Chula Vista Elementary School District

Hedenkamp Elementary School
2025-2026

Family Handbook

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Board of Education
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EQUAL OPPORTUNITY EMPLOYER

The Chula Vista Elementary School District prohibits discrimination, harassment, intimidation and bullying based on race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information; the perception of one or more of such characteristics, or association with a person or group with one or more of these actual or perceived characteristics in any program, practice or activity it conducts. The Chula Vista Elementary School District is committed to providing equal educational, contracting, and employment opportunity to all in strict compliance with all applicable State and Federal laws and regulations. Any individual who believes they have been a victim of unlawful discrimination in employment, contracting or in an education program or activity may file a formal complaint.

Hedenkamp Elementary School
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Chula Vista Elementary School District
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Erin Williamson · Principal · Siena Barroso · Associate Principal

Dear Hedenkamp Families and Community,

Welcome to the 2024–2025 school year! ¡Bienvenidos al año escolar 2025–2026!

We are delighted to begin another memorable school year at Hedenkamp Elementary! Whether you're a returning family or new to our community, we are grateful to have you be a part of our Husky Pack. Throughout the break, our team has thoughtfully prepared to ensure a welcoming and dynamic learning space where each student is encouraged, empowered, and set up for success.

As we embark on this new academic journey, we remain committed to nurturing global citizens by empowering students with agency in their learning. Our STEAM Studio continues to be a hub for creativity and innovation, where students develop design thinking skills that prepare them for the global job market of tomorrow.

We are pleased to announce the launch of the new CVESD district web app, designed to strengthen communication between home and school. This tool will provide families with timely updates and easy access to important resources within the Chula Vista community. Be sure to download the app and follow Anne & William Hedenkamp Elementary.

To stay informed and connected, we encourage you to subscribe to our school blog at hedenkamp.wordpress.com, follow us on Instagram @hedenkamphusky for daily glimpses into our Huskies' learning adventures, and continue engaging with us on X using #hkamplearns.

It is a privilege to serve as your school leaders, and we are dedicated to fostering a welcoming and inclusive environment where every child is seen, heard, and valued. If you're new to Hedenkamp, we invite you to learn more about our school through a short video linked here.

Thank you for your continued partnership and support. Together, we look forward to a joyful and successful year of learning and growth for all our Huskies.

We are looking forward to a wonderful year of growth with our Huskies… Paw Power Rules!

Kind regards,

Erin Williamson
Principal

Siena Barroso
Associate Principal

Hedenkamp Vision

We inspire learners to excel, own their thinking, and become positive forces in our global community





La visión de Hedenkamp

Inspiramos a los estudiantes a sobresalir, a ser dueños de sus pensamientos (pensar por si mismos) y a convertirse en fuerzas positivas en nuestra comunidad global.

2025-2026

Hedenkamp Elementary School

930 East Palomar Street

Chula Vista, CA 91913

(619) 397-5828 - FAX: 397-7174

hedenkamp.wordpress.com

School begins at 8:45 a.m. daily. Students should not arrive on campus earlier than 8:15 a.m. Breakfast Service and Supervision begin at 8:15 a.m.

Daily Schedule for TK/Kindergarten

TK/Kindergarten (Monday-Thursday)	8:45 a.m. – 3:00 p.m.
TK/Kindergarten (Friday & All Minimum Days)	8:45 a.m. – 1:25 p.m.

Taber Court and Kinder Loop Gates are **ONLY ENTRY POINTS** open for TK/Kinder dismissal

Daily Schedule for Grade 1-6

Monday-Thursday	8:45 a.m. – 3:15 p.m.
Friday & All Minimum Days	8:45 a.m. – 1:55 p.m.

Morning Recess

TK	10:00 a.m. – 10:25 a.m.
Kinder	10:35 a.m. – 10:50 a.m.
Grades 1-2	10:15 a.m. – 10:30 a.m.
Grades 3-4	10:35 a.m. – 10:50 a.m.
Grades 5-6	11:00 a.m. – 11:15 a.m.

Afternoon Recess

TK	
Kinder	2:00 p.m. – 2:15 p.m.
Grades 1/ 2	1:40 p.m. – 1:55 p.m.
Grades 3	2:00 p.m. – 2:15 p.m.

Back Gate Open Times

Morning	8:15 am - 8:45 am
Afternoon:	
***TK/Kinder*	2:55 pm - 3:05 pm
1st-6th	3:15 pm - 3:35 pm
Friday PM:	
***TK/Kinder*	1:25 pm - 1:35 pm
1st-6th	1:55 pm - 2:15 pm

Lunch Schedule

TK	Play	11:10-11:25	Eat	11:30-11:55
Kinder A	Play	11:30-11:55	Eat	11:55-12:15
Kinder B	Play	11:50-12:15	Eat	11:30-11:50
Grade 1	Play	11:30-11:45	Eat	11:45-12:15
Grade 2	Play	11:45-12:05	Eat	12:10-12:30
Grade 3	Play	12:00-12:20	Eat	12:25-12:45
Grade 4	Play	12:15-12:35	Eat	12:40-1:00
Grade 5	Play	12:30-12:50	Eat	12:55-1:15
Grade 6	Play	12:45-1:07	Eat	1:10-1:30

Front Gate Open Times

Morning	8:15 am - 8:50 am
Afternoon	3:15 pm - 3:35 pm
Friday PM:	
1st-6th.	1:55 pm - 2:15 pm



Rainy Day Lunch Schedule

TK	11:00 - 11:30
Kinder	11:15 - 11:45
Grade 1	11:30 - 12:00
Grade 2	11:45 - 12:15
Grade 3	12:00 - 12:30
Grade 4	12:20 - 12:50
Grade 5	12:35 - 1:05
Grade 6	12:55 - 1:25

Attendance

ARRIVAL

School begins at 8:45 am daily. Students should not arrive to school before 8:15 am, all school gates are closed until this time and no supervision is available for students. Once on campus, students can participate in our Husky Hustle Running Club, eat breakfast or stand/sit in their classroom line on the blacktop. The running club begins at 8:15 am and the cafeteria will open at 8:15 am. Students who are not running or eating breakfast are to line up on the blacktop in their class's line. All students must line up in their class's line on the blacktop by 8:40 am. Any parent accompanying their child to breakfast must sit in the designated areas and give priority seating to students. Teachers will pick their students up from the blacktop and walk them to class by 8:45 am. TK/Kinder students are dropped off in the kinder area or in front of their child's classroom. An adult must be supervising the student, until the teacher opens the classroom at 8:45 am.

