

2020/2021

Tremont Elementary School



Student/Parent Handbook

355 Pheasant Run Drive

Dixon, CA 95620

Phone: (707) 693-6320

Fax: (707) 678-0298

tremont.dixonusd.org

School Hours

Kindergarten 8:15 – 10:30

Kindergarten 12:00 – 2:15

Track A (1st – 5th) 8:15 – 11:15

Track B (1st – 5th) 12:00 – 3:00

A.M. Break

Kindergarten 9:00 – 9:15

1st & 2nd Grades 9:15 – 9:30

3rd to 5th Grades 10:15 – 10:30

P.M. Break

Kindergarten 12:45 – 1:00

1st & 2nd Grades 1:15 – 1:30

3rd to 5th Grades 2:00 – 2:15

Lunch Schedule Track A/Track B

Track A 11:15 – 12:00

Track B 11:15 – 12:00

"CPT" Monday – Asynchronous Schedule

Track A (K – 5th) 8:15 – 11:15

Track B (K – 5th) 12:00 – 3:00

Dixon Unified School District

Welcome!

Welcome to Tremont Elementary! The name Tremont comes from Dixon's rural pioneer history. Early settlers who founded the Tremont area North-East of Dixon worked hard and prospered as farmers and ranchers. Tremont's history is rather short in comparison but just as impressive in its own right. Our staff is dedicated to ensure successful and rewarding experiences for our students. By being an involved and informed parent, you can help this desire for positive experiences and educational prosperity. Please join us on our journey by helping whenever possible at school and by joining the Tremont Parents Association.

Tremont's Vision

"To provide a strong sense of community that supports the whole child through high expectations, a balanced, rigorous curriculum and technology to create critical thinkers in a global society."

Home to School Communication

One of the keys to a child's success in school is parent involvement on a day-to-day basis. Tremont School will post newsletters and informational notices on the school website to keep parents aware of school events and news. At Tremont we believe that each child has the right to an environment that fosters a nurturing positive attitude and provides opportunities for maximum learning and social growth.

School Office Hours
 Monday – Friday
 8:00 a.m. – 4:00 p.m.



Student Emergency Form

When a student is ill or injured, we need to know whom to call. We always contact the parent/guardian first. In an emergency, we will call for local medical help. Please inform the school office of any changes.

**Principal
Office Manager
Secretary**

Tori Peterson
 Xochi Quiñigua
 Vanessa Rodriguez

Teaching & Support Staff**Kindergarten**

Mia Lodigiani
 Laura Wedow

First Grade

Stephanie Roupp
 Rebecca Platano

Second Grade

Ryan Connolly
 Nicole Dubois/Stacey Riak

Third Grade

Emily Clark-Vivier
 Judy McDonald

Fourth Grade

Adrienne Kaufmann
 Sharon Almaraz
 Linda Beyers

Fifth Grade

Devin Pito
 Rebecca Long
 Kelsie MacRae

**Tech Assistant
Intervention/Reading
Teachers**

Jessica Abundez
 Kristin Remillong, Jenny Campbell,
 Shondra Sikes

**Instruction Coach
Physical Education
Science**

Trava Foster, Scott Immel
 Kimberly Witte
 Hillary Gutierrez

**Music
Speech/Language/OT
Special Education/ILC**

Steve Russo
 Stacey Cames, Seth Young-Gunning
 Mary Jo Zalac
 Erin Hagey, Julie McCollister

District Psychologist

Marina Yanchinska
 Tammy Okromina

**School Nurse
Library Technician
Instructional Assistant**

Mollie Smith
 Cindy Hamilton, Keiko Tokida, Marnie Lentino, Miah
 McNeil, Veronica Mejia, Zaira Villegas, Matly Carver
 Gabv Lupercio

**Parent Liaison
Crossing Guards/
Yard Supervisor**

Sandra Guerrero, Danielle Hubbard, Kim Rodriguez

**Custodians
Food Service**

Alicia Perez, Bettina Goodin
 Patricia Pierce, Terri Kincheise

School Absences

Punctual daily attendance is necessary for students to make progress in school. The state requires each student to be in school unless prevented by illness, family funeral, medical or dental appointments, court appearances, observation of a holiday or religious ceremony. When a pupil is absent from school with knowledge and consent of parent/guardian for other than lawful reasons, it is a case of unlawful detention and subject to action. Parents are required to call the school office at **693-6320** when a student is absent, and give the reason for absence.

