

# Anthony Traina Elementary School



4256 Windsong Drive  
Tracy, CA 95377  
(209) 839-2379

Ken Silman, Principal  
Tessa Bunch, Vice Principal

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February 24, 2021

Dear Traina Families,

We are excited to welcome back all TK-6 students who elected to come back to in person instruction starting March 3, and will continue to serve all our students distance learning and in person. Seventh and eighth grade will continue to do distance learning at this time. Please note there is no school on Friday March 5. We are excited to see our students in person again, and we are committed to their safety and their learning. This is obviously an unusual school year, and we appreciate the flexibility and the efforts of our community and staff in creating the best learning experience possible during this challenging time. The following is information on some of the key components to having students come back safely to campus and continue learning.

**Description of Program K-3 In-Person:** Your child will be in his/her designated classroom and will continue to work on grade level standards. **Please have your child bring their district device to school each day (unless the classroom teacher tells them otherwise).** When they bring it home daily to do their asynchronous work (after live instruction), **please make sure they charge it overnight** so they are prepared for the next day. Your student will also need to bring their textbooks and other curriculum back to school. This option, to have your child back on campus, will begin March 3 and be five days a week. Please make the necessary arrangements to ensure your student is prepared with all of their necessary materials, and has practiced procedures such as proper hand washing and the continuous wearing of a face mask. **School starts promptly at 8:15am (for TK-3).** The front drop-off loop (Windsong Dr.) will be the drop-off point for all grades, including Kindergarten, please arrive **no earlier than 8:00am**. For pickup, please be in the front parking lot at 10:45 a.m. Students riding the bus will board the busses at that time as well.

**Food and eating on campus:** We will not be having traditional recess or snack time, so please make sure to feed your children a complete and hearty breakfast. We will not be having TK-3 students eating on campus at all during this time.

**Description of Program K-3 Distance Learning:** This is obviously an unusual school year, and we appreciate the flexibility and the efforts of our community and staff in creating the best learning experience possible during this challenging time. With students coming back on campus full-time, there will be a schedule timing change for your student(s). Please see the chart below for the new schedule, which allows for independent practice in the early part of the morning and live on-line instruction from 11:45-2:15 p.m.

**Description of Program 4-6 In-Person:** Your child will report to their designated classroom first period following the same schedule that they have been following all year long with a start time of 8:25 and a dismissal of 12:28. In-Person instruction will take place simultaneously with the students participating in Distance Learning, so remember to bring earbuds daily. Due to safety measures, students will not be permitted to enter campus prior to 8 a.m. and they will report directly to their first period class when they arrive. Students (4-6) will be allowed to bring a snack from home to eat at break.

**Description of Program 4-6 Distance Learning:** Your child will continue to follow the exact same schedule as they are presently following (with a chance of a slight change in the break time for 4-5<sup>th</sup> grades).

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**Drop-off:** In the morning, drop-off will take place in the front drop-off loop (located on Windsong Drive by the office). Please be sure to perform the JSD Daily Home Screening for Students, before coming to school. (See attached for details). Please arrive on time, so the student has time to get to class and set up. Provided your student passed the screening, including having a temperature of under 100 degrees (without medication) and that he/she has a proper mask on, they will be clear to go to their designated classroom location, where he/she will wash or sanitize his/her hands. **Nobody other than students or staff will be permitted inside the campus gates.**

**Pick up:** At the end of the day, the student will be walked out to the front by their teacher, where they will be will be picked up in the same location they were dropped off in. Please arrive just before or right at dismissal time.

**Safety:** Parents are asked to perform a self-screening test prior to students arriving at school each day, including taking their temperature. Groups of students will maintain proper physical distancing, and wear a mask. All classrooms are equipped with air purifiers, hand sanitizing stations or a sink with soap. All Traina staff is required to wear PPE. For more information regarding safety, visit our district and site Safe Reopening of Schools plan.

Please review the info regarding what to expect when returning, along with protective equipment and protocols.