LATE ARRIVALS/TARDIES

Under California Law (Ed. Code 48200) parents and guardians are charged with the responsibility of keeping their children in regular attendance and on time at school. Class begins promptly at 8:45 am.

If your child enters the classroom any time after 8:45 am, they are considered **TARDY.** Students who arrive to school late need to go to the health office to receive a tardy slip.

The amount of time students attend class highly correlates with how much they are able to learn. School attendance is critical for learning.

DISMISSAL

Dismissal for students in grades 1-6 is at 3:15 pm Monday – Thursday and 1:55 pm on Fridays and minimum days. TK and Kindergarten dismissal is at 3:00 pm Monday – Thursday and 1:25 pm on Fridays and minimum days. Please do not leave your children unattended on the school grounds after school. All TK/Kinder students and families must exit immediate after picking up your student and may not remain on campus until 1st-6th grade students are dismissed to not disrupt the learning of the other classrooms and maintain the safety of the campus. All TK/Kinder families must wait outside the school gates until the gates are reopened at 3:15 pm.

If you need after-school care for your child please consider the LEAD Hub, YMCA, or private childcare programs. Unless participating in LEAD Hub, LEAD Club, YMCA, or an after-school program, students are to be picked up within 15 minutes of dismissal or walk/bike home immediately. Students who are not promptly picked up 15 minutes after dismissal are kept waiting in the front office until the individual student has been picked up and signed out by an authorized parent, guardian and/or emergency contact. As a secure campus,

SAFETY

Since Hedenkamp is a school of over 800 students, it will require patience and proper planning from everyone to get to school safely and on time. Traffic before and after school can be extremely busy. We realize that it may be difficult, however we recommend that you take advantage of our drop off and pick up zones. There are four main areas: the main parking lot, kindergarten loop, the bus loop, and Tabor Court. Please encourage your children to wait in one of those four areas to be picked up. The line moves quickly and most, if not all, students are safely picked up by 3:25 p.m. Both Dr. Williamson and Mrs. Barroso will continue to monitor the drop off and pick up areas.

To help facilitate the process, we ask all vehicles to move as far forward as possible in the drop off and pick up areas before stopping. This allows more vehicles into the area, expediting the drop off and pick up process. If you need to enter campus, please use our parking lot to park your car and visit campus. Do not leave your car unattended in the designated drop-off and pick-up areas. We thank you in advance for your patience and cooperation, as our children learn from the behaviors that we model.

SAFETY: We would like to ask the adults, in addition to the children, to abide by Safety Patrol Rules. If your child sees you waiting for the Safety Patrol, your child will follow suit. Please help us in preventing jaywalking. Encourage your student to follow safety guidelines. Please do not park in any of the red areas. This is a no parking area, and you will be ticketed. Also, do not leave your car unattended in the yellow zone. Students in TK and K will be picked up at the TK and Kinder gates. Grades 1-3 should be picked up in the north pick up, and grades 4-6 in the bus loop. If you have more than one child, pick up should occur at the youngest child's pick-up spot. Children should not cross parking lot to get to his/her car. Students should enter and exit car on the passenger side in the drop off/pick up lane. Please do not park in any parking spaces that are designated for staff. Thank you for being polite to other drivers, our staff and volunteers, and the student Safety Patrol, as our children learn from the behaviors that we model.

CAMPUS CAMERAS: To support a safe and secure learning environment, our campus is equipped with security cameras. These cameras are used as a proactive safety measure to help deter and investigate potential criminal activity, ensuring the protection of our students, staff, and visitors.

SAFETY PATROL

During the morning drop offs and afternoon pickups, student Safety Patrol members will help direct traffic and assist with the safe crossing of students in designated areas. Please be respectful and courteous to our Safety Patrol members as they are responsible for ensuring everyone's safety to and from campus. Please remember to observe the crosswalks and follow the directions of the safety patrollers.

EARLY DISMISSAL/LEAVING CAMPUS

To sign a child out before dismissal:

- Please do not pick up your child early unless she/he has a medical or dental appointment. School District policy requires that any child signed out thirty minutes or more before dismissal time is considered an unexcused absence unless the reason is for a doctor or dental appointment. A doctor's note verifying the appointment is recommended when the child returns to school.

When leaving campus:

- Students may only leave the school building and grounds with their parent, guardian, or a designated adult who is listed on the Student Emergency Sheet. Students must be signed out in the main office by the designee or parent prior to leaving the school grounds for early dismissal.
- Unfamiliar individuals will be required to show picture identification to office personnel before the child can be released. Parents and designees will be asked to wait in the office while school personnel call the child to the office.

DISASTER PROCEDURES

School safety is our number one priority. In case of a school emergency or natural disaster, such as an earthquake, you need to be aware of our school's plan for releasing your child. Instructions for reunification with your child will be communicated to you by the school or District. Please do not take it upon yourself to come to the school based upon media reports, which may be erroneous.

It is imperative that you keep all information on your child's Emergency Sheet up-to-date. Your child will only be released to those listed on the sheet. These procedures should be shared with everyone you list on the Emergency Card so they are familiar with our procedures.

