

Pathways to Possibilities and Student Success



2019 – 2020

Glenshire Elementary Handbook and Calendar

Tahoe/Truckee



Glenshire Dreams Big

10990 Dorchester Drive
Truckee, Ca 96161
(530) 582-3720 (Office)
(530) 582-7676 (Fax)
Ge.ttusd.org




A Message from the Principal:

Dear Glenshire Families,

Thank you for your partnership in creating a strong school community. You send us terrific students which makes our school a joyful place to learn. Here at Glenshire Elementary we are a family. Our entire staff works to ensure that every student has a successful school year. Students and adults work best in a Kind, Respectful, Safe and Responsible environment. Please review these BEST Behavioral Expectations on pages four and five with your student.



An essential component of our behavior management system at Glenshire Elementary is recognition of the positive things students do. We believe it is important to recognize students for their efforts, improvements and accomplishments. School-wide positive recognition includes:

	Glenshire Elementary School
	Date: _____ Time: _____
	Student Name: _____
	<input type="checkbox"/> Kind / Respectful <input type="checkbox"/> Safe <input type="checkbox"/> Responsible
	Staff Initials _____

- Eagle Tickets
- Eagle Ticket Raffle during Monday lunch
- Eagle Ticket Thermometer earning school-wide events
- Hallway displays, showcasing student work



Download the free Tahoe Truckee Unified School District app today for access to your school's news, calendars, push notifications, and much more!



Glenshire is your school and we value your input. Please consider joining our Parent Teacher Organization (PTO), School Site Council (SSC) and/or English Learner Advisory Council (ELAC). Stay connected by accessing the Glenshire website, downloading the TTUSD app and reading our weekly e-newsletter. The most up-to-date information can be found online and in our weekly e-newsletter. The events listed in this calendar are subject to change.

If you ever have any questions or concerns please reach out to us. I am looking forward to a great school year together!

Sincerely,

Kerstin Kramer
Principal

AT GLENSHIRE ELEMENTARY SCHOOL WE ARE

Kind

Respectful

Safe

Responsible



Be your best!



Practice active listening



Follow directions
the 1st time given



Use respectful language

2019 - 2020 Schedule

8:50 Start time for TK/Kindergarten

9:00 Start time for Grades 1-5

10:15-10:30 Grades 1-3 Recess

11:50-12:30 Grades 4-5 Lunch/Recess

12:10-12:50 Grades 1-2 Lunch/Recess

12:35-1:15 Grade 3 Lunch/Recess

1:15 Kindergarten Dismissal

1:40-1:55 Grades 1-2 Recess

1:55-2:10 Grades 3-5 Recess

3:15 Dismissal for Grades 1-5

Regular Attendance and Punctuality is Expected Everyday

Report **ALL** absences by calling (530)582-3720 in the morning. As a safety precaution, you will receive an automated call if your child's absence is not cleared before 11:00 a.m.

Excused absences include:

- Illness
- Doctor's appointments
- Family emergencies
- If your child has a chronic illness and is missing more than 10 days of school, you will need to turn in a form completed and signed by your physician.

Attendance Policy

We send attendance letters home as part of the District Student Attendance Review Board (SARB) policy for 3 or more unexcused absences and/or five tardies. Please call the school if attendance or punctuality is a concern and you need our support; we are here to help.

Before School Recess

A teacher is on recess duty from 8:45 to 9:00 a.m. to supervise first through fifth grade students before school. All students are to drop their backpacks at designated spots and enjoy recess outside. Kindergarten students report directly to their classrooms at 8:50 a.m.

Tardies

Any kindergarten student arriving after 8:50 a.m. and any student in grades 1 - 5 arriving after 9:00 a.m. needs to be accompanied by an adult to the office to sign in and receive a late slip.

Volunteers

Volunteers are encouraged and appreciated. Volunteers must sign in and out using the digital Raptor system with their driver's license at the front desk. This system will print out a badge that needs to be worn while volunteering.

TTUSD Independent Study Master Agreement

We accommodate family travel and participation on sports teams through Sport Contracts and Independent Studies.

Sport Contracts must be arranged before the season begins and signed by the coach, parent/guardian, student, and teacher.

Independent Study can be arranged for travel for 3 to 15 days. The form is available in the front office and online. Please submit the form **two weeks** prior to leaving on your trip. The absence will be cleared when the **completed** Independent Study is returned upon arrival back at school.

To access the Independent Study Master Agreement online, visit the TTUSD.org website or type in this internet address: <https://www.ttusd.org/domain/722>

Hard copies are available at the front office.



**Help Your Child Succeed in School:
Build the Habit of Good Attendance Early**
School success goes hand in hand with good attendance!

DID YOU KNOW?

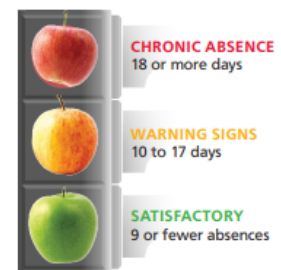
- Starting in kindergarten, too many absences can cause children to fall behind in school.
- Missing 10 percent (or about 18 days) can make it harder to learn to read.
- Students can still fall behind if they miss just a day or two days every few weeks.
- Being late to school may lead to poor attendance.
- Absences can affect the whole classroom if the teacher has to slow down learning to help children catch up.

