

Rancho Vista Handbook for Parents and Students



Rancho Vista Elementary School

“A California Distinguished School”
Awarded the
“National PTA Parent Involvement Certification of Excellence”

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www.ranchovistaelementary.com

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Palos Verdes Peninsula Unified School District, an Affirmative Action Equal Opportunity Employer, does not discriminate in educational programs and activities or in the employment of personnel and the process therein on basis of sex, national origin, religion, age or handicap.

Home of the Roadrunners

Debra A. Loob
Principal

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GENERAL INFORMATION

- The school playground is supervised beginning at 8:15 AM; therefore, we ask that no children arrive before this time unless they are enrolled in the PV Kids' Corner Child Care Program. Any students who are on campus prior to 8:15 will be required to sit on the picnic benches until supervision begins.
- School hours are listed below:

Kindergarten Mondays	8:30 AM –1:10 PM
Grade 1 – 5 Mondays	8:30 AM - 1:30 PM
Kindergarten Tuesday-Friday	8:30 AM – 2:15 PM
Grade 1 - 2 Tuesday-Friday	8:30 AM - 2:35 PM
Grade 3 – 5 Tuesday-Friday	8:30 AM - 3:00 PM
- Minimum days are held periodically. The first and last days of school will be minimum days. The normal schedule for minimum days is 8:30-12:30 for Kindergarten, 8:30 - 12:45 for grades 1st – 5th .
- Once a child arrives at school he/she will not be released early unless picked up by a parent/guardian or other person authorized by the parent/guardian. When a child is to be picked up early, he/she should bring a note to the teacher indicating checkout time. When the adult arrives in the office, the child will be called from class. All children leaving early **MUST BE SIGNED OUT** in the office.
- When children are dismissed at the end of the day, they should be picked up promptly and are expected to leave campus immediately. There is limited supervision at the end of the day so prompt pick up is very important. At primary dismissal, teachers will walk all first and second graders to the grass area adjacent to room 14. They will remain there until picked up or until upper grade classes are dismissed. Parents waiting to pick up older children are asked to help with supervision in this area. Upper grade children should also be picked up promptly at dismissal time. Unless meeting a sibling in the primary grass area, third through fifth graders will be dismissed at the upper parking lot. No students will be allowed to cross Palos Verdes Drive North unless they are walking home, their ride is waiting on the other side, or they are in the presence of their parent. This must always be done with a crossing guard. At 3:15 a bell rings and all children not yet picked up must sign-in at the office.

These measures are necessary for the safety of all children

General Information Continued

- The office phones are for school business only. Obviously, in the case of an emergency or student illness, calls will be made directly from the office. Please make after school plans prior to coming to school. All cell phones are at your own risk and may not be used during class time.
- If a child forgets something at home or if a parent brings items to the office after classes have started, the child can pick up the things at recess or lunch or the items will be sent to the room with a runner. Parents should not personally deliver things to classes, as this can be disturbing when classes are interrupted. The staff strongly urges you to make your child responsible for his/her own things and that you do not bring in forgotten items.
- In an attempt to maximize efficiency and minimize waste of time and paper, we do not send home information about activities and special events except in the weekly Roadrunner. The Roadrunner, which is sent out electronically via Edline on Fridays, contains a weekly calendar of upcoming events and other pertinent news. There are also a limited number of paper copies of the Roadrunner available in the office. For special events, such as the Carnival when information is extremely detailed, an electronic flyer will be sent separately. The flyers must be approved by the principal prior to distribution.
- **At Rancho Vista there are many ways parents can find out what's happening at school:**
 1. **The Roadrunner Weekly Bulletin**
 2. **The Student Assignment Book for grades three through five**
 3. **The PTA "Banner," which is issued quarterly**
 4. **The Student - Parent Handbook, which is given to all students in September**
 5. **School Marquee**
 6. **PTA Meetings**
 7. **The School Website www.ranchovistaelementary.com**
 8. **The District Website www.vpusd.k12.ca.us**
 9. **Your Edline Account which is mailed to parents at each school level**

STUDENT BEHAVIOR CODE

The student behavior code was prepared by students, staff, and parents. These guidelines are not meant to be all-inclusive. The district Safe Schools policy provides the basis for all student behavior requirements. This policy is sent separately to all families in the Palos Verdes schools and will be explained to all Rancho Vista students at the beginning of the school year.

