

Dear Hilltop Families,

This Parent & Student Handbook is a handy reference for you and outlines many important guidelines, information, and lists you may find useful throughout the year. Keep it somewhere to refer to throughout the school year.

Communication is important to us. Letters are sent home on Mondays and Fridays of each week as staff and PTSA prepare them. Any outside club activity information will be available in the office upon request. Building a relationship between home and school is a key to your child's success in school so please feel free to contact us by coming in to school, giving us a call or via e-mail.

We look forward to serving your student(s) this coming school year and working with you. Please don't hesitate to share concerns or offer your suggestions. Together we can work to support a quality education for your child.

Sincerely,

Susan Ardissono

**ABSENCES, TARDINESS:** Our State Law reads that illness and injury are the only excusable absences. Parents are asked to call the school office by 9:00 @ 425-431-7600 on the day of your child's absence. Parents are required to send a written excuse to school if the child is tardy. GOOD, PROMPT attendance is strongly encouraged; however, if a child has a temperature above normal or if you have reason to believe he/she is becoming ill, it will be best for your child and his/her classmates to keep him/her home. If your child is absent longer than 3 days due to illness a note from the doctor must be given to the office.

1. ***According to district policy #8130R***, absences and tardies are excused for personal illness or injury (may require doctor's confirmation), doctor or dental appointments, participation in religious holidays or other absences deemed appropriate by the principal. School related absences/tardies are also excused.

2. ***Consistent with WAC 180-40-010***, all students will attend and be punctual at regularly scheduled classes unless officially excused. The "Becca Bill" also requires the District to:

a. Schedule a conference with parents after the second unexcused absence/truancy.

b. File a petition with the county court after the 7th unexcused absence in a month or 10th unexcused absence in a year. (May file earlier)

c. Report to the court additional absences, which occur after the first referral.

The law does not require 6 and 7 year old children to be enrolled in school, but, if they are enrolled, the child's parent must ensure that the child attends the school, and that child has a duty to attend the school, for the full time the school is in session. The school office, assisted by the District Attendance Officer if necessary, will investigate chronic absences or tardiness. Please accept the parental responsibility by calling 425-431-7600 immediately when he/she is absent or tardy.

**PREARRANGED ABSENCES:** The building principal must approve all prearranged absences. All requests must be in writing and given to the classroom teacher at least ***14 school days prior to the prearranged absence***. Request form and guidelines will be sent home to each family. See pgs. 10 & 11 for additional information.

**ACCIDENTS:** If a child is injured at school, an adult competent in first aid will give him emergency first aid treatment. The parents will be called immediately. If they cannot be reached, the emergency contact listed on the enrollment form will be called. If no one is available to come for the child, we will use our best judgment on whether to call the Fire Department Aid Unit or to keep the child in the nurse's office.

**ARRIVAL TIME AT SCHOOL:** School hours for Primary and Intermediate students are 8:30 a.m. to 3:10 p.m. Children who walk to school are not to arrive until 8:10 a.m. unless they are having breakfast, which begins at 8:10 a.m. There is LIMITED grounds supervision and NO playground supervision available. Classroom doors open at 8:30 a.m.

**ATTENDANCE CHECK:** Please call the school office if your child will be absent (425) 431-7600. If there is not a call the day of the absence it will be considered an unexcused absence. Parent's who have not called will be called from the school's daily absentee list to be sure your child/ren is safe. Please be sure the school office has been provided with accurate home and work telephone numbers.

**BICYCLE RIDING:** For reasons of safety, only 3<sup>rd</sup> – 6th graders may ride bicycles to school. They must abide by the following rules:

1. Wear helmets
2. Walk bicycles on the school grounds at all times.
3. Ride on the right-hand side of the road.
4. Use the crosswalks when crossing the street at school.
5. Ride single file and use extreme care when approaching children walking to and from school.
6. Park and lock bicycles in the assigned area. The school cannot assume liability for stolen or damaged bikes.
7. Do not ride or walk bicycles past buses that are loading or unloading.
8. Bicyclers need to walk bikes on walkways and must yield right-of-way to pedestrians.

**BUS POLICY:** The District operates a bus for children living in areas of considerable distance (over one radius mile) or areas of marginal walking safety. Students must ride the bus *consistently!* They may not walk or ride bikes on good days, and on rainy days expect to ride the bus. Notes in writing from a legal guardian are a must for a student going home on a different bus or getting off at a different bus stop. No student will be allowed to go home with another student without prior arrangements and a written note from a legal guardian. Bus students are to get off at their regular stops only. Bus passes are required. No student that is a bus rider will be permitted to ride with another parent in a private vehicle without prior written consent from a legal guardian. If a student is a scheduled bus rider and the student will not be going on the bus because a parent will be providing transportation, a note must accompany that student to school on the day of the occurrence or the student will be put in the bus line/on the bus!