Attending school regularly helps children feel better about school—and themselves. Start building this habit in preschool so they learn right away that going to school on time, every day is important. Good attendance will help children do well in high school, college, and at work.

WHAT YOU CAN DO

- Set a regular bed time and morning routine.
- Lay out clothes and pack backpacks the night before.
- Find out what day school starts and make sure your child has the required shots.
- Introduce your child to her teachers and classmates before school starts to help her transition.
- Don't let your child stay home unless she is truly sick. Keep in mind complaints of a stomach ache or headache can be a sign of anxiety and not a reason to stay home.
- If your child seems anxious about going to school, talk to teachers, school counselors, or other parents for advice on how to make her feel comfortable and excited about learning.
- Develop back-up plans for getting to school if something comes up. Call on a family member, a neighbor, or another parent.
- Avoid medical appointments and extended trips when school is in session.

When Do Absences Become a Problem?



Note: These numbers assume a 180-day school year.

For more on school readiness, visit attendanceworks.org and reachoutandread.org

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GLENSHIRE ELEMENTARY RULES and BEHAVIORAL EXPECTATIONS

"Glenshire students are..."	... KIND, RESPECTFUL	... SAFE	... and RESPONSIBLE
Common Areas and Hallways	<ul style="list-style-type: none"> ● Help others ● Respect the work hanging in the hallways by looking, not touching ● Move quietly when passing classrooms 	<ul style="list-style-type: none"> ● Walk ● Keep your hands and feet to yourself ● Stay in your class line 	<ul style="list-style-type: none"> ● Be on time ● Go directly to your destination ● Take care of your school
Cafeteria	<ul style="list-style-type: none"> ● Say, "Please", "Thank you" ● Visit quietly and kindly with your neighbors 	<ul style="list-style-type: none"> ● Walk ● Sit with your knees under the table ● Only one student per seat at the round tables 	<ul style="list-style-type: none"> ● Eat your lunch ● Raise your hand for help ● Stay in your seat until dismissed for recess ● Clean up after self and others ● Recycle
Playground and Recess	<ul style="list-style-type: none"> ● Use kind words ● Listen to others ● Offer help ● Invite others to play ● Apologize when you make a mistake 	<ul style="list-style-type: none"> ● Report incidents to yard duty ● Two hand touch for ball games ● One hand touch for tag ● Throwing sticks, rocks, snowballs is not allowed 	<ul style="list-style-type: none"> ● Stay in the boundaries ● Play/Exercise ● Follow Mr. V's rules for games ● Drink water and use the bathroom appropriately
Bathrooms	<ul style="list-style-type: none"> ● Give people privacy ● Use a quiet voice 	<ul style="list-style-type: none"> ● Walk ● Keep your feet on the floor ● Keep water in the sink 	<ul style="list-style-type: none"> ● Flush the toilet only once ● Wash your hands ● Put used paper towels into the trash
Special Events/Assemblies	<ul style="list-style-type: none"> ● No caps or hoods ● Sit still on your bottom ● Be quiet 	<ul style="list-style-type: none"> ● Walk ● Exit with your class 	<ul style="list-style-type: none"> ● Listen silently ● Remain seated ● Remain silent between songs or sets ● Applaud at the end of the show
Classrooms	<ul style="list-style-type: none"> ● Use kind words ● Share and take turns ● No caps or hoods ● Listen and look at the person who is speaking ● Listen to all adults/staff 	<ul style="list-style-type: none"> ● Keep your hands, feet and body to yourself ● Use supplies and equipment for their intended purposes 	<ul style="list-style-type: none"> ● Do quality work ● Follow directions and rules ● Try your best ● Follow all rules when there is a guest teacher

GLENSHIRE ELEMENTARY RULES and BEHAVIORAL EXPECTATIONS

"Glenshire students are"	... KIND, RESPECTFUL	... SAFE	...and RESPONSIBLE
Arrival: In the Morning (Bus, Walking or by Car)	<ul style="list-style-type: none"> • Use kind words • Listen to others • Offer help • Invite others to play • Apologize when you make a mistake 	<ul style="list-style-type: none"> • Walk on sidewalks and on the inside of the fence • Use crosswalks • Save the grass, take the paths 	<ul style="list-style-type: none"> • Go directly to breakfast or drop off backpack at designated spot • Enjoy recess • Kindergarteners enter classrooms at 8:50 • Grades 1 - 5 enter school at the first bell
Dismissal: After School (Bus Line-Up)	<ul style="list-style-type: none"> • Use kind words • Line up at your bus • Cuts in line are not allowed 	<ul style="list-style-type: none"> • Keep your hands, feet and body to yourself • Stay out of the bus lane 	<ul style="list-style-type: none"> • If the bus has arrived, line up and board • If the bus is late, follow bus duty directions

Lost and Found:

Please label **all** your students clothes, supplies and lunch containers. If you are missing an item, check the Lost and Found often. Unclaimed items will be donated at the end of each trimester.