<b>Face Masks</b>	Face masks (no shields or gaiters) are required to be worn by all staff and students. Should a student arrive without one, a mask will be provided to them. Students refusing to wear a face covering, who are not exempt from wearing a face covering under CDPH guidelines, will be excluded from campus.	<b>Water</b>	Shared drinking fountains are not available. Students are responsible for bringing personal labeled water bottles.
<b>Materials</b>	Student belongings will be kept separate in individually labeled containers, cubbies, or other area. Personal belongings must be taken home each day to be cleaned. <b>Please have your child bring their <u>fully charged</u> district device to school each day.</b>	<b>Grab and Go Lunch</b>	Use the link below to order lunches. Please fill out that form if you would like your child to have grab and go lunch. (And breakfast for the next day)  <a href="#">Lunch orders</a>
<b>School Handbook</b>	Please review the student handbook with your child prior to returning. All school rules apply, including dress code, technology use, etc.	<b>Snacks</b>	Snack <b>will not</b> be available for purchase, and TK-3 students <b>are not</b> to bring their own food. 4-6 <sup>th</sup> grade students will be able to bring a snack due to being on campus for two extra hours. We suggest making sure your child eats a good breakfast every day.

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Home to school transportation will be limited in the 2020-2021 school year due to the COVID19 pandemic and the requirement for social distancing. Rural buses will have various stops, but within the city limits the school sites will serve as the only bus stops. Please return your transportation forms to [cmiller@jsdtracy.com](mailto:cmiller@jsdtracy.com).

Please reach out to the Traina School office at (209) 839-2379 with any questions.

Ken Silman  
Principal - Anthony C. Traina School

## TK-3 Daily Schedule for In-Person Learning Model

Time	Subject	What the Student is Doing
8:15 - 10:45 am	ELA and Math	<ul style="list-style-type: none"> <li>Watching Morning Announcements</li> <li>Watching live direct instruction</li> <li>Completing Math and ELA work.</li> </ul>
10:45-11:00 am	Dismissal	<ul style="list-style-type: none"> <li>Students Picked up from school</li> </ul>
11:00-11:45	Lunch	<ul style="list-style-type: none"> <li>Lunch</li> </ul>
11:45-1:20 pm	Independent Practice	<ul style="list-style-type: none"> <li>Asynchronous learning (Online learning without a live instructor)</li> <li>Students will work on PE, social studies and science activities assigned by the teacher.</li> </ul>

**\* Please note, intervention, resource, speech and counseling services will be conducted throughout the day outside of the ELA and Math times.**

## TK-3 Daily Schedule Distance Learning Model

Time	Subject	What the Student is Doing
8:15 – 9:50 am	Independent Practice	<ul style="list-style-type: none"> <li>Asynchronous learning (Online learning without a live instructor)</li> <li>Students will work on PE, social studies and science activities assigned by the teacher.</li> </ul>
10:00-11:45	Break and lunch	<ul style="list-style-type: none"> <li>Learning break</li> <li>completion of work</li> <li>Lunch</li> </ul>
11:45-2:15 pm	ELA and Math	<ul style="list-style-type: none"> <li>Watching Morning Announcements</li> <li>Watching live direct instruction</li> <li>Completing Math and ELA work.</li> </ul>

**\* Please note, intervention, resource, speech and counseling services will be conducted throughout the day outside of the ELA and Math times.**

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### 4-8 Daily Bell Schedule

Time	Period	What the Student is Doing
8:25 - 9:00 am	First	<ul style="list-style-type: none"> <li>Watching Morning Announcements</li> <li>Watching Live Direct Instruction</li> <li>Complete Guided/Independent Practice Digitally</li> <li>Checking for Understanding Digitally</li> <li>Completing Assessments As Needed Digitally</li> </ul>
9:03 - 9:33 am	Second	<b>SAME AS FIRST PERIOD</b>
9:36 - 10:06 am	Third	<b>SAME AS FIRST PERIOD</b>
10:06 - 10:16 am	Break	<ul style="list-style-type: none"> <li>Using the restroom</li> <li>Eating a snack</li> <li>Engaging in short physical activity</li> </ul>
10:19 - 10:49 pm	Fourth	<b>SAME AS FIRST PERIOD</b>
10:52 - 11:22 pm	Fifth	<b>SAME AS FIRST PERIOD</b>
11:25 - 11:55 pm	Sixth	<b>SAME AS FIRST PERIOD</b>
11:58 - 12:28	Seventh	<b>SAME AS FIRST PERIOD</b>
12:28 - 1:00 Student dismissal	Lunch Break	<ul style="list-style-type: none"> <li>Student Lunch Break - Grab and Go Lunch available for free at dismissal. Students leave and are to be picked up at 12:28</li> </ul>
1:45 - 2:15 pm	Independent Practice	<ul style="list-style-type: none"> <li>Done from home five days a week</li> <li>Completing independent practice activities for ELA, Math, and Science or Social Studies</li> <li>Live attendance is not required, but teachers will be available online for support if needed</li> </ul>

**\* Please note, intervention, resource, speech and counseling services will be conducted throughout the day**

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## JSD Daily Home Screening for Students

Parents: Please complete this short check each morning and if you answer “yes” to any of the questions keep your student home and report the absence to the school office.