*\*All students are required to have a signed bus responsibility contract.* Students are not allowed to attend any field trip activities without a signed bus contract.

No bus transportation is provided for Cub Scouts, Campfire, Brownies, etc.

**BUS POLICY:** Any changes in stops must be communicated to the school office immediately by the parent/guardian in order to get approval by the District Transportation Department. Courtesy, respect and following of all the bus rules is expected at all times. As needed, bus drivers will issue discipline slips, which may result in a bus suspension.

**CHANGES IN ADDRESS, TELEPHONE NUMBERS, EMERGENCY NUMBERS, etc:** Permanent records follow your child through his/her school years so please help us keep them up to date. If you have a change of address or phone number please remember to give the office changes.

Proof of address will be required for all students registered at Hilltop and must be provided upon request.

**WE MUST HAVE EMERGENCY NUMBERS!** Several sick children or an injured child are a heavy responsibility. Please help by giving us reliable and accurate emergency number.

**COMMUNITY USE - SCHOOL GYM:** Any group or organization wishing to use school facilities on a regularly scheduled basis should call the school office. ***Building Use Forms*** must be filled out and usage scheduled out. All groups wishing to use the facility must carry and show proof of a ***One Million dollar*** hold harmless insurance policy prior to ***Building Use Forms*** being completed.

**DIRECTORY/MEDIA RELEASE INFORMATION:** Directory information consists of a student's name, photograph, address, telephone number, date and place of birth, dates of attendance, participation in officially recognized activities and sports, weight and height of members of athletic teams, diplomas and awards received and the most recent previous school attended. Directory information may be released without consent for the purpose of providing educational, scholarship, vocational/occupational and /or military information, or to the news media and law enforcement. This information shall not be released for commercial reasons. You have a right to withhold any or all of this information. If you do not wish to have such information about your child released, or your child's picture published for media purposes, please let us know in writing. You may choose to have all information withheld or you may choose to designate a specific agency from which you choose to withhold information.

#### **DRESS CODE**

Hilltop asks that beauty and hair care products be kept at home. When students bring these items to school, it distracts from the learning process. In addition, the following is an up-to-date dress code. We hope that parents and students will review this together.

- Clothing that portrays gangs, drugs, alcohol, tobacco, violence, sex or inappropriate language shall not be worn.
- Skirts and shorts must be fingertip length or longer.
- Midriff (torsos) should be covered at all times.
- Make-up, hair care products, perfume and cologne are not allowed at school
- Shirts and blouses must reach the waistband when arms are raised.
- Clothing that is inappropriately revealing shall not be worn to school. (Transparent clothing spaghetti straps and low-cut shirts).
- Chains should not hang from pants.
- Pants should be worn at the waist. Loose pants must be worn with a belt at the waist
- No underwear should be showing including sports bras and boxer shorts.
- No pajamas are to be worn to school. (Designated spirit days are an exception)
- Other new trends/fads creating a distraction from learning

**EARLY DISMISSALS:** We discourage the securing of dental/doctor appointments during school hours or having the pupils excused early for other reasons. In the event it is necessary, please make your request in *writing* to the teacher. The child will be released to you from the classroom through the office. **PLEASE CHECK WITH THE OFFICE. DO NOT GO TO YOUR CHILD'S ROOM.** Your child will be called from the office when you arrive. Your child will not be sent to the office prior to your arrival.

**STUDENT ALCOHOL AND DRUG USE POLICY:** The Edmonds School District recognizes that the use/abuse and possession of alcohol, controlled, illegal, addictive, or harmful substance(s), including anabolic steroids, is a societal problem and may represent an impairment to the normal development, well-being, and academic performance of students. To ensure the safety, health, and well being of all students, the district is committed to the support, and necessary corrective actions. While the primary obligation to seek assistance rests with the student and hi/her parent(s)/guardian(s), school staff shall work with the home and community to develop and implement a comprehensive prevention and intervention program.

\* The policy is as follows:

**Any student** who is under the influence of or possesses, sells, offers for sale, or distributes alcohol or controlled substances or drug paraphernalia will be considered under the disciplinary category of exceptional misconduct, which warrants an immediate resort to a short-term suspension or expulsion.