Established procedures are in place at Hedenkamp School to handle disasters such as fire, earthquake, and/or dangerous intruders. Disaster preparedness and lockdown drills are conducted on a routine basis. During these drills, the school office is temporarily closed

ABSENCES

Excused absences are as follows:

- Illness
- Medical or dental appointment
- Funeral of immediate family member (Grandparent, parent, or sibling)
- Deployment/return of active military parent

If your child is absent:

- Call the Attendance line on the day of the absence: (6 1 9) 397-5828, ext. 580110 (or #2 on the menu)
- You can leave a message 24 hours a day
- You can also email our attendance clerk: tanya.trujillo1@cvesd.org
- Or, send a note the first day back to school

If your child is absent three days or more, a doctor's note is required.

- Parents have three days (72 hours) to notify the school of the reason for a child's absence. Reporting the absence does not automatically excuse the absence.
- The *reason* given for the absence determines whether the absence is excused or unexcused, and failure to provide a reason makes the absence unexcused.
- Upon returning to school following an absence, children must check in at the Attendance/ Health Office.

If a note or phone call is not received within 3 days, the absence will be considered TRUANCY.

If your child will be absent for religious reason, or to participate in "Take Your Child to Work Day" etc.

- A written request stating the reason for the absence must be presented to the school Attendance office for Principal approval two days prior to the absence. If approved, the absence becomes a "Board Justified" absence. If the absence is not approved, it is an unexcused absence.
- Participation in religious instruction or exercises (in accordance with District policy providing the student attends at least the minimum school day) not to exceed four school days in a school month (Ed Code 46014/AR 5113).

INDEPENDENT STUDY CONTRACT

- An Independent Study Contract can be obtained for a child who will be absent **one or more days**.
- The parent must notify the teacher of the absence and discuss the Independent Study Contract at least one week prior to the start of the absence.
- The parent must also notify the Attendance office of the absence and request the Independent Study Contract at least one week prior to the start of the absence.
- An Independent Study Contract must be signed prior to the start of the absence.

TRUANCY

State law requires that elementary school attendance is compulsory. Parents/guardians are responsible for making sure that their children attend school every day, on time. Students with more than three unexcused absences in one school year shall be classified as truant.

- Late arrivals, early dismissals (without a doctor's note), and unexcused absences are considered truancies.
- After three truancies, parents will receive a "NOTICE OF TRUANCY." (Education Code 48260) from the principal.
- After five truancies, parents/guardians shall be notified of the student's truancy and requested to attend a "Student Attendance Review Team" (SART) hearing. Students reported as truant three or more times during the year may be classified as habitually truant and referred to the Student Attendance Review Board (SARB). (Education Code 48263).

CHILD CARE PROGRAMS

LEAD Hub (formally known as DASH): A free program which provides structured after school activities for children in grades TK through grade 6. LEAD Hub aims to create a safe, supportive environment where children can learn, grow, and thrive. The program combines recreation, tutoring, and enrichment activities. LEAD Hub is free for CVESD students in transitional kindergarten through sixth grade on the 180-day calendar. Students are required to attend 5 days a week to continue enrollment in the program. Priority is given to unduplicated students. Please call 421-9622 extension:14005.

YMCA Childcare: Fee based childcare service that is provided for students both before and after school. For further information, call the YMCA at 421-9622 extension:14005.

LEAD CLUBS

The LEAD Program is a free, district-funded initiative through the Expanded Learning Opportunities Program, available to transitional kindergarten through sixth grade students who qualify.
At Hedenkamp, students can participate in **LEAD Clubs** and **LEAD Hub** (formerly DASH). LEAD Clubs are offered at all CVESD schools and provide a range of enrichment activities such as academic support, robotics, music, and sports in a safe, supportive environment. **Enrollment is limited.** Priority is given to foster youth, students experiencing homelessness, English learners, and those from low-income households. Remaining spots are filled on a first-come, first-served basis. Please note: applying does not guarantee placement.

School Information

OFFICE HOURS

The school office is open from 7:45 am to 4:00 pm Monday through Friday. The school telephone number is (619) 397-5828 and the Fax number is (619) 397-7174. Access to the campus during school hours is through the main office only.

BLOG/X

Blog: For the most up-to-date information about Hedenkamp, visit the **BLOG** at: hedenkamp.wordpress.com
We encourage you to subscribe to our blog in order to receive an email each time there is a new blog post.

X: Please follow us on Twitter (**@HedenkampHusky**), which will allow you to see the amazing things that happen at Hedenkamp.

Instagram: This year we are launching our Instagram at **@hedenkamphusky.** We will post regular updates on events and happenings around campus. Be sure to follow-us!

DUAL LANGUAGE IMMERSION

Hedenkamp offers a two-way, 90/10, Dual Language Immersion (DLI) program with the Spanish language as a focus. The purpose of this program is to build bilingual, biliterate, and bicultural ability in participating students. Students participating in this program are eligible to receive the Chula Vista Elementary School District Seal of Biliteracy, in Spanish. When considering the DLI program factors that may impact student learning and progress include: the child's primary language is something other than English or Spanish, or the family is in the military and may not be able to commit to the preferred seven years for the program. Enrollment for the program is on a rolling bases for kindergarten and the first quarter of 1st grade, new enrollment after this benchmark provide challenges to academic language development for the child with other peers in the classroom. Spanish speakers may enter in later years provided they speak, read, and/or write in Spanish as demonstrated through entry assessments administered by Hedenkamp staff.

EMERGENCY AND HEALTH INFORMATION SHEETS

The student Emergency and Health Information sheets provide the school with the information necessary to contact families and care for students in the case of an emergency. The school office must have on file emergency information for each of our students and teachers must also keep a copy of the information in the classroom. Your cooperation in completing the information during registration and/or residency verification is most helpful. It is critical that this information is kept current throughout the year. **If any information changes during the school year, especially work, home, or cell phone numbers, please inform the health office.**

HEDENKAMP HOMEWORK GUIDELINES

As a staff, we agreed to limit nightly homework to reading, either online or actual books, and an appropriate math practice sheet that can be completed independently by students. We also agreed that purposeful assignments/projects can be assigned occasionally to help build time management and responsibility. We agreed that homework over break should not be given, suggestions for activities for break are acceptable but must be completely optional. Furthermore, we agreed that lack of homework completion should not result in punitive action. Students should be encouraged to finish the homework on their own time, but recess should not be taken away for lack of homework completion.

