

# Anthony Traina Elementary School



4256 Windsong Drive

Tracy, CA 95377

(209) 839-2379

Ken Silman, Principal

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August 2, 2021

Dear Traina Families,

I am so excited to welcome back all of our students to in-person instruction starting August 9. **(The first day and all Mondays are a 1:30 dismissal for all students)**. Having students back on campus at the end of last year was refreshing and rejuvenating. I am extremely proud of our students, families and staff for continuing our children's education during the global pandemic. Things may not be back to "normal", but I am ecstatic to have students back on campus to continue their academic and social emotional growth. We are excited to see them in person again, and we are committed to their safety and their learning.

Some people worry that our students didn't learn as much as normal last year. However, over the past year and a half, our students have learned more than any generation of students. They learned responsibility, how to work independently and how to work through adversity. They also discovered a lot of new technologies and modes of learning. I acknowledge that there are some skills and key academic standards that will need to be re-taught or addressed moving forward, and we will make sure that happens. This will be another unique school year, and we appreciate the continued 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.

Student class schedules will be available on the Aeries Parent Portal on August 4 at 4 p.m. Hard copies of schedules will be available in the office August 5 from 7:30 a.m.-4 p.m. and August 6 from noon-4 p.m.

**Description of Program TK-3:** Your child will be in his/her designated classroom and will continue to work on grade level standards. Your child will have access to a district Chromebook in class every day. Please make the necessary arrangements to ensure your student is prepared with all of their necessary materials (see classroom supply lists attached and on our website) and has practiced procedures, such as proper hand washing and the continuous wearing of a face mask. **School starts promptly at 8:15 a.m.** The front drop-off loop (Windsong Dr.) will be the drop-off point for all grades, including kindergarten, please arrive **no earlier than 8:00 a.m.** For pickup, please be in the front parking lot at 2 p.m. Tuesday-Friday. All Mondays are minimum days, and students will be picked up at 1:30 p.m. Students riding the bus will board the buses at that time as well. Please stay in your vehicle at pick-up, if you are using the loop.

**Description of Program 4-8:** Your child will report to their designated classroom first period following their assigned schedule. Tuesday through Friday, students will be in class from 8:15-3 p.m. All Monday's are minimum days, and students will be picked up at 1:30 p.m. Students will be issued a district Chromebook, and they should have it at school every day, along with earbuds to listen to sound when needed. 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 (4-8) will be allowed to bring a snack from home to eat at break.

**Food and eating on campus:** We will be having recess again, and we divided up lunches as a way to create some social distancing moving forward with half the students eating inside while the other half plays, and then they will

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swap. Students will be permitted to eat snacks at recess (at the outdoor tables). Also, free breakfast will be offered to all students at morning recess/break (there will be no breakfast before school). To allow for social distancing, students will be allowed to eat inside the cafeteria or outside during morning recess/break.

**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 passes 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 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.

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 when indoors. 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. Masks are highly recommended when outdoors, but not required.	<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 areas. Personal belongings must be taken home each day to be cleaned. <b>Grades 4-8, please have your child bring their <u>fully charged</u> district device each day.</b>	<b>Grab and Go Lunch</b>	School lunch is free for all students again this year.
<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; however, all students will be offered free breakfast during recess. We still suggest making sure your child eats a good breakfast every day.

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**Back to School Night:** will be Thursday, August 12th from 6-7 p.m. This will be a virtual event. Teachers will provide an overview of their classes, and they will be available to answer questions. Additional information will be provided at a later date.

Enclosed in this packet are several important documents including the following: Administration of Medication, Dress Code Policy, Grade Level Supply Lists, and Bell Schedules. Please sign and return forms to your child's teacher on the first day of school.

I am looking forward to my seventh year here at Traina, and I appreciate each and every one of our students, families and staff members for making this a great place for learning and growing. If you have any questions, you can reach the school office at (209) 839-2379.

Sincerely,

**Ken Silman**

Ken Silman  
Principal



## 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 in a 24 hour period) 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?

# Parent Notification

August 1, 2021

In order to provide a safe, secure and healthy environment for your child, Anthony Traina School updates its School Safety Plan each year. In addition to updating our written plan (which includes procedures for fire drills, earthquake drills, lockdown drills, etc.), Traina's School's staff makes sure that each classroom is equipped with a first aid kit and a copy of emergency procedures.

The evacuation site for Traina School is the playground field area with secondary evacuation location at the Holy Family Center. In the case of an emergency, students will be moved to the evacuation site in as safe and timely a manner as possible.

In the case of such an emergency, the Traina School Crisis Response team would operate the evacuation site to ensure a safe and orderly pick – up/release of students. **When picking up a student, parents/guardians must be sure to bring a photo I.D. such as a driver's license.** Without verification, staff will not release any student. In addition, no child will be released to anyone other than the persons designated on the emergency release instruction form returned by families at the beginning of the school year.

**The Traina School's evacuation site is:** The Playground Field Area  
Address: 4256 Windsong Drive

Traina's Back-up Location is: **Holy Family Center** -12100 Valpico Rd., Tracy Ca. 95377  
**Location:** Located half a mile from Anthony Traina School at 12100 Valpico Rd., Tracy, Ca. 95377.

