



# SUNSET LANE ELEMENTARY SCHOOL

2030 Sunset Lane  
Fullerton, CA 92833

Office: (714) 447-7750  
Fax: (714) 447-7768

Principal: Dr. Tracy Gyurina  
Assistant Principal: Mrs. Carolyn Kim

Dear Sunset Lane Seahawks,

Welcome to the 2024-2025 school year! We hope everyone had a fantastic summer filled with fun, relaxation, joyful moments, and cherished memories. As we embark on this new academic school year together, we are thrilled to welcome back our returning students and families while extending a warm welcome to our new members of the Seahawk family.

At Sunset Lane, our mission is to foster a nurturing and inclusive environment where we can all thrive as a community of learners. We are committed to supporting each student in achieving their academic and personal best, and we firmly believe in the power of collaboration, kindness, and integrity. Our dedication to the whole child is at the core of our educational approach. We recognize that every student is unique, with varying needs and abilities. Hence, we strive to provide a comprehensive educational experience that addresses not only academic excellence, but also focuses on the holistic development of each child. This means taking into account their behavior, social and emotional well-being, and fostering an atmosphere of care and understanding. Our goal is to lead with joy and inspire with purpose.

It's with great pride that I acknowledge that Sunset Lane is a Level 1, Level 2, and Level 3 High Reliability School. We received all three of these distinguished honors for creating a safe and collaborative school culture, ensuring that effective teaching is occurring in all classrooms, and for demonstrating our commitment to providing a guaranteed and viable curriculum, where all students have the opportunity to learn the same content at the highest level of rigor. In addition to these prestigious certifications, Sunset Lane has been recognized as a Platinum PBIS school for another year. This huge accomplishment highlights our dedication towards building a positive school climate and culture through our PBIS implementation system. We were also named as a 2023 California Distinguished School, which is a highly prestigious recognition focusing on the exceptional performance of our students. Most recently, we were recognized as a 2024 California Honor Roll school, an esteemed recognition for closing achievement gaps and elevating educational outcomes.

Together, as parents, educators, and students, we will work hand in hand to cultivate a learning environment where every individual feels valued and supported. Let us embrace this school year with enthusiasm and determination, knowing that by working together, we can achieve great things for our children. Here's to a year filled with growth, exploration, and meaningful connections. We look forward to creating cherished memories and celebrating our collective achievements together.

I am so honored and proud to be a part of such a devoted group of staff, students, parents, and community members who continually collaborate for the benefit of all of our students. It is a true joy to be a part of the Sunset Lane community where we all work together to ensure that all of our Seahawks shine bright. Here's to another successful and rewarding year ahead!

Sincerely,

Tracy Gyurina, Ed.D.  
Principal

Please keep the yellow copies in this packet at home.  
Please sign and return the blue copies to your child's teacher.

Translated copies (Korean and Spanish) are available  
in the front office upon request.



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## **Sunset Lane's Friendly Reminders**

We appreciate your help in following the school rules listed below:

### **\* School starts at 8:30 a.m. \***

To ensure student safety, students should not arrive on campus prior to 8:00 a.m. Any students wanting a complimentary school breakfast will need to arrive between 8:00 a.m. – 8:15 a.m. If your child would like breakfast, they must enter through the front gate only. At 8:15 a.m., all gates (front, back, and side) will be opened for students to enter campus. Prior to the start of the school day, 1<sup>st</sup>-6<sup>th</sup> grade students participate in a community building activity called "Walk & Talk". Please see the next page for further details on "Walk & Talk". All students on campus between 8:15 a.m. and 8:28 a.m. must participate in "Walk & Talk". Those not wanting to participate in "Walk & Talk" should not arrive at school until 8:28 a.m., which is when the two minute warning bell rings. Playing on the playground before school is not allowed for 1<sup>st</sup>-6<sup>th</sup> grade students. Aside from the first week of school, parents will not be allowed on campus, unless cleared to do so when attending school events, parent meetings, and/or volunteering.

### **\* School ends at 2:39 p.m. (TK/K) / 2:56 p.m. (1st-3rd) / 2:57 p.m. (4th-6th)\***

Students are to be picked up from school within 15 minutes of dismissal. Teachers will communicate with parents exact dismissal procedures and locations for pick up for their particular classrooms. Please note that no students should be playing on the playground after school, as our campus is closed until 4:00 p.m. due to our after school programs.

### **\* The school parking lot is for staff members only. \***

Please drop off and pick up students via the loading zone along the street curb. When in the loading zone, you must remain in your vehicle and pull all the way forward as space allows. If you would like to exit your vehicle, please park across the street to do so. Also, the school parking lot is not for through traffic. It is for staff members only with the exception of those with a disabled parking permit.

