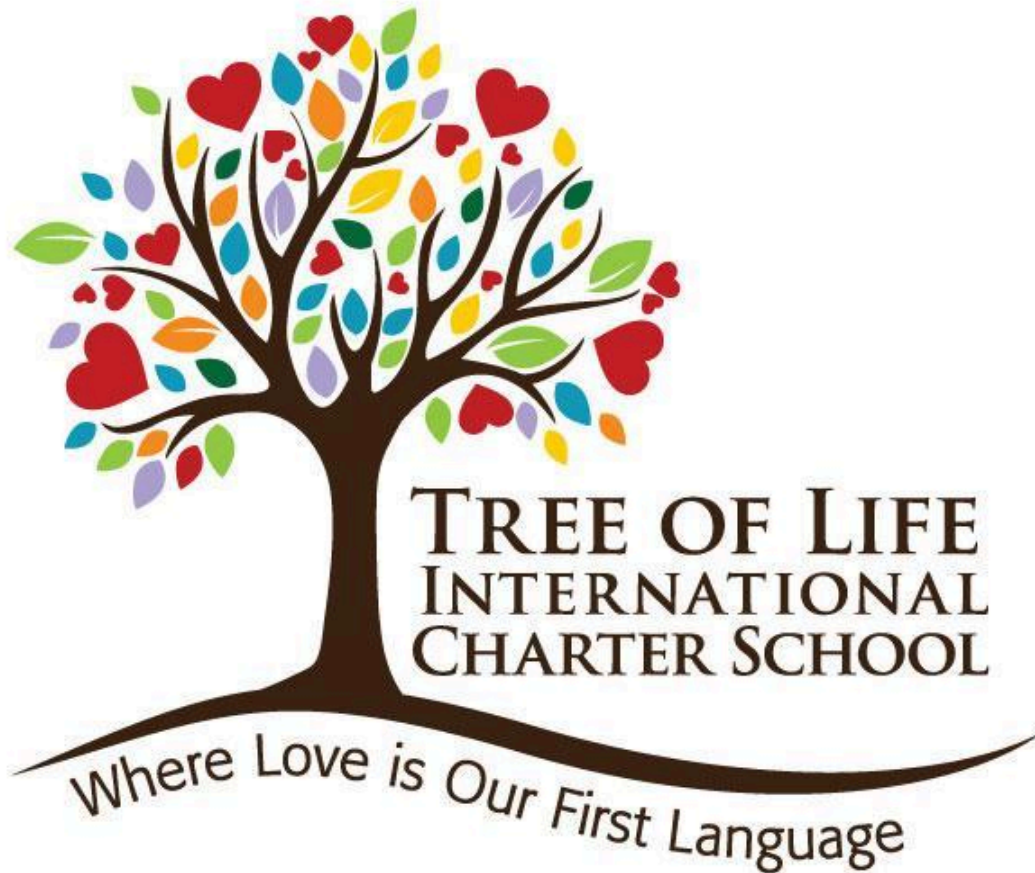


Parent/Student Handbook

2024-25



Tree of Life International Charter School is committed to providing a safe and respectful school environment that is free from unlawful discrimination and harassment. Tree of Life does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, or disability. The anti-harassment policy prohibits harassment in any form including verbal, written, physical, cyber and/or sexual harassment.

Tree of Life International Charter School (TLC) is located at 19415 Jacqueline st. in Anderson, California. TLC opened as an independent charter school, authorized by the Cascade School District, in February, 2017. TLC offers grades TK-8th.

Mission

“Love is Our First Language”

Vision

Empowering students to become bold, compassionate leaders who embrace and champion the value of all cultures.

Tree of Life International creates a community of world changers where:

- Relationships are valued
- Hearts are full
- Strengths are recognized
- Uniqueness is celebrated, and
- Goals are achieved.

