



# TULARCITOS SCHOOL

## Welcome Back

### Bobcat Families



Mascot: Bobcat

Colors: Green & White

Bobcat Hall is the name of our multipurpose/lunchroom

[www.tularcitos.org](http://www.tularcitos.org)

35 Ford Road Carmel Valley, CA 93924

831-620-8195

# TULARCITOS SCHOOL

Dear Parents,

We hope that you have had an opportunity to enjoy vacation time with your family. As school is approaching, we want to share the following important dates and information with you:

August 4, Wednesday	12:00 p.m.	Email Out Kindergarten Teacher Classroom List
August 4, Wednesday	6:00 p.m.	Virtual Kindergarten Parent Orientation (zoom link emailed)
August 5, Thursday	9:00 a.m.	1 <sup>st</sup> – 5 <sup>th</sup> NEW Student / NEW Parent Orientation on lower playground
August 5, Thursday	10:00 a.m.	Kindergarten Open House – Students only (Kinder building)
August 5, Thursday	5:00 p.m.	Email and Post 1st - 5th grades Classroom Teacher Lists
<b>August 9, MONDAY</b>	<b>8:25 a.m.</b> <b>8:40 a.m.</b> <b>8:45 a.m.</b> <b>2:00 p.m.</b> <b>3:00 p.m.</b>	<b>FIRST DAY OF SCHOOL</b> <b>Student are allowed on campus to play</b> <b>School Starts</b> <b>PTO First Social – “Meet n’ Greet” at CV Park</b> <b>Kindergarten day ends</b> <b>1<sup>st</sup> – 5<sup>th</sup> School day ends</b>
August 13, Friday	12:30 pm release	MINIMUM DAY
August 19, Thursday	6:00 p.m.	Virtual Back to School Night 1 <sup>st</sup> -5 <sup>th</sup> grade

Each day a bell will ring daily at 8:25, which alerts students and families that they are allowed on the playground. Students are not to be dropped off on campus before 8:25 a.m. There is then an 8:38 bell informing everyone on the playground to head to class. Class starts at 8:40. Anyone arriving to class after 8:40 is tardy. Tularcitos implements a first through fifth grade “tardy policy” to minimize the arrival of late students. It is imperative that students arrive at school on time to promote responsible student behavior and to avoid disruptions to the learning environment. Consequences for late arrival are described in the tardy policy, which is documented in the school’s discipline plan. We thank you in advance for supporting the school’s goal of ensuring timely student arrival and helping build your child’s sense of responsibility. Kindergarten gets out at 2:00 each day and 1<sup>st</sup>-5<sup>th</sup> grade gets out at 3:00.

Students eat lunch on our grass hill and in our multipurpose room called Bobcat Hall. The first and second grade students eat from 12:30 to 12:50 (recess until 1:15 pm) and third - fifth grade students have recess at 12:30 and then eat at the end of the lunch period, 12:55 to 1:15 pm. Because of the later lunch, make sure to pack your child a substantial snack each day. Snack/recess time for students is at 10:30-10:45. Please be sure to provide your child with a fabric zip up lunch box for their food as we strive to be environmentally conscious, and we have crows that get into paper lunch sacks and eat students’ food. See the following pages for school provided lunch information which is free to everyone this year.

You do not need to provide any instructional materials (e.g. pencils, markers, paper, etc.). The school and our PTO provide such items for our students. All you need to bring is a backpack. **BE SURE TO PUT THEIR NAME ON EVERYTHING**, especially sweatshirts and jackets.

Bus schedules will be in operation the first day of school and you can view the bus routes and times on the [carmelunified.org](http://carmelunified.org) website under the Bus Routes button.

Please read the “Rules, Routines and Procedures” flyer that accompanies this document to familiarize yourself with our drop off and pick up procedures to ensure the safety of everyone around campus.

The school’s website is an excellent tool to keep informed of school programs, services and important and upcoming school events and activities. On our website (under For Parents tab) you will find the school’s student handbook/discipline plan which you should read prior to the start of school as it is a valuable and informative resource for parents. Also on the Tularcitos website you will find Mr. Peterson’s Friday emails, click on the (Principal’s Weekly Update button) as well as the teacher/classroom information and current events. Go to [www.tularcitos.org](http://www.tularcitos.org)

We look forward to seeing you and your children the first day of school.

