

Vineyard Elementary School

Parent and Student Handbook

2025-2026 School Year



Home of the Vikings

Vineyard Elementary School
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[https://
vineyard.alpineschools.org/](https://vineyard.alpineschools.org/)

Principal: Lori Bellitti
Assistant Principal: Dr. Sheila Follett

Welcome to Vineyard Elementary School! We are excited to partner with you on your child's early educational journey. By creating a strong partnership, we can ensure growth and a positive learning environment. We are a part of the Alpine School District located within the Vineyard neighborhoods.

Our Mission

Our Mission is: "Empower all students to reach high levels of learning."

Our Vision is: "Help develop student's knowledge, skills and dispositions to ensure future success."

To assist our school in meeting our mission statement, we have employed several strategies and programs for students. We utilize PBIS with all staff members who interact with students. **Positive Behavioral Interventions and Supports (PBIS)** is an evidence-based three-tiered framework to improve and integrate all of the data, systems, and practices affecting student outcomes every day. PBIS creates schools where all students succeed.

Our Values

At Vineyard Elementary, our values drive what we achieve. Values—deep-seated beliefs and ideals—ultimately form the basis of behavior and decision-making. Because we believe that education is a public imperative, a moral endeavor, and a shared responsibility for all members of society, we embrace the following five commitments:

- **Equitable Access to Academic Knowledge and Achievement.** We provide access to a challenging curriculum and support achieving high levels of learning for each student.
- **Engaged Learning Through Nurturing Instruction.** We promote student learning through caring relationships, effective teaching practices, and positive classroom environments.
- **Stewardship in School and Community.** We partner with families and communities to improve public education, teacher quality, and student achievement.

- **Civic Preparation and Engagement.** We model and teach the knowledge, skills, and respect required for civic engagement and responsibility, consistent with the principles and values on which our country was founded.
- **Commitment to Renewal.** We continuously improve through personal, school, and professional development.

Again, we welcome you to Vineyard Elementary and are looking forward to a year of learning and personal growth toward goals!

School Safety

Visitors

To ensure the safety of all of our students and faculty members, all parents, guardians, and visitors must check into the main office. Upon checking into the office, please wear the visitor badge/sticker provided by the office staff. This is to be worn in a clearly visible location and can be removed upon leaving the school. This helps all staff members know you have checked in at the office and they know who is in the building.

Check-out

If you need to check a student out, please come into the front office where you will be asked to provide a photo ID. The office staff will make sure you are on the signed emergency release form or in the Student Information System (Skyward).

Drug/Alcohol

Drugs and alcohol may not be used or sold on school property.

Weapons

Weapons are not permitted on campus, with the exception of those with appropriate permits being possessed.

Safety Concerns

Students are urged to report concerns about safety to their parents, the office, or their teacher.

School-Wide Drills

Our school will participate in one emergency drill per month for a total of 10 throughout the school year. Drills range from fire, earthquake, evacuation, and intruder.

Dress and Grooming

We believe all students have the right to learn in a safe learning environment. To help ensure students have the opportunity to learn in an appropriate environment, please follow the dress and grooming expectations:

Shoes:

- Students are to wear shoes free of profanity or racially inappropriate comments.
- Students should wear shoes appropriate for the learning activity.

Tops:

- Students should wear tops that are appropriate for the activity and weather.
- Students should not wear tops with profane or racially inappropriate comments/symbols.
- Tops should allow students to move freely while still covering appropriate body parts.
- **No crop tops that show the stomach or string tank tops.**

Bottoms:

- Students should wear bottoms that are appropriate for the activity and weather.
- Students will not wear bottoms with profanity or racially inappropriate comments/symbols.
- Bottoms should allow students to move freely while still covering appropriate body parts.

If a student is wearing anything that is profane, racially inappropriate, or disparages an individual's race, nationality, ethnic group, sexual orientation, or disability will be referred to administration.

Parents will be notified in a timely manner and a meeting will occur between the necessary parties.

Attendance

attendanceworks.org

We believe all students have the right to attend school. Whenever a student is absent, the school will follow [Alpine School District attendance procedures](#):

Teacher Role:

- Teachers will take attendance in Skyward daily. The first bell rings at 7:55.

Tardy:

- Students will be marked Tardy or "T" in Skyward if they arrive after 8:00
- The office will timestamp when a student enters the school if they are tardy.

Absence:

- If a student is absent, the parent will either call or email the attendance secretary the day of the absence or send a note when the child returns to school.
- All absences will be marked unexcused unless the parent/guardian communicates with the office.