Dress Code:

To help us maintain the best learning environment, students should come to school ready to be active learners. Clothing should cover the midriff and the top of the shoulders. Shorts and skirts should be fingertip length or longer. Clothing should have appropriate graphics. We encourage the wearing of hats outside, but caps with brims and hoods are not to be worn in the classrooms, library or assemblies. Glenshire students are active everyday and should wear appropriate footwear for playing and P.E. Heelys are not allowed on campus during school hours. Should students break the dress code, they will be asked to change.

AT GLENSHIRE ELEMENTARY SCHOOL WE ARE



Discipline Policy

The discipline system at Glenshire Elementary is a progressive system. We view discipline situations as learning opportunities. The purpose of the discipline system is three-fold:

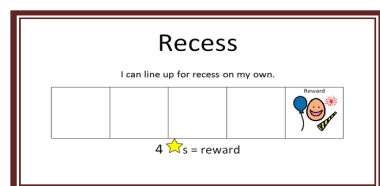
- 1) Help students learn to make positive choices and practice positive problem-solving strategies.
- 2) Provide fair and consistent corrective action.
- 3) Restore relationships through restorative practices.

Problem Behaviors

Incidents of misconduct will result in corrective action. The corrective action will depend on the frequency, severity, and impact upon others and/or the learning environment.

Corrective action may include:

- Student conference
- Parent contact
- Parent conference
- Behavior plan (see sample below)
- Safety contract
- Work duty
- Problem solving
- In school suspension
- Out of school suspension
- Referral to law enforcement
- Expulsion



Sample of a behavior plan for a student having recurrent difficulty with lining up for recess independently.

School-Wide System

Minor Problem Behavior

Recess or Classroom Consequence Implemented

- refocus form or other
- verbal warning on playground

If behavior is not responding ↓ to redirection

Administration Contacted

- office referral form filled out

Administration interviews involved students during their recess

Summary of Problem Solving Conference with administrator is sent home with students and shared with teachers via Google Drive

Minor consequence assigned as needed

Relationship restoration activities assigned

- apology (verbal and/or written)
- acts of kindness
- restorative circle

Major Problem Behavior

Administration Contacted

- office referral form filled out
- Data is entered into SWIS (school data base)

Administration interviews involved students during their recess

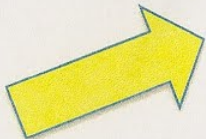
Summary of Problem Solving Conference with administrator is sent home with students and shared with teachers via Google Drive

Major Consequences Assigned

Relationship restoration activities assigned

- apology (verbal and/or written)
- acts of kindness
- restorative circle

The *SecondSTEP* Program Promotes



- School success
- School connectedness
- Safe and respectful school climate

By directly teaching students the skills that strengthen their ability to:

- Learn • Manage emotions
- Have empathy • Solve problems

Skills for Learning

- Students who can self-regulate are better able to participate in and benefit from classroom instruction.
- The program promotes development of students' self-regulation skills. It provides practice through games for Kindergarten – Grade 3 and through instruction in Skills for Learning across all grades.
- Skills for Learning are necessary for having empathy, managing emotions, and solving problems. The Skills for Learning are woven into all units.

Empathy

- Being able to feel or understand what another person is feeling prepares students to manage their own strong emotions and solve interpersonal problems with others.
- The program teaches students skills for identifying emotions in themselves and others, labeling these emotions, and taking the perspectives of others.
- These skills are the basis for helpful and socially responsible behavior. Having empathy is also related to academic success.

Emotion Management

- Students who can recognize strong emotions and calm down cope better and are less prone to aggressive behaviors.
- The program teaches students proactive strategies that help prevent strong emotions from escalating into negative behaviors.
- Calm students are better able to use other skills, such as problem solving, to help them get along better with others and make good choices.

Problem Solving

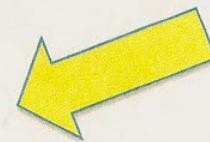
- Students who can solve interpersonal conflicts with peers are less likely to engage in impulsive or aggressive behaviors.
- The program teaches students to use four Problem-Solving Steps after calming down.
- Creating a neutral problem statement, generating safe and respectful solutions, and evaluating the consequences of these solutions steers students toward selecting prosocial solutions.

The *SecondSTEP* Program Prevents

- Problem behaviors • Antisocial behavior
- Peer rejection • Impulsivity
- Low academic achievement

By developing students'

- Self-regulation skills
- Social/emotional competencies
- School connectedness



TECHNOLOGY GUIDELINES

At Glenshire Elementary school we promote safe, kind, respectful and responsible behavior while using technology.