If you know in advance that your child will be out of town for 5 – 10 days for any reason, please inform the teacher so that an **Independent Study Packet** can be prepared for your child. Two weeks lead time is necessary for a teacher to prepare an Independent Study Packet.

Arrival/Dismissal

First bell rings at 8:10 and school begins promptly at 8:15. Students should not be on campus prior to 7:45 a.m. No supervision is provided prior to this time.

7:45-8:00 Breakfast is served

8:10 First Bell Rings

8:15 School Begins

1:15 Kindergarten Dismissal

2:40 Grades 1st – 3rd Dismissal

2:45 Grades 4th – 5th Dismissal

For safety and liability reasons, students should not be waiting more than fifteen (15) minutes after dismissal time. Supervision is not provided.

Leaving the School Grounds

Students must be signed out in the office by a parent or an adult listed on the emergency form. **Please do not remove your child from the school without properly clearing with the school office.**

Non-School Materials

Students should **not** bring any items of value to school that are not considered school related, these items can distract from the learning environment. The school **is not** responsible for lost or damaged items.

School Lunch/Breakfast Program

Breakfast is **\$2.00** and lunch is **\$3.00**, milk is **.50**. Families whose income is at or below the levels determined by the State are eligible for free or reduced-priced lunches. Parents may apply at any time during the school year for free or reduced meal status.

Library Books/Textbooks

Our library offers many children's books for check out. Please encourage your child to take good care of their books. Children are expected to pay for any lost or damaged library book.

Conferences

If you have questions and would like to consult with a staff member regarding concerns about your child, please contact your child's teacher to arrange an appointment. Regular conferences are scheduled twice a year for all students.

Classroom Volunteers

Parents, guardians, and other involved adults are invited to visit and assist in the classroom or library. In the interests of student welfare and security, **all adults who come upon school campus must first sign in at the school office.** (Penal Code Section 2670). Laws pertaining to incidents of adults coming on a school campus and exhibiting unacceptable behavior are strictly enforced.

** Any adult over 16 years of age who is not a student of the school who comes upon the school grounds and willfully interferes with the discipline, good order, lawful conduct, or administration of any class or activity of the school with the intent to disrupt, obstruct, or inflict damage to property or bodily injury is guilty of a misdemeanor (Ed. Code Section 44810).*

** Any parent, guardian, or other person who substantially disrupts class work or extra-curricular activities, or in some way creates substantial disorder is guilty of a misdemeanor (Ed. Code Section 44811).*

** When a person threatens a school employee, or causes or attempts to cause an employee to do, or refrain from doing, any act in accordance with their duties, the person who makes such a threat is guilty of a public offense. If convicted, the person can be fined up to \$10,000 and/or be imprisoned in the state prison for up to three years or in the county jail for up to one year (Penal Code Section 71).*

School Site Council

Tremont School is a participant in the California School Improvement Program. The membership of the Site Council is a group of parents/guardians, principal and staff members who work together in planning, monitoring and improving our Site Plan that involves all major curricular and school-wide issues.

Tremont Parents Association – "TPA"

Purpose is to enhance and supplement our students' learning environment through parent involvement and fundraising. **We encourage your participation!** Meetings are held the second **Tuesday** of every month starting at 6:30 p.m. Anyone interested in more information about the TPA, please contact the school.

The Student Study Team (SST)

The SST members include an administrator, school psychologist, reading teacher, resource teacher, and classroom teachers. The group meets with the child's teacher and the parent/guardian to discuss issues relating to special academic or behavioral difficulties. The team can make suggestions or recommend other strategies to assist the student. The Student Study Team also considers retention issues. Retentions are decided by State Law and District Policy.

Medication Required During School Hours

California Ed Code 49423 allows the school nurse or other designated school personnel to assist students who are required to take medication during the school day. Medication must be in the **original** container in which it was purchased and must be pharmacy or manufacturer's label attached and must be prescribed to the student to whom it will be administered. **NO** medications will be given at school without a current physician prescription, even over the counter medications. Medical Form must be completed with M.D. and Parent/Guardian signatures. A new form must be filled out each year, and/or if there are any changes during the year.

Curriculum

The academic program at Tremont School reflects our commitment to a balanced, well-rounded educational experience.

