

# Bobcat Bulletin



*We are capable. We can learn. We will learn. We are Brooktree!  
Be Responsible, Be Respectful, Be Safe.*

September/October 2017

Mya Duong, Principal  
mduong@busd.net

[www.berryessa.k12.ca.us](http://www.berryessa.k12.ca.us) click on schools

1781 Olivetree Drive  
San Jose, Ca 95131

## Dates to Remember

- Sept. 27 No School
- Sept. 28 Awards Assembly
- Oct. 6 School Site Council  
@ 7:15am (Library)
- Oct. 26 School Site Council  
@ 7:15am (Library)
- Oct. 26 Fall Festival
- Oct. 31 Halloween Parade
- Nov. 2 Make-up Picture Day
- Nov. 3 School Site Council  
@ 7:15am (Library)
- Nov. 7 PTA Meeting  
@ 6:00pm (Library)
- Nov. 10 Veteran's Day (No School)
- Nov. 8, 13, 14, 15, 17 Parent/Teacher Conferences  
Early Dismissal: Grades 1-5
- Nov. 20-24 Thanksgiving Break  
(No School)

## Message from our Principal!

Dear Brooktree Community,

We have had a great start to the 2017-18 school year! I am excited to share with you the following new staff to our Brooktree family:

- Jeremy Cross – PE Teacher
- Laura Luong – RSP Teacher
- Jesus Pineda – PE Aide
- Zuley Ramirez – 1<sup>st</sup> Grade Teacher
- Sheila Villanueva – School Clerk
- Kate Waters – OT Teacher

At Brooktree we strive for excellence. We do this with a caring and disciplined community of staff, students, and parents who work together. I truly believe it's going to be a tremendous year of joy and growth for all of us. It will be a year of discovery, innovation, and deeper learning for all of us, and we are excited and prepared for this journey.

Lastly, I would like to thank you for your continued effort and care in driving safely through our school parking lot and neighborhood. Student safety is always a priority.

Your partner in education,

Mya Duong

## **Student Verification Card**

If you have a Student Verification Card at home that has not been turned in – please send it in immediately. In case of an emergency, your child will only be dismissed to the people that are designated on the Student Verification Card. During school hours only parents or designated people, WITH written or verbal parental permission to the office staff, can check out students from the office.

The Brooktree office will also ask parents and designated people to show identification when they pick up their child.

### **Reporting Absences**

Every day your child is absent from school, you MUST call the office to report the absence at (408) 923-1910. If you are calling the office before or after school hours regarding an absence, please leave the following information:

- Your child's first and last name
- Room Number / Teacher's Name
- Briefly state the reason for the absence
- State your name and relation to the child

### **Absences/Tardies Policy**

Students are excused from school for the following reasons:

- Illness/Quarantine
- Dental/Doctor Appoints (with a note verifying the appointment)
- Funerals for immediate family members
- Court Appearance

All other absences are considered unexcused. Please make sure you plan vacations around our school breaks.

Tardies are very disruptive to the classroom. Students with excessive unexcused absences and/or tardies will be required to meet with the Principal for remediation. If the problem persists, you will be referred to the Student Attendance Review Board (SARB). Please have your children arrive to school on time.

There is an 8:00 am warning bell for students to line up on their lines. Students that are not in line at 8:03 am are considered tardy and will be sent to the office for a tardy slip.

## **Arrival / Pick up School Times**

Students should arrive at school no earlier than 7:46am. Adult supervision will not be provided before 7:46am. Please be prompt in picking students up. Dismissal time for grades 1 - 5 is 2:25pm on M, T, W, F and 1:00 pm on Thursdays. TK - Kindergarten release time is 12:03.

### **Medications**

Please remember that students may not have any medications (prescription or over the counter) at school and the office cannot distribute any medications without a permission slip filled out by the doctor on file in the office. Please do not send any medications to school with your child.

### **Visitor/Volunteer Policy**

Brooktree encourages parent participation! There are many opportunities to get involved in your children's education. Please talk to your child's teacher or our wonderful PTA to find out how you can get involved. Please remember that any volunteers and/or visitors must check in and sign in at the front desk and receive a visitor's pass. If you will be helping out in your child's class, you must bring in a current TB test and complete a volunteer application form. Forms can be obtained in the school office. Thank you for your participation!