Technology Type	Kind, Respectful	Safe	Responsible
TTUSD Issued Devices for In School Use	<ul style="list-style-type: none"> ● Use devices for educational purposes ● Follow class rules for device 	<ul style="list-style-type: none"> ● Treat devices with care to avoid damage ● Follow instructions ● Only access teacher approved sites ● Report to a parent or trusted adult if someone you don't know is trying to contact you or is harassing you online 	<ul style="list-style-type: none"> ● Use devices for educational purposes ● Be a good digital citizen ● Create a positive online reputation (footprint)
Personal Devices Brought to School	<ul style="list-style-type: none"> ● Use devices for educational purposes ● Follow teacher direction for personal technology use 	<ul style="list-style-type: none"> ● Keep in backpack or other designated area at all times ● Only use with staff approval ● TTUSD public internet access use only - (No hot spots, 3G or 4G network use) ● Report to a parent or trusted adult if someone you don't know is trying to contact you or is harassing you online 	<ul style="list-style-type: none"> ● Phone may be used under staff supervision during non-class time ● Be a good digital citizen ● Create a positive online reputation (footprint) ● Be aware of your screen time

Transportation Guidelines on Technology:

We understand the need and importance for communication with parents and/or the use of school district devices to work on homework while riding the bus. TTUSD and GES staff ask that you practice good digital citizenship while on the bus and remember Rule #13 of the Transportation Guide: **Taking pictures or videos on the bus is prohibited.** Technology can be withheld for the duration of the bus ride if the technology guidelines are not followed. Always follow the school and district guidelines of being safe, respectful, and responsible with technology on the bus.

If you need information in regards to being a good digital citizen, please refer to the following websites:

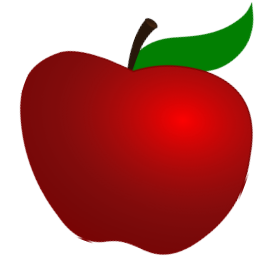
Safe Smart Social: <https://goo.gl/A05HeE> Common Sense Media: <https://goo.gl/hO29hr> Home internet security: <https://goo.gl/Xe2cSR>

Parents and Guardians:

The best way to use a device safely is to monitor use: screen time, appropriate apps, and appropriate websites. Talk with your child about what is appropriate. Be clear with your expectations for the use of technology and how to be safe, kind, respectful, and responsible. As always, communication is key. If you have any questions about technology please contact your child's teacher or administration.

Nutrition and Wellness

TTUSD Wellness Policy: Please send only nutritious food to school. Grades one through five have snack time before lunch and kindergartners eat lunch in their classrooms. Our Nutrition Coalition provides monthly “Harvest of the Month” tastings to help students expand their food preferences.



TTUSD Wellness Policy Admin Regs: Schools shall limit classroom celebrations (birthdays, holidays, 100 day etc) that involve food during the school day to no more than one party per class per month. Each party should include no more than one food or beverage that does not meet nutrition standards for foods and beverages sold individually (E5030 (a)). Fruits and non-fried vegetables are suggested as the healthy alternative. Class parties or celebrations will be held after the lunch period whenever possible. Schools will disseminate a list of healthy party ideas to parents and teachers.

Teachers and staff will not use candy or unhealthy foods to reinforce or reward behavior. Only one non-nutritious food or beverage will be allowed per classroom celebration.

Our school Cafeteria offers nutritious well-balanced breakfast and lunch for ALL students. Students will be charged unless a meal waiver has been requested in advance. Please visit the Payment Information tab on our website www.ttusd.org/food

The role of the Food and Nutrition Services Department is to provide nutritious, well-balanced meals for your child, enhancing his or her ability to learn. School lunch provides 1/3 of your child’s recommended daily minimum requirements. Menus are available on our website www.ttusd.org/food or contact (530) 582-2529.

Ways to buy meals

- Send cash, check or money order made to “TTUSD Food Services” in a sealed envelope to the front office or school cafeteria during school hours.
- Go to www.MySchoolBucks.com and register for an account for free.
- You will receive a confirmation email with a link to activate your account.
- Add your students using their school name and student ID.
- Purchase your student meals with your credit/debit card or electronic check. A \$2.95 transaction fee will apply for each payment made.
- If you have any questions, contact MySchoolBucks directly: parentsupport@myschoolbucks.com 1 (855) 832-5226.
- Visit myschoolbucks.com and click on Help/FAQ’s. OR contact TTUSD Food Services food@ttusd.org or call (530) 582-2529

For Free & Reduced Students

- TTUSD has a Free and Reduced Meal program that is mandated by the federal government. In order to qualify for free or reduced meal prices you must fill out an application and meet the federal guidelines. Once you qualify, your student will continue to receive meal benefits for the duration of the school year. You must reapply each school year.
- To get an application online: www.ttusd.org/food
- To get an application in person, contact the Food Services office at (530) 582-2529 and schedule a time to come in and fill one out. Or, come to an Application Processing Workshops in August.

Elementary Breakfast \$1.75

Elementary Lunch \$3.25

School Bus Transportation

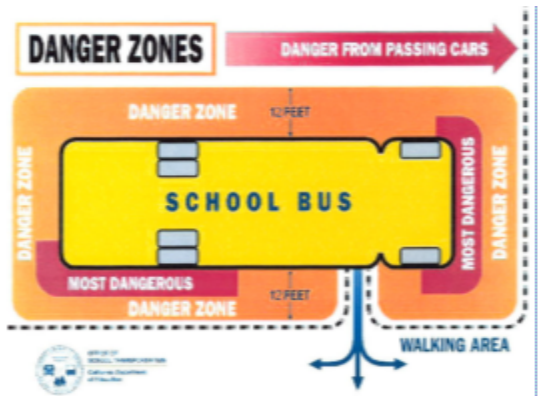
Phone: 530-550-0745

Fax: 530-550-0739

Business Hours: 8:00am-4:00pm (Mon-Fri)

Dispatch Hours: 5:00am-5:00pm (Mon-Fri)

Director of Transportation: Nanette Rondeau



BUS STOP PROTOCOL

Students are expected to act in a safe and orderly manner and arrive on time at designated school bus stops. Never approach the bus until it comes to a complete stop and the door opens. Students should wait twelve feet away from where the bus stops. Students who need to cross the roadway shall be escorted by the driver. No pets allowed in the bus or at the bus stop, except for service animals.

