

Aspire Triumph Technology Academy
Student and Family Handbook Addendum
School Year 2023-2024

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Letter from the Principal

Dear Triumph Families,

Welcome to the 2023-2024 school year! I am excited to return to Triumph as principal this year. We are looking forward to partnering with you to ensure that scholars are meeting their academic and personal goals. There are many fun family events planned for this year and I encourage you to come out to as many as you can to see the wonderful work that our community is doing to center learning and joy.

Thank you for your continued support and all that you do for your scholars and the Triumph school community. Please carefully review the information in this handbook and reach out if you have any questions.

In partnership,
L'aurelei Durr, Principal
laurelei.durr@aspirepublicschools.org

About the School

Aspire Triumph Technology Academy was founded in 2014 and serves approximately 250 students in grades TK- 5th in East Oakland, California. We serve a diverse student population from all over the East Bay.

At Triumph we are dedicated to preparing all of our students for success through K-12, college, career and beyond. We remain committed to serving the whole child through rigorous, standards-aligned, culturally responsive teaching, after school enrichment, technology, personalized learning experiences and community celebrations.

School Site Mission and Vision

Triumph strives to create an environment where students feel valued, healthy, safe, engaged, supported, and challenged. To ensure our scholars have agency over their own learning and are prepared for their future dreams and aspirations, we purposely differentiate for each student, utilize technology in our teaching, and push for further understanding. We work toward equity by meeting each scholar's unique needs, by inspiring students to grow and think critically about the world around them and their identities, by partnering with families, and by honoring the voices of the community, culture, and backgrounds of our students and families.

General School Information

School Contact Information

3200 62nd Ave
Oakland, CA 94605
510.638.9445

Important Contact Information	
Front Office Phone	510.638.9445
Attendance Email	Djuani.Littleton@aspirepublicschools.org
Principal	Laurelei.Durr@aspirepublicschools.org
Assistant Principal	Tray.Britt@aspirepublicschools.org
Business Manager	Ana.Vasquez@aspirepublicschools.org
After School Program Director	Lee.Banks@aspirepublicschools.org

PowerSchool and ParentSquare

Our school site uses PowerSchool and ParentSquare to help communicate with families regarding grades, attendance and important school updates. All parents and guardians have access to PowerSchool and ParentSquare, and we encourage you to check both websites often for the most up to date information. Please be sure that you update your contact information, including email, with the front office if there are any changes in how to reach you.

If you need help with accessing your PowerSchool or ParentSquare account, please reach out to the front office.



School Site Calendar



Aspire Triumph Technology Academy 2023-2024 Family Calendar



Our school uses ParentSquare for all whole school announcements and communication. Use this QR code to download the app!



Apple



Google

Our school uses PowerSchool for attendance, student grades, and first day forms. Use this QR code to download the app!

District Code: TFSJ

Bell Schedule	
Color	Arrival and Dismissal
Full Days: Mon to Thurs	8:20 am to 3:00 pm
Min Days: Fri	8:20 am to 12:30 pm
Planning days	8:20 am to 1:40 pm

Free Breakfast Served Daily to all students.
7:30 to 8:20am

Important Attendance Information
Attendance alerts are delivered via ParentSquare mid-morning. Simply reply to those alerts to excuse your child's absence. Absences may be excused for the following reasons: illness, medical appointments, court services appointments.
We know that important learning happens during travel and family gatherings, we encourage families to plan for these during our school breaks and avoid students missing school instruction.

