the start of school each day. Tardiness to school and early-outs are disruptive to the educational program of all students. Therefore the school monitors students who have excessive absences, tardies, and/or early-outs. We are also bound by state law to

comply with the requirements of the California Education Code, which states that parents whose children do not attend school regularly may be prosecuted and fined. Absences of 3 or more days for illness need a doctor's note. All absences of 10 or more days may be referred to the District Attorney's Office. Absences of 10 consecutive days for extended vacation, etc. will cause the student to be withdrawn from school.

School attendance is very important, but for the well being of all, please do not send students to school if they are ill. Students who are running a fever or have been vomiting must be fever-free or vomit-free for 24 hours before returning to school. Additionally students with uncontrollable continuous coughing should not attend school.

Attendance Parent Notification 2026-2027
https://docs.google.com/document/d/1vwvQLIPKfjetYWk_pUjB8OzgPxoH8d43/edit?usp=sharing&ouid=108333607870473347090&rtpof=true&sd=true

Uniform Policy
Dress For Success

- WHITE, RED, OR BLUE TOPS
- NAVY BOTTOMS
- JEANS ON FRIDAYS-NO BAGGY, NO SAGGING, NO HOLES
- COLLARED SHIRTS & NO LOGOS
- HOODIES & HATS CAN BE WORN OUTSIDE FOR WEATHER REASONS
- SHOES-CLOSED TOE & CLOSED HEEL-NO FLIP FLOPS, SANDALS OR CROCS AS THIS IS A SAFETY ISSUE.



We will be working with the Operation School Bell to get students fitted for uniforms this year but until that happens the expectation is all students are in uniform every day. If there is a hardship please notify the office and we will be able to provide uniform support for your child. Please ensure your child dresses for the weather, cold rainy days require long pants, long sleeved

shirts, jackets, sweatshirts, and sweaters. Please contact the office if there is a hardship or need for cold weather clothing 562-439-6897.

Students not in compliance with the dress code may be subject to the following:

- *Parent contacted and change of clothing requested*
- *Provided with loaner uniform and asked to change*

Bell Schedule 2026-2027

~ Cafeteria Opens at 8:20-8:55 ~ Playground Supervision 8:30-9:00~

Grade	Start	AM Recess #1	Lunch	Recess #2	PM Recess #3	Dismissal
TK Murty & Carrillo	9:00	10:20-10:50 (K playground)	12:10-12:35	12:35-12:50	2:00-2:30 PM (K playground)	3:00 (THURS 2:30)
K Renteria (Leigh)	9:00	10:15-10:45 (K playground)	11:50-12:10 Cafeteria @ 11:50	12:10-12:30	1:50-2:20 PM (K playground)	3:00 (THURS 2:30)
K Downey	9:00	10:40-11:10 (K playground)	11:50-12:10 Cafeteria @12:10	12:10-12:30	2:20-2:50 PM (K playground)	3:00 (THURS 2:30)
1 & ½ & 2 & SDC Sutton, Summers, Pina, Leigh	9:00	10:00-10:15 AM	11:30-11:50	11:50-12:10	*1:40-1:53 PM*	3:05 (THURS 2:30)
2/3 SDC Mendoza	9:00	10:30-10:45 AM	12:10-12:30	12:30-12:50	*2:10-2:23 PM*	3:05 (THURS 2:30)
3 Vilchuck & Whitcomb	9:00	10:30-10:45 AM	12:30-12:50	12:50-1:10	*2:10-2:23 PM*	3:05 (THURS 2:30)
4 & 4/5 SDC York & Lockhart	9:00	11:00-11:15 AM	12:50-1:10	1:10-1:30		3:10 (THURS 2:30)
4/5 & 5 Griffin & Olguin	9:00	11:20-11:35 AM	1:00-1:20 PM	1:20-1:40		3:10 (THURS 2:30)

NO SUPERVISION ON PLAYGROUND AFTER SCHOOL

WRAP 6:30 AM; 3:15 PM-6:00 PM 562-505-0678
CDC 6:30 AM; 3:15-5:30 PM 562-439-7896

- **Every Thursday is a minimum day with 2:30 PM dismissal.**
- **District minimum days have 2:00 PM dismissal.**
- ***PM recess# 3 is cancelled on Thursday and minimum days***
- **District minimum dates for 2025 year: Aug. 26, Sept. 16, Dec. 19, as well as parent conferences: Nov. 3-7 & 10**

2026-2027 School Calendar

Student Expectations:

School Regulations - District Discipline Code

School rules and regulations in effect at Mann Elementary are in accordance with the District and Education Code policies. They are made in the interest of an appropriate learning environment and for the safety and welfare of all students. At Mann we follow a three-tiered level of infractions discipline policy that is aligned to our Ed. Code.