Ryan Peterson,  
Tularcitos School Principal

# TULARCITOS SCHOOL

## *Rules, Routines and Procedures*

*To help your child and the school have a healthy and productive school year!*

Dear Tularcitos Parents,

Welcome to the new school year! The Tularcitos staff would greatly appreciate it if you would take a few minutes at home to read about our school's routines and procedures necessary to ensure student health and safety. We thank you in advance for adhering to the following rules that will help us achieve that goal:

### **Drop-off and pick-up policy**

- As of right now, masks are not required when individuals, including parents, are outside. Therefore, parents are not required to wear masks during drop-off or pick-up because parents must stay outside. However, parents must wear masks if they come to the office (Parents are not allowed in classrooms at this point. We are still working out how classroom volunteers will work).
- Parents who are walking their children onto campus during drop-off are not allowed to loiter on campus. Parents must leave campus right after dropping off their children.
- After 3:00 pm the campus is open as usual. (Kinder families must still leave campus at 2:00 pm)
- As we all know, parking is difficult at Tular and therefore drop-off and pick-up times can be challenging. To help things go more smoothly we ask for everyone to abide by the following guidelines
- For student safety, do not drop students off or pick them up on the opposite side of the street of the school or in the middle of the parking lots. Please use one of the drop-off areas and pull up alongside of the curb. If you have to park on the other side of the street, make sure to accompany your child to school.
- Students can be dropped off and picked up along Via Contenta, CV Community Center, the Pilot Road Parking Lot, and in the bus lane (only if busses are not unloading students). Please follow the directions of the staff directing traffic to help drop-off and pick-up times go safely and smoothly.
  - Kinder parents – park at Carmel Valley Community Center (CVCC) and walk your students to and from the classroom
  - 1<sup>st</sup> Grade parents – for drop off, either use the bus drop off zone which is open to 1<sup>st</sup> and 2<sup>nd</sup> grade parents only, or park at CCVC and walk your students to the door. For pick-up, park at CVCC and pick your child up at the classroom. All 1<sup>st</sup> graders need to be picked up at the classroom door so we can make sure they get home safely.
  - 2<sup>nd</sup> Grade parents – for drop off, either use the bus drop off zone which is open to 1<sup>st</sup> and 2<sup>nd</sup> grade parents only, or park along the street and walk your students to the door. For pick-up, park at CVCC and pick your child up at the classroom, or pick them up at the bus drop-off area.
  - When dropping students off at the bus zone, we will not be allowing cars in the area if the buses are loading or unloading students. After the buses have completed loading or unloading students we will allow cars to begin entering the bus zone again.
  - 3<sup>rd</sup> -5<sup>th</sup> Grade parents – drop your students off or pick them up using the Via Contenta drop-off area or the Pilot Rd Parking lot. If you choose to drop your child off or pick them up at the classroom, please park along the street or in the Pilot Rd parking lot.
  - If you have students at multiple grade levels – please use the zone for your youngest child
- Students and parents are not allowed on campus until 8:25 a.m. when we can provide supervision.
- Kindergarteners need to be picked up at 2:00. 1<sup>st</sup> – 5<sup>th</sup> Grade Students need to be picked up by 3:00 p.m. There is no supervision after 3:00 p.m.
- If a student is not picked up by 3:00 p.m. they will be sent to the office to call their parent.

- Parents should communicate directly with teachers in the morning if an alternative pickup plan is warranted (e.g. student walking home, going home with someone different)
- Students may not play on the playground while awaiting parent pick up.

### **Volunteers/ Chaperones**

- We are still working out the logistics of how classroom volunteers might work this year. Stay tuned for more information.

### **Attendance/ Tardy Policy**

- Parents must call the school 831 -620-8195, by 9:00 a.m. when a student is absent.
- Parents should email their teachers as well, but the office must always know for attendance.
- If a student is absent because of a medical/dental appointment, illness, or other legal reason defined by CUSD Board Policy, the absence is considered “excused”. **All other absences are considered “unexcused” absences (e.g. family vacations\*, recreational events) and will trigger a truancy referral to the district attorney’s office if three or more “unexcused” days are accumulated during the current school year.**

\* Per Ed Code and Board Policy, some vacations can be excused. Please call the front office prior to your vacations for details.

- All appointments need to be verified by an “appointment confirmation” note from the doctor/dentist and given to the office upon your arrival to school.
- If a student is going to be tardy due to a medical/dental appointment, please call the office by 9:00 a.m. so that your child’s absence is verified and let us know if they need a school lunch for the day.

### **Celebrations/Nutrition policy guidelines**

- Parents will be allowed to send in treats for birthdays again this year. Please no balloons. Parents must coordinate food parties (e.g. holiday and birthday celebrations) with teachers prior to the day of the event in order to ensure that dietary food alternatives can be provided to students with allergies. Most parties are at the end of the day, 2:45 pm so instruction is not interrupted. Please clear this with your teacher.