### **Dress Appropriately for School**

As we start off our new school year, please keep in mind that dressing for school is important. Physical Education and recess are part of the daily routine at Brooktree. Appropriate clothing and appropriate footwear should be worn everyday. Students should not wear flip flops, slippers, sandals without backs, short shorts, halter tops or spaghetti straps. Please make sure your child is dressed and ready for a full day at school.

### **Please Drive Carefully!**

For our Children's sake! A little caution could save a child's life. Please obey the laws for driving in a school zone and be sure to stop at all crosswalks. Please slow down and obey all traffic rules:

- DO NOT double park
- NO U-turns in the middle of the street
- DO NOT jay walk. Use crosswalks.

## **Lost and Found**

If your child misplaces their sweater, jacket, lunch box, or water bottle please be sure and check out the lost and found. The lost and found is located in the Multi-Purpose Room. We have several bags of unclaimed items every year. We will clear out and donate all unclaimed items during Winter break and at the end of the school year.

## **Halloween Parade**

Brooktree's Halloween Parade will be held on Tuesday, October 31<sup>st</sup> @ 8:30am. Please note the following:

For safety reasons, we are asking that adults (non Brooktree staff) refrain from wearing a costume. Our primary goal of this event is to be student centered, while keeping our campus a safe environment (face mask and things of that nature can scare children, as well as Brooktree staff not being able to recognize who you are).

Only Brooktree students are allowed to participate in the parade. Students need to wear their costumes to school. The costumes should be worn over regular school clothes. They must be able to dress themselves. Costumes are not allowed to have any dangerous objects/props. If part of your child's costume includes dangerous objects/props (e.g. toy swords, toy guns, chains, skates then they are not permitted at school and must be left at home.

Costumes should not interfere with sight and limit vision (students will not be permitted to wear mask, skin suits, etc.). Costumes should be appropriate length.

If your child cannot participate in the event there will be an alternate option for them that day.

We thank you in advance for your support in keeping this event fun and safe.

## **Forgotten Items Table**

If your child forgot to an item to school, there is a round table in the school office for you to place the item once it has been brought to school by you. It is your child's responsibility to check the table to obtain their forgotten item. Please remind them to check the table before recess, lunch, or their music class.

## **Project Cornerstone ABC Readers Needed**

In Project Cornerstone's Asset Building Champions (ABC) program, parent volunteers read stories and lead classroom activities and discussions about building appropriate social skills. The lessons focus on values like honesty, responsibility, and peaceful conflict resolution. Special attention is given to issues like student-to-student respect, dealing with bully behaviors and social conflicts.

The goal of the ABC program is to teach our children skills that they can use today and throughout their lives to help them deal with peer pressure, building and keeping friendships, making healthy decisions, and solving problems. By sharing these concepts in class, we create a common language and vocabulary about these issues for the entire school.

Each month, parent volunteers meet as a group to review the story and lesson plan they will present the following month in the classroom. The approximate time commitment is about 3 hours total each month and is a fun way to be involved in your child's class. For more information about volunteering at Brooktree, please contact Heidi Rosslee at [hrosslee@hotmail.com](mailto:hrosslee@hotmail.com).

## **Box Tops**

Please turn in your Box Tops for Education. Brooktree earns 10 cents for every Box Tops label that is turned in to the school. If every student turned in 10 Box Tops label each month, we would earn over \$500 per month!

## **Check That Backpack**

How many times have you found that important piece of information in your child's backpack the day after the event happened? Unfortunately, you are not alone. We are all guilty of forgetting to check our children's backpack regularly for important information that is being brought home from school. Try to make it a daily habit. That way, no one will be caught off guard for a special event, test or deadline.

## Student Wellness Policy Points for Elementary School Parents

(excerpted from Student Wellness Policy  
Administrative Regulations 5030,  
April 15, 2015)

### Fundraisers:

- To support the district's nutrition promotion efforts, school fundraising activities held on campus during the school day will not involve food or will use only foods that meet state and federal child nutrition regulations. (see back page)
- Students may receive compliant foods and/or beverages from order forms or when redeeming purchased vouchers. If the foods and/or beverages are noncompliant, students must collect the foods and/or beverages off school campus or ½ hour after the end of the school day if on school campus.