Recreation Staff & Playground & Office

Our recreation team is the adults that supervise the playground, gate, and cafeteria. The responsibilities of the recreation staff primarily involves providing for and assuring a safe, clean and secure environment for students participating in playground, physical education, meal periods and recreational activities. Recreation staff serve as adult role models for students by demonstrating positive, professional attitudes and respect toward each student and other staff members. For safety reasons students must listen and follow the directions of the adults on the playground. If they are unable to comply with playground expectations students will lose playground privileges and/or be sent to talk to an administrator.

This year we will be implementing a playground communication tool that enables recreation staff to communicate student behaviors to the classroom teacher who can also follow up on behavior incidents. All behavior expectations will be in alignment with the school guidelines for success.

Students may not self refer to the office, the nurse or the counselor. All students in the office will be required to have a pass issued by an adult. They must have a nurse pass, a counselor's pass or a referral that we can document to ensure we know that students are safe and are where they need to be.

PTA

Connect with our PTA on Instagram **@mannschoolrockspta**

Events & Spirit Assemblies

Mann hosts monthly spirit assemblies that recognize character traits, student of the month, and attendance. Assemblies are on select Fridays each month at 9:00 am. Parents are welcome to come on campus and join us. Click the link for more information.

Mann CHARACTER TRAITS 2026-2027....

Parent Protocols & Information

ParentVue

ParentVUE is a website that allows parents to view their child's current and historical information, including daily attendance, grades, report cards, test scores, discipline, graduation status, college preparation, and more.

With one simple activation, parents can view information on all of their children, from elementary school to high school. Parents can also update emergency card information electronically, submit School of Choice applications, and request Summer School.

Please visit your school site for an Activation Key Letter.

Parent Login: https://www.lbschools.net/parentvue
Support via email: Parentsupport@lbschools.net

Closed Campus:

To ensure the safety of your child during the school day Mann Elementary remains a closed campus. Just like last year, parents can drop off and pick up their child at the school gate which is located off of Obispo Ave. if you are in grades 1-5. Kinder parents will utilize the kinder gate by the kinder playground on the corner of Coronado. If eating breakfast Kinder/TK will use the gate by the auditorium.

If you need to conduct school business please come through the front doors off of Coronado. Once inside you will need to buzz in on our video monitoring system. To ensure a smooth visit please have photo identification ready when asked. Once buzzed in please go directly to the front office and someone will help you.

To ensure a smooth transition into the new school year, we allow parents on campus before and after school on the first day. After that we respectfully ask that you drop off and pick up at the gate. If you need to meet with the teacher, arrangements need to be made ahead of time to schedule an appointment or conference.

Pick Up & Drop Off Gate:

For grades 1-5, teachers will walk students to the Obispo gate for pick-up. Students will wait there until they are picked up. The gate is supervised by adult staff members and volunteers to ensure safety.

Late Pick-Up: Students who are not picked up on time will be taken to the office, and parents or guardians will be notified.

Hand-Off: Please note that hand-off at the gate is only for Kindergarten and TK students.

Picking Up Children During the School Day

If you need to pick up your child early, please come to the school office to sign them out. A current, valid, photo ID is required. A student will not be missing instruction time while they wait in the office to be picked up. Once

you have signed your child out and shown ID, we will then call for your child to come to the office. Please ensure any adult that will be picking up your child is on the emergency contact information. If there is an emergency and you must send someone who is not on the student's emergency card, please send a note with the person's name, your signature and a phone number where you can be reached if necessary. This person must bring a photo ID. Early-outs, just as absences and tardies, are included in the student's attendance history and negatively impact their perfect attendance status.

Emergency Information: Please be sure that we have your current home and/or cell numbers as well as current numbers for adults we can call if you are not available. Students will be released only to persons designated on the emergency document. Report any change of address and/or phone number immediately to the school office or through ParentVue. If you need to make any changes to your emergency card, please come to the office with your valid ID to make the changes.

The school does not get involved with any domestic situations and remains neutral. The school must have all necessary legal paperwork on file if there are custody concerns and only abides by updated court documents.