### **\* Balls, games, and toys are NOT allowed at school. \***

Please leave all personal games and toys at home. We have equipment for your child to use and enjoy during recess and lunch times.

### **\* Wednesdays are minimum days. \***

Please note that every Wednesday is a minimum day throughout the Fullerton School District. Please share this information with daycare and/or others that may be picking up your child/children from school. Our minimum day schedule is:

TK/ Kindergarten:	8:30 a.m. - 12:30 p.m.
Grades 1-6:	8:30 a.m. - 1:10 p.m.



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Dear Parents and Guardians,

We are excited to continue our morning routine of “Walk and Talk” during the 2024-2025 school year for our 1<sup>st</sup>-6<sup>th</sup> grade students at Sunset Lane. Walk & Talk promotes physical activity, social interaction, a strong sense of community, and a positive start to the school day for our students. Here's what you need to know:

**8:00-8:15 - Breakfast:** Students will have the opportunity to enjoy a nutritious breakfast at designated lunch tables.

**8:15-8:28 - Walk & Talk:** During this time, ALL students will participate in Walk & Talk. This activity encourages students to socialize, exercise, and energize themselves for the day ahead.

**Supervision:** To ensure the safety and smooth execution of Walk & Talk, we have designated staff members on duty. Staff are stationed on the blacktop area, along with a campus supervisor, to monitor students.

**Backpacks:** Students will place their backpack at their classroom lines before participating in Walk & Talk.

**Transition:** At 8:28 a.m., the first bell will ring, signaling the end of Walk & Talk. All students will simply begin walking to their designated classroom lines. Our staff will be on hand to monitor and direct students as needed. Teachers will be at classroom lines waiting to receive students. When the second bell rings at 8:30 a.m., teachers and students will proceed to their classrooms and start their school day.

We believe that incorporating Walk & Talk into our morning routine will not only foster a sense of community and well-being among our students, but also set a positive tone for the rest of the day.

Thank you for your cooperation and partnership in making Sunset Lane a vibrant and engaging learning environment for our students. As a friendly reminder, **students who do not want to participate in Walk & Talk should not arrive on campus until 8:28 a.m.** If you have any questions or concerns, please don't hesitate to contact us.

Sincerely,

Tracy Gyurina  
Principal



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## ALLERGIES / ANAPHYLACTIC SHOCK NOTICE

Dear Sunset Lane Families,

A significant number of our students have serious allergies to a variety of foods. In some cases, the allergy is so severe that any exposure to these foods could become life threatening. All Sunset Lane staff is aware of these concerns and we are especially diligent in monitoring classroom practices, as well as keeping lunch tables and food areas clean.

The best way to ensure a safe environment for all children is to make our classrooms and families aware of this potential health risk. We have designated tables that are free of nuts, nut products, and dairy during snack and lunch times. **Please remind your child not to share food at school. In addition, please do not send lunches with your child to share with others.** Our playground supervisors have been directed that the food a child brings to school is for that child only and they will enforce this safety guideline. As an added safety precaution, students will be encouraged to wash their hands before and after eating. If a child with a food allergy becomes ill, remind your child to "be a buddy" and assist by notifying an adult immediately. This will help maintain a healthy and safe environment for all students.

Food allergies are extremely important to remember when preparing for classroom activities and/or parties. **Therefore, we request that food items not be contributed for special events in the classroom unless cleared with the teacher first.** Rather, consider celebrating festivities like birthdays with goody bag items such as pencils, erasers, and note pads, or donate a book to the classroom. Teachers reserve the right to pass out these items at the end of the day.

Thank you for your support and understanding of these potentially life-threatening allergies and for your mindfulness when packing classroom snacks and lunches. The school nurse has instructed office staff in the correct procedures regarding anaphylactic shock. With your help, we can ensure that all of our students are safe, healthy, and focused on learning.

Sincerely,

*Tracy Gyurina*, Principal

*Lindsay Nakata*, RN, PHN, MSN, School Nurse





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Back to School Night is  
Thursday, August 15, 2024

6:00 p.m. to 6:40 p.m.  
Session 1

6:45 p.m. – 7:05 p.m.  
Principal Welcome & Teacher Introductions  
Team Seahawk Meeting

7:10 p.m. to 7:50 p.m.  
Session 2

Every teacher will be presenting the same Back to  
School Night information during both sessions.  
Parents are welcome to attend either session.