### Classroom Celebrations and Rewards:

- Class parties or celebrations that involve food shall be held after the lunch period and shall be limited to no more than one party per class per month.
- Parents are encouraged to offer healthy food and beverage choices for celebrations. Foods should be commercially purchased and devoid of common allergens, e.g., peanuts, to minimize the risk of food-borne illness and allergic reactions.
- Schools shall not use foods or beverages of minimal nutritive value as rewards.

### School Meals:

- To help protect against foodborne illness, students and staff shall be prohibited from taking school meals off campus to eat, unless it is during a district-approved field trip, as set forth by Board Policy 3550.

\* The Student Wellness Policy 5030 and Administrative Regulations can be viewed on the Child Nutrition Services webpage, which is accessed through the BUSD webpage, or directly at:

<http://www.schoolnutritionandfitness.com/index.php?page=wellnesspolicy&sid=1903132300206951>

## ELEMENTARY SCHOOL FOOD RESTRICTIONS

References: Education Code sections 49430, 49431, 49431.7; California Code of Regulations sections 15575, 15577, 15578; Code of Federal Regulations sections 210.11, 220.12

Effective from midnight to one-half hour after school. Applies to ALL foods sold to students by any entity.

### Compliant foods:

1. Can ONLY be a:
  - a. Fruit
  - b. Non-fried vegetable
  - c. Dairy food
  - d. Nuts, Seeds, Legumes, Eggs, Cheese
  - e. Whole grain item

AND

2. Must meet the following:
  - a. ≤ 35% calories from fat, and
  - b. < 10% calories from saturated fat, and
  - c. ≤ 35% sugar by weight, and
  - d. < 0.5 grams trans fat per serving, and
  - e. ≤ 230 milligrams sodium, and
  - f. ≤ 175 calories per item/container

## ELEMENTARY SCHOOL BEVERAGE RESTRICTIONS

References: Education Code Section 49431.5, California Code of Regulations Section 15576, Code of Federal Regulations sections 210.10, 210.11, 220.8, 220.12

Effective from midnight to one-half hour after school. Applies to ALL beverages sold to students by any entity.

### Compliant beverages:

1. Fruit or Vegetable juice:
  - a. ≥ 50% juice and
  - b. No added sweeteners
  - c. ≤ 8 fl. oz. serving size

**ELEMENTARY SCHOOL  
BEVERAGE RESTRICTIONS CON'T**

**Board of Trustees  
Meeting Dates for 2017 – 2018**

- 2. Milk:
  - a. Cow's or goat's milk, and
  - b. 1% (unflavored), nonfat (flavored, unflavored), and
  - c. Contains Vitamins A & D, and
  - d. ≥ 25% of the calcium Daily Value per 8 fl. oz, and
  - e. ≤ 28 grams of total sugar per 8 fl. oz.
  - f. ≤ 8 fl. oz. serving size
- 3. Non-dairy milk:
  - a. Nutritionally equivalent to milk, and
  - b. ≤ 28 grams of total sugar per 8 fl. oz, and
  - c. ≤ 5 grams fat per 8 fl. oz.
  - d. ≤ 8 fl. oz. serving size
- 4. Water:
  - a. No added sweeteners
  - b. No serving size

- August 8, 2017
- August 22, 2017
- September 12, 2017
- October 17, 2017
- November 14, 2017
- December 5, 2017
- January 16, 2017
- February 13, 2017
- February 27, 2017
- March 23, 2017
- April 10, 2017
- May 8, 2017
- May 22, 2017
- June 5, 2017
- June 19, 2017

**Non-compliant beverages may be sold from one-half hour after school through midnight.**

Excerpted from Student Wellness Policy AR 5030 Exhibit A (April 15, 2015)

**Classroom Celebrations & Rewards Dates**

Below you will find the dates for classroom celebrations & rewards. On this date the classroom will celebrate **ALL** birthdays, classroom reward parties, and any other celebrations that fall within that month.

