

HAWKINS ELEMENTARY SCHOOL

475 Darlene Lane, Tracy, CA 95377
(209) 839-2380 FAX (209) 839-2384

August 1, 2021

Huskies B.A.R.K.

Behavior - Attitude - Responsibility - Kindness

Dear Hawkins Families,

Welcome to the 2021-22 school year at Tom Hawkins Elementary School! We are preparing to return back to full-day, in-person instruction. Last year presented many challenges for our students and families. Although most of our scholars were successful despite distance learning, we know that some of them are going to need additional supports and motivation as they reacclimate to being back to school full time. After the isolation they experienced this last year, we will need to spend time on social and emotional skill building in addition to academic learning loss. We are committed and excited to take on these challenges and help all of our students not just catch up, but excel.

Like the best husky sled teams, this reengagement process is going to take all of us pulling in the same direction. We need our determined staff to teach their hearts out and provide rigorous instruction and motivation to even our most reluctant learners. We need the full participation from families to uphold high expectations of academics and behavior in the home. We need driven student scholars to reignite their love of learning. Obviously, this is no easy task. We know the level of perseverance and grit this endeavor will require. For that reason, we are taking on the school theme this year of "Hard work and heart set Huskies apart." Together, we can do this!

Important Information:

How do I find out my child's schedule/teacher?

View student schedules and teachers through the Aeries portal. The portal will be open on **Wednesday, August 4 at 4:00PM**. If you are unable or unsure how to access this information in Aeries, you can come in for a paper copy from the office on August 5-6. Parents must show a photo ID to get Aeries account information.

When is the First Day of School?

Instruction begins **Monday, August 9**. Drop off through carline begins at 8:00AM, the tardy bell is at 8:15AM. This is a minimum day and dismissal is at 1:30PM for all students.

When is Back to School Night?

Meet the teacher(s) and learn about the upcoming school year. Back to School Night will be a virtual event. **Wednesday, August 11, 6:00PM-7:00PM**. A link to access this will be sent out to families.

Will my child need to purchase breakfast and lunch at school?

No, we will be offering **free** breakfast for ALL students at break time and **free** lunch for ALL students. We are not selling any snacks. If students want a snack, they will need to bring it from home. Students will need to provide their breakfast and lunch order daily in order to receive these meals. Their order will be collected by their classroom teacher. Breakfast and lunch menus can be found on the district website www.jeffersonschooldistrict.com.

What supplies does my student need for school?

The school supply list is posted on our school website or by clicking this link.

[School Supply List](#)

What are the face covering or masking requirements this year?

- Must be worn indoors at all times, regardless of vaccination status

- Masks do not need to be worn at recess – Parents should communicate their family expectations about this to their child. It is highly recommended students continue to wear their masks.
- Students can remove masks while eating in the cafeteria
- Students must wear masks while waiting in line for lunch

Where can I get information about school procedures, routines and safety protocols?

There will be some procedural changes this year in order to keep everybody safe. Please watch this quick video with your student(s) to be sure you understand the basic procedures and expectations.

[Back to School Video Link](#)

The most important message I want you to receive is that we are here to support you and our students and believe in doing whatever it takes to ensure ALL students are learning at high levels. I look forward to the opportunity to continue serving the Hawkins community. If you would like to speak with me directly or have any questions, please contact me at corsi@jsdtracy.com or via phone at (209) 839-2380.