If the school is involved in a lock-down situation, the secondary evacuation site is the designated meeting area where parents/guardians should wait for information and the eventual release of their student into their care. School and District personnel will be on site at the evacuation center to provide parents with information about the status and safety of their students. DO NOT go directly to the school in the event of a lock-down or evacuation. Parents/guardians can also listen to local media (KVON AM 1440; KVYN FM 99.3; KBBF FM 89.1) for the updates on the emergency situation, but your best source of up-to-date information will be at the evacuation site.

If you have further questions about Traina School's safety plan, please call the office at 209-839-2379.

Sincerely,

Ken Silman, Principal

# ANTHONY TRAINA SCHOOL

2021-2022

## REGULAR DAY - BELL SCHEDULE

WELCOME TO SCHOOL	8:00 A.M.		ALL STUDENTS & STAFF
WARNING BELL	8:10 A.M.		KINDER - 8 <sup>th</sup>
INSTRUCTION BEGINS	8:15 A.M.		KINDER - 8 <sup>th</sup>
RECESS	9:25 A.M. - 9:39 A.M.		KINDER, 3 <sup>rd</sup>
RECESS	9:40 A.M. - 9:55 A.M.		Transition Kindergarten
RECESS	9:40 A.M. - 9:54 A.M.		1 <sup>st</sup> , 2 <sup>nd</sup> ,
BREAK	9:59 A.M. - 10:14 A.M.		6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup>
BREAK	10:20 A.M. - 10:34 A.M.		4 <sup>th</sup> , 5 <sup>th</sup>
LUNCH/LUNCH RECESS	11:00 A.M. - 11:22 A.M.	11:22 A.M. - 11:45 A.M.	KINDER, TK
LUNCH RECESS/LUNCH	11:00 A.M. - 11:22 A.M.	11:22 A.M. - 11:45 A.M.	1 <sup>st</sup> , 2 <sup>nd</sup>
LUNCH RECESS/LUNCH	11:50 A.M. - 12:12 P.M.	12:12 P.M. - 12:35 P.M.	3 <sup>rd</sup>
LUNCH/LUNCH RECESS	11:50 A.M. - 12:12 P.M.	12:12 P.M. - 12:35 P.M.	4 <sup>th</sup> , 5 <sup>th</sup>
LUNCH RECESS/LUNCH	12:38 P.M. - 1:00 P.M.	1:00 P.M. - 1:23 P.M.	6 <sup>th</sup>
LUNCH/LUNCH RECESS	12:38 P.M. - 1:00 P.M.	1:00 P.M. - 1:23 P.M.	7 <sup>th</sup> , 8 <sup>th</sup>
DISMISSAL	2:00 P.M.		KINDER, TK, 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>
DISMISSAL	3:00 P.M.		4 <sup>th</sup> - 8 <sup>th</sup>

## MINIMUM DAY - BELL SCHEDULE

WELCOME TO SCHOOL	8:00 A.M.		ALL STUDENTS & STAFF
WARNING BELL	8:10 A.M.		KINDER - 8 <sup>th</sup>
INSTRUCTION BEGINS	8:15 A.M.		KINDER - 8 <sup>th</sup>
RECESS	9:25 A.M. - 9:39 A.M.		KINDER
BREAK	9:30 A.M. - 9:45 A.M.		6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup>
RECESS	9:50 A.M. - 10:04 A.M.		Transitional Kindergarten
RECESS	9:50 A.M. - 10:04 A.M.		1 <sup>st</sup> , 2 <sup>nd</sup>
RECESS	10:10 A.M. - 10:24 A.M.		3 <sup>rd</sup>
RECESS	10:26 A.M. - 10:40 A.M.		4 <sup>th</sup> , 5 <sup>th</sup>
LUNCH RECESS/LUNCH	11:33 A.M. - 11:55 A.M.	11:55 A.M. - 12:18 P.M.	6 <sup>th</sup>
LUNCH/LUNCH RECESS	11:33 A.M. - 11:55 A.M.	11:55 A.M. - 12:18 P.M.	7 <sup>th</sup> , 8 <sup>th</sup>
LUNCH/LUNCH RECESS	11:02 A.M. - 11:24 A.M.	11:24 A.M. - 11:47 A.M.	KINDER, TK
LUNCH RECESS/LUNCH	11:02 A.M. - 11:24 A.M.	11:24 A.M. - 11:47 A.M.	1 <sup>st</sup> , 2 <sup>nd</sup>
LUNCH/LUNCH RECESS	12:20 P.M. - 12:45 P.M.	12:45 P.M. - 1:05 P.M.	4 <sup>th</sup> , 5 <sup>th</sup>
LUNCH/LUNCH RECESS	12:20 P.M. - 12:45 P.M.	12:45 P.M. - 1:05 P.M.	3 <sup>rd</sup> grade
DISMISSAL	1:30 P.M.		KINDER - 8 <sup>th</sup>

## TK SUPPLY LIST 21-22

Dear families, our classroom would appreciate any help with classroom supplies you have available. Some suggestions are:

- Glue sticks (Avery, Scotch or Elmer's work best)
- Snack, quart and gallon sized ZipLock bags
- Baby wipes
- 25 clear full page sheet protector sheets
- 1" or 2 " white binder with a clear pocket on the front. Please write your child's name on the INSIDE.