- September 29, 2017
- October 27, 2017
- November 17, 2017
- December 15, 2017
- January 26, 2017
- February 16, 2017
- March 23, 2017
- April 27, 2017
- May 25, 2017
- June 8, 2017

Note that the school will not permit or accept classroom celebrations at any other times. If snacks/treats are brought to school to celebrate your child's birthday on a non designated day, they will be returned home. **NO EXCEPTIONS.**

Please confer with the classroom teacher prior to bringing treats as some teachers do not celebrate birthdays with food items.

Regular meetings will begin at 6:00pm for closed session and 7:00pm for open session and will be conducted in the Board Room of the Berryessa Union School District.

**A Friendly Reminder  
From Student Nutrition Services**

Welcome back! **Please note that if your children qualified for free or reduced lunch in 2016-17, you will need to complete a 2017-18 free/reduced meal application to see if they will continue to qualify.** If we do not receive a complete application for your children by **September 8, 2017**, they will automatically lose their free or reduced-price eligibility status and will need to pay full price for meals (\$2.00 for breakfast, \$3.00 for lunch) beginning on September 11, 2017. If you did not receive an application in the mail, please stop by the new Student Nutrition Services office as soon as possible to complete one. The new SNS office is located at 951 Piedmont Rd (adjacent to Piedmont Middle School).

Anyone may apply at any time during the school year. However, the more students at your school who qualify for free or reduced price meals at the *start of the school year*, the more money your school can receive from the government to spend on student programs.

## A Friendly Reminder From Student Nutrition Services Con't

Please also note our meal charging policy for elementary students who don't qualify for free/reduced meals: **Elementary students without funds in their cafeteria account will be allowed to charge one meal to their account. Payment is expected the next day. If payment is not received, only the salad bar, crackers and milk will be offered until the negative balance is cleared.** Middle school students without funds *may not* charge meals, but will be offered salad bar items and milk until payment is received.

You may obtain your child's current balance by: (1) checking on-line at [MySchoolBucks](http://www.myschoolbucks.com), (2) calling your school cafeteria, or (3) calling Student Nutrition Services at 408-923-1875 or 408-923-1879. **If you have not already done so, we highly suggest that you set up an on-line account at <http://www.myschoolbucks.com>** as a convenient way to review your child's transaction history and current account balance. There is no charge to set up an account, but there is a \$1.95 transaction fee for making an on-line payment.

### Measure K Parcel Tax Senior Waiver

Home-owner residents of the Berryessa Union School District who were be at least 65 on July 1, 2017, or for each year, thereafter, where the home owner reaches 65 on July 1<sup>st</sup> of that year – are exempt from paying the \$79.00 per year parcel assessment. To receive the exemption, a completed application and supporting documentation must be submitted to the Berryessa Union School District by June 30th prior to the following July 1st of each fiscal year.

- All applications must be renewed annually to ensure eligibility.
- Applications may be obtained on **our website ([www.berryessa.k12.ca.us](http://www.berryessa.k12.ca.us))** or at the District Office

The completed application may be mailed or delivered to the District Office – Business Services Department. For assistance call (408) 923-1869.

## Measure K Parcel Tax Oversight Committee, and Measure L Citizens' Bond Oversight Committee (CBOC) Member Opportunities

As part of our obligation to the community to be accountable for the funds we get from bonds and parcel taxes, the Board of Trustees would like to invite you to apply for one of the vacant positions on the Measure K Parcel Tax Committee, and/or Measure L Citizens' Bond Oversight Committee. Both committees meet quarterly at the BUSD District Office.

Each oversight committee ensures public funds are allocated in accordance with the original bond measure ballot terms. The committees evaluate the bond and Parcel Tax impact on students, classrooms, schools, and the district.