Core Values

Honor and Respect

- We create a culture of honor and respect by always believing the best in each other and resolving conflicts with an uncompromising commitment to connection
- No put downs--Tell your friends

Gifts and Strengths

- We recognize and call out the value of each individual and their uniquely profound contribution to the team
- Empower, don't devour

Global Citizens

- We develop compassionate bilingual and multicultural leaders
- Even though I'm small, I can change the world

Growth Mindset

- We provide an environment that is free of shame; where individuals are given the tools to take risks, learn from their mistakes and overcome obstacles
- No way Through Isn't True

Constant Celebration

- We value taking the time to celebrate cultures, nations, people, growth and achievements of all shapes and sizes
- Work hard, Celebrate, Repeat!

We are so happy that you have chosen to become part of the Tree of Life International family! This document is intended to answer many of your questions about school policies and procedures and help make your transition to TLC smooth and successful!

OUR SCHOOL HOURS

Transitional Kinder (TK)/Kinder: 8:15-2:30pm

1st-3rd: 8:15-2:45pm

Grades 4th-8th: 8:00-3:00pm

WED ONLY--EARLY RELEASE DAY: All students dismissed at 1:20pm. After school program runs every day from dismissal till 5:30pm. Sign up and pay at the beginning of every month online or via parent square. Students who qualify may enroll free of charge.

BREAKFAST HOURS: 7:45-8:10 am Breakfast and Lunch are free for all students!

BEFORE SCHOOL PROGRAM: 7:30-8:15am daily (fee based OR free for qualified)

AFTER SCHOOL PROGRAM: 2:30-5:30pm daily (fee based OR free for qualified)

ATTENDANCE AND TARDINESS:

Our expectation for every student is to be at school and on time every day of the school year, except when illness or a family emergency keeps them home. It is such a high value to us because we see that students who are on time and present every day are most successful at meeting their learning goals! At the end of every Trimester we have a Perfect Attendance Celebration for students who didn't miss a day during that period.

WHEN ABSENT: Please call or email the office to let us know your child will be out and the reason for the absence or type of illness.

WHEN TARDY: If a child is more than 5 minutes late to school, they should go directly to the office for a tardy slip before going to class. 8:05 or 8:20am or later requires a tardy slip.

PLANNED ABSENCE--SHORT TERM INDEPENDENT STUDY: If for some reason your child will need to miss 1 or more days in a row for any reason, you can request an ISC (INDEPENDENT STUDY CONTRACT) from your child's teacher **at least 1 week in advance of the absence**. When the completed work packet is turned in within one week of return, the absences will be cleared.

LEAVING EARLY: Please sign your child out in the office when picking up early.

CHRONIC ABSENTEEISM: IF YOUR CHILD MISSES MORE THAN 6 DAYS IN THE SCHOOL YEAR, THEY WILL RECEIVE A LETTER EXPLAINING THE LEGAL RAMIFICATIONS AND PENALTIES OF HAVING TOO MANY ABSENCES. IF YOUR CHILD HAS 8 ABSENCES, YOU WILL RECEIVE THE 2ND LETTER AND BE REQUIRED TO MEET WITH THE PRINCIPAL TO DISCUSS. AT 10 ABSENCES YOUR CHILD WILL BE CONSIDERED CHRONICALLY ABSENT AND WILL BE IN DANGER OF LOSING YOUR SPOT AT TREE OF LIFE.

STUDENT DROP OFF AND PICK UP:

The front of our school is the RED ZONE which is for quick drop off and pick up only and Bus loading and unloading. **Please do not park and leave your car in the red zone.** Staff parking is located in the lower row closest to the classrooms, and the first parking lot, north side behind the kitchen. Parents may park in the upper parking lot, anywhere near the street, or 2nd parking lot on the south side closest to the TK. For pick up, please stay in one line at the curb. Students will be dismissed to cars as quickly as possible. We are redesigning our front drive in so stay tuned for improvements! We thank you for your patience. MS Drop-Off and Pick-Up (Grades 5-8) will take place in the 1st parking lot, near the kitchen. Please drive as far in as possible and we will send students out to their car at dismissal time.