Math - Basic Programs

K – 5th - Go Math

Math Talks

Language Arts - Basic Programs

K – 1st – CA National Geographic Reach for Reading

2nd – 5th – Benchmark Advance

Social Studies

K – 2 – Pearson

3rd – 5th – Scott Foresman

Teacher made materials, units and lessons.

Science/Health

K – 5th - Harcourt Brace

5th – Family Life (Teacher made materials, units and lessons)

General School Rules

Dress Code

We know that student behavior is better if students are properly dressed for the business of going to school.

The primary responsibility for students dress and appearance rests with the parents/guardians. The main purpose of school is education. Therefore, all aspects of school must be considered with the objective in mind. As a guide, students will be dressed in clothing that is appropriate in the workplace and safe for all school time activities, such as recess and PE. Undergarments must NOT be visible. Students will follow the dress code as outlined. The dress code will be enforced at all times while the student is on school grounds and at all school functions. Parents are required to make sure that their children are dressed for school and school activities in an appropriate manner. Clothing should not be too tight, short, or revealing. Logos and graphics that promote the use of drugs, tobacco, alcohol, or display bad language, violence, suggestive references, or racial/ethnic slurs are not permitted.

Cell Phones

- Students may not use a cell phone on school property during school hours. A student will be warned of this violation once. The next time an adult sees a student using a cell phone during school hours, the phone will be confiscated. A parent will then need to come to school to claim the cell phone. Phones are available on campus for communication with parents in the classrooms and the office. The school is not responsible for lost or stolen phones. The use of camera phones to take video or still pictures is prohibited.

Classroom Parties

- Balloons and bouquets will not be delivered, and are not allowed in the classroom. Please do not send any treats that contain peanuts or tree nuts.

Toy Gun Replicas/Dangerous Items

- Possession of dangerous items such as knives, matches, firecrackers, will result in suspension and may result in expulsion. Please be aware of what is in your child's backpack, pocket or notebook. Items left from the weekend can result in serious consequences. Weapons pose a serious threat to student safety and will not be tolerated at any level.

Students are Expected to:

- Come to school ready to learn.
- Be on time and in attendance every day.
- Have an appropriate breakfast and lunch.
- Use the cross walks at all times.
- Make an effort to learn what is being taught.
- Respect the authority of teachers and all school adults and to receive the same.
- Tell the nearest adult if he/she is injured or has an accident.
- Deposit litter in trash cans.
- Play safely in supervised areas only.
- Stay away from all unauthorized areas.
- **Be Safe, Be Respectful, Be Responsible.**

POSITIVE CONSEQUENCES

Full participation in all school activities; "Pride Tickets" to be used at Student Store; Awards, Assemblies, Monthly Positive Purple Behavior Referrals

NEGATIVE CONSEQUENCES

*Warning *Loss of Privilege *Parent Contact
*Referral to Principal *Suspension
If a student receives three referrals in a trimester, parents will be required to conference with the principal, and an in-house

suspension may be issued. Repeat offenses usually receive more severe consequences. We view a positive program as a team effort – school, home, and community – working together to create a success-oriented school program.

Some behavior requires immediate action. Defiance, profanity, fighting or threats of any nature are not acceptable behaviors and will not be tolerated. Should a student choose any of these behaviors, an administrator will immediately remove the student. In the event of suspension, parents will be contacted and the decision to suspend will be explained. A parent may be required to accompany the child upon return to school and meet with an administrator **before being re-admitted.** Like most public institutions, Tremont School uses a progressive discipline system.

Steps for Addressing Concern

From time to time concerns arise regarding a student's performance, or a specific event which occurred at school. If you have a concern please follow this process:

1. Talk to the teacher first. At school, the teacher has the most direct contact with your child and is probably the person most aware of a situation that concerns you.
2. Talk with the principal. The principal will have information about school-wide or District issues and can also assist if a problem cannot be resolved by the teacher.

Contacting the Administration

If you have a question or concern related to school policies, or about your child's progress beyond the teacher's response, you may call the office at 693-6320. Your call will be returned as soon as possible.

Suspension & Parent/Student Rights

Our intention is that our school environment be positive and successful. Sometimes and under some circumstances, it may become necessary to suspend a student from school. According to the District Board Policy, 5114C, and California Education Code, 48900, students may be suspended for any of the following reasons

1. Caused, attempted to cause, or threatened to cause physical injury to another person.
2. Willfully used force or violence upon the person of another, except in self-defense.
3. Possessed, sold or otherwise furnished any firearm, knife, explosive, or other dangerous object.
4. Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance.
5. Unlawfully offered or arranged or negotiated to sell any controlled substance.
6. Committed robbery or extortion.
7. Caused or attempted to cause damage to school property or private property.
8. Stole or attempted to steal school property.