I. General School Rights and Responsibilities

A. You have the right to:

1. Know and understand your rights and responsibilities.
2. Know the consequences if you fail to carry out your responsibilities.
3. Have your rights protected by teachers, classroom aides, yard supervisors, and school volunteers.
4. Respect from other students and adults.
5. Ride your bicycle or razor scooter to school if you are in any grade 3 through 5.
6. Be safe when riding your bicycle or razor scooter by being required to wear a helmet.
7. Ask for and receive help when you need it.

B. You have the responsibility to:

1. Show respect for all adults and students.
2. Follow the instructions of all who work at school.
3. Refrain from using profane language and/or obscene gestures.
4. Walk your bicycle or razor scooter on school grounds and lock it in the bike rack.
5. Wear a helmet when you ride your bicycle or razor scooter.
6. Obey school rules.

II. Student's Playground Rights and Responsibilities

A. You have the right to:

1. Be safe on the playground.
2. Get drinks and use the restroom without being bothered.
3. Have turns on the playground equipment.
4. Participate in fair and unlocked games.

B. You have the responsibility to:

1. Not lock games.
2. Not change rules once a game has begun.
3. Not throw or shoot rocks, sand, grass, or other objects.
4. Not sell anything on campus (including stickers, candy, etc.).

III. Classroom Rights and Responsibilities

A. You have the right to:

1. A classroom atmosphere you can use to study and learn.
2. Be assigned regular homework.
3. A clear explanation of homework assignments and when they are due.
4. Have personal property respected.

B. You have the responsibility to:

1. Be courteous and polite at all times, both in behavior and language.
2. Have respect for school property, including proper use and care of books, furniture, and all equipment.
3. Respond promptly to a request or obey the instruction of the teacher and/or aide.
4. Leave other people's property alone.
5. Stay out of rooms when there is no adult in attendance.
6. Not chew gum.
7. Make sure you understand your homework.
8. Return homework when it is due.
9. Never wear a hat indoors.

IV. Student Assembly Rights and Responsibilities

A. You have the right to:

1. See and hear the entire performance without disruption.
2. Be offered courtesy and respect when speaking or performing.

B. You have the responsibility to:

1. Keep your voice soft until the program begins.
2. Stay seated in the assigned area.
3. Stop talking when a person is ready to begin speaking or performing.
4. Be courteous to speakers and performers.
5. Stay seated until dismissed.

***** POSSIBLE REMEDIATION MEASURES FOR STUDENTS WHO DO NOT ACCEPT THEIR RESPONSIBILITIES:

1. Benching.
2. Paper pick up or other school service.
3. Detention.
4. Suspension for repeated or flagrant violations.

For more specific information see the Disciplinary Guidelines as related to the Palos Verdes Peninsula Unified School District and the district-adopted Safe Schools policy.

PALOS VERDES PENINSULA UNIFIED SCHOOL DISTRICT



SAFE SCHOOLS

STUDENT-PARENT ACKNOWLEDGMENT FORM – 2010-2011

INSTRUCTIONS: The student and the parent/guardian need to complete and sign this form in the spaces provided below as acknowledgment that they have received and read the attached Safe Schools materials, as revised for the 2010-2011 school year. The completed and signed form needs to be returned to the school office as soon as possible, but **no later than the first Friday of the school year (September 3)** or, **in the case of new/late enrollees, within one week of receipt.**

Our signatures, which appear below, indicate that we have received, read, discussed, and understand the attached Safe Schools materials, which include the disciplinary rules/regulations and consequences for the 2010-2011 school year.