OUR DUAL IMMERSION PROGRAM:

All students at Tree of Life are part of the Spanish/English Dual Immersion Program and will be learning both Spanish and English. The school follows the research-based 90/10 Model where students have the best chance of becoming fully bilingual and biliterate by starting with 90% of the instruction in Spanish in the early grades, then gradually increasing the % of English as they grow through the grades. Students are given a 3rd Language Elective beginning in Grade 5 which currently is a choice between French and ASL.

THE 3 PILLARS OF DUAL IMMERSION ARE OUR 3 GOALS:

1. Strong Literacy and Fluency skills in Both Spanish and English
2. Academic Achievement at grade level or above in both languages
3. A sense of deep appreciation of their own language, heritage and culture, and those of others--in their class and around the world.

SEPARATION OF LANGUAGES FOR INSTRUCTION: This is an important strategy in DI and means that teachers will not use English during Spanish time and will not translate into English as they teach. Teachers use many powerful strategies to help build comprehension in both languages such as gestures, action, use of visuals and realia, drama and music! Children acquire the language through the 5 senses much as they learn to comprehend and speak their first language. Communication is very important to us and we would like you to know that if you want to have a longer conversation with your teacher, please message them via parent square or leave them a note, and they will call you back or set up a meeting to discuss your concerns.

ASSESSMENT, PARENT CONFERENCES AND REPORT CARDS: Students are assessed both formally and informally throughout the day, week, month and year to see how they are learning the content taught and meeting the goals. Each Trimester, students are tested in Spanish and English reading and comprehension standards and Math standards. If students are struggling, they are given additional help and support from the teacher and bilingual instructional assistants in every class. Parents are kept informed of their child's progress through **Parent Conferences** in November and February, through meetings or phone calls with the teacher, and the report card which we call the **Student Strengths Portfolio**. Parents may request a meeting with their teacher at any time during the school year to discuss their student's progress or any concerns.

OUR UNIFORM POLICY:

In order to “Dress for Success” and create a unified student body, TREE of Life requires a specific uniform dress code for students to wear on Monday, Tuesday, Thursday and Friday each week. The policy includes the following colors:

- Navy or white polo shirts or blouses with a collar, short or long sleeved
- Navy or khaki pants, shorts, skirts, or jumpers (No leggings without shorts or skirt) Dark Navy Jeans without holes will be allowed for grades 6-8.
- Closed toed athletic shoes only (no sandals, heels, crocs or slippery shoes)
- Sweatshirts and Hoodies must be TLC logo or plain navy, black, grey or white with no logos.

Wednesday will be designated as “Free Dress Day” each week, where students are not required to wear the uniform, but must follow general guidelines for safe, positive and modest dress. No strapless or spaghetti tops, all shirts must be long enough to cover the belly. The School will offer logo shirts and logo hoodie sweatshirts for sale, though not required. In addition, school spiritwear will be offered for sale to wear on SPIRIT DAY FRIDAYS, field trips and special events. **Students are strongly encouraged to purchase a Tree of Life T-shirt for field trips and special events.**

OUR HOMEWORK POLICY:

Research shows that the type of homework that has the most positive impact on student achievement is Reading and Writing. For this reason, all students are required to read and respond in writing to what they have read each night on the California Reads recording sheet.

Grades TK-Kinder: 10 mins of reading, 5 mins of writing or drawing (15 mins)

Grades 1st-2nd: 20 mins of reading, 10 mins of writing (30 mins)

Grades 3rd-4th: 30 mins of reading, 15 mins of writing (45 mins)

Grades 5th-8th: From 45-60 mins of Homework and will include Math

We strongly encourage families in TK - 1st to read to their child, in English and in Spanish, and allow them to practice reading to you the little books or vocabulary cards their teacher will send home. When students complete 300 minutes of reading, they get to move their California Reads marker to the next station and receive a prize. Students who complete the entire board are invited to a pizza party with the Principal and get to choose a book to take home.