**HARASSMENT, INTIMIDATION OR BULLYING:** By Washington state law and by Edmonds School District policy, acts of harassment, intimidation or bullying will not be tolerated in schools. **Serious discipline action will be taken which may include suspension.**

**\*Harassment, intimidation or bullying is defined as an intentional written, verbal or physical act which:**

- ◆ physically or emotionally harms a student or damages the student's property; or
- ◆ has the effect of substantially interfering with the student's education; or
- ◆ is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- ◆ has the effect of substantially disrupting the orderly operation of the school.

Harassment, intimidation or bullying can take many forms including slurs, rumors, jokes, innuendos, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats or other written, verbal or physical actions.

The Edmonds School District and Hilltop Elementary are committed to maintaining a positive and productive learning environment, which is free of discrimination of any sort. **Sexual harassment is a form of discrimination.** It is not allowed under federal and state law, or under District and school policy. **Serious discipline action will be taken which may include suspension.**

**Sexual harassment is unwanted sexual words or actions and put-downs that make fun of you for being a girl or boy.**

**Some other examples of sexual harassment in school might include:**

- ◆ touching pinching and grabbing body parts
- ◆ sending sexual notes, pictures, or voice mess.
- ◆ making suggestive or sexual gestures, looks, jokes, or verbal comments, noises, or flipping skirts or shirts up
- ◆ pulling your own clothes off
- ◆ attempted rape and rape (these are classified as crimes for which police will be notified)
- ◆ being cornered
- ◆ writing sexual graffiti
- ◆ spreading sexual rumors or making sexual propositions
- ◆ pulling someone's clothes off
- ◆ being forced to kiss someone

Any student who believes she or he has been subjected to sexual harassment at school should immediately report this to any school or District employee with whom the student feels comfortable discussing the matter. Appropriate people could include the principal, teachers, school nurse, counselors, school social workers and psyches, and the District Affirmative action officer.

If a student does not want to speak to a school employee, but reports to his or her parents that s/he has been subjected to sexual harassment at school, the parents are urged to report this matter to the school. All reports will be promptly investigated. To the degree possible, complaints will be treated in a confidential manner.

**Retaliation** against anyone reporting complaints of sexual harassment or against anyone serving as a witness in an investigation of sexual harassment is **strictly forbidden**. False reporting of incidents of sexual harassment or bearing false witness in an investigation is also strictly forbidden. Such behaviors will be treated as disciplinary cases, and those who commit such acts will be punished according to the school discipline code.

**EMPLOYMENT POLICY:** Edmonds School District No. 15 is an affirmative action employer and encourages inquiries and applications from qualified minorities and women for all positions. It is the policy of Edmonds School District not to discriminate in employment on the basis of race, creed, color, national origin, sex, marital status, age, or handicap, as required by state and federal laws. Any inquiries regarding compliance with this policy may be addressed to the Affirmative Action Office, Educational Services Center, 20420 - 68th Ave. W., Lynnwood, WA 98036-7400, phone 425-431-7099, or to the Office for Civil Rights, Department of Health, Education and Welfare, **425-442-1922**.

**HEALTH/IMMUNIZATIONS:** It is wise for all children to have an occasional check-up. It is very important that boys and girls who plan to take part in school games/sports have a physical examination. Please check your children daily for signs of skin or eye infections, symptoms of contagious diseases, and particularly signs of over-tiredness. Some children have a tendency to become nervous under the routine of a school program. Biting fingernails, continued eye blinking or other nervous indications should be reported to the teacher, school nurse, or family doctor. Please let us know about any preexisting illness or life threatening condition your child may have that might affect his/her school life. If your child has a life threatening illness/allergy we must have an emergency medical plan in place at school.

**HEALTH/IMMUNIZATIONS:** Your child will be excluded from school until it is in place. **All required immunizations must be current or your child will be excluded from school.**

**INSURANCE:** **Student Accident Insurance can be purchased.** Complete the enrollment forms sent home with your child the first day of the school and send them to the school office for processing. (This plan is not a comprehensive health plan although the insurer does offer one if you are interested.) Claims can be made through the school office.

**LOST AND FOUND** Located outside of the office. Any article that is marked with a child's name will be returned to him/her. Unidentified items are kept for 2 weeks and then donated to Clothes for Kids. Jackets and lunch pails are probably the most critical items to label. Articles left on the bus should be reclaimed from the bus driver. Transportation: 425-431-7230.