July '23							Important Dates
S	M	T	W	Th	F	S	
25	26	27	28	29	30	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						

August '23							Important Dates
S	M	T	W	Th	F	S	
		1	2	3	4	5	1: Back to School Carnival (Open to April)
6	7	8	9	10	11	12	7: First Day of School
13	14	15	16	17	18	19	8,7 to 9,1: TK and K Strong Start, 12:30 dismissal
20	21	22	23	24	25	26	
27	28	29	30	31			31: Back to School Night (5:30 to 6:30)

September '23							Important Dates
S	M	T	W	Th	F	S	
				1	2		4: No School (Labor Day)
3	4	5	6	7	8	9	14: 1:40pm Dismissal (Teacher Planning)
10	11	12	13	14	15	16	15: No School (Staff Development)
17	18	19	20	21	22	23	21: Family Science Night (5:30 to 6:30)
24	25	26	27	28	29	30	

October '23							Important Dates
S	M	T	W	Th	F	S	
1	2	3	4	5	6	7	2 to 6: No School (October Break)
8	9	10	11	12	13	14	9: No School (Staff Development)
15	16	17	18	19	20	21	19: Latino Heritage Night (5:30 to 6:30)
22	23	24	25	26	27	28	
29	30	31					

November '23							Important Dates
S	M	T	W	Th	F	S	
			1	2	3	4	9: 1:40pm Dismissal (Teacher Planning)
5	6	7	8	9	10	11	10: No School (Veteran's Day)
12	13	14	15	16	17	18	16: Family Math Night (5:30 to 6:30)
19	20	21	22	23	24	25	20 to 24: No School (Harvest Break)
26	27	28	29	30			

December '23							Important Dates
S	M	T	W	Th	F	S	
				1	2		18 to 5: Winter Break
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							

January '24							Important Dates
S	M	T	W	Th	F	S	
	1	2	3	4	5	6	1 to 5: No School (Winter Break)
7	8	9	10	11	12	13	8: No School (Staff Development)
14	15	16	17	18	19	20	15: No School (Dr MLK Jr Birthday)
21	22	23	24	25	26	27	
28	29	30	31				

February '24							Important Dates
S	M	T	W	Th	F	S	
				1	2	3	2: No School (Staff Development)
4	5	6	7	8	9	10	1: 1:40pm Dismissal (Teacher Planning)
11	12	13	14	15	16	17	14, 15, 20: Min Day (Teacher Planning)
18	19	20	21	22	23	24	19: No School (President's Day)
25	26	27	28	29			22: Black History Month Celebration

March '24							Important Dates
S	M	T	W	Th	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	14: Family Game Night (5:30 to 6:30)
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	25 to 29: No School (Spring Break)
31							

April '24							Important Dates
S	M	T	W	Th	F	S	
	1	2	3	4	5	6	1 to 5: No School (Spring Break)
7	8	9	10	11	12	13	8: No School (Staff Development)
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30					

May '24							Important Dates
S	M	T	W	Th	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	9: Talent Show (5:30 to 6:30)
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	1: 1:40pm Dismissal (State Testing)
26	27	28	29	30	31		27: No School (Memorial Day)

June '24							Important Dates
S	M	T	W	Th	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	14: Last Day of School
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30							


Closure Dates	
September 9:	Labor Day
September 15:	Staff Development
October 2 to 6:	October Break
October 9:	Staff Development
November 10:	Veteran's Day
November 20 to 24:	November Break
December 18 to January 5:	Winter Break
January 8:	Staff Development
January 15:	Rev Dr MLK Jr Birthday
February 2:	Staff Development
February 19:	President's Day
March 25 to April 5:	Spring Break
April 8:	Staff Development
May 27:	Memorial Day

School Office Hours and Contact	
Monday through Friday	7:30 am to 4:30 pm
ph.	510-638-9445
	3200 62nd Ave
	Oakland, Ca 94605

Important Contacts	
Principal	Laurelei.Durr@aspirepublicschools.org
Asst Principal	Tray.Britt@aspirepublicschools.org
Business Manager	Ana.Vasquez@aspirepublicschools.org
After-school Director	Lee.Banks@aspirepublicschools.org

Intersession	
Our school offers a limited intersession/camp for students during the longer breaks. If your family would benefit from this program, please reach out to the After-school Director for more information.	
Dates: 7/10 to 7/21, 10/2 to 10/4, 3/25 to 3/27, 4/1 to 4/5, 6/17 to 6/18, 6/20 to 6/28	