School Messenger: Mann uses the district computer program that provides communication with our entire school community. Throughout the year you will receive reminders, notices, and information through this system. School Messenger is also connected to our daily attendance. If your student is entered as absent when the daily attendance is posted, you will receive a message from the District computer that your child was absent from school. If your child was tardy, you may still receive the same message because absences are changed to tardies the following day. Please update new phone numbers immediately and check any messages-email, phone, or texts, that you receive from the school.

Parents Welcome:

Mann invites parents to be active participants with school events and their child's education. Monthly calendars, in addition to event flyers are used to advertise these school events and we invite you to be a part of the team.

- *Classroom Visitations*

  Parents are welcome to visit their child's classes when prior arrangements have been made with the teacher or administration. These visits range in length depending on the purpose of the visit. The length of stay is to be mutually agreed upon by parent and teacher. Visits to the classroom may not disrupt the classroom education setting.

If a conference is desired, a note to the teacher in advance is needed to arrange an appointment. Teachers are unable to conduct conferences or discussions during instructional time. Every effort will be made to arrange a conference to the mutual satisfaction of all concerned.

- ***VIPS/Volunteer in Public School:***
  The VIPS program offers interested parents/adult the opportunity to volunteer in a classroom or for the school. If interested, there is an application process, including a TB clearance and valid form of government ID. The process is simple and the rewards are great. If interested, VIP applications are available online through the district website.
- ***Field Trip Chaperones:***
  Each year our students enjoy an educational field trip away from school. If you have an interest in attending a field trip as a classroom chaperone you must be a District registered VIPS (Volunteer in Public Schools) – for legal reasons NO exceptions will be made. Field trips are limited in the number of chaperones who are allowed to attend. Teachers will select chaperons (approved VIPS) prior to each field trip. Due to increased safety issues, chaperones may not drive themselves to the destination or bring younger siblings.
- ***Refreshments for Celebrations:***
  If a classroom teacher is creating a celebration for their classroom, they will communicate with parents the specific details of that celebration and what the needs are.
- *Classrooms are not the appropriate place for birthday parties or birthday celebrations as it impacts the instruction day. For safety reasons food donations to the classroom will not be accepted. Please plan birthday celebrations outside of school hours.*

Parent Rights and Responsibilities Contained in the California Education Code:

- *Please refer to the LBUSD Guidelines for Parents and Students, which outlines important school District policies, which is available on the district website at www.lbschools.net, or a copy is available in the school office upon request. Parents are requested to review this information with their children.*
- ***Special Education Rights and Responsibilities:*** *A Special Education Parent handbook is available from the Office of Special Education or at school sites. This handbook describes the district's Special Education services, the Student Support Team, and the referral, evaluation and placement*

procedures. As part of the Student Support Team process, children may receive a speech and language screening by a Speech Pathologist.

Weekend/HolidaySchool Safety:

- *We would appreciate your help in reporting any vandalism or unusual activity on our school during weekends and holidays. You may contact the District School Safety Office at 562-997-8101 if you need to report any incident, or call 911. Your alert efforts will be most helpful and appreciated.*

Rainy Weather: *When the grounds are wet or the weather is too hot or unhealthy for pupils to be outside, a rainy day is called. Our schedule remains the same and all pupils are dismissed at their normal dismissal time. Students who are not picked up upon dismissal will wait in the auditorium where they must be signed out. Breakfast and drop off time remains the same, however, students will wait in the auditorium as opposed to the playground for teachers to pick up their class. Please discuss your rainy day routine with your child, so they know what to expect.*

Playground: *Every care is taken to instruct our students in the correct and safe use of all playground equipment. Students are taught to report any injury on the playground to the teacher on duty. Please reinforce with your child that he/she must let the playground teacher or their classroom teacher know if they are ill or injured. No play equipment is to come from home. The school provides suitable equipment. No skates, scooters, or skateboards are permitted on school grounds or sidewalks around the outside of the school for safety reasons.*

Food and snack guidelines on the Playground:

Food is not to be eaten on the playground. All meals should be eaten in the cafeteria and finished before going to the playground.

During nutrition break, students may eat a snack on the snack benches before going to the playground.

Students may not bring food to the playground in the morning. All food and beverages must be finished before entering campus.

Bicycle and Scooter Safety: *It is strongly recommended that students not ride bicycles or scooters to school unless absolutely necessary. Students who do should walk the bicycle/scooter to and from the bike rack through the gate on Obispo. Due to pedestrian traffic, bicycles/scooters may not be ridden on*

the sidewalks around the school. All bicycles/scooters must be locked. The School District cannot assume responsibility for any loss or damage that may occur to bicycles/scooters on school premises. California law requires that each child bike rider wear a safety helmet; and all bicycles should have a license.