**PESTICIDE USE:** The Edmonds School District uses Integrated Pest Management (IPM) modeled after Environmental Protection Agency recommended guidelines for the control of structural and landscape pests. IPM coordinates the use of non-chemical methods to prevent pest infestation along with all available pest control methods when an outbreak does occur. These methods include physical (pruning), cultural (using disease resistant plants), and biological means (using Lacewings and Lady Bugs) as well as the judicious use of chemicals. Unauthorized staff is not permitted to apply pesticide products at any school site or facility.

**PESTICIDE USE:** A notice will be posted in the main office 48-hours prior to the application of any biologic or chemical pesticide. It will provide the reason for application and the name of the product to be used. For individual notification, please contact your school's main office. No notices will be sent when students do not occupy the school for at least two consecutive days after application. These procedures do not apply to emergency applications to control pests that pose an immediate health threat (e.g. stinging insects). If application is postponed due to weather, the notification process will be repeated. For more information, please contact the Maintenance Director. (425) 431-7244

**LUNCHES:** The Foodservice Department of Edmonds School District is a centralized food system. The lunch at our school is served and eaten in the gym area. Two servers work in each elementary kitchen. Menus are sent home at the beginning of each month. \*The lunchroom is operated on cash/advance payment basis. Students are given a 4-digit pin number, which keeps track of their individual lunch accounts. Cash, cashiers check, or personal checks are all acceptable forms of payment. **Checks must be made payable to the Edmonds School District.** Money on account is carried over from school year to school year. Amounts owed at the end of the prior year carry over to the current year. Prices are published on the District menus.

**MEDICATION AT SCHOOL:** Medication will be administered from the office providing the following directions have been met:

1. Before medication can be given at school, the office must receive written doctor's instructions and parent's permission for the medication to be given.
2. The medication must be in a container with original label from doctor or pharmacist and listing student's name, the name and dosage of medication.

We need to know about all medications being given at home as these could affect a medical emergency during the school day.

**PARTIES:** Classroom parties are held at the discretion of the teacher. Please check in with your child's individual teacher if you plan on bringing treats for his/her birthday. Remember to ask about any allergies. **Do not send personal party invitations to be handed out at school unless the whole class is being invited.**

**PATROL CROSSINGS:** Patrol crossings are Damson Road (in front of school) and Logan Road. As this area grows, our children face increasing traffic dangers. Both parents and teachers must work constantly to help children become safety conscious...crossing streets, walking to and from school, being approached by strangers and riding bicycles.

***\*Please be kind to our Patrol students and staff who are working hard to keep Hilltop's pickup and drop off of your student/s running smoothly.***

**PARENT PICK-UP:** Every student will bring home a Pick-up/Drop-off policy that must be signed by each adult picking up or dropping off your child/ren.

**REPORT CARDS:** 1<sup>st</sup> – 6<sup>th</sup> grade will receive report cards three times a year. ***K students will receive report cards twice a year.***

**RECESS:** ALL students will be required to go outside during recess periods unless there is a driving rain or hard rain/wind combination. It is important that parents provide clothing and instructions to their child for the outdoor periods. If the student cannot go outside for a few minutes when properly dressed, it is questionable if he/she should be in school. If it is absolutely mandatory that a child stay in, a note from the parent is required. Pack extra clothes in your child's backpack during the rainy season.

**RULES FOR PLAYGROUNDS:** We cannot list all the specific problems that arise when kids play together in large groups of 200 or more. We will explain to students when their behavior is not proper and we will expect them to remember even if it is not on this written list.

The para-educators will use discretion and their personal judgment in a situation, which is vital, often determining whether a student is conducting himself/herself properly or not.

1. Students are to mind all adults who work for the school.
2. Rough play/horse play: No wrestling, no tackle football, no fighting, no pushing or shoving while in line.
3. Throwing objects: No rocks, sticks, pinecones, snowballs, ice, etc., can be thrown.
4. Dangerous use of playground equipment:
  - Students must go in one direction on the rings and parallel bars.
  - Students must sit on the slide and go down feet first.
  - Students are not to climb on backstops, trees, or the fence.
  - Students on turning bars must keep both hands on bars at all times.
5. Playground boundaries: Students are not to leave the playground area without permission of the playground assistants.
6. Proper language: Students are not to swear or make obscene gestures.
7. Courtesy: Students are expected to respect other students and to try to develop acceptable attitudes and behaviors.

Specific game rules and expectations are covered in PE and are posted on the playground.