I would greatly appreciate anything you can help us with. Please let me know if you have any other supplies available that may help in our classroom.

Again, I greatly appreciate all of your support.

Sincerely,  
Mrs. Silva



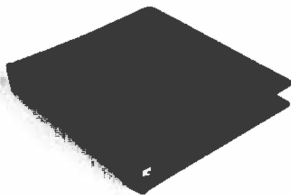
## Kindergarten Classes



Asking for donations of the following items from each student for each classroom through the year:

- ❖ 24 glue sticks (Avery, Scotch, or Elmer's work best)
- ❖ 2 Inch binder with clear pocket on the front/back (please write child's name on the inside cover of binder)
- ❖ 25 CLEAR sheet protectors
- ❖ 24 count box of Crayola Crayons (Crayola crayons are best!)
- ❖ 2 boxes of Kleenex
- ❖ Sandwich size Ziploc bags ( BOYS only)
- ❖ 1 Gallon Ziploc bags (GIRLS only)
- ❖ Baby wipes (BOYS only)
- ❖ Band-Aids (small pack) (GIRLS only)
- ❖ Hand sanitizer
- ❖ Small 3 or 4 ounce cups for snack
- ❖ Playdoh, 1 package (BOYS)
- ❖ Colored Pencils (GIRLS)
- ❖ Bulk snack for 23 students. (Nothing with peanuts please)

**Thank You for your support!\*\*PLEASE DO NOT MARK YOUR CHILD'S  
TEM YOU DONATE \*\***





Dear First Grade families:

Below is the supply list that we are requesting.

**\*\*Please do not label supplies in advance.\*\***



### 1<sup>st</sup> Grade Supply List **ALL CLASSES:**

- 1 small student scissors with rounded tips
- 2 packs (4 pencils total) Ticonderoga brand “**beginner**” (fat pencil)
- 1 pack (4 in a pack) pink erasers (small size)
- 3 **thin/narrow** Highlighters (1 yellow, 1 blue, 1 pink)
- 1 kid-sized headphones or earbuds – will be returned at the end of the year
- 1 package of baby wipes
- 1 large box of Kleenex

In addition to the above supplies the items below are requested from the teachers:

#### **Mrs. Callon’s Class –**

- ONE inch white binder with front plastic sleeve
- pack of 24 Crayola Crayons – regular crayons **ONLY** please
- 1 pack Black Dry Expo pens **FINE TIP** (8 in a pack)
- quart size Ziplock with **slide** closure
- quart and gallon size Ziplock bags with **slide** closure

#### **Mrs. Manantan’s Class –**

- dry erase white board (9 ½ X 12) double sided
- pack of 24 Crayola Crayons – regular crayons **ONLY** please
- 1 pack Black Dry Expo pens **FINE TIP** (8 in a pack)
- quart and gallon size Ziplock with **slide** closure
- small, individual whiteboard

#### **Mrs. Lown’s Class –**

- pack **CHISEL** tip black Dry Expo markers

Keep an eye out for the Back-to-School sales at Target, Walmart, and Staples!

Sincerely, The First Grade Teachers Traina School ☺

August 2021

Dear Second Grade Family,

Welcome to 2nd Grade! We are looking to getting to know each and every one of you as your academic journey at Anthony Traina School continues through our grade level. To help get us started, we have made a list of items that are needed for second grade. Please note that due to the state budget crisis teachers are no longer given a classroom account to purchase classroom supplies. In addition, students will no longer be able to share any materials. It will be crucial that all students have their own supplies. Please label everything with your child's name.

- 1 standard sized pencil box
- 20 glue sticks
- 1 clipboard
- 1 box of Ticonderoga pencils (These sharpen the best!) or mechanical pencils (and replacement leads)
- Pencil sharpener
- 4 whiteboard markers
- 5 wide-ruled composition books
- 2 good erasers (the white kind or pink pearl)
- 2 sets of Twistables (crayons) or 2 boxes of 24 crayons
- 2 boxes of Kleenex
- 2 regular folders ( no binders!)
- 1 pair of scissors
- 1 set of 5 different colored highlighters
- Ear buds or headphones in a zip top bag labeled with student's name
- Wireless mouse for chromebook



Students with last name A - M

- \* 1 ream of white cardstock
- \* baby wipes
- \* 1 box of sandwich Ziplock bags

Students with last name N - Z

- \* 1 ream of colored cardstock
- \* 1 pack of 3X5 white index cards
- \* 1 box of quart or gallon Ziplock

See you soon!