Other homework:

- If students need additional practice in Math, Reading or Spelling, homework may include additional practice work.
- If students do not finish an assignment in class during the allotted time due to misbehavior, the classwork will become homework to be completed that night.
- Occasional Family Projects will be sent home to do together to allow for fun family learning time.

We hold special winter and spring reading challenges. Students who complete their reading goals and participate in the reading challenges will be invited to special reading celebrations.

BEFORE AND AFTER SCHOOL PROGRAM:

Before School: 7:30-8:15am Includes free breakfast in the cafeteria

After School: 2:30-5:30pm Includes snack/supper and homework/power hour

Costs Per Month--even if you do not attend every day it is the same monthly cost:

Before School Only: \$40 per student

After School Only: \$100 per student

Both Before and After School: \$130

2nd, 3rd and 4th child: 10% discount

Students who qualify as Low Income will be invited to attend the Before and After School Program free of charge.

How to pay: Cash or Check on 1st day of the month in the office , Pay on Parent Square.

Before School Staff: Hannia Rodriguez **After School Coordinators:** Bianca Pasillas, Andrew Shogreen

BUS TRANSPORTATION:

Tree of Life provides free limited bus transportation. Currently the bus picks up at designated locations in Anderson and two stops in Redding.

Bus Rules:

1. No Cell Phones on the Bus (or anywhere on campus)
2. Seats will be assigned
3. Stay seated the entire route with hands and arms inside the bus
4. Face Forward
5. Talk quietly and respectfully

HEALTH INFORMATION:

Nursing Services: Tree of Life has a school health clerk who is on campus daily. The health clerk conducts various screening and educational programs during the school year, which will include: Color Vision Grade K; Hearing Screening Grades K, 2 and 5; Vision Screening Grades K, 3 and 5. If your child has a special medical problem, serious allergies or any other health concern, please bring it to the attention of the health clerk who will help to develop a health plan and communicate with staff.

Immunizations: The following immunizations are required by law for entrance into school:

- Polio Vaccine 4 doses
- DPT Vaccine 5 doses (Diphtheria, Tetanus, Pertussis)
- MMR Vaccine 2 doses (Measles, Mumps, Rubella)
- Hepatitis B Vaccine 3 doses
- Varicella Vaccine 1 dose (or health care provider verification of chicken pox disease)

Administration of Student Medication at School: In most instances, the parent, with the help of the family physician, is urged to work out a schedule of giving medication outside of school hours. If necessary, prescription medicine will be given during school hours with a parent permission form and explicit written directions from the doctor. All medicine must be in its original container or prescription bottles and labeled with the student's name. This

includes over the counter medicines as well. If the medication is ongoing, this form will need to be filled out each new school year.

Communicable Diseases: Please notify the school immediately if your child contracts any contagious disease such as chickenpox, strep throat, pink eye, hepatitis, measles, etc. We will notify the parents of the children in the contagious child's classroom. Any student who has had a communicable disease must be seen by the school nurse or school personnel before being admitted back to school.

Emergency Information: It is extremely important to keep your child's emergency card current with your address, home and work phone numbers, emergency contacts and child care providers and phone numbers of those authorized to care for or pick up your child, as well as current medical information. This policy is in place for the protection of your child. Please stop by the office whenever you need to update your emergency information.

Counseling Services: Students experiencing stress or anxiety or going through a difficult time may be referred by the teacher or parent for counseling. This may include referral to insurance provided counseling services, or a county agency that provides counseling for students. Students who have experienced the loss of a family member may participate in a grief support group. Please communicate with your classroom teacher if you feel your child would benefit from these services.