Compulsory Education Procedures:

- After three (3) consecutive absences or attendance-related drop in student achievement, teacher is to contact parent/guardian.
- After ten (10) or more unexcused absences and related drop in achievement, principal visits with parent(s). Letter #1 – Notification of Attendance Concern is sent home or provided to parent.
- After fifteen (15) or more unexcused absences and related drop in achievement, principal should:
 - Contact ASD social worker and arrange meeting date and time for Attendance Intervention Meeting
 - Send Letter #2 – Notification of Compulsory Education Violation, via email with read receipt and Certified Mail to parents. Letter includes attendance Intervention Meeting date and time.
- After twenty or more (20+) total unexcused absences (5+ or more from the date of the Attendance Intervention Meeting) and related drop in achievement, principal notifies Social Worker of the continued absences.
- Letter #3-Notice of Juvenile Court Referral for Compulsory Education Violation is generated by the Social Worker and sent via Certified Mail and email (with read receipt).
- Initial Court Hearing. Social Worker notifies the school principal of date and time to attend.

- If a student has 5 or more absences (excused or unexcused) and the teacher is concerned about the student's academic progress the teacher will contact the parent. The teacher may either call, email, text or do a face-to-face conference.
- If a student has more than 10 absences (excused or unexcused) and the teacher is concerned about the student's academic progress the teacher will inform administration and Alpine School District Attendance Letter #1 will be sent home.
- If a student has more than 15 absences (excused or unexcused) and the teacher is concerned about the student's academic progress the teacher will inform administration and Alpine School District Attendance Letter 2 will be sent home.
 - Alpine School District Social Worker and building administration will meet with the parent/guardian of the student to create an attendance intervention plan.
- If a student has more than 20 absences (excused or unexcused) and the teacher is concerned about the student's academic progress the teacher will inform administration. If it is determined that the the Attendance Intervention Plan is not working, Alpine School District Attendance Letter #3 will be sent to compulsory education court referral.

Emergency-Related Schedules and Closures

- For detailed information regarding Emergency Two-Hour Delay, At-Home Learning, Early Release, and School Closure procedures, please refer to: [POLICY 1800](#)
- For up-to-date notifications from your school and Alpine School District please ensure that your contact information and notifications are current in Skyward.
- School closure information updates will be made on the district homepage, Facebook, and Twitter.
- When a Two-Hour Delayed Start, Closure (At-Home Learning), or Early Release is called, it may be district-wide, by cluster, or simply a single school.
- Winter in Utah means snowstorms — and driving in snow can be a challenge. We encourage those driving to leave with plenty of time and to drive at appropriate speeds for the road conditions.
- Even within a single school area, weather and road conditions may differ. If you are concerned about your student's ability to safely travel to school, please exercise your parental discretion to keep him/her at home.
- We appreciate our partnership with the National Weather Service (NWS) in SLC, media outlets, local cities and many others as we work to ensure the safety of our students and employees.

School Breakfast/Lunch

Application Information:

Households must apply every year to confirm eligibility for free and reduced meals.

You will need to fill out a free and reduced meal application to see if you qualify for free or reduced meals for this school year, 2024-2025. Paper applications are available in the front office. You may apply online, beginning July 25, 2024. It may take weeks to get approval if you use the paper application and you will be charged for lunch until approval is granted. So please apply online to receive approval quickly.

<https://linqconnect.com/public/meal-application/new>.

Meal Prices:

More information can be found at <https://alpineschools.org/nutrition/>

LUNCH: (Elementary School Prices)

Full Pay \$2.00

Reduced Price \$0.40

Student 2nd Lunch \$5.00

Adult/Visitor \$5.00

BREAKFAST: (Elementary School Prices)

Full Pay \$1.15

Reduced Price \$0.30

Student 2nd Breakfast \$3.00

Adult/Visitor \$3.00

Cell Phone Policy

Students should not use cell phones, smart watches, or any other electronic device during the school day.

We want to ensure the focus while at school is gaining knowledge and not focusing on social media, calls, texts, or any mobile device distraction. We understand that these devices help you stay in contact with children coming to school and leaving campus.

We ask that all students keep cell phones in their backpacks during the school day, including recess time. This will keep them from being a distraction in class and will help them use

recess as a time to make connections with others. If you need to contact your child during the school day, please call the school directly and we will be happy to pass on a message to them. Please make arrangements with your child before school starts about daycare, whether to walk home, ect. A phone is available for students to use if they need to call with illness, lunch charges, etc.