PICK UP AND DROP-OFF

Pick up times and stops are posted in the local paper before the school year begins and are available on the ttusd.org website. Students/parents should be at their school bus stop five minutes prior to stop time. Preschool, kindergarten and first grade must be supervised by an adult at pick-up and drop-off. If no adult is present at drop off, the child will be returned to their school site or to the transportation office.

BUS RULES

1. Riders shall follow the instructions and directions of the bus driver at all times.
2. Riders shall sit down and fasten any passenger restraint systems and remain seated while the bus is in motion.
3. Riders should be courteous to the driver and to fellow passengers. Vulgarity, rude or abusive behavior is prohibited.
4. Any noise or behavior that could be distracting to the driver, such as loud talking, scuffling or fighting, throwing objects or standing or changing seats is prohibited.
5. Riders shall not use tobacco products, eat or drink while riding the bus.
6. Riders shall not block the aisle or emergency exit with their body or personal belongings.
7. Riders may bring electronic devices onto the bus only if such devices are permitted at school. If the use of cellular telephones or other technological devices disrupts the safe operation of the school bus, the bus driver may direct the student to no longer use the device on the bus.
8. Riders shall not put any part of their body out of the window nor throw any item from the bus.
9. Riders shall help keep the bus and the area around the bus stop clean. Riders shall not damage or deface the bus or tamper with bus equipment.
10. Upon reaching their destination, riders shall remain seated until the bus comes to a complete stop and upon the signal from the driver, unfasten any restraint system, enter the aisle and go directly to the exit.
11. Riders should be alert for traffic when leaving the bus and shall follow the district's transportation safety plan when crossing the road and exiting the bus.

PROHIBITED ITEMS

Car seats, booster seats, skateboards and hazardous materials are prohibited. Parents and unauthorized adults are not allowed to board the bus.

BUS REFERRALS

Will be issued for violations of bus rules

First Referral: Student warned and parent called.

Parent will receive copy of referral by e-mail or US mail.

Second Referral: Student is suspended from the bus for three days.

Third Referral: Student is suspended from the bus for five days; student conference with site administrator.

Fourth Referral: Student suspended from the bus until further notice; action plan required with mandatory parent conference.

Immediate suspension for threatened or actual body harm to other passengers and/or school bus driver.


LOST ITEMS

The TTUSD Transportation Department assumes no responsibility for lost items. Every effort will be made to locate such items and return them to their rightful owner. In the event of lost items, please check with school, bus driver and the transportation department. All lost items will be returned to the school site after one week.