9. Possessed or used tobacco, or any product containing tobacco or nicotine products.

10. Committed an obscene act or engaged in habitual profanity or vulgarity.

11. Unlawfully possessed, offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.

12. Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, or other school officials, or other school personnel engaged in the performance of their duties.

13. Knowingly received stolen property or private property.

14. Possessed an imitation firearm (any replica substantially similar to an existing firearm) as to lead a reasonable person to conclude the replica is a firearm.

15. Committed or attempted to commit a sexual assault or committed sexual battery.

16. Harassed, threatened, or intimidated a pupil who is a complaining witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.

17. Unlawful harassment because of sex, race, or ancestry as defined in Section 2.1.12 of District Policy 6211.1. Please see section on "Unlawful Harassment of Students" on this page.

18. Caused, attempted to cause, threatened to cause, or participated in an act of hate violence as defined in Ed. Code Section 33032.5 in grades 4-12.

19. Intentionally engaged in harassment, threats or intimidation directed against a pupil or group of pupils that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder, and invading right of that pupil or group of pupils by creating intimidating or hostile educational environment in grades 4-12.

A student may be suspended for any of the acts listed above if the activity is related to school attendance and occurs at any time, including but not limited to: (1) while on school grounds; (2) while going to or coming from school; (3) whether on or off the school campus or (4) during or while going to or coming from school-sponsored activity. In the event of suspension, parents and pupils have the right to due process, including the right to request a conference with the principal (Ed Code 48911, 48914, 48915) and to review the student's records.

Unlawful Harassment

- Dixon Unified is committed to providing an educational environment free of unlawful harassment. The District maintains a strict policy prohibiting harassment of students because of sex, race, color, national origin, ethnicity, religion, age, physical or mental disability, blindness or severely impaired vision or any other basis protected by federal, state or local law, ordinance, or regulations. **All such harassment is unlawful.** Irrespective of law, the District believes that all such harassment is offensive. Unlawful harassment in any form, including verbal, physical and visual conduct, threats, demands and retaliation, is prohibited. Violation of this policy by an employee may result in discipline, which may include discharge, depending on the seriousness of the violation. Violation of this policy by another student may result in discipline, which may include suspension or expulsion, depending on the nature and seriousness of the violation. (See Education Code Sections 48900 and 48900.2) Unlawful harassment because of sex, race, ancestry, physical or mental disability, age or any other protected basis includes, but is not limited to:
1. Verbal conduct such as epithets, derogatory comments, slurs, or unwanted sexual advances, invitations or comments;
 2. Visual conduct such as derogatory posters, photography, cartoons, drawing or gestures;
 3. Physical conduct such as assault, unwanted touching, blocking normal movement or interfering with academic performance or progress directed at a student because of sex or race or any other protected basis;
 4. Threats and demands to submit to sexual requests in order to receive a good grade or other benefit or avoid some loss, and offers of good grades or other benefit in return for sexual favors; and/or
 5. Retaliation for having reported or threatened to report harassment.

Sexual harassment is defined in the Ed. Code as:

- Unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting, under any of the following conditions:
1. Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's academic status, or progress.
 2. Submission to, or rejection of, the conduct by the individual is used as the basis of academic decisions affecting the individual.
 3. The conduct has the purpose or effect of having a negative impact upon the individual's academic performance, or of creating an intimidating, hostile, or offensive educational environment.

4. Submission to, or rejection of, the conduct by the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.
5. Students have a right to redress for unlawful harassment. In order to secure this right, provide a complaint, preferably but not necessarily in writing to the Principal, 355 Pheasant Run Drive, Dixon, CA 95620, 693-6320, or any Dixon Administrator, including the Superintendent, Dixon Unified School District.

Conclusion

Through a partnership of student, family and school in this agreement the rights of all children will be protected. The success of this agreement is dependent on the support and cooperation of students, parents and staff.

At Tremont Elementary we are committed to helping each child grow socially as well as academically. We will always listen to each child's explanation of a situation before taking disciplinary action. Moreover, the intent of the disciplinary action will be to teach the child as well as to prevent repeated misbehavior.