Bell Schedule

Aspire Triumph Tech Academy 3200 62 nd Ave Oakland, CA 94605 Office: 510-638-9445		
Regular Day Schedule		
7:30am	Breakfast Program Begins	
8:20am	Morning Assembly- School Day Begins	
10:30-10:45am	4/5 Recess	
10:50-11:30am	K/1 Lunch & Recess	
11:35-12:15pm	2/3 Lunch & Recess	
12:25-1:05pm	4/5 Lunch & Recess	
1:10-1:25pm	K/1 Recess	
1:30-1:45pm	2/3 Recess	
3:00pm	Dismissal	
Friday/Early Dismissal Schedule		
7:30am	Breakfast Program Begins	
8:20am	Morning Assembly- School Day Begins	
9:15-9:30am	K/1 Recess	
9:35-9:50am	2/3 Recess	
9:55-10:10am	4/5 Recess	
11:15-11:35	K/1 Lunch	
11:40-12:00	2/3 Lunch	
12:05-12:25	4/5 Lunch	
12:30pm	Dismissal	

Drop Off and Pick-Up Procedures

On time drop off and pick up is important to your child's success. In order to make drop off and pick up as efficient for you, your child and other families, please follow the below procedures. In order to provide a smooth and safe dismissal the office will be closed from 2:30-3:00.

Drop Off Time: Students may be dropped off as early as 7:30 for breakfast. Students may be dropped off at the main entrance or in the back parking lot. They should go directly to the cafeteria. *Please do not drop your students off before 7:30a as there will be no one to supervise them and that creates a safety issue.*

Pick Up Time: Dismissal is at 3:00p. Please pick your student up before 3:30 if they are not in the after school program. Late pickups create safety issues for students. Please do not double park or block our neighbors' driveways.

Early Pick-Up Policies and Procedures:

Early pickups must be someone listed in the PowerSchool list. If it is someone who is not listed the parent or guardian must call ahead of time to let the office know and have the unlisted adult bring an ID with them.

In order to maximize instruction please try your best to not pick up students early unless it is an emergency. We do understand that things come up but please try to schedule doctor appointments and other appointments after school hours or during one of our many school breaks. (see calendar)

School Site Attendance and Tardy Procedures

Regular, on-time attendance is important for your child's success. In the event your child is absent or tardy, please follow the procedures below.

- Please be sure to call the office to let us know your student will be late or absent.
- The student must bring a doctor note in order to get his/her absence excused.
- It is important that someone from our administration is made aware of this absence and or tardy.
- Students who walk into school after 8:35am are considered tardy and will be marked tardy "T".
- Students who arrive after 9:05am will be marked as "R" tardy over 30 minutes which can result in truancy if the student accumulates three.

Lunch Expectations

Triumph provides students with healthy school lunch options every day Monday-Friday. We do encourage you to send food with your student if you/ they prefer to eat something else or want snacks for recess.

Please do not use food delivery options to send lunch to students or send students to school with lunches that need to be heated. Due to limited staffing we are unable to accommodate those situations. We do not want students to be hungry during the day as they will not be able to concentrate on learning, as such, we will encourage students to eat a school lunch. A parent/guardian/ family member is able to drop off food in the front office for a student to eat at their designated lunch time. Please make sure the food is clearly labeled with the students' name and grade level.

School Site Specific Dress Code

Aspire Triumph Technology Academy expects all students to wear uniforms Monday- Friday.

We will send out any communication in advance about Spirit Days or non-uniform days via Parent Square or the Family Newsletter.