SPECIAL EDUCATION SERVICES:

Tree of Life has a process in place to support students who are experiencing academic, behavioral or emotional challenges called the Student Success Team (SST). Teachers or parents can initiate an SST to meet and discuss their concerns, set goals and timelines, and bring in additional resources to support the student's success such as additional intervention or counseling. The team meets again 6-8 weeks later to review the progress and decide if additional support is needed, or if the supports in place are meeting the needs. If more support is needed, the SST will move to a Level 2 where we will involve our special education team to review the data and offer additional strategies, which could include a Special Education assessment. If based on the assessments, your child qualifies, SPECIAL EDUCATION and related services are to be provided as described in an individualized education program (known as IEP) and under public supervision to your child at no cost to you. You must be given opportunities to participate in any decision-making meeting regarding your child's special education program. You have the right to participate in IEP team meetings about the identification (eligibility), assessment, or educational placement of your child.

VOLUNTEERS AND VISITORS ON CAMPUS:

Tree of Life strongly encourages parents and other adult family members to volunteer on campus as their schedule allows. Parents will be allowed to volunteer in the classroom when approved and scheduled in advance with the teacher.

When coming on campus to volunteer, please sign in in the office and receive a volunteer badge. The gates remain locked during the school day and the office manager will give you access when you have checked in.

There are dozens of ways to volunteer at school from helping in your child's classroom, the library, playground, Mileage Club, garden, music, etc. We also ask parents who have a special skill to consider teaching a Miercoles de Maravilla class such as Intro to another language, arts and crafts or instrumental music.

PARENT LEADERSHIP OPPORTUNITIES:

Parents play a huge role at Tree of Life International in everything we do and there are many different opportunities to get involved in leadership. Talk to the Principal if you have interest in serving in any of these leadership roles:

AMIGOS PARENT CLUB:

This is our parent organization and ALL PARENTS are members! Amigos Club meets monthly to plan Fundraisers and FUNraisers for our families. We are always looking for parents who would like to serve as Amigos Club officers, or as a parent leader who takes the lead on a task force such as specific fundraisers, grant writing, T-shirt or ice cream sales and more.

SCHOOL SITE COUNCIL:

This is a group of parents and staff who meet every other month with the principal to discuss school policies, review the budget and share ideas about improving student learning.

DELAC (DISTRICT ENGLISH LEARNER ADVISORY) COMMITTEE:

All parents of students who are English learners are members of this committee and invited to attend meetings held once a month to learn more about programs and opportunities for students to improve their English and academic success.

SCHOOL TOUR GUIDES:

Tree of Life holds tours every other week during the winter and spring for interested families to visit the school and find out more about what we offer. Parent tour guides are needed to help host these visits and show parents around, and share about our school and their experience.

TREE OF LIFE BOARD OF DIRECTORS:

Tree of Life is a Non-Profit charitable organization and has a Board of Directors who is in charge of maintaining the vision, overseeing the budget and all spending, ensuring that the school is following all legal requirements, reviewing all the data and determining the success of programs, and hiring and evaluating the school Principal. The 7-member Board is made up of community members and school parents who each bring a different expertise to the Board, such as education, finance, consulting, or other areas of expertise. The TLC Board meets the 3rd Tuesday of every month throughout the school year.

CODE OF CONDUCT: BE SAFE, BE RESPECTFUL, BE RESPONSIBLE, BE KIND

Our **BEST** Behavior Program is based on a positive behavior support model with the ultimate goal of developing self-discipline in all of our students. We value a safe school environment where teachers can teach and students can learn. We support our students in taking responsibility for their own behavior and making good decisions. All students are treated with respect and the expectation is that they will treat each other with respect as well. Although there are consequences for disruptive or unsafe behaviors, there are also lessons to be learned, and we support all of our students in learning how to behave in a safe, respectful, responsible and kind manner. Our focus is on teaching expected behaviors and learning something from an experience rather than on blame and punishment.