Purpose of Homework:

1. Homework is **practice**
2. Homework is meant to review **concepts** that have been **previously taught** (spiral review).
3. Homework builds automaticity through memorizing math facts and fluency through reading quantity.

Best Practices to foster a love of learning in your home:

1. Read to your children every day
2. **Talk** with your children at length
3. Be a model of a good reader (Books, e-books, magazines, newspapers, online) and talk about what you are reading with your children.
4. Have a designated time and place to complete homework, free of distractions and reasonably quiet.
5. **Discuss** homework and current learning with your children

CELL PHONES/WATCHES/TABLETS

Cell phones, cellular watches, or cellular data tablets are not necessary at school. Students may use a classroom or office phone if the need to contact a parent/guardian arises. However, the devices listed above may be brought to school with a cell phone/smart watch signed waiver by the parent/guardian. Once students enter the gates of campus, cellular devices will be prohibited for use. Each morning cell phones must be placed in their backpack or will be collected by the student's teacher and stored in a safe place until school is dismissed. It is at the discretion of the classroom teacher to determine the best system to store cell phone during the school day. Cellular device use during school hours is prohibited. Students may only use a cellular device before or after school for the purpose of contacting a parent/guardian/the person responsible for picking them up. Violation of these terms will result in the confiscation of the cellular device and require a parent or guardian to pick up the phone from the school principal. Hedenkamp is not responsible for lost, stolen, or broken cell devices brought to school. Click here to complete a cell phone/smart watch waiver for your child.

TECHNOLOGY USE/SOCIAL MEDIA

A student's technology use will not disrupt the learning process of any student(s) on campus. If social media (i.e. Snapchat, TikTok, Instagram) is utilized - inside or outside of school - in a way that is not positive and/or interferes with the school culture at Hedenkamp, the parents/guardians of the student(s) involved will be notified and asked to meet with the school principals.

TOYS AND GADGETS

Students should not bring toys or unnecessary gadgets to school unless this has been approved by the classroom teacher. Toys, gadgets, etc. can easily become a distraction to your child's learning and the learning of others. Hedenkamp Elementary School is not responsible for lost, stolen or broken personal items or toys.

BREAKFAST AND LUNCH

Breakfast and lunch are provided free of charge to students this year. Please be sure to complete the LCFF or lunch application to ensure your child is placed on free lunch status in the future.

Please send **healthy** snacks and lunch to school with your children. **Do not send sodas, junk food, candy, or gum.** Chips should be limited to a small snack size portion. All children must eat lunch every day. Students may not share food with others.

BIRTHDAYS

Class parties and birthdays MUST follow the CVESD Wellness Policy. (Click here for a summary). Our policy states that NO celebratory food items will be allowed on school sites during the school day in celebration of a student's birthday.

We recognize that celebrating your child's birthday is a joyous event, one that you may continue to celebrate here at school. However, **only non-food items** will be allowed at school.

- Non-food suggestions: coloring books, crayons, jump ropes, mini-Frisbees, balls, books, school supplies, stickers, pencils, erasers, white board markers, etc.
- Any food items brought to school for celebrations will be sent home with your child at the end of the day.
- Consider joining the **Hedenkamp Birthday Book Club** – Commemorate your child's birthday by donating $20 for the purchase of a book for the school library. Students can choose a new book from the birthday book club selection, have their name placed on a bookplate inside the front cover, be photographed with the book, and share it with others as a part of the library's collection.

CLASS ASSIGNMENTS

Each year we are often faced with the task of moving a few children from one classroom to another in order to correct an imbalance in class composition. Typically, these changes occur within the first two weeks of school, but changes may occur at any time during the school year. We strive to keep these changes to a bare minimum; however, it is hard to predict exact growth patterns and which grade levels will be affected. In the event changes do become necessary, we hope that we may count on your cooperation and understanding. At the beginning of the school year, we would like to ask families to please wait until the third week of school to discuss any possible class assignment change. If a family wishes to talk about a possible change, they need to place in writing describing the rationale for the change of a child's learning environment. An appointment with the principal will be arranged to discuss the request and to consider all factors associated with a possible change in placement.

DRESS GUIDELINES

The following policy, adopted by the Chula Vista Elementary School District Board of education on March 7, 1995, describes the dress code expected of Hedenkamp students;

1. Shoes must be worn at all times. Sandals must have closed toes and heel straps. Flip-flops or other backless shoes or sandals are not acceptable.
2. Make-up is inappropriate in the elementary school. Dangling earrings, chains and keys worn visibly

around the neck are unsafe and are not acceptable. Hedenkamp School is not responsible for broken, stolen or lost jewelry. Good rule of thumb: if it is a special item, keep it at home.

3. Clothing and jewelry shall be free of writing pictures or other insignia which are crude, vulgar, profane and/or sexually suggestive or which advertise or advocate racial, ethnic or religious prejudice or the use of drugs, tobacco or alcohol.
4. Hats, caps and other head coverings, worn indoors or backwards, are not appropriate.
5. Clothes shall be sufficient to conceal undergarments at all times. See-through or fish-net fabrics, halter tops, off-the-shoulder or low-cut tops, bare midriffs and skirts or shorts shorter than mid-thigh are not acceptable.
6. Articles of clothing and accessories, including hats, belts, books, binders, lunch bags, etc. adorned with graffiti or alleging gang affiliations are not acceptable.

The following items are considered either unsafe or inappropriate for school UNLESS as part of a Student Council sponsored Spirit Day:

*Shoes with wheels
*Sagging/baggy pants
*Colored cosmetic contacts
*Fake tattoos
*Colored sprayed hair
*False/acrylic or extra-long nails
*Excessive jewelry/wrist bands
*Colored nail polish
*Body piercing

School staff reserves the right to make judgments on any article or clothing, mode of dress, or hair style which poses the potential or the disruption of learning and/or compromises a safe and orderly learning environment. If a student comes to school inappropriately dressed, we will notify the parent to come and bring acceptable clothing or to take home an inappropriate item.