Warmest regards,

Christina Orsi

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

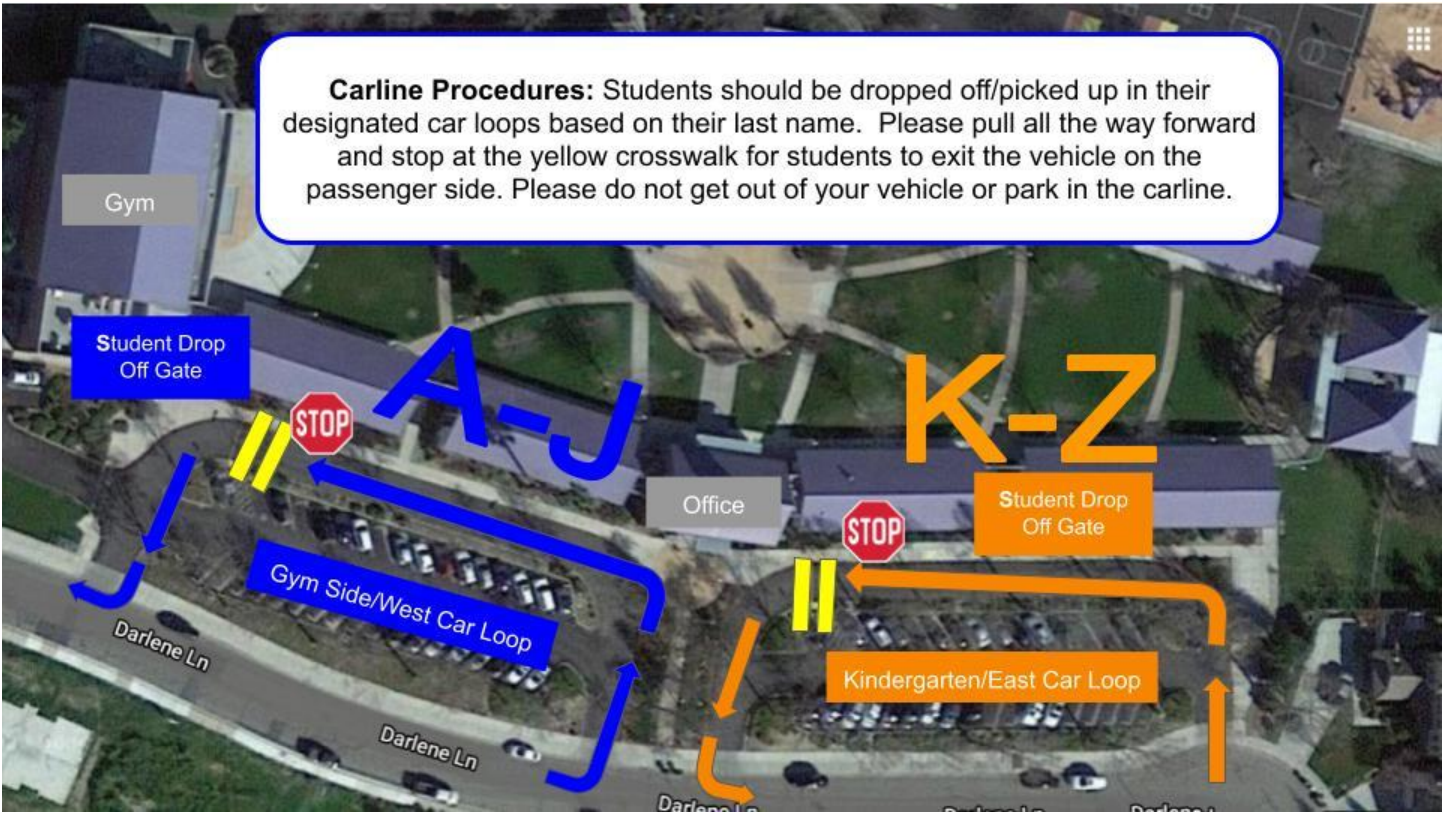
If your child has any of the following symptoms, that indicates a possible illness that may decrease the student’s ability to learn and also put them at risk for spreading illness to others. Please check your child for these symptoms:

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?

Carline Procedures: Students should be dropped off/picked up in their designated car loops based on their last name. Please pull all the way forward and stop at the yellow crosswalk for students to exit the vehicle on the passenger side. Please do not get out of your vehicle or park in the carline.



TK/K

- 10 glue sticks (no purple)
- 1 box of crayola crayons
- 1 palatte Crayola oval watercolors
- 1 package baby wipes
- 1 box Crayola colored pencils classic colors
- 1 box tissue
- 3 black dry erase markers, thick
- 3 black dry erase markers, thin
- 1 black sharpie
- 1 pair of earbuds

1st Grade

- Standard sized backpack without wheels
- 1 Homework folder
- 1 large glue stick .77oz
- 2 red correction pencils
- 1 box Crayola colored pencils classic colors
- 1 box 16 count Crayola crayons
- 1 colored sock (for erasing white boards)
- 1 pkg broad line washable markers
- 6 black dry erase markers, thin
- 6 black dry erase markers, thick
- 1 black sharpie, Fiskars kid size scissors
- 3 large boxes of baby wipes
- 1 set of earbuds (in Ziploc w/ name on it)
- 1 pencil sharpener (small & large pencils)
- 1 large box of tissue
- A-L last names; 1 box Ziplock bags/gallon
- M-Z last names: 1 box Ziplock bags/sandwich
- 1 pair of earbuds