Please note that this event is for parents only. No  
child supervision is provided.



# SUNSET LANE ELEMENTARY SCHOOL

**Stay Connected!**  
**#SunsetLaneShines**



**Visit Us!**

[sunset.fullertonsd.org](http://sunset.fullertonsd.org)



**Like Us!**

Sunset Lane Elementary



**Follow Us!**

@sunset\_lane\_seahawks



**Follow Us!**

@Sunset\_Lane\_FSD



Sunset Lane PTA  
@sunsetlanepta

Sunset Lane Foundation  
@sunset\_lane\_foundation





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Dear Sunset Lane Families,

The Sunset Lane Student/Parent Handbook and iPad Handbook contain information that will help you have a safe and successful school year here at Sunset Lane, while being a responsible consumer and user of technology. Please access both handbooks online at **[sunset.fullertonsd.org](http://sunset.fullertonsd.org)** and click on the “**Students**” tab, where you will find the link to the **Student/Parent Handbook** and **iPad Handbook** via the dropdown menu. It is very important that you read and discuss the information contained in the handbooks with your child. If you do not have access to the Internet, you can receive copies of the handbooks from our school office.

It is our hope that you will be able to use both handbooks as a handy reference and that it will help answer any questions pertaining to school policies and procedures that you may have over the course of the school year.

Please sign below to indicate that you have read and discussed the contents of both handbooks with your child, and that your family understands Sunset Lane’s policies and procedures. Upon completion, please return the bottom portion of this page to your child’s teacher. Thanks in advance for your cooperation.

I look forward to a wonderful 2024-2025 school year!

Sincerely,

Tracy Gyurina  
*Principal*

.....

We have read and discussed the Student/Parent Handbook and iPad Handbook, and agree to adhere to the policies and procedures set forth by Sunset Lane.

Student \_\_\_\_\_ Date \_\_\_\_\_

Parent \_\_\_\_\_ Date \_\_\_\_\_



## Fullerton School District Digital Responsibility Agreement

**Being a Responsible Digital Citizen** - This policy outlines your rights and responsibilities as a user of the Fullerton School District network and technology resources. **I will only use my personal device or phone based on district rules and policies, which may change based on adopted policies.** I understand that any costs for data plans and fees associated with my personal device are my responsibility, not the District's. The District does not require the use of personal mobile devices in any instructional setting, but may allow their use to enhance learning. The District may decide to prohibit the use of personal phones, watches, glasses, or other electronic devices at certain times or across the entire school day or school campus (with legal exceptions) if the District chooses to do so.

**Device and Account Security** - I understand my responsibility for the security of my device and email account, and that my passwords are **confidential** and must not be shared. I am accountable for all actions performed with my account and will neither permit others to use my credentials nor attempt to use another's. Recognizing the legal implications, I will not attempt to obtain others' passwords electronically. I must log off after each session to prevent unauthorized access.

**Responsible Online/Offline Use** - As a user of the Fullerton School District's technology resources, I will not engage in accessing, saving, or distributing material that violates school policies, including content that is obscene, hateful, offensive, explicit, violent, or that depicts the use of weapons. My online activities, including social networking, will not adversely affect the school community or my standing as a positive community member of my class and my city. I understand that posting videos of fights, posting unwanted photos of others, creating or distributing damaging content using AI or editing software, etc. is hurtful to others and may be illegal. Taking, posting, or using photos, audio, or videos of others using any device without written permission or teacher assignment is prohibited. If a student violates this agreement, the student's access to the District's technological resources may be terminated and/or the student may be disciplined under applicable District policies. Some violations may be referred to law enforcement.

**Network Security** - I am dedicated to protecting the integrity of the District's network. This includes abstaining from bypassing security measures or installing unauthorized software. I will not download apps on District devices without prior approval from the District or a teacher.

**No Reasonable Expectation of Privacy** - I understand there is no reasonable expectation of privacy on District devices or on the District network. The District reserves the right to monitor, access, and review all activity, communications, and data stored or transmitted on District-owned devices and on the District network. I understand that all network traffic from all District devices can be monitored even when the device is away from District property.

**Respectful Communication** - I commit to treating everyone with respect at all times and maintaining courteous and appropriate communication across all digital platforms, including email and social media. This entails avoiding inappropriate language and refraining from sending, posting, or accessing any content that is obscene, mean, hateful, harassing, discriminatory, derogatory, or constitutes bullying. If assistance is needed, I know to seek out a trusted adult on campus.