Your child's second grade teacher,  
Ms. Bowles, Mrs. Frye, and Ms. Teixeira

• Welcome •  
Back

To our new 3<sup>rd</sup> Grade Families,

Welcome to the 3<sup>rd</sup> Grade! We would like to offer our congratulations to you and to your families for successfully completing 2<sup>nd</sup> grade. We are looking forward to getting to know each and every one of you as your academic journey at Anthony Traina School continues through a grade level. To help get us started, and so that you can take advantage of Back to School sales, here is a list of items that we would really like each of you to have:

- Earbuds or headphones in a zip top bag with student's name**
- 1 standard size pencil box
- 4 glue sticks and/or glue sticks for the class
- 1 pair of scissors
- 1 box of #2 pencils (no mechanical pencils) (pre-sharpened are the best)
- 2 colored correcting pens (no blue or black)
- colored pencils or markers (12 pack)
- Package of 24 crayons
- 3 dry erase markers
- 2 composition books (wide ruled)
- 2 wide ruled spiral notebooks (usually 70 pages)
- large eraser (not the end of the pencil kind)
- 1 ½ inch view binder for a portfolio
- 3 boxes of Kleenex for the class
- Baby Wipes for the class
- Band-Aids or gallon zip top bags for the class

Additionally, your child may need the following items **at home** to complete homework, projects and book reports:

**Pencils, paper (wide ruled & construction), crayons, markers, colored pencils, glue sticks or glue, scissors, a ruler (inches and centimeters), a stapler, and a dictionary.**

Please save this note on your refrigerator and when you see a great sale, use this checklist to help you get ready for the 3<sup>rd</sup> grade.

The Third Grade Team

***\*\*Please keep in mind that each teacher will request additional items specific to their class needs. An additional supply list will be sent home in August.***

## 4<sup>th</sup> Grade Supply List for 2021-2022

Welcome to 4<sup>th</sup> grade! We are looking forward to getting to know each and every one of you as your academic journey at Anthony Traina Elementary School continues! To help you get started, and so that you can take advantage of Back-to-School sales, here is a list of items that we would really like each of you to have:

- 1 standard size pencil box
- 3 wide-ruled notebooks
- 2 packages Post-Its
- 4 boxes of sharpened #2 pencils (or more - - we always run out!)
- 2 correcting pens (preferably red or orange, NO black or yellow)
- 4 Fine-tip Expo Dry Erase Pens (NO neon colors)
- 4 wide (chisel)-tip Expo Dry Erase Pens (NO neon colors)
- 4 fine tip highlighters (pink/orange, green, blue, and yellow)
- 1 large eraser (not the end of the pencil kind)
- 1 box of crayons
- 1 box of colored pencils
- 4 glue sticks
- 1 pair of scissors
- Protractor (for use at home on math homework)
- 3 boxes of Kleenex (minimum) - - to share
- Headphones/earbuds
- Hand Sanitizer

\*Donations to share with the class are always appreciated (especially pencils!).

\*Please label all supplies with your child's name

**Mrs. Balsano, Mrs. Bogetti, and Mrs. Finton**

Dear 5th Grade Family,

Welcome to the 5th Grade! We would like to offer our congratulations to you and to your family for successfully completing the 4<sup>th</sup> grade. To protect the health of students, we will not have community (shared) supplies, so each student needs the following items for fifth grade (to be replenished throughout the year):

- 1 sturdy pencil box
- 1 pack highlighters (pink, yellow, green, blue, orange) the thin ones
- Pencils and pencil sharpener (with container for shavings) and/or mechanical pencils with refills
- 1 whiteboard markers (Please blue and/or black)
- Whiteboard eraser or sock (used as whiteboard eraser)
- 2 wide-ruled composition books
- 1 eraser (not the end of the pencil kind)
- One set of colored pencils or crayons
- 2 regular folders
- 2 wide-ruled spiral notebook (1 blue, 1 yellow)
- Scissors
- Glue sticks

In class, we need...

- ✓ Wide-ruled lined paper (one package)
- ✓ 3-4 boxes of Kleenex
- ✓ 1 box of #2 Ticonderoga pencils (These sharpen the best.)
- ✓ Glue sticks
- ✓ Expo markers
- ✓ Disinfecting wipes
- ✓ hand sanitizer
- ✓ Sandwich bags
- ✓ Index cards
- ✓ envelopes

Please save this note on your refrigerator and when you see a great sale, use this checklist to help you get ready for the 5<sup>th</sup> grade. Please bring these supplies on the first day of school.

Have a safe summer...see you in August!

Your child's fifth grade teachers

## 6th Grade Supply List 2021-2022

Quantity	Item	For what?
4	Wide Ruled Composition Books	Science (1), Social Studies (2), Reading/ELA (1)
2	Spiral Notebooks	Reading (1) & Math (1)
Continuous supply	Pencils (Ticonderoga preferred)	All classes
Continuous supply	Pens (any color except black)	All classes
Continuous supply	Black whiteboard markers	All classes
Continuous supply	Large glue sticks	All classes
4	Folders	Science (1), Social Studies (1), Reading/ELA (1), Math (1)
1 pair	Scissors	All classes
1 set	Highlighters - multiple colors	All classes
1 set	Colored pencils	All classes
1	Ruler	All classes
1 pair	Wired headphones or earbuds	All classes
1 pair	Running shoes	PE
3 boxes	Tissues	Donation to classes
3 rolls	Paper Towels	Donation to classes
1	Backpack	To carry supplies between classes
1	Pencil pouch/container	To carry supplies between classes

**Suggested items (not required):**

- Scientific calculator
- Graph paper/graph notebook
- Hand sanitizer
- Computer mouse