***Applications are currently being accepted for the following vacant positions:***

### MEASURE K PARCEL TAX OVERSIGHT COMMITTEE POSITIONS:

Parent Representative for the Morrill Middle School Family (Brooktree, Laneview, Northwood Elementary schools, Morrill Middle School)

Two Community Representatives who must reside in the Berryessa Union School District Boundaries

Certificated/CTAB Representative current employee of Berryessa Union School District

Classified/CSEA Representative current employee of Berryessa Union School District

### MEASURE L CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC) POSITIONS:

Parent Representative taxpayer organization representative (2 year term)

Parent or Guardian of a child enrolled in the District and Active in a parent-teacher organization (2 year term)



### **Brooktree 3 Critical Points**

#### **Important!**

Thursdays are minimum days in the Berryessa Union School District. All students in grades 1-5 are released at 1:00 p.m. every Thursday.

#### **¡Importante!**

Los jueves son días mínimos en las escuelas de Berryessa Union School District. Todos los estudiantes de 1ero a 5 grados saldrán todos los jueves a la 1:00 p.m.

#### **Tin quan trong. Xin lưu ý!**

Những ngày thứ 5 đều là những ngày ngắn cho học khu Berryessa. Tất cả học sinh của lớp 1-5 sẽ ra về vào lúc 1:00 trưa vào mỗi ngày thứ 5.

#### **重要!**

Berryessa 聯合學區每星期四都提早放學。  
所有 1-5 年級學生每星期四下午 1:00 放學

Please be sure to return the Emergency Form you received in the mail to your child's teacher. This is for the safety of your child if we need to contact you in an emergency situation.

Por favor asegúrese de regresar la hoja de emergencia que recibió por correo, entréguela al maestro de su niño. Esto es para la seguridad de su niño en una situación de emergencia.

Xin quý phụ huynh và giám hộ điền và gửi trả tới cho giáo viên của các em bản mẫu ghi tin tức để dùng khi có trường hợp khẩn cấp. Đây là cho sự an toàn của các em nếu chúng tôi cần liên lạc với quý vị trong trường hợp khẩn cấp.

請務必將您在郵箱裡收到的緊急表格填妥並交回給貴子弟的老師。這是為了貴子弟的安全著想，萬一有緊急情況，學校可以立即與您們聯絡。

### **Classroom Parties and Celebrations**

Class parties or celebrations that involve food shall be held after the lunch period and shall be limited to no more than one party per class per month. Parents are encouraged to offer healthy food and beverage choices for celebrations. Foods should be commercially purchased and

devoid of common allergens, e.g., peanuts, to minimize the risk of food-borne illness and allergic reactions.

Tiệc lớp hoặc lễ kỷ niệm có liên quan đến thực phẩm sẽ có thể tổ chức sau giờ ăn trưa và phải giới hạn, không được hơn quá một tiệc cho mỗi lớp, trong một tháng. Phụ huynh được khuyến khích lựa chọn mang những thực phẩm có lợi ích cho sức khỏe và nước giải khát cho các tiệc. Thực phẩm phải được mua trong tiệm/ chợ thương mại và không có chất gây dị ứng, ví dụ như, đậu phộng, để giảm thiểu nguy cơ bệnh tật do thực phẩm và các phản ứng dị ứng.

Fiestas o celebraciones que incluyan alimentos se harán después de la hora del almuerzo y deberán de limitarse a no más de una fiesta por salón por mes. Animamos a los padres a ofrecer alimentos y bebidas nutritivos para las celebraciones. Los alimentos deberán ser comprados comercialmente y evitar alergias comunes como por ejemplo: cacahuates, para disminuir el riesgo de enfermedades por alimentos o reacciones alérgicas.

凡是有提供食物的班級派對或慶祝活動都應在午餐時間後舉行，每班每月限制不能超過一個派對。我們鼓勵家長提供健康食品和飲料的慶祝活動。食物應該在商家購買並避免常見的過敏原，如花生，盡量減少食源性疾病和過敏性反應的風險

### **Translation Assistance**

Please call the district hotline 923-1901 (Chinese) 923-1902 (Spanish) 923-1903 (Vietnamese). An office assistant will get in touch with you to deliver the translation of the document.

Por favor llame al teléfono de asistencia al 923-1902 y alguien se pondrá en contacto para darle la información esencial del document.

Xin gọi số hotline của học khu tại 923-1903 và sẽ có người giúp quý vị để hiểu những điều cốt yếu của văn kiện.

請利用校區熱線電話 923-1901 會有人與您聯繫，為您翻譯資料上的重要內容。