The Triumph uniform consists of:

Tops: White, Gray, or Navy Blue collared shirt OR Triumph t-shirts

- Collared shirts can be short sleeved or long sleeved and do not need a special Triumph/Aspire logo- collared shirts can be purchased at the retailer of your choice such as Target, Walmart, Old Navy, etc

Bottoms: Navy Blue, Black, or Khaki pants, shorts, skorts, jumpers, or skirts

- Shorts, skirts, skorts, and jumpers may not fall more than 3 inches above a scholar's knee
- Students may not wear pants that have an excessively tight or excessively loose fit; students may not wear leggings, sweat pants, or jeans

Cold-weather tops: Solid Navy blue, black, white, or gray sweaters, cardigans, v-necks, fleeces, or vests OR Triumph sweatshirt

Student shoes are expected to meet the following requirements:

- All shoes must have a rubber sole
- For safety reasons, heels, flip flops, sandals, wedges and open-toed shoes are not allowed. If students wear these types of shoes, they will not be allowed to participate in recess or PE.
- Students must wear shoes that enable them to participate in PE comfortably
- If a student's shoes become a distraction in class, that student will be asked to wear different shoes to school

Students do not need a separate PE uniform.

School Culture and Student Life

At Triumph we have various routines and rituals that students engage in to build community. Every morning we have a whole school assembly to start the day off in community with each other. We have Town Hall assemblies where students take pride in their “colleges” by doing their class cheers and receive awards for attendance, academics and SEL. Triumph also hosts after school cultural celebrations and academic nights so students can create a sense of belonging and inclusion. During the day students and staff engage in different activities to actively promote

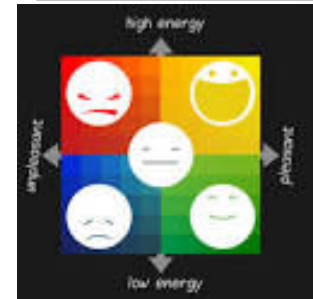
an inclusive school culture where all students can be themselves and enjoy the learning environment. We also have a robust afterschool program where students explore different types of enrichment.

Social-Emotional Learning (SEL)

At Triumph we use the Toolbox: Social Emotional Learning Curriculum and Ruler Curriculum. Toolbox is a research-based social-emotional learning curriculum. It teaches critical social competencies necessary for academic and life success such as: resiliency, self-management, and responsible decision-making skills. We use the tools school wide throughout the day. Please partner with us in using the tools at home to reinforce what is being taught at school.

RULER is an evidence-based approach to social and emotional learning (SEL) developed at the Yale Center for Emotional Intelligence. RULER supports entire school communities in:

- Understanding the value of emotions
- Building the skills of emotional intelligence
- Creating and maintaining positive school climates



Family Engagement

Our families are SO important to our success as a school. We deeply value the role families play in supporting our work and hope to call you in to be a part of our school community. We have various events, celebrations and conferences, to encourage families to be engaged in our school community. We know that school to family partnerships are integral to our success! You know your scholars better than anyone.

Additionally, we have our School Site Council (SSC) and English Language Advisory Committee (ELAC) that meets regularly throughout the year, which has opportunities for family leadership and to get involved. You're encouraged to always be a participant! Please refer to the Family Calendar for all monthly family event dates and note our SSC/ELAC meetings below.

School Site Council (SSC)

Aspire encourages parent and guardian participation in school site decision making. Please consider joining our School Site Council (SSC) to ensure that your voice is represented in school wide decisions that impact our scholars. The School Site Council helps the principal and school administration make budget decisions and oversees



school implementation of the Local Control Accountability Plan (LCAP). For more information about SSC or joining our SSC, please contact L'aurelei Durr (Principal): Laurelei.Durr@aspirepublicschools.org

This year, we will hold SSC meetings on: (Dates subject to change)

October 12, January 11, March 14, May 9 Time: 5:00-6:00

English Learner Advisory Committee (ELAC)

The ELAC is a committee of parents or guardians, staff and other community members who help advise school administration on programs and services for students who are designated as English learners. Aspire encourages parents of English learner students to participate in this important committee and help guide site specific services for English learners. For more information or to join our ELAC, please contact Trayvonte Britt (Assistant Principal) Tray.Britt@aspirepublicschools.org

This year, we will hold ELAC meetings on: (Dates subject to change)

October 10, January 9, March 12, May 7 Time: 5:00-6:00