MEDICATIONS

If your child must take **any** medication at school, we must have a form ("Authorization for Medication Administration") signed by your physician each year and the medication must be kept in the health room. This applies to prescription and non-prescription medicine. Every time your child is on a medication for a specific illness such as strep throat, bronchitis, pink eye, etc., a new form must accompany the prescription. Contact the Health Office at 397-5828, ext. 580110, for the proper medication form.

Confused about whether or not to send your child to school due to illness?

SYMPTOMS	Course of Action
• Vague: "I don't feel good," symptoms	SCHOOL*
• A single episode of diarrhea	SCHOOL*
• Vomiting (one time) without any other symptoms	SCHOOL*
• Ear infection – no pain	SCHOOL*
• Eye Infection/Pink eye	SCHOOL
• Vague complaints of aches, pains or fatigue	SCHOOL*
• Sniffles, clear runny nose, mild cough without fever	SCHOOL*
• Infestation of scabies, lice (after treatment/no live lice)	SCHOOL*
• Cold sores (sores covered)	SCHOOL*
• Strep throat (after 24 hours on medication)	SCHOOL*
• Fever, measured orally, above 100.4º	HOME*
• Vomiting or diarrhea more than once	HOME
• Chicken Pox (until scabbed over)	HOME
• Undiagnosed skin rash/Impetigo/Ringworm	DOCTOR
• Flu: body aches, fever, headache	DOCTOR

All starred symptoms are considered current COVID-19 like symptoms and testing is recommended in accordance to the most updated county guidelines at the time of symptom.

Please call the health office with questions at ext. 580110

SCHOOL LANDSCAPING

Please help maintain the beautiful landscaping at Hedenkamp Elementary by walking on the sidewalks. Teach your children to respect the grounds and not to climb or hang on the tree branches in front of the school. Please share our environmental pride!

IF YOU MOVE

If you move at any time during the school year, you must complete the following steps within two weeks of the move:

- Verify residency with your new address
- Update the emergency information in the Health Office with your new address and any other information that has changed
- If you have moved out of the Hedenkamp Elementary School boundaries, it will be necessary to fill out a Zone Transfer so that your student(s) can finish the remainder of the school year at Hedenkamp.

VISITORS/VOLUNTEERS

Visitors and volunteers must log in the main office on the dedicated sign-in computer, obtain and wear a visitor's badge, and then return to the school office to sign-out upon departure. The visitor or volunteer badge must be visibly always worn while you are on campus. All visitors and volunteers must adhere to the hours of 8:15 am-3:30 pm, unless arrangements are made with the school principals. All volunteers must review and sign the volunteer guidelines and complete an emergency disaster form. A volunteer orientation is provided for all volunteers the 3rd week of school. All documents must be on file in the office. If you volunteer two days or more days per week, you must be fingerprinted by the San Diego County Office of Education. Please contact the school office for more information Hedenkamp is a secure campus after school hours, thus all visitor and volunteer protocols remain for our after-school programs. There are no volunteers on campus the first two weeks of school, and teachers have the discretion as to how many and how often they need volunteers.

CLOSED CAMPUS

In an effort to ensure a safe campus Hedenkamp Elementary School is a closed campus. All students must report to the front office before leaving early or when returning to campus. All visitors and/or volunteers must report to the office to sign in and receive a visitor/volunteer badge. For further information about Visitors/Volunteer requirements see pages 21 & 22. All gates will be locked during school hours and after-school for LEAD and YMCA programs. If a child is leaving early, individuals will be required to show a picture identification to office personnel before the child can be released. The person picking up the child must come to the office to sign the child out and the office personnel will locate the child and have him/her come to the office. Students will not be allowed to come to the office ahead of time and wait for the person picking him/her up.

Our LEAD Hub, LEAD Club, and YMCA Character Builders programs will sign out students from one entry point in order to maintain a secure campus while students' participant in our after-school programs. The campus entry point for after-school activities will be at the bus loop gate near the blacktop.

COMMITTEES

Parent participation at Hedenkamp is encouraged and appreciated. There are a few important committees parents can be involved in:

ELAC – English Language Acquisition Committee supports second language learners and their families.
PTA – Parent, Teacher Association supports the school through events, programs, fundraising, and volunteering.
SSC – School Site Council advises and monitors school plans and budget throughout the school year.
Safety Committee-Provide input on school safety and collaborate with school team on annual Safety Plan.

CONCERNS REGARDING YOUR CHILD AT SCHOOL

If you have concerns regarding your child, or a matter to your child, your child's teacher should be your first point of contact. You may call the office to be connected to the classroom voicemail. Classroom teachers are busy during the school day and may not get back with you until after the day has ended. All teachers are also accessible via their email address.

SCHOOL VALUES

Our goal at Hedenkamp Elementary School is to create and maintain a positive and safe learning environment for all, one that empowers/allows all students to work toward their highest personal and academic potential. We are committed to investing classroom time every day toward the social-emotional development of all students. Our **HUSKY** traits will be the common language we will use to teach and hold students accountable for being positive forces within our school community. Here is what it means to be a **HUSKY**:

Hard Working
Understanding
Showing Respect
Kind
Your Best Self!

We will focus on the one **HUSKY** trait each month throughout the year and communicate the focus for the month with students and families.

These school-wide expectations shape the culture of our school. The HUSKY expectations are taught modeled and practiced throughout all grade levels. The expected behavior is encouraged with positive feedback and earned privileges. At times, there is a need for behavioral re-direction due to an incident. To promote a positive disciplinary approach, we implement Positive Behavior Intervention Supports (PBIS) and Restorative Discipline Practices.