RESTORATIVE PRACTICES:

When conflicts happen between students and emotional or physical harm is done to another student or adult, we support the students to resolve the conflict by facilitating a Restorative Chat. Students are first asked to fill out a “Reflection Sheet” that gives them time to process and think about what they did, and how their actions affected others. During the Restorative Chat, students share what they were feeling and thinking when the conflict happened, hear what harm was done, grow in empathy, take responsibility for their actions, apologize and ask forgiveness, and decide how they will heal the harm. Students are supported in determining their own consequences or restorative practices. Although there are consequences for negative actions or breaking school rules, the focus is on learning and growing, rather than shame and punishment. **Reflection sheets/Think About it sheets are sent home for parent signatures.**

Suspension: When a serious offense occurs that requires suspension, whenever possible students are kept at school for “in-house suspension” rather than suspended at home. This allows students to continue to be part of the school community, even though they are working in another classroom and not playing with friends. Parents are informed of any serious behaviors that occur by the principal or teacher. Suspendable offenses include physical violence, any form of bullying or intimidation, sexual harassment, weapons, vandalism, drugs or obscene behavior.

The following matrix shows the rules that are taught to all students in the classroom, bathrooms, cafeteria, hallway, assembly, recess, lunchtime, and throughout the school. Tree of Life strives to foster a positive climate and recognizes students who are following the rules with a “Leoncito.” These Leoncito tickets are deposited into a classroom bucket and names are drawn weekly for prizes. Students who do an especially good job during the week of being safe, respectful, responsible or kind and those who meet specific learning or behavior goals are recognized at our weekly Friday Celebration Assembly with an Estudiante Exitoso Certificate. Assemblies are held every other week for lower grades (TK-3rd) and upper grades (4th-8th) **Parents are always invited and encouraged to attend our Friday Celebration Assemblies.**

NORMS AND BEHAVIORAL EXPECTATIONS MATRIX

Area	Be Safe	Be Respectful	Be Responsible	Be Kind
Schoolwide	<ul style="list-style-type: none"> Keep hands, feet, and objects to self Get adult help for accidents and spills Only teachers open locked gates Refrain from “play fighting” 	<ul style="list-style-type: none"> Wait your turn Clean up after self Follow adult directions 	<ul style="list-style-type: none"> Take proper care of personal belongings and school equipment Be honest Report any potential danger 	<ul style="list-style-type: none"> Use kind words and actions Remember that love is our first language
Playground/ Recess	<ul style="list-style-type: none"> Walk to and from the playground Stay within boundaries Be aware of people around you 	<ul style="list-style-type: none"> Play fairly Take turns with equipment Follow game rules 	<ul style="list-style-type: none"> Take care of and return classroom equipment Use bathroom and drink water before returning to class 	<ul style="list-style-type: none"> Cheer each other on! Help others when they fall or get hurt Include everyone
Cafeteria	<ul style="list-style-type: none"> Walk at all times Keep your food to yourself Sit with feet on floor, bottom on bench and facing table 	<ul style="list-style-type: none"> Use quiet voices Only touch your own food Follow colored cone rules 	<ul style="list-style-type: none"> Get all utensils, milk, etc. when first going through the line Only take what you can eat Choose quickly 	<ul style="list-style-type: none"> Allow anyone to sit next to you Include everyone in conversations
Restroom	<ul style="list-style-type: none"> Keep feet on the floor Keep water in the sink Wash hands 	<ul style="list-style-type: none"> Knock on stall door Give people privacy Use quiet voices 	<ul style="list-style-type: none"> Flush toilet after every use Return to room promptly Throw toilet paper in the toilet Throw trash in garbage can 	<ul style="list-style-type: none"> Wait patiently for your turn
Walkways	<ul style="list-style-type: none"> Walk slowly and facing forward Keep hands to self Stay to the right 	<ul style="list-style-type: none"> Hold the door open for the person behind you Use quiet voices 	<ul style="list-style-type: none"> Go to your class promptly Stay straight in line with your class 	<ul style="list-style-type: none"> Allow others to pass
Arrival and Dismissal	<ul style="list-style-type: none"> Before school starts, stand in line outside classroom At dismissal stay in pickup zone with your class 	<ul style="list-style-type: none"> Use indoor voices Inform your teacher when you're being picked up and wait to be released 	<ul style="list-style-type: none"> Arrive on time Quickly move from classroom to the pick up area on time 	<ul style="list-style-type: none"> Greet one another with a smile and kind words Say goodbye to everyone as they leave