Dropping Off and Picking up Children by Automobile:



Parents should exercise great care when picking up children at school by automobile. Please do not jeopardize children's lives or encourage poor safety habits by asking them to step between parked cars or to cross streets other than at corners. Please do not double park, as this blocks traffic and is against the law. Please do not stop or make a U-turn in the middle of the stop sign intersection. Morning drop off for grades 1-5 is located off of Obispo Ave. Drop off and pick-up will be the main gate located by the Marquee off of Obispo Ave.

While we are aware of the overall traffic and safety concerns, please contact Dr.Robertson @ drobertson@lbschools.net with any specific traffic concerns, solutions, or your willingness to help support drop-off and pick-up. Traffic and Safety at Mann needs the support of the community, school employees cannot make the significant sustainable changes necessary without your support.

Traffic & Safety Reminders:

- ★ *Anticipate traffic and know it will not be a quick drop off or pick up. Give yourself enough time for this process.*
- ★ *Do not stop in the street to wait for your child or drive on the wrong side of the street to avoid traffic.*
- ★ *Do not leave cars running, unattended with the hazard lights on while you search for your child.*
- ★ *Please do not park backwards at the curb, as it is not legal.*
- ★ *Please do not encourage your child to run across the street unsupervised to get to your car.*
- ★ *Be respectful of the school staff and volunteers that are out there every day ensuring the safety of your child.*

Parent Rights and Responsibilities Contained in the California Education Code

Please refer to the LBUSD Guidelines for Parents and Students link below, which outlines important school District policies,

- *Guidelines for Parents and Students*

Communication & Parent Concerns

There will be several ways that we will communicate school information this year. The weekly phone calls through our parent messenger system will continue, giving updates on how the week went and what is planned for the following week. A PTA/School calendar will go out to families with events that are scheduled as well as electronic reminders of the event and flyers that will go home in backpacks. A quick update or reminder may come via a text or email through school messenger. The office is always open to answer questions or to give parents information (562) 439-6897 and you can always check our website @ lbschools.net or our PTA instagram @mannschoolrockspta for any updates

Parent Concerns: When a parent has a concern or question regarding their child's classroom or classroom teacher, the first step is to communicate directly with the classroom teacher via email, phone, or in person to get clarity or further information on the situation. If the situation is not resolved then parents are encouraged to contact the office and will be directed to the school counselor or principal depending on the concern or question. Parents will be asked to fill out the parent concern form and share as much information as possible so the administrator is aware of the problem. Parents will be contacted within 48 hrs.

Teacher Communication & Expectations:

At Mann, we believe strong communication between teachers and families is key to student success. Teachers are expected to build and maintain ongoing, consistent communication with parents and caregivers—sharing not only challenges or areas for growth, but also celebrating students' successes and positive moments. Classroom teachers are responsible for both the academic and social emotional learning of their students. They are to provide a culturally responsive classroom environment where students feel safe and comfortable to take risks in their learning. Part of their culturally responsive

classroom is to co-create classroom agreements and expectations with their students as well as provide daily SEL lessons for students.

Home school communication and connection is important and classroom teachers are expected to communicate student progress with parents/guardians as well as any concerns they may be having with a student. It is important that both home and school maintain a positive respectful relationship even if they are not in agreement. At the start of the year classroom teachers will set up a system for their classroom-home communication which may be in addition to school email. District email will be the most efficient effective way to communicate between parent and teacher when there is a concern. Teachers are expected to respond within 48 hrs to a parent concern or request. Please contact the teacher directly if you would like a conference or to visit the classroom and observe your child in their school setting. Teachers are committed to responding to messages within 48 hours on school days. However, we also value their personal time and well-being. For this reason, teachers are not expected to respond to emails, voicemails, or messages after business hours. To maintain professional boundaries, teachers will not share personal phone numbers and will instead use approved platforms for communication. Please contact an administrator if any concern is not addressed or resolved. Participating in school events and opportunities to meet directly with the classroom teacher such as Back to School Night, Open House and Parent Conferences is highly encouraged. Please see the link below for the district's Understandings and Expectations which can also be found on the district website.

- *Understandings and Expectations for Quality Core Instruction*

Health & Fitness

Physical Education: Students will participate in 100 minutes minimum of physical education weekly, This is incorporated into their instruction day so it is important that student dress attire is appropriate for exercise.