### **Lunchtime:**

- We recommend your child has a fabric zip up secured lunch box, so the Tularcitos crows do not get into your child’s lunch. We also recommend reusable containers and reusable water bottles. We do have a filtered water station inside Bobcat Hall to refill reusable water bottles.

### **Footwear:**

- Students must wear sturdy shoes or sandals with a strap that goes over the heel.
- Flip flops, clogs (Crocs), platform- or high-heeled shoes, and roller-shoes are not allowed.
- **On P.E. days, students must wear sturdy athletic shoes that allow for safe and comfortable running.**

### **Dogs/Pets**

- There are no pets/dogs allowed on campus unless it is preapproved by the principal for educational purposes.

For a more complete version and explanation of Tularcitos’s policies, programs and service, please refer to the school’s webpage at [www.tularcitos.org](http://www.tularcitos.org).

# TULARCITOS SCHOOL

## Bell Schedule 2021-2022

Grades 1, 2, 3, 4 & 5	REGULAR SCHEDULE	1, 2, 3, 4 & 5	MINIMUM DAY
Recess	8:25 am - 8:40 am	Recess	8:25 am - 8:40 am
Instruction	8:40 am - 10:30 am	Instruction	8:40 am - 10:15 am
Snack Recess	10:30 am -10:45 am	Snack Recess	10:15 am -10:30 am
Instruction	10:45 am -12:30 pm	Instruction	10:30 am -12:10 pm
❖ Lunch Recess	12:30 pm - 1:15 pm	Lunch Recess	12:10 pm- 12:30 pm Dismissed
Instruction	1:15 pm - 3:00 pm		

❖ 1<sup>st</sup> - 2<sup>nd</sup> Grade - Lunch 12:30      Recess is 12:50

❖ 3<sup>rd</sup> - 5<sup>th</sup> Grade - Recess 12:30      Lunch is at 12:50

Kindergarten	REGULAR SCHEDULE	Kindergarten	MINIMUM DAY
Recess	8:25 am - 8:40 am	Recess	8:25 am - 8:40 am
Instruction	8:40 am - 10:30 am	Instruction	8:40 am - 10:15 am
Snack Recess	10:30 am -10:45 am	Snack Recess	10:15 am -10:30 am
Instruction	10:45 am -12:15 pm	Instruction	10:30 am - 12:00 pm
Lunch Recess	12:15 pm - 1:00 pm	Lunch Recess	12:00 pm - 12:30 pm Dismissed
Instruction	1:00 pm- 2:00 pm		

TULARCITOS SCHOOL

# DRESS CODE

## Clothing:

- Students are to wear clothing that covers the torso, tummy, upper thigh, and underwear.
- Spaghetti straps are not allowed.
- Shorts must be worn under skirts. We highly recommend having girls at the K-2 level wear shorts under all skirts and dresses as they are very active in their play.

## Clothing and accessories:

- Clothing and accessories must be in line with our Character Pillars and may not display “uncaring” words (stupid, dumb, idiot, checked out, etc.) or present images that are crude, sexually suggestive, violent use of profanity, express prejudice or refer to drugs, alcohol or tobacco.

## Hair:

- Students are to keep their hair groomed so as not to cover the eyes.
- Make-up is not allowed.

## Footwear:

- Students must wear sturdy shoes or sandals with a strap that goes over the heel.
- Flip flops, clogs (Crocs), platform- or high-heeled shoes, and roller-shoes are not allowed.
- **On P.E. days, students must wear sturdy athletic shoes that allow for safe and comfortable running.**

## Headwear:

- Hats, caps, and sweatshirt-hoods are not to be worn indoors unless granted permission from the teacher or adult in charge for a specific event.
- Current student sports team uniforms and caps may not be worn at school (example: Carmel Valley Baseball uniforms, All Star uniforms, etc.)

## P.E. Swimming:

- Girls swimming suits must have straps that go over the shoulder.
- Street clothes (cut-offs, t-shirts) may not be worn for swimming.

## Consequences for not conforming to the Dress Code:

- Consequences for not conforming to the dress code may include wearing school-provided clothing for the remainder of the day or until parent contact is made and appropriate clothing is brought to school.

# TULARCITOS SCHOOL

## SCHOOL SNACKS & LUNCHES

(Offered everyday)

Like the end of last year, this year all school lunch and snack are offered free to students.