2nd Grade

- Standard size backpack (without wheels)
- 2-two pocket folder (pocket on the bottom and no prongs)
- Last name A-L: 1 box gallon-size ziplock bags
- Lsst mane M-Z: 1 box quart-size ziplock bags
- 1 pack of Crayola color crayons (24 count)
- 2 black expo marker
- 2 packs of pre-sharpened pencils
- 1-pack of Post-It notes
- 1 small bottle hand sanitizer with pump (not personal size)
- *Please do NOT label with child's name
- 1 pair of earbuds

3rd Grade

- Earbuds for Chromebooks
- 6 composition notebooks (wide ruled)
- 3 folders with a pocket
- 1" clear view binder
- Kleenex (small individual packs to keep in their desk)
- 2-4 dozen #2 sharpened pencils, Hand held sharpener
- Black or Blue ink pens
- Set thin colored markers
- Box crayons
- Pencil box, Erasers
- Colored pencils, Ruler, scissors,
- 3 black Expo dry erase markers (preferred brand)
- 10-12 glue sticks
- 3x3 Post-its
- 1 pair of earbuds



Students in grades 4-8 will be issued Chromebooks that will be transporting to and from school. It is advised to get a backpack with a padded laptop storage area to help prevent damage. Students are financially responsible for broken Chromebooks.

ALL students TK-8th will need individual earbuds.

SDC (3-5)

- 1 Pencil box
- 1 Eraser
- 1 box of crayon (24 pk)
- 1 scissor
- 5 glue sticks
- 3 whiteboard markers
- 1 whiteboard eraser
- 1 pack of colored pencils (12pk)
- 2 pocket folders
- 1 college ruled spiral notebook
- 1 pair of earbuds

4th Grade

- 1 small pencil box for desk
- 1 pack wide-ruled filler paper
- 3 sturdy two-pocket folders
- 5 standard wide ruled composition books (2-blue, 1-green, 2-black)
- 1 set of Colored pencils, Markers, and Crayons
- 2 Yellow Highlighters
- Pencils (mechanical recommended)
- Pens to correct homework
- 1 pair of scissors
- 4 large erasers
- 2 Dry erase markers
- 12 glue sticks
- 1 box of tissue/Kleenex
- 1 box of Band-aids
- PE shoes
- 1 pair of earbuds

5th Grade

- 4 composition notebooks – not spiral (one of each color: black, blue, green, and red)
- Small pair of scissors
- Plenty of markers, colored pencils
- Crayons
- 3 Highlighters(different colors – at least 1 yellow)
- Large supply of #2 pencils
- 1 pencil pouch/box
- 3 rolls of scotch tape
- 3 black low odor EXPO markers (for white board)
- 1 bottle of hand sanitizer (non-scented)
- PE shoes (Athletic with laces and/or Velcro)
- Refillable water bottle
- 1 pair of earbuds

6th Grade

- Pencils and erasers
- 2 packs of index cards
- 2 composition notebooks w/ graph paper for math
- 6 composition notebooks w/ lined paper
- 6 glue sticks
- Colored pencils and/or crayons
- Highlighters (yellow, green, pink)
- 8 dry erase markers and eraser
- 5 pads of sticky notes
- Refillable water bottle
- 1 pair of earbuds

7th Grade

- 1 pack of college ruled binder paper
- 4 notebooks
- 5 folders
- 5 packs of Post it notes (3 x 3)
- 1 pack of index cards
- 1 small basic calculator
- Pens (black, red & blue only)
- Pencils (Regular & colored), Erasers
- 1 hand pencil sharpener
- Highlighters (of different colors)
- 10 Glue Sticks
- 2-3 Dry erase markers
- 3 rolls of Scotch tape
- 1 ruler
- 4-5 black Sharpies
- 1 pack of markers
- 1 pack of colored pencils
- 1 pair of scissors
- 1 bottle of Hand Sanitizer for class
- 5 boxes of tissues for class
- PE shoes(Athletic with laces and/or Velcro)
- 5 packs of bright colored sticky notes
- Refillable water bottle
- 1 pair of earbuds

8th Grade

- 1 pack of college ruled binder paper
- 4 notebooks
- 5 Folders
- 5 packs of Post it notes (3 x 3)
- 1 pack of index cards
- 1 small basic calculator
- Pens (black, red & blue only)
- Pencils (Regular & colored), Erasers
- 1 hand pencil sharpener
- Highlighters (of different colors)
- 10 Glue Sticks
- 2-3 Dry erase markers
- 3 rolls of Scotch tape
- 1 ruler
- 4-5 black Sharpies Earbuds/headphones
- 1 pack of markers
- 1 pack of colored pencils
- 1 pair of scissors
- 1 bottle of Hand Sanitizer for class
- 5 boxes of tissues for class
- PE shoes (Athletic with laces and/or Velcro)
- 5 packs of bright colored sticky notes
- Refillable water bottle
- 1 pair of earbuds

5th-8th Grade Bell Schedules

*1st Period contains additional time for announcements and lunch count.