Positive Behavior Intervention and Support:
The purpose of school-wide PBIS is to establish a climate in which appropriate behavior is the norm.

In accordance with PBIS universal guidelines, the PBIS expectations at Hedenkamp Elementary School are designed to

1. provide a clear understanding of expected student behavior
2. be few in number
3. be positively stated and structured
4. use familiar language
5. include example behaviors defined for purposes of instruction

Restorative Discipline Practices: The premise of Restorative Practices is to assist students in:

- Owning and recognizing their behavior, making amends with those they have harmed directly and indirectly, and successfully reintegrating back into their classrooms and schools.
- Additional other means of correction will be explored to support students.

Every effort will be made to address student conduct in a positive manner consistent with Education Code 48900.5.

There are times when children test their boundaries and make inappropriate choices. In most cases, a simple reminder is enough to redirect the student's behavior. When this is not true, each problem is handled on an individual basis.

When a child continues to have a problem: The teacher will confer with the student regarding the inappropriate behavior and will implement appropriate interventions based on their classroom discipline program. If necessary, an individual plan, agreed upon by parent and teacher, may be implemented to deal with recurring negative behaviors.

When these efforts are not successful: Should unacceptable behavior persist, the child will receive an office referral and be sent to the principal. Actions may include one or more of the following:

- counsel the student to redirect the behavior and repair harm (Restorative Justice),
- notify the parents via phone, in person, or referral form,
- assign consequences as needed based on severity of the behavior

Bullying Prevention at Hedenkamp

We agree that if we see someone being bullied, we will stop or report the bullying or we are just as guilty as the bully. We agree to following these guideline:

1. I will not bully others.
2. I will try to help students who are bullied.
3. I will not exclude others.
4. When I know someone is being bullied, I will tell an adult at school and an adult at home.

Every Conflict Isn't Bullying

What Bullying is...	*What Bullying is Not...*
Repeated aggressive behavior	Not liking someone
Intended to cause harm (physical or emotional)	Accidentally bumping into someone
An attempt by one or more individuals to gain power over another	A single act of telling a joke about someone
Physical: Hitting, kicking, pushing, destroying property	Expression of unpleasant thoughts or feelings regarding others
Verbal/Written: Threatening, name-calling, teasing, taunting	Arguments or disagreements
Social/Emotional: Terrorizing, spreading rumors, intimidating, humiliating, blackmailing, isolating	Being excluded from a game or group on the playground (unless being done regularly and with intention to hurt the feelings of another)
Cyber-bullying: Using technology to bully others verbally, emotionally and/or socially	Isolated acts of harassment, aggressive behavior, intimidation or meanness

Please contact the school first if you feel your child is having difficulty with relationships at school. Report suspected bullying at http://www.cvesd.org/parents/my_child_s_safety/bullying_prevention

CREATING SAFE AND INCLUSIVE LEARNING ENVIRONMENTS

The Chula Vista Elementary School District prohibits any discrimination, harassment, intimidation, and bullying of any student based on the student's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. Prohibited discrimination, harassment, intimidation, or bullying includes physical, verbal, nonverbal, or written conduct based on one of the categories listed above that is so severe and pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities. https://www.cvesd.org/parents/my_child_s_safety/bullying_prevention

Below are several California laws that guide K-12 educators on creating safe and inclusive learning environments. At Hedenkamp Elementary School, we address all forms of bias or detestation to a group that may lead to bullying behavior and work to ensure that our classrooms and hallways are safe and welcoming of each student. Research confirms that when students feel safe and connected, they are more likely to learn and thrive.

California Assembly Bill 1266

Pre-existing state law prohibits public schools from discriminating on the basis of several characteristics, including sex, sexual orientation, and gender identity. AB 1266 requires a pupil be permitted to participate in sex-segregated school programs, activities, and facilities including bathrooms and athletic teams and competitions, consistent with his, her or their gender identity, regardless of the gender listed on the pupil's records. Additionally, educators are to address students by the name and pronouns the student wishes to be referred to as and may update unofficial student records at the student and/or parent/guardian's request.
https://www.cde.ca.gov/re/di/eo/faqs.asp

California Senate Bill 48

The bill added language to Education Code Section 51204.5, which prescribes the inclusion of the contributions of various groups in the history of California and the United States. This section includes a study of the role and contributions of both men and women, Native Americans, African Americans, Mexican Americans, Asian Americans, Pacific Islanders, European Americans, lesbian, gay, bisexual, and transgender Americans, persons with disabilities, and members of other ethnic and cultural groups, to the economic, political, and social development of California and the United States of America, with particular emphasis on portraying the role of these groups in contemporary society.

Education Code Section 51501 also outlines prohibitions on material included in textbooks or other instructional materials. This section already included prohibitions on matter "reflecting adversely upon persons because of their race, sex, color, creed, handicap, national origin, or ancestry"; this bill added "sexual orientation" and "gender identity" to the list. *Education Code* Section 60044 includes a similar prohibition; the language was added there as well, along with a prohibition on materials that contain materials that reflect adversely on persons on the basis of their occupation.
https://www.cde.ca.gov/ci/cr/cf/senatebill48faq.asp