<b>Quantity</b>	<b>Item</b>	<b>For What?</b>
Three (3)	Composition notebooks 120 sheets, 9/34" x 7 1/2" wide ruled	Science (2),PE (1)
Six (6) or Nine (9)	Six 100 + page notebooks Or Nine 70 + page notebooks	Reading/ELA, History, Math
One (1)	USB thumb drive/flash drive	All classes
Continuous Supply	Blue or black pens (no metallic or purple)	All classes
Continuous Supply	Black whiteboard markers	All classes
Continuous Supply	College Ruled Binder Paper and <b>Graph paper</b>	All classes / <b>Math</b>
Continuous Supply	Large glue sticks	All classes
Continuous Supply	Highlighters - multiple colors	All classes
Continuous Supply	Pencils - pre-sharpened	All classes
Continuous Supply	Manual Pencil sharpeners	All classes
Continuous Supply	Erasers	All classes
One Set	Colored pencils	All classes
One pair	Small scissors	All classes
One (1)	Ruler (with Metric and English measurements)	All classes
Two (2)	Packs of Post-it notes (one standard size and one small size)	All classes
One Pair	Running Shoes	PE
One (1)	3-pronged Folder	Science
One Pair	Earbuds / Headphones	All classes
One (1)	3-ring binder, 1"	Core classes

Below are some supplies that are suggested but not mandatory:

5 Kleenex boxes [donation to classrooms]

Personal Hand Sanitizer

Scientific Calculator

The supplies above are important to your student's success in the upcoming school year. Please let us know if you are unable to obtain any of the items on the list.

Traina 7<sup>TH</sup> Grade Teachers

Quantity	Item	For What?
Six(6)	Composition notebooks	Science (2), History (3), PE (1)
Two (2)	Composition notebooks [graph ruled]	Math
Four (4)	College Ruled Notebooks	ELA
Continuous Supply	Blue pens (no metallic or purple)	All classes
Continuous Supply	Black whiteboard markers	All classes
Continuous Supply	College Ruled Binder Paper and <b>Graph paper</b>	All classes / <b>Math</b>
Continuous Supply	Large glue sticks	All classes
Continuous Supply	Highlighters – multiple colors	All classes
Continuous Supply	Pencils - pre-sharpened	All classes
Continuous Supply	Manual Pencil sharpeners	All classes
Continuous Supply	Erasers	All classes
One Set	Colored pencils	All classes
One pair	Small scissors	All classes
One (1)	Ruler (with Metric and English measurements)	All classes
Two (2)	Packs of Post-it notes (one standard size and one small size)	All classes
One Pair	Running Shoes	PE
One (1)	3-ring binder, 1" OR 3-pronged Folder	Math
One Pair	Earbuds / Headphones	All classes
One	Compass & Protractor	Math

Below are some supplies that are suggested but not mandatory:

5 Kleenex boxes [donation to classrooms]

Personal Hand Sanitizer

Scientific Calculator

The supplies above are important to your student's success in the upcoming school year. Please let us know if you are unable to obtain any of the items on the list.

Thank you for your help!

Traina 8<sup>TH</sup> grade Teachers





## DRESS AND GROOMING

In cooperation with teachers, students and parents/guardians, the principal or designee shall establish school rules governing student dress and grooming which are consistent with district policy and regulations. These school dress codes shall be regularly reviewed.

The following guidelines shall apply to all regular school activities:

### Jefferson School District DRESS CODE GUIDELINES

Jefferson District is noted for the outstanding appearance of its students. Wearing extreme fashions is not conducive to a quality educational atmosphere and has no place in Jefferson School District. In keeping with this philosophy of good style and taste, the following rules apply to all regular school activities:

1. Clothing should be in good repair and reflect modest taste.
2. Students are to come to school dressed for learning and for playing.
  - a. Shirts are not permitted to be low-cut, strapless, off the shoulder, halter top or backless. Shirts without sleeves must have a strap that is equal to or greater than four of the student's fingers. All shirts must be long enough (without having to be pulled into place) so that they could be tucked in (and would realistically remain tucked in) if necessary. This rule applies regardless of changing weather throughout the warmer months.
  - b. All pants, shorts, skirts and dresses need to be an appropriate length and size so as not to expose a student's posterior or undergarments. Pants, shorts, skirts and dresses shall not be tight fitting or shorter than a student's extended fingertips. Pajama pants are not allowed except on designated spirit days. Leggings and yoga pants are allowed with an over garment that is fingertip length. Pants must fit at the waist and should not be more than one size too large, sagging is not permitted. Pants, shorts and skirts shall be free of holes above the extended fingertips.
  - c. Students need to wear shoes that will allow them to run and play. All footwear must have straps or enclosed backs. Flip flops and slippers are not allowed.
  - d. Students are not permitted to wear baseball caps, hats, knit caps, visors, and hoods in class, assemblies, or in any indoor school function. Outdoors, hats must be worn forward facing.
3. All clothing, jewelry, backpacks, and other personal items shall be free of writing, pictures and/or other insignia which are crude, vulgar, profane, sexually suggestive, gang related, or depict nudity or weapons. In addition, clothing or personal items shall not exhibit drug, alcohol or tobacco references, or advocate racial, ethnic or religious prejudice.
4. Any clothing or accessory that may be deemed dangerous, i.e. wallets with chains, steel-toed boots, items with spikes or studs, and belts worn long are unacceptable.
5. Any clothing which may be disruptive to the school environment or deemed offensive by school personnel is prohibited.