Area	Be Safe	Be Respectful	Be Responsible	Be Kind
Assemblies	<ul style="list-style-type: none"> Don't step on people or their belongings when finding a seat 	<ul style="list-style-type: none"> Pay attention to the program and to any speakers Keeps hands to yourself Use quiet voices 	<ul style="list-style-type: none"> Follow directions Keep all belongings in backpacks Respond to the zero noise signal quickly 	<ul style="list-style-type: none"> Applaud at appropriate times Be happy for those that get acknowledged
School Bus	<ul style="list-style-type: none"> Keep hands and belongings in the bus Stay in your seat with seatbelt on Keep your feet out of the aisle 	<ul style="list-style-type: none"> Keep your hands to yourself Use indoor voices Take proper care of bus 	<ul style="list-style-type: none"> No food or drink Take all your belongings with you when you get off the bus 	<ul style="list-style-type: none"> Allow anyone to sit with you Use kind words

WHAT TO BRING TO SCHOOL

- A water bottle LABELED with child's name
- Your backpack, AVID Binder and Daily Planner, and take home folders
- All jackets LABELED with child's name(check Lost and Found frequently as these get donated)
- Wear your uniform daily (except Wed) and TENNIS SHOES ONLY-No slippery soles, crocs or open toed shoes please

WHAT NOT TO BRING TO SCHOOL

TOYS, JEWELRY, SPORTS EQUIPMENT AND ELECTRONICS: No toys, balls, cleats, headphones, stuffed animals, playground equipment, Pokemon Cards, personal video games, apple watches or any other electronic games or devices are allowed at school. Plastic jewelry such as bracelets, head bands, rings, purses, pencils with big bobbly things dangling from them, unicorn headbands and fuzzy earmuffs are also very distracting for students. If an item is not part of the school uniform and is a potential distraction, **please leave it at home.**

CELLPHONES: There is a NO CELL PHONE AT SCHOOL POLICY. This means NO CELL PHONES, Apple watches, or any other electronic device that accesses the internet is allowed at school or in backpacks. A cell phone provides an unsupervised access to the internet and a vast amount of inappropriate content. Students will be allowed to make or receive phone calls at the end of the day on the school office phone. If a student takes their cell phone out during school hours, it will be confiscated and parents will need to pick it up at the school office.

PETS AT SCHOOL: We love animals, but not at school. Pets at school cause problems and may create a safety hazard for students and adults. We ask that pets be kept at home, unless there is a special arrangement made with the teacher for a special occasion. **Please do not bring your dog, bird, snake or goldfish out of the car when you drop off or pick up your student.**

BIKES, SKATEBOARDS AND SCOOTERS: Children may ride their bicycles to school and lock them up at the bike rack. Helmets must be worn and they may not ride bikes in the hallway. Skateboards, scooters and heelies are not allowed at school.

WORLD MUSIC AND INSTRUMENTAL INSTRUCTION:

The world music program at Tree of Life is truly special and unique. Every single one of our students gets to enjoy music class and some students enjoy it multiple times a week as they get older. The program includes learning to sing in different languages and about the music in other cultures. The program also includes learning how to move to, read and play musical instruments and to become musically literate. Lastly, students are given the opportunity to create their own pieces of music like a real composer!

All students participate in a minimum of 2 concerts each year that involve World Music and all performing arts. These concerts are required to attend by all students in Grades TK-4th and all MS students participating in a performing arts Elective such as Drama, Film, Band, Dance and Choir.

PE AND SPORTS:

Students have PE instruction from 2-3 days a week depending on the grade level. The PE program is intended to help students love their bodies and develop habits to help them stay fit and active for life. Our instruction includes skill building, team games, and introduction to sports. Many of our 1st-8th graders participate in rec league basketball or soccer which practice on our campus.