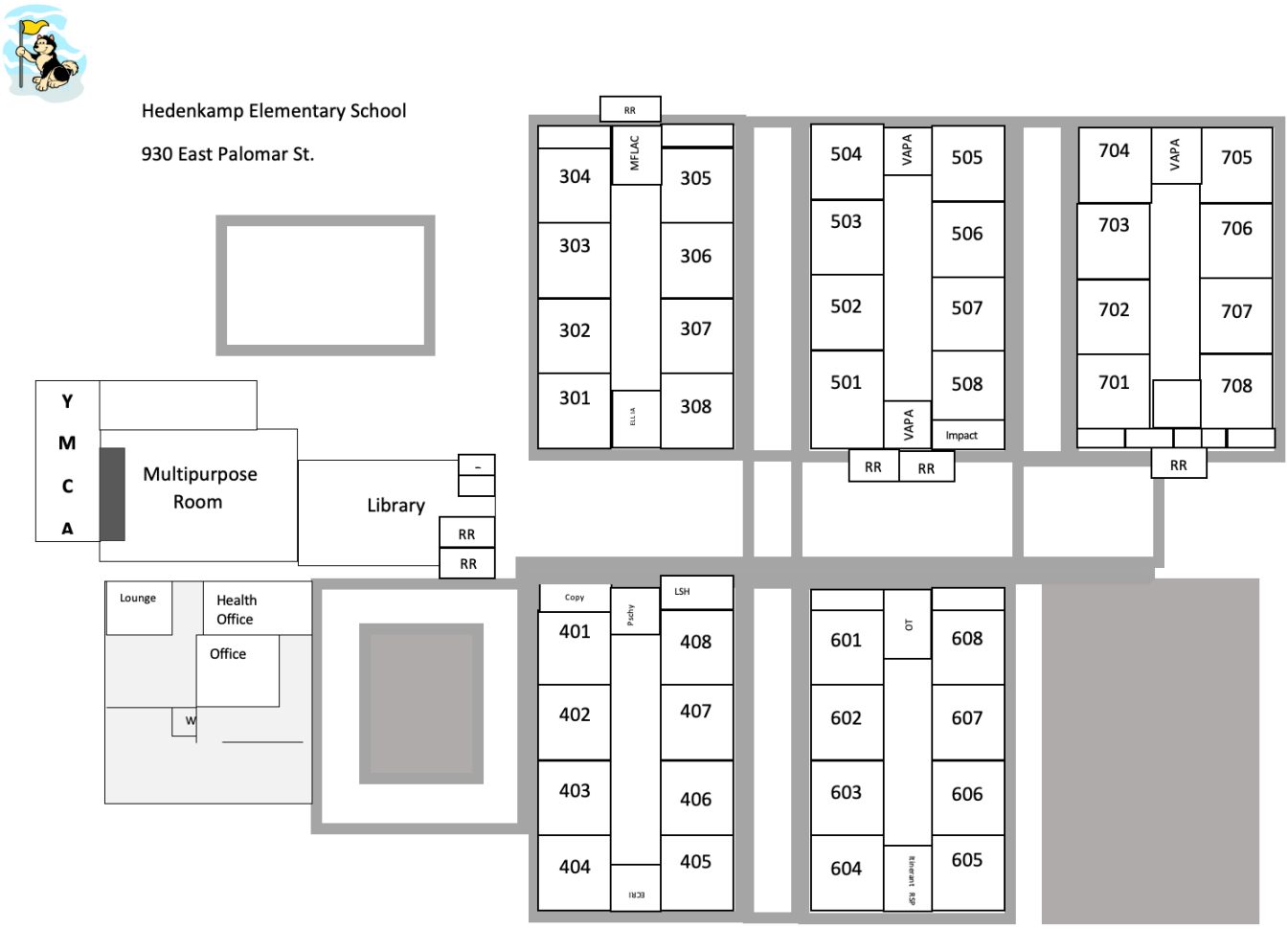
California Education Code Section 48907

Students may not engage in speech that is obscene, libelous, or slanderous. Speech that is false (not a mater of opinion) and exposes a person to hatred, contempt or ridicule is unprotected. Speech that is likely to cause substantial disruption at school also may be cause for discipline.

2025-26 Hedenkamp Classroom Teachers

LAST	FIRST	ROOM	GRADE
Montes de Oca	Ana Paula	606	TK DI
M. Crowley	Megan	608	TK
Abraham	Glenna	602	Kinder
Ballard/Nelson	Deborah/Cristina	607	Kinder
Ruiz	Yannet	605	Kinder DI
Martinez	Estefani	603	Kinder DI
Steel	Linnette	604	Kinder DI
Ellison	Brigid	402	First DI
Haynes	Heather	601	First
Martinez	Estefani	401	First DI
Salinas	Valeria	407	First DI
Vallebo	Michelle	403	First
Convento	Kristin	308	Second
Rose	Kristen	405	Second
Medina	Gladys	301	Second DI
Sanchez	Evelyn	302	Second DI
Plascencia-Romero	Fernanda	304	Second/Third DI
Lopez	Anita	306	Third DI
Ramirez	Brianna	307	Third DI
L.Crowley	Elizabeth	406	Third
Ware	Jennifer	404	Third
Acosta	Veronica	502	Fourth
Go	Laurie	505	Fourth
Hurtado	Deanna	507	Fourth DI
Toral	Magdalena	501	Fourth DI
Hutchinson	Wade	503	Fourth
Arabia	Mary Anne	703	Fifth
Chapman	April	508	Fifth
Beals	Kristi	704	Fifth DI
Hernandez	Nadia	505	Fifth DI
Bjornstad	Shelly	707	Sixth
Gaspar	Sherilyn	702	Sixth
Gregg	Noreen	705	Sixth DI
Orenstein	Stacy	706	Sixth DI
Reiff	Sarah	701	Sixth
Abellar	Jeremy	VAPA	Music
Blocker	Pierre	VAPA	Music
Estrada	Joanna	VAPA	Art
Gonzalez	Ashley	VAPA	PE
Pauu	Nikki	VAPA	PE

Hedenkamp Campus Map



Chula Vista Elementary School District

2025-2026 School Year-Round Calendar

JULY 2025

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	**23**	24	**25**	26
27	28	29	30	31		

2 Minimum Days

7/1	Fiscal Year begins
7/4	Legal Holiday – Independence Day
7/9	First Day for 200-day Employees/Principals & APs Report
7/17	First Day for 186-day CNS II & III
7/21	First Day for 182-day Employees
7/18 – 7/22	Teachers Report to Work
7/23	**Students Report to School – Minimum Day**
	End of first school month, 7 days taught + 3 teacher workdays

Days Worked per month

182-Days Classified	186-Days CNS II & III	185-Days Cert. Staff	200-Days School Staff
9	11	10	17