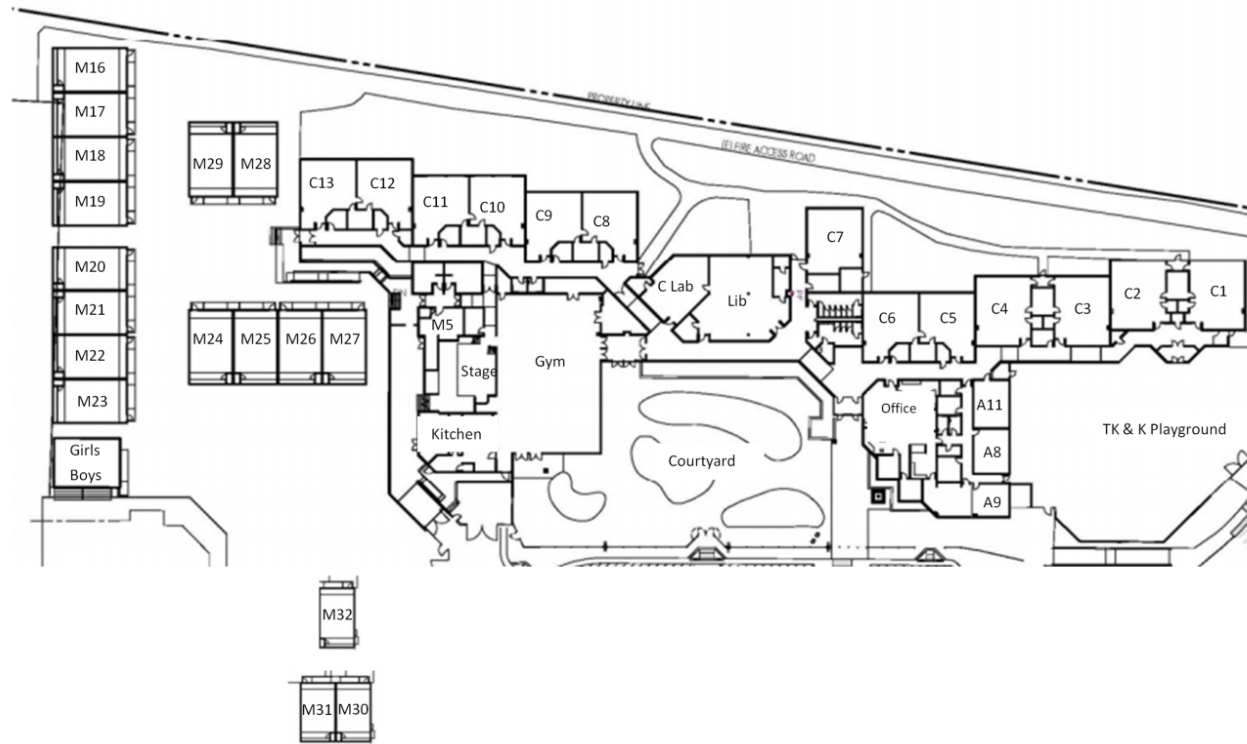
ELECTRONIC BUS PASS

TTUSD Transportation has implemented an electronic bus pass program. Z-pass is an RFID card that electronically tracks students as they get on and off the bus. All students riding the bus must have a bus pass in their possession and must scan the pass when entering and exiting the bus. All families must reapply each school year for a new bus pass.

Glenshire Elementary PTO and School Site Council

	<p style="text-align: center;">PTO Meeting Schedule 19/20</p> <p style="text-align: center;">PTO Meetings are held from 3:30 - 5:00 pm at the GES Library and child care is provided.</p> <table><tr><td>September 19</td><td>February 13</td></tr><tr><td>October 17</td><td>March 19</td></tr><tr><td>November 21</td><td>April 9</td></tr><tr><td>December 19</td><td>May 21</td></tr><tr><td>January 16</td><td></td></tr></table>	September 19	February 13	October 17	March 19	November 21	April 9	December 19	May 21	January 16		<p style="text-align: center;">PTO Board Members:</p> <p>Co-President = Susie Overall Co-President = Chrystal Dunn Co-Vice President = Liza Smith Co-Vice President = Carrie Haines Secretary = Erin Videgain Treasurer = Erin White Parent/Teacher Liaison = Wendy McKechnie</p>
September 19	February 13											
October 17	March 19											
November 21	April 9											
December 19	May 21											
January 16												
<p>Accomplishments</p> <p>Education Enhancement</p> <p>Enrichment Classes</p> <p>Holiday Breakfast</p> <p>Program Scholarships</p> <p>Class Field Trips</p> <p>Family Science Night</p> <p>Staff Appreciation Week</p> <p>Summer Library Reading</p> <p>Family Events</p> <p>... and much more!</p> <p>Get Involved - Volunteer! You'll be happy you do.</p>	<p>The PTO (Parent Teacher Organization) is a group of parents, teachers and staff that helps build a community and are a forum for our ideas and thoughts. We volunteer our time and talents to provide special events for our students, and to coordinate the fundraisers that help to enhance the learning environment for all of our children.</p> <p>PTO Objectives:</p> <p>Promote the enrichment of education.</p> <p>Provide a supportive atmosphere for staff so each child can grow socially, academically, emotionally and physically.</p> <p>Promote communication between staff, students, parents and community.</p> <p>Provide age appropriate assemblies and funding for educational enrichment.</p> <p>Generate funds through fundraising to support Glenshire Elementary School.</p>	<p style="text-align: center;">School Site Council</p> <p>The School Site Council is the decision-making body for our discretionary funding sources and our Site Accountability Plan. The council is required to have a balanced number of elected staff, parents and the principal. This year our meetings are on the following Tuesdays:</p> <table><tr><td>October 1</td><td>February 4</td></tr><tr><td>October 29</td><td>April 7</td></tr><tr><td>November 5</td><td>May 5</td></tr><tr><td></td><td>June 2</td></tr></table> <p>We meet from 3:30 to 5:00 pm in the GES library. The agenda begins with public participation and parents are encouraged to attend our meetings.</p> <p>If you are interested in being on the GES School Site Council, please e-mail kkramer@ttusd.org or call (530)582-3720</p>	October 1	February 4	October 29	April 7	November 5	May 5		June 2		
October 1	February 4											
October 29	April 7											
November 5	May 5											
	June 2											

Glenshire Elementary School Campus Map



<u>Fifth Grade</u>	<u>Fourth Grade</u>	<u>Third Grade</u>	<u>Second Grade</u>	<u>First Grade</u>	<u>TK/Kindergarten</u>
M-16 New Teacher M-18 Stephanie Bacon M-19 Suzie Bates M-20 Gretel Vargas	M-17 Andi Batie M-21 Bev Roberts M-28 Sarah Avery M-22 Jeanna Gruetzmacher	M-25 Ken Rae M-26 Lisa Lindeen M-27 Wendy McKechnie M-29 Valarie Anagnos	C-10 Lydia Sanchez C-11 Carol Reed C-12 Jean Fournier/Ali Cooke C-13 Janell Ward/Amira Ludwig	C-4 Lissa Johnson C-5 Andee Repsher C-8 Erin Smith C-9 Theresa Charter	C-1 Margie LaPoint C-2 Taylor Strong C-3 Brandy Flesock C-6 Stacey Luna C-7 Terrina Woodard/New Teacher