**Phone Use:** Since the school is limited in its phone availability to parents and teachers, it is necessary to limit pupil use of the phone to **EMERGENCY CASES ONLY.**

**\*Permission to call home about visiting a friend after school will not be granted.**

The parents prior to the school day should make arrangements for Girl Scouts, Campfire Girls, sports, etc. **A written note from a parent/legal guardian** needs to be turned into the office the morning of the event your child is going home with a friend, riding a different bus, getting off at a different bus stop, walking, or not taking the bus because of parent pick up.

**\* If no note, the child will be sent home by their normal routine.**

**STUDENTS PERMANENT RECORDS:** The school maintains a record on each student, which is sent to the middle school at the completion of elementary school. Records contain a summary of each year's grades, testing, and attendance data. Also, summaries of parent conferences and teacher anecdotal materials are kept. Parents are welcome to review this material with the teacher or principal. Please send a note 72 hours before you need this request completed.

**STUDENT PLACEMENT:**

- Parent input is valued; Families will receive direction in the spring as to the process.
- Placement is tentative until after the 4<sup>th</sup> day adjustments are made.

**TRANSFERRING SCHOOLS:** Please notify the office one week in advance of transferring to a new school. You will be provided a copy of your child's immunization record and information for the receiving school.

### **There is a Great Value in PTSA Membership**

**Why Join?** PTA is the only group whose exclusive interest are the health, welfare, safety and education of your children. Children cannot vote, and are not organized and do not participate in the legislative process. Thus, they have no say in creating the policies that affect their lives and well-being PTA allows you to speak for the interest of your children when you cannot be there yourself. Another compelling reason to join your local PTA unit is that every study ever conducted on the relationship between student performance and parent involvement in education shows that when parents are involved in education, student academic performance improves. Involvement in PTA allows you to get to know their teachers better and become more familiar with the school and what goes on there. It also allows you to get to know the parents of your children's classmates better. Even if you don't have a great deal of time to devote to PTA activities, by becoming a member and attending meetings you are showing your children that you believe their school and their education is important. Lastly and perhaps most importantly, your membership in PTA has direct impact on your children and the quality of their school. PTA has a direct impact on your children and the quality of their school. PTA has the ability to make a school a better place for your children to learn. PTAs do this by addressing the needs of their individual schools. By becoming a PTA member, you can help identify those needs and develop solutions that may include: making the school safer, becoming more technologically advanced, being more tolerant to others' differences, and bringing enriched educational opportunities to the school.

**We can't do it alone!** Please call a Board Member and let them know which committee you can assist in or chair to ensure that Hilltop PTSA, Hilltop School, and most importantly, **your children** will continue to benefit from your support.

***PTSA – One Child. One Voice***

**STUDENT SPONSORED EVENTS:** From time to time students may organize peaceful events to express their opinions about issues. Such events are publicized to students, and participation on the part of students is totally voluntary. Examples of such events include the "National Day of Silence," where students are participating in externally organized events or they could include events specific to the school itself.

**STUDENT RIGHTS/SPECIAL EDUCATION CHILD IDENTIFICATION:** Special Education services are provided to all students aged birth to 21 who qualify. For students currently enrolled in the district contact the school psychologist at your local school. For students not currently enrolled, call the Psychology Office at 425-431-7208. See additional information Pg. 14

**PERSONAL BELONGINGS/PAGERS – CELL PHONES - ELECTRONIC DEVICES - Toys:** Students bringing personal belongings to school are solely responsible for these items. The School District, which includes Hilltop Elementary, is *NOT* financially responsible for anything brought from home, e.g. any electronic device, books, collector cards, games, ect *Electronics are not allowed* at Hilltop. If they are brought to Hilltop they will be confiscated by the teacher and must then be picked up by a parent. Small pocket size toys are allowed at school. *Cell phones are permitted at school with parent permission. They must remain in the backpack and turned off while at school and on the bus.* If your child has an item taken away during school hours, you may recover it by sending a note or stopping by the office.

**Please label all personal belongings (lunch boxes, items of removable clothing, etc.)**

**VISITING SCHOOL:** All adults are to check in at the school office to identify themselves and sign in when entering school grounds. This is necessary for the protection of all our children. We ask that you wear a visitor button during your visit. When you are bringing items forgotten by your child (e.g., lunches, books, money, etc.), **bring them to the school office.** We will call at an appropriate time and make sure your child receives the item. This will reduce classroom interruption and we will know the identity of all adults who are on the school grounds.