Healthy Snacks & Lunch Procedures: It is important that students have a balanced diet and eat healthy snacks throughout their day including while at school. Healthy snacks help to satisfy hunger between meals and boost

energy. They can also round out the diet, ensuring that children are getting all of the nutrients they need to fuel their growth and development
Students who regularly eat nutrient-rich foods also display more efficient problem-solving skills, greater fact comprehension, and stronger mental recall.
Nutritious snacks are an important component of a balanced diet.
Nutrition services ensure that all school meals are well balanced and healthy according to the FDA.

Nutrient Information Table.

Students are able to bring healthy snacks for their recess break. We encourage healthy snacks and offer the picnic table benches as the place to eat their snacks during recess. Students may not bring food onto the playground. Water bottles are allowed in the classroom, water only, no soda, juice or sports drinks. If students are bringing their own reusable water bottle to school it is their responsibility. The school will not be responsible for lost, stolen, or damaged water bottles. If the water bottle becomes a distraction in the classroom the teacher will reach out to you to share this information and to determine the best plan of action for your child's hydration needs.

Lunch Procedures:Students are walked to the lunch lines by their classroom teacher where they are then supervised by both cafeteria staff and recreation staff during their time in the cafeteria and on the playground. During this time students are expected to be respectful and responsible and listen to the adults and to comply with any directions given. When concerns arise on the playground or in the lunchroom, trained staff will notify the office for support. They will also implement a communication tool from the playground to the teachers so classroom teachers are aware of the behavioral concerns that are happening. Teachers then may follow up with parents depending on the situation or concern.

Bullying & Harassment Prevention

Long Beach Unified School District believes that all students have a right to a safe, supportive and healthy school environment free from bullying and harassment. The district is committed to promote mutual respect, tolerance, and acceptance within our school system by implementing bullying prevention

procedures that encourage students to be kind, respectful and supportive with one another. Anti-bullying and conflict resolution resources are provided and easily accessible to all students, staff and parents/caregivers.

The State of California defines bullying as follows:

"Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:

1. *Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.*
2. *Causing a reasonable pupil to experience a substantially detrimental effect on the pupil's physical or mental health.*
3. *Causing a reasonable pupil to experience substantial interference with the pupil's academic performance.*
4. *Causing a reasonable pupil to experience substantial interference with the pupil's ability to participate in or benefit from the services, activities, or privileges provided by a school.*

Bullying is unwanted, harassment, intimidation, a hazing or initiation activity, ridicule, extortion, or any other verbal, written, electronic communication, or physical conduct, repeated over time, that causes or threatens to cause bodily harm or emotional suffering, creates a hostile learning environment, or disrupts the normal operation of a school, classroom, or school related activity. The behavior is repeated over time. Bullying behavior includes:

- *An Imbalance of Power: Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.*
- *Repetition: Bullying behaviors are pervasive, that is , the bullying acts happen more than once over time.*
- *Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, ridiculing and excluding someone from a group on purpose.*

Cell Phone Policy:

Cell phones must be turned off and kept safely in backpacks until the end of the school day. Cell phones that are brought to school are the responsibility of the student if they are lost or stolen. The school and/or the School District cannot assume responsibility for any loss or damage that may occur to cell phones while at school.

If a cell phone is used during the school day or inappropriately used by a student such as taking pictures or videos while at school, the phone will be taken away and sent to the office where parent/guardian will be required to pick it up. *Ca. Educ. Code § 48901.7*

Digital Citizens

Students are expected to and shall abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following: 1) Use the Educational Technology in such a way that you would not disrupt the use of the Educational Technology by other users. Examples include, but are not limited to, damaging computer hardware or software and overloading computer systems or Internet connections 2) Personal information, including Social Security number, driver's license number, address or phone number or those of other students or colleagues should not be revealed to anyone 3) If you see an inappropriate message, do not respond to it and inform a teacher or staff member immediately. Students should not expect that information stored on school based computer systems will always be private. Electronic information, messages and files stored on school-based computers may be treated like school lockers. Administrators may review any and all information to maintain system integrity and insure that students are acting responsibly.

The school's digital devices are to be used for educational purposes only. The site administration has the final say as to what is educational. The following uses of school-provided Educational Technology are not allowed: 1) access, upload, download, or distribute pornographic, obscene, or sexually explicit material; 2) transmit obscene, abusive, or sexually explicit language; 3) violate any local, state or federal statute or regulation; 4) vandalize, damage, or disable the property of another individual or organization; 5) access another individual's username, password materials, information, or files without permission; 6) violate copyright laws or otherwise use the intellectual

property of another individual or organization without permission. 7) access, upload, download, or distribute any non-educational materials.