If a student is on a device, they will have it held for the rest of the day by their teacher. It will be returned at the end of the school day. If a student violates the policy a second time, the phone will be held in the office until a parent/guardian can pick it up. If violations continue to occur, a meeting will be scheduled and decisions will be made that may include the device held during the school day in the office, not allowing the device on campus at all, etc.

Bullying

Alpine School District is committed to providing students and employees with safe and secure learning and working environments. A student's ability to achieve academically and an employee's quality of performance can be reduced by bullying, cyberbullying, harassment, hazing, and/or retaliation. Such actions and behaviors can impact a student's or employee's attendance as well as his/her sense of well-being and may result in physical illness, mental and emotional anguish and long-term social consequences.

Alpine School District prohibits bullying, cyberbullying, harassment, hazing, and retaliation of employees by students or employees at school/work or at school/work related functions (Ref: [Utah Code Rule R277-613](#)). All victims of such incidences and all persons with knowledge of such incidences should report them immediately.

1. DEFINITIONS

- 1.1. Bullying is defined as aggressive behavior that causes harm or distress, exists in a relationship in which there is an imbalance of power or strength and is repeated over time.
 - 1.1.1. Physical bullying includes, but is not limited to, pushing, grabbing, pinching, shoving, poking, tripping, kicking, hitting, and destroying property.
 - 1.1.2. Verbal or written bullying includes, but is not limited to, name calling, unwelcome teasing, spreading false rumors, intimidation, sexual comments, harassing and threatening comments which are communicated verbally, in writing, or through electronic media (cyberbullying).

- 1.2. Cyber-bullying is defined as using the internet, a mobile phone, or another device to send or post text, video, or an image with the intent or knowledge, or with reckless disregard, that the text, video, or image will hurt, embarrass, or threaten an individual, regardless of whether the individual directed, consented to, or acquiesced in the conduct, or voluntarily accessed the electronic communication.
- 1.3. Harassment is defined as repeatedly communicating to another individual, in an objectively demeaning or disparaging manner, statements that contribute to a hostile learning or work environment for the individual. This includes rumor spreading and social aggression intended to demean and disparage another individual and that contributes to a hostile learning or work environment for the individual.
- 1.4. Hazing is defined as intentionally or knowingly committing an act that:
 - 1.4.1. Endangers the physical health or safety of a school employee or student,
 - 1.4.2. Involves any brutality of a physical nature such as inappropriate touching, whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements,
 - 1.4.3. Involves requiring or forcing the consumption of any food, liquor, drug, or other substance
 - 1.4.4. Involves physically obstructing a school employee's or student's freedom to move,
 - 1.4.4.1. And is done for the purpose of initiation or admission into, affiliation with, holding office in, or as a condition for, membership or acceptance, or continued membership or acceptance, in any school-sponsored team, organization, program, or event, or
 - 1.4.4.2. If the person committing the act against a school employee or student knew that the school employee or student is a member of, or candidate for a school-sponsored team, organization, program, or event to which the person committing the act belongs to or participates in.
 - 1.4.4.3. Retaliation is defined as:
 - 1.4.4.3.1. Retribution against a person for reporting bullying, cyberbullying, harassment, or hazing; or

- 1.4.4.3.2. Tampering with the investigation of, or the response to, a report of bullying, cyberbullying, harassment or hazing

Behavior/Discipline

At Vineyard Elementary students are expected to be respectful, be responsible, and be safe! All expectations of behavior fall under these expectations. We use a House System to help teach and reinforce positive character traits.

Our goal is to maintain an environment where students can learn and teachers can teach. All students are expected to:

- 1. Keep hands, feet, and other objects to yourself.**
- 2. Follow directions the first time.**
- 3. Be polite and use acceptable language.**
- 4. Demonstrate respect for others and their property.**

The responsibility of a safe school environment is a school community effort. Collaboration between members of the school, parents, and the community is critical to this safe school effort. Parents are encouraged to check their child's backpack on a daily basis – not only for school communication but to ensure that non-school items are not carried to school.

Restorative Justice and Consequences

At Vineyard, we understand that young people make mistakes, and it is the school's role to support their social-emotional growth as well as their academic growth. When our young people make mistakes, our goal is to create opportunities for them to take accountability for their actions and correct their mistakes. We are committed to engaging in the kind of restorative justice that is rooted in learning and teaches appropriate conduct consistent with school values.

When disruptive behaviors occur, we will attempt to address the root causes. Our staff will work to connect every student to services and caring adults in order to ensure that such students are supported in every way possible. Consequences are applied and may be adjusted based on individual circumstances and student behavior record at the discretion of the school administration where other means of correction may be applied.