<u>Special Curricular</u>	<u>Office/Extra Curricular/Special Education</u>		<u>Important Miscellaneous</u>
L-1 (Library) Teresa Ketron L-2 (Technology) Eric Rolf S-17 (PE) Darin Veliquette, Laurie Persons M-32 (Science) Laurie Scheibner M-23 (Music) Brittany Rose M-30 (Accel. Learners) Ashley Donahue	A-1 (Attendance Sec) Deb McKechnie (Admin. Sec) Laura Rowe A-2 (Nurse) Ann Jacobson A-3 Conference Room A-4 (Principal) Kerstin Kramer S-6 (Asst. Principal) Rachael Kuttel A-5 (Counselor) Rachel Falk	A-6 Staff Room A-7 (Occ. Therapy) Susanna Brown A-8 (Speech) Krissy Commendatore A-9 (Psychologist) Dana Adams A-9 #2 (ELD) Ali Cooke A-11 (Resource) Rachael Sheedy, Joelle Alexander, Rosa Davis, Renee DeAragon, Kelsea Adams M-24 (Resource) Helen Moore, Pam Geary, Amira Ludwig	K-1 (Cafeteria) Lisa Rae S-4 Maggie Bockius M-5 (Custodial) Richard Hungerford, David Trollip, Miguel Herrera M-30 (Special Friends) Natalie Chappell M-31 Kids Corner

August 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	<div>30</div> <div>New Family Breakfast 9:00 - 10:30 a.m.</div> <div>TK/K Meet & Greet 9:00 - 10:00 a.m.</div>	31
		SecondStep: Focusing your attention and listening help you be a better learner and show respect.				

September 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Labor Day No School	3 First Day of School!	4	5	6	7
8	9	10	11	12 13 School Picture Days		14
15	16	17 Grades TK - 2 Back to School Night 5:30 - 7:00 p.m.	18 Early Release 12:50 p.m. Dismissal	19 PTO Meeting 3:30 - 5:00 p.m.	20	21
22	23 PTO Enrichment Classes Begin ELAC Meeting and Potluck 6:00 p.m.	24 Grades 3 - 5 Back to School Night 5:30 - 7:00 p.m.	25 Character Day	26	27 Eagle Walk	28
29	30					
		SecondStep: Self-talk means talking to yourself in your head. Self-talk can help you focus, stay on task and handle distractions.				

October 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 School Site Council 3:30 p.m.	2	3 Excellence in Education Recognition Dinner 5:00 - 7:30 p.m.	4	5
6	7 No School Staff Professional Development	8	9	10	11	12
13 Harvest of the Month Peppers	14 ELAC Meeting and Potluck 6:00 p.m.	15	16	17 PTO Meeting 3:30 - 5:00 p.m. DELAC Meeting 6:00 - 8:00 p.m.	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
		Parent Teacher Conference Week 12:50 p.m. Dismissal				
		School Site Council 3:30 p.m.				
		SecondStep: Being assertive means asking for what you want or need in a calm, firm voice. It is a respectful way to get what you want or need.				

November 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Parent Teacher Conference Week 12: 50 p.m. Dismissal	2
3	4	5 School Site Council 3:30 p.m.	6	7	8	9
10	11 Veteran's Day Observed No School	12	13	14 DELAC Meeting 6:00 - 8:00 p.m.	15	16 Elementary Parent Academy at Truckee Elementary 8:30 - 1:00 p.m.
17 Harvest of the Month Mushrooms	18	19	20	21 PTO Meeting 3:30 - 5:00 p.m.	22 Tree Decorating Downtown PTO Enrichment Classes End	23
24	25	26 Thanksgiving Assembly 9:15 a.m.	272829 Thanksgiving Break - No School			30
		SecondStep: Making a plan can help you be a better learner. A good plan makes sense, is simple and you can do it.				

December 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 Early Release 12:50 p.m. Dismissal	5	6	7 PTO Holiday Breakfast
8	9	10	11	12	13	14
15	16	17	18 Fourth & Fifth Grade Music Concert 10:30 a.m. and 5:45 p.m.	19 PTO Meeting 3:30 - 5:00 p.m.	20	21
22	23	24	25	26	27	28
	Winter Break - No School					
29	30	31				
	Winter Break - No School					
		SecondStep: Looking for clues on a person's face or body helps you understand how that person is feeling. People can have different feelings about the same situation. All feelings are natural.				

January 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
			Winter Break - No School			
5	6	7	8	9	10	11
12 Harvest of the Month Chard and Kale	13 PTO Enrichment Classes Begin	14	15	16 PTO Meeting 3:30 - 5:00 p.m. DELAC Meeting 6:00 - 8:00 p.m.	17	18
19	20 Martin Luther King Day No School	21	22	23	24	25
26	27	28	29	30	31	
		SecondStep: Empathy is feeling or understanding what someone else is feeling. Thinking about others' perspectives helps you have empathy for them. Accepting and appreciating others' differences is respectful.				