Regular Schedule	
Class Period	Time
1	8:15-9:05*
2	9:08-9:55
3	9:58-10:45
BREAK	10:45-10:55
4	10:58-11:45
5	11:48-12:35
LUNCH/RECESS	12:35-1:20
6	1:23-2:10
7	2:13-3:00

Unity Assembly Schedule	
Class Period	Time
Unity Assembly	8:15-8:25
Second Step	8:25-9:00
1	9:03-9:30
2	9:33-10:00
BREAK	10:00-10:10
3	10:13-10:40
4	10:43-11:10
5	11:13-11:40
6	11:43-12:10
LUNCH/RECESS	12:10-12:55
7	12:58-1:25
Advisory	1:25-1:30

Minimum Day Schedule	
Class Period	Time
1	8:15-8:53*
2	8:56-9:30
3	9:33-10:07
BREAK	10:07-10:17
4	10:20-10:54
5	10:57-11:31
6	11:34-12:08
LUNCH/RECESS	12:08-12:53
7	12:56-1:30

AM Assembly Schedule	
Class Period	Time
1	8:15-9:00*
2	9:03-9:40
ASSEMBLY	9:45-10:45
BREAK	10:45-10:55
3	10:58-11:35
4	11:38-12:15
LUNCH/RECESS	12:15-1:00
5	1:03-1:40
6	1:43-2:20
7	2:23-3:00

PM Assembly Schedule	
Class Period	Time
1	8:15-8:59*
2	9:02-9:40
3	9:43-10:21
BREAK	10:21-10:31
4	10:34-11:12
5	11:15-11:53
6	11:56-12:34
LUNCH/RECESS	12:34-1:19
7	1:22-2:00
ASSEMBLY	2:00-3:00

W.I.N. Schedule	
Class Period	Time
1	8:15-9:00
2	9:02-9:47
3	9:49-10:34
BREAK	10:34-10:44
4	10:46-11:31
5	11:33-12:18
LUNCH/RECESS	12:18-1:03
6	1:06-1:51
7	1:53-2:38
W.I.N.Time	2:40-3:00

Kindergarten-4th Grade Schedules

	Kinder	1st Grade	2nd Grade	3rd Grade	4th Grade
Warning Bell	8:10	8:10	8:10	8:10	8:10
Instruction	8:15-9:30	8:15-9:35	8:15-9:35	8:15 – 10:20	8:15 – 10:20
Morning Recess	9:30-9:45	9:35-9:48	9:35-9:48	10:20-10:33	10:20-10:33
Instruction	9:45-11:05	9:48-11:20	9:48-11:20	10:33-11:45	10:33-11:45
Lunch	11:05-11:50	11:20-12:05	11:20-12:05	11:45-12:30	11:45-12:30
Instruction	11:50-2:00	12:05-2:00	12:05-2:00	12:30-2:00	12:30-2:00
Dismissal	2:00	2:00	2:00	2:00	3:00

Minimum Day Schedule

	Kinder	1st Grade	2nd Grade	3rd Grade	4th Grade
Warning Bell	8:10	8:10	8:10	8:10	8:10
Instruction	8:15-9:30	8:15-9:35	8:15-9:35	8:15-10:20	8:15-10:20
Morning Recess	9:30-9:45	9:35-9:48	9:35-9:48	10:20-10:33	10:20-10:33
Instruction	9:45-10:55	9:48-10:55	9:48-10:55	10:33-11:15	10:33-11:15
Lunch	10:55-11:40	10:55-11:40	10:55-11:40	11:15-12:00	11:15-12:00
Instruction	11:40-1:30	11:40-1:30	11:40-1:30	12:00-1:30	12:00-1:30
Dismissal	1:30	1:30	1:30	1:30	1:30



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.

**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. 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, 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, 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