COMPETITIVE SPORTS FOR 2024-25:

GRADES 1ST-6TH: SOCCER (POSSIBLY—MORE INFO TO COME) BASKETBALL (DEC-FEB)

GRADES 4TH-5TH: BASKETBALL (NOV-DEC)

MIDDLE SCHOOL

Beginning in 6th grade, students may try out and participate in the following competitive sports:

- Cross Country (Grades K-8, Boys and Girls)
- Coed Soccer (Tryouts first week of school)
- Girl's Volleyball (Tryouts 2nd week of school)
- Boys Basketball
- Girl's Basketball
- Coed Basketball
- Coed Softball

USE OF TECHNOLOGY AND INTERNET:

We believe that technology is an important and powerful tool for learning, and can be an invaluable resource for instruction, critical thinking, content acquisition, creativity and obtaining learning objectives when used effectively with intention. At TLC we provide one to one ipads in grades TK and Kinder, and chrome books in 1st -8th grade. Students develop skills in keyboarding, creating presentations, research, spreadsheets for analyzing data and writing and editing their work.

At the beginning of the year, all students will be assigned a specific device for daily use at school, which does not go home unless during an approved Independent Study Contract.

TLC RULES FOR USE OF INTERNET AND TECHNOLOGY:

1. Use of technology is a privilege and students who are not responsible with the equipment or its use can lose this privilege.
2. Students may only access websites or download files assigned by the teacher, technology instructor, or if at home, the parent or guardian.
3. Students should use the equipment in a safe, respectful and responsible manner.
4. If a student damages a computer due to unsafe, disrespectful or irresponsible behavior, they will be charged the cost to replace or repair the device.
5. Students shall not delete, modify or disable any charter school settings or programs.
6. Students who purposefully access websites or resources not approved by the teacher will lose school technology use privileges.
7. All forms of cyberbullying such as sending degrading emails, text messages or sending negative, disrespectful or obscene images will result in immediate loss of school technology use privileges.

USE OF PHOTOGRAPHY AND VIDEO AT SCHOOL:

TLC uses photos and videos of students' learning activities and school events to promote a sense of community and to capture the fun and learning that takes place in classrooms and on the playground daily. These photos are used to create slideshows and are shown to students and parents at Friday Celebration assemblies and posted on our website or social media pages for public access to promote the school and to give parents and the public a glimpse into the life of Tree of Life. **If you do not wish to have your student appear in any of these slide shows or videos, you may indicate this on the Photography and Video Opt Out form.**

SPECIALS, ELECTIVES AND MIERCOLES DE MARAVILLA:

In order to provide a Board Course of Study and to encourage student to pursue their interests, talents and passions at a deeper level, students are offered Daily Specials classes (Grades TK-4) and Daily Elective Classes (Grades 5-8). Specials classes rotate by trimester and by grade level but include such offerings as: -World Music, PE, Dance, Art, Technology and Coding, Garden, Shop and Introduction to different languages.

MIDDLE SCHOOL ELECTIVES:

Our Middle School Elective classes are daily classes that students choose at the beginning of the year and stick with all year such as:

-Hip Hop Dance, Drama, Film, Band, Strings, Show Choir, Woodshop, Robotics, French or ASL.

MIERCOLES DE MARAVILLA: On Wednesdays all students are given one special Miercoles de Maravilla class before going home early at 1:20pm.

These classes vary by grade level but include such things as Yearbook, Arts and Crafts, Farm to Fork, Nutrition, PE, Woodshop and other fun classes as determined throughout the year.

BEFORE AND AFTER SCHOOL SPECIALS CLASSES:

These classes vary but can include: Strings, Art and Web Design, Competition Robotics, Garage Band, recorder, guitar or ukelele instruction, and 4H Club participation which includes such offerings as Construction Trades, Garden and Agriculture, Cooking and Animal Care.