Tularcitos Lunch **Free**

Recess snacks **Free**

Milk / Chocolate Milk **Free**

Filtered Water Dispenser (in Bobcat Hall) **Reusable Water Bottles encouraged**

For the first two weeks of the year school lunch will comprise of a grab and go meal similar to what we had at the end of last year. After that, the plan is to return to the way school lunch used to be served.

Each morning teachers will take a count of who will be getting school lunch each day and who brought their own lunch from home. If your child is getting school lunch, please make sure they know so they can raise their hand when their teacher asks.

**MENUS** will be available when our district has them online at [www.tularcitos.org](http://www.tularcitos.org) - See "Meal Menus"

If your child has special dietary restrictions, you must call the Director of Food Service, at 624-4515.



Taking care of our environment and reducing our waste is very important to us at Tularcitos!

**REUSABLE WATER BOTTLES:** we have a filtered water dispenser in Bobcat Hall.

We recommend students bring **reusable food containers**, **reusable water bottles** and **fabric zip up or secure lunch boxes** so the Tularcitos crows cannot get into their backpacks and fly away with their lunch.

**Be sure to use a permanent marker and put your name on everything!**

# TULARCITOS SCHOOL

## SPIRIT WEAR



Our Tularcitos colors are Green & White

Our cheer is Gooooooooo Bobcats!

## EVERY FRIDAY IS SPIRIT DAY!

We encourage students to wear Green & White or Bobcat wear!

You will also see our entire Staff wearing spirit wear every Friday!

To Purchase Spirit wear:

Go to the Tularcitos website  
**Scroll down & Click on the Bobcat Spirit Wear Box**

***Be sure to use a permanent marker and put your name on everything!***

We have a **Lost n' Found** cabinet in Bobcat Hall.



# TULARCITOS SCHOOL

## FROM THE NURSE'S OFFICE



More information will be coming next week with guidelines and protocols for what to do and what will happen when a child is sick.

If a physician diagnoses your child with a contagious disease such as chickenpox, strep throat, or pink eye, please keep your child home and *notify the school as soon as possible*. This information will help us identify new cases early and reduce the spread of illness.

### **IMPORTANT! PLEASE READ:**

Students cannot administer *ANY TYPE* of medication to themselves at school (cough, headache, prescription, epipens, inhalers, etc).

**If your child needs to have medication at school** Go to the CUSD website – click on the Forms Tab – Print out the form: *Authorization for Medication Administration at School – Elementary*

**This form must be filled out and signed by a physician.** It can be faxed to Tularcitos: 831-659-1049

Contact Nurse Milla Nelson for any questions at 831-620-8195.

Thank you for your cooperation.  
CUSD Nurses

# TULARCITOS SCHOOL

## Volunteers

Tularcitos loves our volunteers! We cannot provide the level of education we do without the kindness, love and dedication of our wonderful volunteers. More information will be coming soon about volunteering in the classroom.

In the past people have volunteered in different ways. Whether you have a few minutes, a few hours, or an abundance of time, you can help! Here are some examples:

- Volunteer in a classroom
- Attend the PTO meetings VIRTUAL
- Buy or help sell Spirit Wear
- Help run your class's booth at Fall Festival
- Plan/organize our Spring Fling TBD
- Become a Room Parent or Co-room parent
- Turn in Box Tops
- Consider serving as an officer
- Volunteer in our Bobcat Garden
- Volunteer in our Library
- Chaperone on Field Trips
- Yearbook



At Tularcitos, we follow a program called Character Counts!™ At Tularcitos, we believe strongly, that it is not enough to simply educate our students in the mind. We want them to be good people too, a person of character!

Character Counts!™ is based on six core values that define good character. These values are called “The Six Pillars of Character.” They are Trustworthiness, Respect, Responsibility, Fairness, Caring, and Citizenship. Throughout the year at Tularcitos, we have grade level assemblies, where each grade level will focus on one of the pillars. The six pillars are woven into our daily behavior expectations and in our curriculum through a variety of ways.

We are confident that by implementing Character Counts!™ at school we will continue to increase students’ awareness of what it means to be a person of character, and the importance of making positive choices. We want our students to know that Character Counts!™

The best way to teach Character is through the T.E.A.M. approach—Teach, Enforce, Advocate, and Model. So please, help support us at school by discussing, modeling, encouraging, and providing opportunities to teach your child about how important having good character is.