We wish to extend a cordial invitation to parents to visit school at any time they desire. However, a classroom visit which is planned in advance with the teacher or principal will be much more successful and satisfactory than a chance visit, which may find the child engaged in an activity outside the room. Please check beforehand with the office or teacher. You will find the office of the Principal always open for visitation or consultation. Since the schedule of the Principal is not a set one, it is always advisable to telephone for an appointment.

**VOLUNTEERS/PARENT CONNECTION:** Parent involvement in school is known to be the key to a child's success as a student. Hilltop's goal is to have each family volunteer 2 hours per family per month in school activities. ***\*Before volunteering in the classroom or chaperoning on any field trips the Edmonds School District requires you to complete the State Background Check.*** You may obtain this packet from the main office.

**NOTIFICATION OF THREATS OF VIOLENCE OR HARM:** By Washington state law and by Edmonds School District Policy, the issuing of a threat against individuals or against district property will be taken seriously. Individual-directed threats of violence or harm are communications that create fear of physical harm to a specific individual or individuals, communicated directly or indirectly by any means. Building-directed threats of violence or harm are direct or indirect communications by any means of the intent to cause damage to a school building or school property or to harm students, employees, volunteers, patrons or visitors. Staff, students, volunteers, and others involved in school activities have the responsibility to report any threats of violence or harm to designated school officials. Persons found to have made threats of violence or harm will be subjected to relevant district discipline policies and may be referred to appropriate community agencies, including but not limited to, law enforcement and mental health services.

**HILLTOP STAFF**

<b>Main Office</b>		425-431-7604
<b>Principal</b>	Susan Ardissono	425-431-7877
<b>Office Manager</b>	Kerry McGhie	425-431-2676
<b>Office Assistant</b>	Ruth Weir	425-431-2675

<b><u>Primary</u></b>	Ceres Creswell	DK
	Shana Dumo	K
	Angela Gregorio	K
	Becca Ross	K
	Karen Gillespie	K
	Tracy Bower	1
	Hannah Elvrum	1
	Christina Brooks	1
	Jenica Veldivia	1
	Samantha Kempf	2
	Debbie O'Brien	2
	Jennifer Blackstone	2
	Jenna Smith	2/3
	Joanie Jansen	3
<b><u>Intermediate</u></b>	Matt Grover	3
	Tamara Littlejohn	3/4
	Mike Nelson	4
	Doris Fulton	4
	Candy Jacobs	5
	Debbie Lindgren	5
	Cheryl Roth	5
	Stacy Hatch	5/6
	Mark Randall	6
	Brent Eschrich	6

**Learning Support**

	Erin Hackwith		
	MG Stammes		
<b><u>Library</u></b>	John Snyder		
<b><u>Music</u></b>	Kylene Ries		
<b><u>Band</u></b>	Frank Blosser		
<b><u>Orchestra</u></b>	Colleen Loewen		
<b><u>Phys. Ed.</u></b>	John Albrecht		
<b><u>Educational Assistants</u></b>	Jenifer Leach	Martha McCorkhill	Christa Clemmens
	Wendy McCauley	Britt Dennon	Beverly Gable
	Pam Nelson	Lisa Brummett	Lois Hanks-Vandermeer
	Debbie Larsen	Olga Zayats	
	Ronda Roope		
<b><u>Custodians</u></b>	Petr Palamarchuk		
<b><u>Cooks</u></b>	Rikki Cross	Lora Johnson	
<b><u>SLP</u></b>	Nancy Oylea		
<b><u>Nurse</u></b>	Mary Johann		
<b><u>Psychologist</u></b>	Linda Babin		

## **HILLTOP ELEMENTARY**

### **Core Virtues**

**September-Positive Attitude/Self-Image**  
**October-Cooperation (tolerance, citizenship, acceptance)**  
**November-Perseverance (fortitude, goal setting)**  
**December-Gratitude/Thankfulness (appreciation)**  
**January-Courage**  
**February-Caring/Kindness (service, empathy, citizenship)**  
**March-Self-control/Good Judgment (delayed gratification, patience)**  
**April-Honesty/Integrity**  
**May-Justice/Fairness**

### **WE ARE HERE**

**to learn**

**to love**

**to care**

**to share**

**to grow**

**TOGETHER THE MISSION OF HILLTOP ELEMENTARY IS TO CREATE A  
STIMULATING, SAFE COMMUNITY WHERE EVERYONE'S MAXIMUM  
POTENTIAL IS ENCOURAGED IN AN ENVIRONMENT OF RESPECT,  
CARING AND TRUST.**