Students who are considered to be in violation of the Jefferson School District Dress Code shall be referred to the principal or the designee.

- a. First offense: The student's parent/guardian shall be contacted and may be asked to meet with school staff. The student will be required to wear loaner clothes or call home for a change of clothes.
- b. Second offense: The student's parent/guardian shall be contacted and may be asked to meet with school staff. The student will be required to wear loaner clothes or call home for a change of clothes. The student shall be assigned detention as determined appropriate by the principal or the designee.
- c. Third offense: The student's parent/guardian shall be contacted and may be asked to meet with school staff. The student will be required to wear loaner clothes or call home for a change of clothes. The principal or the designee shall assign the student ten hours of community service to be performed within thirty calendar days.

d. Fourth and subsequent offenses: The student shall be suspended for a period of 1-5 days as determined by the principal or the designee.

**In order to discourage the influence of gangs and gang related apparel, Unauthorized Group Apparel is prohibited and the following rules shall apply:**

1. Jewelry, accessory, notebook or manner of grooming (including haircuts) which by virtue of its color, arrangement, trademark or any other attribute denotes membership in an unauthorized group or group is prohibited.
2. Clothing or articles of clothing (including but not limited to gloves, bandanas, shoestrings, wristbands, hats, lanyards, belts, jewelry) related to unauthorized groups that may provoke others to acts of violence are prohibited.
3. Belt buckles with initials or red, blue, or brown web belts, belts hanging out of pants are prohibited.
4. Gloves, towels, suspenders or other items hanging from rear pants pockets or from belt are prohibited. Students may not wear one pant leg rolled up.
5. Excessive clothing items (2 or more) of predominately one color that symbolize unauthorized group apparel are prohibited.

Because symbols are constantly changing, definitions of unauthorized group apparel may be reviewed and updated whenever related information is received by administrators and/or school safety committee. If a student is determined to have violated the dress code by wearing unauthorized group colors, he/she will be banned from wearing specific colors or any unauthorized group related apparel.

The following consequences will be implemented for a violation of any one of the above:

- a. First Offense: Parent/guardian contact. Student sent home to change clothes or provided with alternative clothing, Confiscation of unauthorized group-related jewelry accessory, notebook etc. Possible 1-5 day suspension.
- b. Second Offense: Parent/guardian conference and 1-5 day suspension.
- c. Third Offense: Parent/guardian contact. Minimum of five (5) day suspension Report to law enforcement agency.
- d. Fourth and subsequent offenses: Parent/guardian contact. Minimum of five (5) day suspension and recommendation for expulsion. Report to law enforcement agency.

No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control. (Education Code 49066)

The principal, staff, students, and parent/guardians at each school may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities.

Students who participate in a nationally recognized youth organization shall be allowed to wear organization uniforms on days when the organization has a scheduled meeting. (Education Code 35183)



## JEFFERSON SCHOOL DISTRICT DRESS CODE GUIDELINES

### ACCEPTABLE TOPS



### NOT ACCEPTABLE TOPS



### ACCEPTABLE BOTTOMS



### NOT ACCEPTABLE BOTTOMS



### ACCEPTABLE SHOES



### NOT ACCEPTABLE SHOES



## Jefferson School District 2021 - 2022 Instructional Calendar

JULY				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

AUGUST				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

SEPTEMBER				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

OCTOBER				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

NOVEMBER				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

DECEMBER				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

JANUARY				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

FEBRUARY				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

MARCH				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

APRIL				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

MAY				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

JUNE				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

### Total Instructional School Days

August	17
September	20
October	21
November	15
December	13
January	20
February	18
March	22
April	15
May	19
	180

Holidays		
Students First/Last Day (1:30 pm Release)		
Minimum Day (1:30 pm Release)	*	
Minimum Day (2 pm Release)	**	
Teachers First/Last Work Day		Full day
Teachers First/Last Work Day		Half day
End of First/Second Trimester		
P/T Conference (no students)		
Professional Development Day (MOU) (no students)		
Professional Development Buy Back Day (no students)		

APPROVED: 4/13/2021



Jefferson School District is committed to maintaining a safe school environment that is free from bullying, harassment, and discrimination. The Jefferson School District will continue to utilize the Second Step curriculum to provide students with social emotional learning on a weekly basis.

The District refers to the following definitions when investigating claims of bullying, harassment, and sexual harassment.

### **Definitions**

Bullying and Harassment – Behavior that includes direct physical contact, such as hitting, shoving; verbal assaults, such as teasing or name calling; nonverbal or written conduct. The conduct must be sufficiently severe or pervasive that it affects a student’s ability to participate in or benefit from an educational program or activity. The behavior creates an intimidating, threatening, hostile, or offensive educational environment; has the purpose or effect of substantially or unreasonably interfering with a student’s academic performance; or otherwise adversely affects the student’s educational opportunities.

Board Policy [5131.2](#)

Administrative Regulation [5131.2](#)

Hate-Motivated Behavior – Behavior or statements that degrade an individual on the basis of his/her race, color, national origin, ethnicity, culture, heritage, gender, gender identity, immigration status, sexual orientation, physical/mental attributes, religious beliefs or practices.