February 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2 Harvest of the Month Mandarin and Meyer Lemons	3	4 School Site Council 3:30 p.m.	5 Early Release 12:50 p.m. Dismissal	6	7	8
9	10	11	12	13 PTO Meeting 3:30 - 5:00 p.m.	14	15
16	17	18	19	20	21	22
	Ski-Skate Week - No School					
23	24	25	26	27	28	29
		SecondStep: Focusing your attention and listening can help you show compassion and have conversations. You can say kind words and do helpful things to show compassion. Making conversations helps you make friends and get along better with others.				

March 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 Early Release 12:50 p.m. Dismissal	5 Second & Third Grade Music Concert 2:10 p.m. and 5:45 p.m.	6	7
8 Harvest of the Month Squash	9	10	11	12	13 PTO Enrichment Classes End	14
15	16	17	18	19 PTO Meeting 3:30 - 5:00 p.m. DELAC Meeting 6:00 - 8:00	20	21
22	23 ELAC Meeting and Potluck 6:00 p.m.	24	25 SWEP Science Fair SWEP Family Science Night 6:00 - 7:30 p.m.	26	27	28
29	30 PTO Enrichment Classes Begin	31				
		SecondStep: When we have strong feelings, it's hard to think clearly. Focusing attention on your body gives you clues about how you're feeling. Thinking about your feelings helps the thinking part of your brain get back in control.				

April 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7 School Site Council 3:30 p.m.	8	9 PTO Meeting 3:30 - 5:00 p.m. State of the District 5:000 - 7:00 p.m.	10	11
12	13	14	15	16	17	18
	Spring Break - No School					
19 Harvest of the Month Broccoli and Broccolini	20 ELAC Meeting and Potluck 6:00 p.m.	21	22	23 DELAC Meeting 6:00 - 8:00 p.m.	24	25
26	27	28	29 K & First Grade Music Concert 10:30 a.m. and 5:45 p.m.	30		
		SecondStep: Calming Down Steps: 1. Use a stop sign. 2. Name your feeling. 3. Use belly breathing. Calming down helps you handle accusations thoughtfully. It is important to take responsibility and make things right when you make a mistake.				

May 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 School Site Council 3:30 p.m.	6 Early Release 12:50 p.m. Dismissal	7	8	9
10 Harvest of the Month Cauliflower and Romanesco	11	12	13	14	15	16
17	18 ELAC Meeting and Potluck 6:00 p.m.	19	20	21 PTO Meeting 3:30 - 5:00 p.m. DELAC Meeting 6:00 - 8:00 p.m.	22	23
24	25 Memorial Day No School	26	27	28	29 PTO Enrichment Classes End	30
31		SecondStep: Negative self-talk can make strong feelings even stronger. You can calm down by using positive self-talk. Setting a new goal and making a plan to achieve it are positive ways to handle disappointment.				

June 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 School Site Council 3:30 p.m.	3	4 Open House & Kermes 5:00 - 7:00 p.m.	5	6
7	8	9	10	11	12	13
14	15	16 Snow Day Make-Up *Tentative	17 Snow Day Make-Up *Tentative	18 Snow Day Make-Up *Tentative	19 Snow Day Make-Up *Tentative	20
21	22 Snow Day Make-Up *Tentative	23 Snow Day Make-Up *Tentative	24 Tentative Last Day of School Early Release 12:50 p.m. Dismissal	24	25	26
		SecondStep: Everyone feels angry sometimes, but hurting other people's feelings or bodies is NOT OK. It is important to calm down angry feelings so you don't do something hurtful. Being assertive is a respectful way to get what you want or need.				

GES Contact Information

...follow us online....

ge.ttusd.org (GES Website)

<https://goo.gl/UYf47u> (TTUSD App)



All Staff emails use all lowercase letters:

(initial of first name last name @ttusd.org - ex: kkramer@ttusd.org)

Glenshire Elementary	(530) 582-3720
TTUSD District Office.....	(530) 582-2500
Snow Day Line.....	(530) 582-2510
Transportation	(530) 550-0745
Food Service.....	(530) 582-2528
Kids Korner	(530) 448-1103
Playdate Preschool playdate.preschool.com.....	(530) 582-0441
Excellence in Education www.exined.org	(530) 550-7984

Communication:

In Person: Our favorite way to communicate with families is in person, so please volunteer in our classrooms and visit often. All teachers will hold individual Parent/Teacher/Student Conferences the week of October 28- November 1.

Home-School Communication: Every staff member has a phone extension accessed by a directory menu when you call the school's main number. We appreciate the importance of families in the education of students, so please make the effort to review all teacher and school communication coming home.

Parent Contact Information: Please be certain to keep your contact information current through the online Aeries Parent Portal. To change any contact information please visit <http://www.ttusd.org> and click on the "Aeries Parent Portal" button to sign in. If you have any issues completing or editing your child's online student data please contact our school office. With this information, we will call and email parents weekly with school updates or attendance calls and in an emergency. We will only release children for pick up to adults listed under the Emergency Contact listing.

We Tip: Help support Glenshire's safety by anonymously reporting a crime. (800) 782-7463.