Computer Trespassing A person who knowingly or intentionally accesses: 1) a computer system; 2) a computer network; 3) any part of a computer system or computer network; without the consent of the owner of the computer system or computer network, or the consent of the owner's licensee, commits computer trespass, a Class A misdemeanor, under California penal code section 502. See the Glossary at the end of this document for additional details. Consequences Any violation of the district's policy and rules may result in loss of access to some or all Education Technology. Additional disciplinary action may be determined in keeping with existing procedures and practices regarding inappropriate language or behavior. When and where applicable, law enforcement agencies may be involved. Responsibilities The district makes no express or implied warranties of any kind for the Educational Technology it is providing. The district shall not be liable or have any responsibility for any injuries, damages, or expenses of any kind or nature arising directly or indirectly out of Educational Technology access, including without limitations: (a) loss of data resulting from delays or interruptions in service; (b) the accuracy, nature or quality of information stored on district information systems; (c) the accuracy, nature or quality of information gathered through district-provided Internet access; (d) personal property used to access digital devices, computers or networks or for district-provided Internet access; and (e) financial obligations incurred by any student or user of district-provided Internet access. While the school's intent is to make Educational Technology available in order to further educational goals and objectives, students may find ways to access other materials as well. Should the district institute technical methods or systems to regulate students' Educational Technology access, those methods may not guarantee compliance with the district's acceptable use policy. That notwithstanding, the district believes that the benefits to student access to Educational Technology exceed any disadvantages. Ultimately, however, the parents/guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. Outside of school, families bear responsibility for the same guidance of Internet and technology use as they exercise with information sources such as television, telephones, radio, movies, and other possibly offensive media. Families should be aware that some material accessible via the Internet and other Educational Technology may contain items that are illegal, defamatory, inaccurate, or potentially

offensive to some people. In addition, it is possible to purchase certain goods and services via the internet which could result in unwanted financial obligations for which a student's parents or guardians would be liable.

Backpacks and Personal items

To ensure the safety and well-being of all students, personal items such as money, toys, and other valuables should NOT be brought to school. These items can be easily lost, stolen, or cause unnecessary distractions in the learning environment. Additionally, bringing money to school may create safety concerns, as it can be misplaced or lead to conflicts among students.

Backpacks & Toys – Not Allowed on the Playground

For student safety, backpacks and toys are NOT permitted at recess or lunch recess.

- *Backpacks pose a tripping hazard and can create unsafe conditions on the playground.*
- *Students may be tempted to store food or personal items in their backpacks, leading to spills, messes, or lost belongings.*
- *Backpacks left unattended can block pathways or become an obstacle during active play.*
- *Toys can cause disputes, become distractions, or be lost or damaged.*

Storage of Backpacks & Lunch Boxes

All backpacks and lunchboxes must be stored in the hallways on district-installed hooks. This policy ensures that classrooms remain organized, uncluttered, and free of potential safety hazards. Keeping these items in designated areas also prevents crowding in classrooms and ensures that all students have a safe, structured learning space.

We appreciate your support in maintaining a safe, organized, and effective learning environment for all students.

WRAP & CDC

Both WRAP and CDC offer child care with WRAP being after school starting at 3:15 PM and CDC offers before and after school from 6:30 AM -6:00 PM

WRAP Site director: Jorge Ibarra (562) 505-0678

Both WRAP and CDC are an extension of Mann, school expectations and guidelines are expected to be followed. Specific expectations for each program will explicitly be shared with students and families by the program directors.

Parent Involvement: SSC & ELAC & PTA & VIPS

We always encourage parents/guardians to be involved. There are many ways to support your child and our school: PTA, VIPS, School Site Council (SSC), English Language Advisory Committee (ELAC), or simply show up to our school events and enjoy the festivities.

For information on our awesome PTA or the VIPS process please click on the link below and visit our Mann PTA page on our school website or follow us on instagram

Mann Elementary School

School Site Council

SSC is a committee of teachers, parents, and classified employees that work with the principal to develop, review and evaluate school improvement programs and school budgets including recommendations for Title 1 funding. The committee meets every 4-6 weeks and consists of 5 school employees and 5 community members.

English Language Advisory Committee (ELAC)

A school committee of parents, staff, and community members designated to advise school officials on English learner programs and services. In order to be on ELAC, a parent must have a child that is an English Language Learner. ELAC meets approximately six times a year