Board Policy [5145.9](#)

Sexual Harassment – Behavior that includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the educational setting. (Education Code 212.5; 5 CCR 4916)

Board Policy [5145.7](#)

Administrative Regulation [5145.7](#)



Dear Parents,

Today, one in 13 children has food allergies, or roughly two in every classroom. Nearly 40 percent of these children have already experienced a severe or life-threatening allergic reaction.

In response to this emerging epidemic, the Centers for Disease Control and Prevention (CDC) in 2013 published guidelines for managing food allergies designed to help schools avoid, recognize and treat allergic reactions while ensuring that students with food allergies are safely included in school activities.

The Jefferson School District is home to a number of students who have severe allergies. If these students are exposed to nuts by way of ingestion, touch and even through the air, the student may develop a life-threatening allergic reaction that requires emergency medication and medical treatment. In order to reduce the risk of exposure for these students, we are asking for your assistance.

In 2016 The Jefferson School District implemented a number of safety guidelines surrounding allergy-related concerns. In addition to these, the district would also like to require the following from our parents:

- Please do not send any nuts/nut oil containing products to be eaten in the classroom.
- Please do not bring in any of the aforementioned products for classroom celebrations.
- In the cafeteria there is a designated nut-free table. Your child will only be allowed to sit at this table if their lunch is nut-free. If this is not the case, your child will be asked to move so that we can maintain the safety of the students who are at risk.
- We encourage good hand-washing at school before and after meals and returning to the classroom. In addition, wipes and hand sanitizers are available for use so that we can reduce the risk of exposure to allergens as well as illness. We would like to also encourage your children to wash their hands at home before arriving at school, if they have consumed nut containing products for breakfast.

We appreciate your attention to and your cooperation with the implementation of these guidelines.

Students with food allergies develop a sense of security when a positive school environment is created and accommodations such as these are put into place to ensure their physical and emotional well-being. For more information, please visit [www.foodallergy.org/CDC](http://www.foodallergy.org/CDC).

*\*Nut-Free alternatives: egg salad, tuna, deli meats, pasta, soups, chili, grilled cheese, fruits and veggies and popcorn.*

Michelle Tjaarda, RN, BSN  
District Nurse  
mtjaarda@jsdtracy.com  
209-839-1842 Special Education Department  
209-832-8941 Fax



### **Instructions for Completing the Medication Administration Form**

In compliance with Education Code 49423, no medication will be accepted or administered at school without meeting the following requirements. The procedure for administration of medication by prescription and/or non-prescription/over the counter (OTC) medication listed on the medication administration form will be expedited as follows:

1. Only medication prescribed by the student's physician as being necessary to be taken by the student in the manner listed on the medication administration form should be brought to school. The form **MUST BE COMPLETE** and include required parent and prescribing physician signatures.
2. Medication brought to the school to be administered to the student according to the provisions listed on the medication administration form shall be in the **ORIGINAL** prescription or manufacturer's container/packaging, clearly marked with the student's name, the prescribing physician, and the medication name, dose, route, time/frequency and the pharmacy, if physician prescribed.
3. Medications that contain narcotics (Some pain and cough relief medications) **WILL NOT** be administered at school.
4. All medications will be in a cool dry and secured place inside the school office. Any special instructions for storage or security measures of any medication should be written by the prescribing physician on the medication administration form.
5. Parent/Guardian or adult 18 years or older shall deliver the medication and the completed administration form to the school office. **DO NOT SEND MEDICATION TO SCHOOL WITH YOUR STUDENT.**
6. Parent/Guardian or adult 18 years or older shall pick up remaining medication during the last week of school. **THE SCHOOL SITE IS NOT RESPONSIBLE FOR MEDICATION LEFT IN THE OFFICE DURING THE SUMMER.**
7. If continuance of medication is necessary, a new medication administration authorization form **MUST** be completed **ANNUALLY** at the beginning of the year.

Jefferson  
7500 W Linne Rd  
(209)835-3053  
(209)835-4419 F

Monticello  
1001 Cambridge Pl  
(209)833-9300  
(209)833-9317 F



Tom Hawkins  
475 Darlene Ln  
(209)839- 2380  
(209)839-2384 F

Anthony Traina  
4256 Windsong Dr  
(209)839-2379  
(209)839-2314 F

**Administration of Medication and Liability Release**

**School Year 20\_\_/\_\_\_**

Section 49423 of the California Education Code allows students to take medications prescribed by a physician during the school day, to be assisted by designated school personnel with the medication or to carry and self-administer **CERTAIN** medication when authorized in writing by the student's parent/guardian **AND** physician.

STUDENT NAME: \_\_\_\_\_ BIRTH DATE: \_\_\_\_\_  
CURRENT ADDRESS: \_\_\_\_\_ CONTACT NUMBER: \_\_\_\_\_

**PARENT/GUARDIAN AUTHORIZATION (Please refer to page 1 for medication requirements)**

In accordance with Education Code 49423 sections (a), (b 1, 2 & 3), and (c), 49423.1 sections (a), (b 1, 2 & 3) and (c) and 49407, I, the undersigned parent/guardian of the above named student hereby authorize:

\_\_\_\_\_ A School Nurse or designated school personnel to **ASSIST** my child with medication administration, monitoring, and testing according to the physician's instructions and authorization below.