AUGUST 2025

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	**8**	9
10	11	12	13	14	**15**	16
17	18	19	20	21	**22**	23
24	25	26	27	28	**29**	30
31						

5 Minimum Days

	End of second school month, 21 days taught

Days Worked per month

182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
21	21	21	21

SEPTEMBER 2025

S	M	T	W	T	F	S
	1	2	3	4	**5**	6
7	8	9	10	**11**	**12**	13
14	**15**	**16**	**17**	**18**	**19**	20
21	22	23	24	25	26	27
28	29	30				

8 Minimum Days

9/1	Legal Holiday – Labor Day
9/9	CA Admissions Day (Recognized on December 30)
9/11 – 9/18	Parent/Teacher Conferences – Minimum Days
9/22 – 10/3	Fall Break
	End of third school month, 14 days taught

Days Worked per month

182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
14	14	14	14

OCTOBER 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	**7**	8	9	**10**	11
12	13	14	15	16	**17**	18
19	20	21	22	23	**24**	25
26	27	28	29	30	**31**	

5 Minimum Days

10/1 – 10/6	Fall Break (Continued)
10/2 - 10/3	Principals and AP's workday
10/6	Teachers Report to Work
10/7	**School Resumes – Students Report – Minimum Day**
	End of fourth school month, 19 days taught + 1 teacher workday

Days Worked per month

182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
19	20	20	20

NOVEMBER 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	**7**	8
9	10	11	12	13	**14**	15
16	17	18	19	20	**21**	22
23	24	25	26	27	28	29
30						

3 Minimum Days

11/11	Legal Holiday – Veterans Day
11/24 – 28	Thanksgiving Week Break
11/27	Legal Holiday – Thanksgiving Day
11/28	Declared Holiday
	End of fifth school month, 14 days taught

Days Worked per month

182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
14	14	14	14

DECEMBER 2025

S	M	T	W	T	F	S
	1	2	3	4	**5**	6
7	8	9	10	11	**12**	13
14	15	16	17	18	**19**	20
21	22	23	24	25	26	27
28	29	30	31			

3 Minimum Days

12/22–1/12	Winter Break
12/24	Declared Holiday (Christmas Eve)
12/25	Legal Holiday (Christmas Day)
12/30	In-lieu of Holiday CA Admissions Day (September 9)
12/31	Declared Holiday
	End of sixth school month, 15 days taught

Days Worked per month

182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
15	15	15	15

LEGEND: SCHOOL DAYS (180) | MINIMUM DAYS (51) | TEACHER PREP DAYS (5) | BREAKS | LEGAL HOLIDAYS (17)

Revised 10/11/24

Chula Vista Elementary School District

2025-2026 School Year-Round Calendar

JANUARY 2026

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	**13**	14	15	**16**	17
18	19	20	21	22	**23**	24
25	26	27	28	29	**30**	31

FEBRUARY 2026

S	M	T	W	T	F	S
1	2	3	4	5	**6**	7
8	9	10	11	12	13	14
15	16	17	18	19	**20**	21
22	23	24	25	26	**27**	28

MARCH 2026

S	M	T	W	T	F	S
1	2	3	4	5	**6**	7
8	9	10	11	**12**	**13**	14
15	**16**	**17**	**18**	**19**	**20**	21
22	23	24	25	26	27	28
29	30	31				

APRIL 2026

S	M	T	W	T	F	S
			1	2	3	4
5	**6**	7	8	9	**10**	11
12	13	14	15	16	**17**	18
19	20	21	22	23	**24**	25
26	27	28	29	30		

MAY 2026

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	**8**	9
10	11	12	13	14	**15**	16
17	18	19	20	21	**22**	23
24	25	26	27	28	**29**	30
31						

JUNE 2026

S	M	T	W	T	F	S
	1	2	3	4	**5**	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

		Days Worked per month			
		182-Days Classified	186-Days CNS II & III	185- Days Cert. Staff	200- Days School Staff
	4 Minimum Days				
1/1	Legal Holiday – New Year's Day				
1/1 – 1/12	Winter Break (Continued)				
1/8	Principals Report				
1/12	200-day Employees & APs Report				
1/12	Teachers Report to Work				
1/13	**School Resumes – Students Report – Minimum Day**				
1/19	Legal Holiday – Dr. Martin Luther King Jr. Day				
	End of seventh school month, 13 days taught + 1 teacher workday	13	14	14	14
	3 Minimum Days				
2/13	Legal Holiday – Lincoln Holiday (observed)				
2/16	Legal Holiday – Washington Day				
	End of eighth school month, 18 days taught	18	18	18	18
	8 Minimum Days				
3/12–3/19	Parent/Teacher Conferences - Minimum Days				
3/23 – 4/3	Spring Break				
3/30	Declared Holiday				
3/31	Legal Holiday – Cesar Chavez Day				
	End of ninth school month, 15 days taught	15	15	15	15
	4 Minimum Days				
4/1 – 4/3	Spring Break (Continued)				
4/2 – 4/3	Principals Report and APs workday				
4/6	**School Resumes – Students Report – Minimum Day**				
	End of tenth school month, 19 days taught	19	19	19	19
	5 Minimum Days				
5/25	Legal Holiday – Memorial Day				
	End of eleventh school month, 20 days taught	20	20	20	20
6/5	End of School Year for Students-180 Days				
6/5	Last day for 185-Day Certificated Staff				
6/5	Last day for 186-day CNS II & III				
6/17	Last day for 200-day Employees				
6/18	Last day for Principals and APs				
6/19	Legal Holiday - Juneteenth				
6/30	Fiscal Year Ends				
	End of twelfth school month, 5 days taught	5	5	5	13
	Total Number of Days	182	186	185	200

LEGEND: SCHOOL DAYS (180) | MINIMUM DAYS (51) | TEACHER PREP DAYS (5) | BREAKS | LEGAL HOLIDAYS (17)

Revised 10/11/24