**Honesty and Integrity** - I understand the importance of honesty, including the prohibition against pretending to be others online. My digital actions will reflect my true identity, avoiding any form of impersonation. I will respect the digital rights and property of others, adhering to copyright laws and avoiding plagiarism and illegal downloads. AI can enhance my creativity and learning, but I will not use it to plagiarize or submit unoriginal work that I claim is my own. I will not use technology to cheat.

**Online Publishing** - I agree to follow school and legal guidelines when publishing content online, ensuring the privacy of others and not posting any of my personal information or personal information of others. Personal information includes, but is not limited to, names, student identification number, email address, phone number, home address, ethnicity, and grade level.

**Respect for Property** - I will not vandalize or misuse school technology. I will only use personal electronic devices/phones in class or on campus as authorized by school or District rules. My parent/guardian will be financially responsible for repairs if I damage school property either on purpose or through gross negligence. My device will be brought to school fully charged as required for learning every day.

**Use at Home** - I understand that District devices are filtered at home, but it is still my responsibility to not use District devices for non-educational activities. My parent/guardian understands that they are responsible for supervising my technology use while I am away from school.

**This agreement highlights my commitment to upholding the principles of digital responsibility within the Fullerton School District.**

**Printed Student Name:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Parent Name:** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



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We recognize that students are successful learners when the student, family, and school work together as a team. In this effort, we ask that all students, parents, and teachers support our Sunset Lane Agreement.

**As a student, I pledge to:**

- try my best and work with integrity.
- be a cooperative and collaborative learner.
- be kind, safe, honest, respectful, responsible, nice to others, and excited to learn.
- return my completed homework on time.
- arrive at school on time every day unless I am ill.
- take ownership of my behavior and accept the consequences for poor choices.
- ask for help when needed.

**As a parent, I pledge to:**

- review my child's work and school communication on a daily basis.
- ensure my child completes his/her daily homework.
  - reading as a family is a fun and engaging way to spend time together.
- send my child to school ready to learn, with enough sleep, and a good breakfast.
- be sure my child arrives to school on time and is picked up on time every day.
- attend school activities including Back to School Night, Open House, and parent-teacher conferences.
- allow my child to accept the consequences for any poor choices.

**As a teacher, I pledge to:**

- teach the grade level curriculum standards and prepare students for future learning.
- teach all necessary concepts before regular homework is assigned.
- communicate regularly with families about their child's progress.
- provide a safe, positive, and healthy learning environment for each child.
- teach the skills and concepts that will ensure each child is successful.
- ensure that parents are aware of our curriculum and my expectations.

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**Please return to your child's teacher.**

I support the Sunset Lane Agreement and have reviewed it with my child.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Teacher Signature \_\_\_\_\_ Date \_\_\_\_\_

Principal Signature Tracy Gyurina Date 8/12/24



Student Name:

Teacher Name:

Room Number:

### **Fullerton School District Anti-Bullying Agreement**

We, the students of **Sunset Lane Elementary School**, agree to join together and stamp out bullying and cyber-bullying.

We believe that everybody should enjoy school equally by feeling safe, secure, and accepted regardless of color, race, national origin, sex, sexual orientation, gender identify or expression, popularity, physical attributes, athletic ability, disability, age, and/or religious preference.

Bullying can be, but is not limited to, pushing, shoving, hitting, spitting, name calling, picking on, making fun of, laughing at, and/or excluding someone or several people. Cyber-bullying is harassing, humiliating, threatening or embarrassing another person through electronic methods, such as instant messaging, email, postings on social media websites, or text messaging. Bullying causes pain and stress to victims and is never justified or excusable as "kids being kids," "just teasing", or any other rationalization. The victim is never responsible for being a target of bullying.

#### **By signing/completing this pledge, I/we agree to:**

1. Value students' differences and treat others with respect.
2. Not become involved in bullying/cyber-bullying incidents or be a bully.
3. Be aware of Fullerton School District policies and support systems with regard to bullying/cyber-bullying.
4. Acknowledge that whether I am being a bully or see someone being bullied, I know that bullying is wrong and hurtful and I pledge to report it to an adult (parent, teacher, principal, or playground supervisor).
5. Be alert in places around the school where there is less adult supervision and bullying is more likely to occur.
6. Support students who have been or are subject to bullying/cyber-bullying.
7. Work with other students, teachers, school staff members, and administrators to help the school deal with bullying effectively if it should occur.
8. Be a good role model by upholding my pledge in supporting zero tolerance toward bullying/cyber-bullying.

Student's Signature:

Date:

Parent's Signature:

Date:

Teacher's Signature:

Date:

Principal's Signature:

*Bracy Syurina*

Date:

8/12/24