\_\_\_\_\_ **IF APPLICABLE**, my child to **CARRY AND/OR SELF-ADMINISTER**: auto-injectable epinephrine ( ) inhaled asthma medication ( ) and/or insulin and blood sugar monitor/supplies ( ) according to the physician's instructions and authorization below.

In accordance with California Education Code 49407, I hereby RELEASE, DISCHARGE, AND HOLD HARMLESS the **JEFFERSON ELEMENTARY SCHOOL DISTRICT**, it's officers, employees and agents from all liability, including injury, death, adverse reactions, or other damages which may arise from the self-administration or assistance with medication administration according to the undersigned parent/guardian and physician described herein.

I agree to provide the medication(s) indicated below in original prescription or manufacturer's containers, which are labeled with the name of the child, the prescribing physician, the medication and dosing instructions. I further authorize the School Nurse or designated school personnel to consult with the prescribing physician should any questions arise, (49480).

I understand that continuous medication requires **ANNUAL AUTHORIZATION** to the school's office at the beginning of each year.

\_\_\_\_\_  
Print Parent/Guardian Name

\_\_\_\_\_  
Parent/Guardian Signature

**PHYSICIAN AUTHORIZATION (This section to be completed by the prescribing physician only)**

Condition for which medication(s) are being administered: \_\_\_\_\_

<u>NAME OF MEDICATION</u>	<u>DOSAGE</u>	<u>ROUTE</u>	<u>FREQUENCY/TIME</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Possible reaction(s) requiring physician notification: \_\_\_\_\_

Storage Requirements: \_\_\_\_\_ START DATE: \_\_\_\_\_ STOP DATE: \_\_\_\_\_

\_\_\_\_\_ I authorize my patient to **CARRY AND/OR SELF-ADMINISTER**: auto injectable epinephrine ( ) inhaled asthma medication ( ) and/or insulin and blood sugar monitor/supplies ( ) according to my instructions and authorization stated herein.

\_\_\_\_\_ I confirm that I have instructed my patient in the procedures, dosing, and timing by which the above medication(s) is/are to be administered and he/she is **COMPETENT** in the self-administration of prescribed medication(s) California Education Code(s) 49423 sections (a), (b 1, 2 & 3) and (c), 49423.1 sections (a), (b 1, 2 & 3) and (c)

\_\_\_\_\_  
Print Physician Name

\_\_\_\_\_  
Physician's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Physician's Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Fax Number





Jefferson Elementary School District – Transportation Department

**SCHOOL BUS PASS APPLICATION**  
 2021-22 School Bus Application

**ONE APPLICATION PER FAMILY**

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

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

**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*

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

Bus fees have been waived for the 2021-22 School Year due to the pandemic.  
 Social distancing will be maintained on the bus, which will limit capacity.  
 Students must follow guidelines and wear a mask while riding the bus.

Completion of the form does not guarantee transportation will be provided.  
 Once form is submitted, you will be contacted by the Transportation Department to arrange pick up time at bus stop.  
 Please make alternate arrangements for getting your student to school until you are contacted.

If you have questions, please call (209)229-2940 and leave a message. A driver will return your call.

Address	Apt	Phone # 1	Home/Mobile/Work
City	Zip	Phone # 2	Home/Mobile/Work
Sub-Division	Nearest Cross Street	Email Address	

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.jeffersonschooldistrict.com](http://www.jeffersonschooldistrict.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: \_\_\_\_\_



2021 - 2022 School Year

RE: Voluntary Student Accident Insurance

Dear Parents:

The Jefferson School District would like to provide you with some valuable information about Voluntary Student Accident Insurance.

The Student Accident Insurance Program, underwritten by Gerber Life Insurance Company, allows a choice of three school time plans. Plan A provides a high level of coverage for the cost of \$43.00, Plan B provides a medium level of coverage for the cost of \$28.00, and Plan C provides a basic program for the cost of \$15.00. These plans include the basic dental insurance coverage, however, you can opt to purchase the Extended Dental benefit at the premium cost of \$8.00. For additional premiums, the option of 24-Hour Coverage (year-round and worldwide) and Tackle Football coverage is available to parents through all plans.

We urge you to consider carefully the extent of coverage afforded by this program. Enrolling your student in low-cost insurance now may ease your concerns considerably should an injury occur in the future.

To enroll:

- Direct submission: through our secure web portal, [www.studentinsuranceusa.com](http://www.studentinsuranceusa.com), you can complete your Student Accident Insurance application directly on our website. The applications for insurance will be effective immediately and a policy number and insurance card will be available right away. This system is equipped to accept credit, debit, and e-checks for parent's convenience.
- Web "download": through our secure web portal, [www.studentinsuranceusa.com](http://www.studentinsuranceusa.com), you can fill out and print your Student Accident Insurance application directly from our website. Parents who would like to send certified funds will continue to have the option to do so, we would need to receive the hard copy application and cashier's check or money order in our offices for the policy to be effective.

More information regarding each program can be obtained by contacting the vendor directly at:

Student Accident Insurance Program  
(800) 367-5830

Please give this program your careful consideration.

Sincerely,

*Dena Whittington*

Dena Whittington  
Chief Business Officer