# SIX PILLARS OF CHARACTERS

CHARACTER	COLOR	DESCRIPTION
<b>TRUSTWORTHINESS</b>	Blue: Think True Blue	<ul style="list-style-type: none"> <li>• Be honest</li> <li>• Don't deceive, cheat or steal</li> <li>• Be reliable--do what you say you'll do</li> <li>• Have the courage to do the right thing</li> <li>• Build a good reputation</li> <li>• Be loyal--stand by your family, friends and country</li> </ul>
<b>RESPECT</b>	Yellow/Gold: Think the Golden Rule	<ul style="list-style-type: none"> <li>• Treat others with respect; follow the Golden Rule</li> <li>• Be tolerant of differences</li> <li>• Use good manners, not bad language</li> <li>• Be considerate of the feelings of others</li> <li>• Don't threaten, hit or hurt anyone</li> <li>• Deal peacefully with anger, insults and disagreements</li> </ul>
<b>RESPONSIBILITY</b>	Green: Think being responsible for a garden of finances; or as in being solid and reliable like an oak	<ul style="list-style-type: none"> <li>• Do what you are supposed to do</li> <li>• Persevere: keep on trying!</li> <li>• Always do your best</li> <li>• Use self-control</li> <li>• Be self-disciplined</li> <li>• Think before you act--consider the consequences</li> <li>• Be accountable for your choices</li> </ul>
<b>FAIRNESS</b>	Orange : Think of dividing an orange into equal sections to share fairly with friends	<ul style="list-style-type: none"> <li>• Play by the rules</li> <li>• Take turns and share</li> <li>• Be open-minded; listen to others</li> <li>• Don't blame others carelessly</li> </ul>
<b>CARING</b>	Red : Think of a heart	<ul style="list-style-type: none"> <li>• Be kind</li> <li>• Be compassionate and show you care</li> <li>• Express gratitude</li> <li>• Forgive others</li> <li>• Help people in need</li> </ul>
<b>CITIZENSHIP</b>	Purple : Think regal purple as representing the state	<ul style="list-style-type: none"> <li>• Do your share to make your school and community better</li> <li>• Cooperate</li> <li>• Get involved in community affairs</li> <li>• Stay informed; vote</li> <li>• Be a good neighbor</li> <li>• Obey laws and rules</li> <li>• Respect authorities</li> <li>• Protect the environment</li> </ul>

*Carmel Unified School District*  
***Communication Guidelines for Parents***

*Parent/Teacher communication is one of the most critical factors to insure student success at school. In this era of ever-present communication, it is helpful to have clear expectations to help parents and teachers manage their communications effectively. With that in mind, the Carmel Unified School District has established these guidelines.*

**General**

- Parents should be aware that teachers are instructing during the school day and often have before-school and after-school meetings. Teachers may have over 100 students and parents with whom they need to communicate. Therefore, it may be 24 to 48 hours before a teacher can respond to a phone call or an email.
- In times of heavy volume, teachers may not be able to meet these timelines, but will make an effort to acknowledge receipt of your communication. They will let you know if they need time to develop a thorough response.
- To make sure your teacher receives time-sensitive information, it is helpful to place both a phone call and an email. Please indicate your degree of urgency in your message. In an email, it is a good idea to write "Time sensitive" at the start of the subject line.
- For truly urgent items, it is best to call the office, where staff can direct your call appropriately. This is important because teachers do not always have a chance to check phone messages or emails during the course of the school day.
- If your concern is not urgent, please indicate whether you need a detailed response or whether the communication is for information only.
- At Back-to-School Night, teachers will indicate whether they have a preferred mode of communication (phone or email). Please understand that this is just a preference; as a parent, you are encouraged to use the method that makes the most sense to you. If their preferred mode is not convenient for you, be aware that teachers are committed to respond to your communication, no matter how it is sent.

**Email**

- Occasionally, an email may be blocked by our filter. If you are concerned that may be the case, it is a good idea to contact the teacher by phone.

**Grades - Secondary**

- Before calling or emailing the teacher, check the *Aeries.net* website (<https://aeries.carmelunified.org/parent>) or MySchool (<http://moodle.carmelunified.org>).
- Be aware that teachers are allowed up to two weeks to enter grades after an assignment is due. A good rule of thumb: the longer the students have to work on an assignment, the longer a teacher may need to grade it. If homework is turned in late, it may not be posted for up to two weeks after it is received.
- If you need help with a password, you may call your school attendance secretary. Help for the Aeries.net Gradebook log-in is also available online on the district website under the "For Parents" menu (then Forms For Parents), and MySchool help is available at <http://moodle.carmelunified.org>.

*If you have questions or suggestions regarding these guidelines, you may contact the district's communication officer, Paul Behan, at 831-624-1546, extension 2040 or [pbehan@carmelunified.org](mailto:pbehan@carmelunified.org).*

Updated: March 7, 2018