### SECTION 1: Symptoms

If your child has any of the following symptoms, that indicates a possible illness that may decrease the student’s ability to learn and also put them at risk for spreading illness to others. Please check your child for these symptoms:

Yes	No	Temperature 100 degrees Fahrenheit or higher
Yes	No	Sore throat
Yes	No	New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/ asthmatic cough, a change in their cough from baseline)
Yes	No	Diarrhea, vomiting, or abdominal pain
Yes	No	New onset of severe headache, especially with a fever

### SECTION 2: Close Contact/Potential Exposure

Yes	No	Within the past 14 days, have you had close contact (within 6 feet for more than 15 minutes) with someone who has tested positive for COVID-19?
Yes	No	Within the last 10 days, have you been diagnosed with COVID-19 or had a test confirming you have the virus?

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Jefferson Elementary School District – Transportation Department

## SCHOOL BUS PASS APPLICATION

2020-2021 SCHOOL YEAR

**ONE APPLICATION PER FAMILY**

Please complete all steps of the application and return to:  
Jefferson Elementary School District – Student Services  
1219 Whispering Wind Drive, Tracy, CA 95377  
Questions? Call us at (209) 835-3968

FOR OFFICE USE ONLY			
PROCESSED DATE _____	TOTAL FEES COLLECTED _____		
CHEK AMT _____	CASH _____		
CHEK # _____	RECEIPT # _____		
ACCEPTED BY (PRINT) _____	ACCEPTED BY (SIGN) _____		
INTEROFFICE _____	MAIL _____	FAX _____	WALKIN _____
SPECIAL ED APPROVAL: _____			

**PASS MUST BE DISPLAYED TO BOARD THE BUS**

**Family & Student Information:** All Students(s) information must be completed.

Parent/Guardian Name(s): \_\_\_\_\_

Student Information: List each student's name. Schools: J = Jefferson M = Monticello H = Hawkins T = Traina

#	First Name	Last Name	Grade	School	AM/PM/RT	Type of Pass Code	Cost
1.	_____	_____	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____	_____	_____

### Types of Services/Fees 2020 - 2021

Code	Semester Service	One Student	Two Students	Three or More Students
SOW	One Way <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> \$90	<input type="checkbox"/> \$170	<input type="checkbox"/> \$250
	Check Semester Box			
SRT	Round Trip	<input type="checkbox"/> \$180	<input type="checkbox"/> \$350	<input type="checkbox"/> \$520
Code	Annual Service	One Student	Two Students	Three or More Students
AOW	One Way <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> \$180	<input type="checkbox"/> \$350	<input type="checkbox"/> \$520
	Check Semester Box			
ART	Round Trip	<input type="checkbox"/> \$360	<input type="checkbox"/> \$710	<input checked="" type="checkbox"/> \$1060

Free/Reduced Transportation (check the applicable box)	Students Eligible for Free Transportation (check the applicable box)
Complete both sides of the bus application to apply for the Free /Reduced Transportation <input type="checkbox"/> Free/Reduced Transportation*	<input type="checkbox"/> Food Service Acceptance Letter* <input type="checkbox"/> Foster Status* Case# _____ <input type="checkbox"/> Special Education
<b>*Documentation of proof of income will be required</b>	<b>*All documentation must be included with this application to qualify for the Free bus pass.</b>

FEES			
Address _____ Apt _____ Phone # 1 _____	Home/Mobile/Work _____	\$2.00	Replacement Fee
City _____ Zip _____ Phone # 2 _____	Home/Mobile/Work _____	For Lost or Stolen Passes	
Sub-Division _____ Nearest Cross Street _____ Email Address _____		\$20.00	Returned Check
For any non-sufficient fund (NSF) check			

Your signature indicates that you have read and understand the rules and regulations by which your student(s) must abide while riding any District school bus. All existing policies and rules regarding safety, student behavior and discipline on the bus remain in effect. Please review rules and regulations which are available online at [www.jeffersonschoolsdistrict.com](http://www.jeffersonschoolsdistrict.com). With your assistance JSD can continue to provide safe transportation. All students must behave appropriately while on the bus. Citations will be issued for misbehavior. Misuse of a pass may result in suspension or termination of transportation privileges without a refund.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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## Jefferson Elementary School District – Transportation Department

### FREE OR REDUCED BUS APPLICATION

#### 2020-2021 SCHOOL YEAR

Please complete all steps of the application and return to:  
Jefferson Elementary School District – Student Services  
1219 Whispering Wind Drive, Tracy, CA 95377  
Questions? Call us at (209) 835-3968

OFFICE USE ONLY			
TTL HH Size	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Free	Reduced	Denied
TTL Income	<input type="checkbox"/> Proof of Income*		
	*Statements & Income for all adults in household		
Determining Official	Determining Date		

**Privacy Act Statement:** requires that, unless your child's SNAP, CalWORKs or FDIPIR case number is provided, you must attach a copy of your 2018 Income Tax Return\*, and/or two current paycheck stubs from all adults residing in the home. Verification may include program reviews, audits, contacting employers to determine income, contacting the State's Employment Development or local welfare offices to determine the amount of benefits received, and checking the documentation produced by household members to prove the amount of income received. Reporting incorrect information may result in being denied district paid transportation. (\*Income Tax Return must show student(s) dependent as an exemption)

**SNAP and CalWORKs Information:**

If you do not have a case number skip to Section 2 below. If you are receiving SNAP or CalWORKs, please enter case number below.

SNAP Case #: \_\_\_\_\_ CalWORKs Case # \_\_\_\_\_

**LIST ALL CHILDREN IN THIS HOUSEHOLD (under 21 years of age):**

1. _____	4. _____
2. _____	5. _____
3. _____	6. _____

Total Number of CHILDREN in this household: \_\_\_\_\_

**LIST ALL ADULTS IN THIS HOUSEHOLD AND THEIR TOTAL MONTHLY GROSS INCOME. DOCUMENTATION & PROOF OF INCOME IS REQUIRED. (COPIES MUST BE ATTACHED IN ORDER TO PROCESS APPLICATION)**

Write the names of those 21 years or older, and anyone else with income in the household, regardless of age.

- TWO CURRENT PAYCHECK STUBS AND ANY OTHER PROOF OF GROSS INCOME FOR ALL ADULTS AT HOME , OR
- 2018 INCOME TAX RETURN

1. _____	S/Mo: _____	4. _____	S/Mo: _____
2. _____	S/Mo: _____	5. _____	S/Mo: _____
3. _____	S/Mo: _____	6. _____	S/Mo: _____

Total Number of ADULTS in this household: \_\_\_\_\_

**ALL MUST READ AND COMPLETE THIS SECTION**

**California Education Code Section 39807.3** Payment of transportation cost; amount of payment: The governing board shall exempt from these charges pupils and parents and guardians who are indigent or handicapped as set forth in rules and regulations adopted by the board. Children participating in the free transportation program will not be overtly identified by the use of special tokens, special tickets, special identification, or any other means.

**Confidentiality** You must include the social security number of the adult signing the application or indicate that the adult signing the application does not have a social security number. Provision of a social security number is not mandatory, but if a social security number is not given or an indication is not made that the signer does not have such a number, the application cannot be approved. The social security number may be used to identify the residents in carrying out efforts to verify the correctness of the information stated on the application. These verification efforts may be carried out through program review, audits, and investigations and may include contacting employers to determine income, benefits, contacting State offices to determine the amount of benefits received and checking the documentation produced by residents to prove the amount of income received. These efforts may result in a loss of benefits, administrative claims or legal actions if incorrect information is reported.

*I certify that all of the information on this application as well as on materials I have provided is true and correct and that all individuals and income is reported. I understand that this information is given for the receipt of free or reduced cost transportation services; that school officials may verify the information on the application and the misrepresentation of information may subject me to immediate termination of free or reduced transportation services as well as prosecution under applicable State and Federal laws.*

Signature of Adult Household Member Completing Application	Social Security Number	Home Phone	Date
Printed Name	Total Household Size	Cell Phone	

**COMPLETE BOTH SIDES: ANY INCOMPLETE APPLICATIONS WILL BE RETURNED**