Student's School of Attendance: _____ Grade: _____

Student's Printed Name: _____

Signature of Student: _____

Date: _____

Parent/Guardian's Printed Name: _____

Signature of Parent/Guardian: _____

Date: _____



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PALOS VERDES PENINSULA UNIFIED SCHOOL DISTRICT



SAFE SCHOOLS POLICY/PROGRAM 2010-2011

IMPORTANT NOTES REGARDING THE DISTRICT'S SAFE SCHOOLS POLICY/PROGRAM:

- **SUMMARY EXPLANATION:** This document represents a general summary of provisions contained in the *Education Code*, the *California Code of Regulations (Title 5)*, Board of Education policies, and District regulations. See references cited on bottom of back page.
- **GUIDELINES FOR DISCIPLINARY ACTION:** The disciplinary consequences outlined in Column 2 represent *guidelines* that the school administration follows in dealing with the actions/offenses listed. More severe or less severe disciplinary measures than that indicated may be invoked, depending upon the exact nature of the conduct or incident. In those cases where the presence of a student presents a continuing danger to the safety of others or, if other means of correction are not feasible or have repeatedly failed to bring about proper conduct, immediate action may be initiated to expel the student from the schools of the District.
- **SCOPE OF SCHOOL AUTHORITY:** A student may be suspended/expelled for an action that relates to school activity or attendance that occurs at any time, including but not limited to, any of the following: (1) while on school grounds, (2) while going to and from school, (3) during the lunch period whether on or off campus, and (4) during, or while going to or coming from, a school-sponsored activity (*Education Code* Section 48900).
- **SCHOOL ATTENDANCE REVIEW BOARD (SARB):** A student with excessive absenteeism (> 10% of enrolled days) and or excessive tardies (more than 3) may be referred to the School Attendance Review Board (SARB) for a hearing. The School Attendance Review Board hearing involves the student and parents meeting with school administrators, community representatives, and local law enforcement officials. Should problems with attendance/tardies continue after the SARB hearing the student may be referred to the District Attorney for further action. (*Education Code* Sections 48200, 48260, 48263).
- **MAKEUP OF WORK MISSED AS A RESULT OF A STUDENT BEHAVIOR VIOLATION:** Student absence stemming from violation of school/District policies, rules, or regulations may result in the student's being unable to make up assignments/work missed. Teachers are not required to allow students to make up work missed as a result of suspension. Note that in EC 48913 they are not required but may. Legislation is being proposed to mandate that student work be made-up.
- **DUE PROCESS:** The disciplinary consequences, as outlined in the attached, in all cases a conference with student and contact with parent/guardian will occur as initial steps.
- **SUSPENSION:** Action by a teacher or principal to remove a student from ongoing instruction and/or a regular schedule of classes because of a violation of rules, regulations, and/or prescribed procedures governing student behavior. (**NOTE:** The *Education Code* limits the number of days a principal may suspend a student to five (5) on any one occasion, but the suspension may be extended by the superintendent or designee in cases where an expulsion recommendation is being processed, provided that the superintendent or designee has determined that the presence of the student at the school or in an alternative school/program would cause a danger to persons or property or would threaten disruption of the educational process.)
- **EXPULSION:** Action by the Board of Education, upon the recommendation of the school principal and the superintendent/Designee, to discontinue the attendance of a student at District schools for an extended period of time (up to one year) because of a violation of school/District rules and regulations. An expulsion action becomes part of the student's permanent record. Under current state law, other school districts are not required to enroll an expelled student during the period of expulsion. However, an alternative placement will be provided.

REPORTING OF INFORMATION ENCOURAGED

Please assist us by calling any of the numbers listed below to alert the schools/District to any dangerous or potentially dangerous activity around or adjacent to the school campus. In addition, a special informant line has been established so that reports can be filed with the District outside of regular school/District office hours; reports received will be handled promptly and in strict confidence. When calling the informant line, it is not necessary for callers to identify themselves.

If a situation warrants immediate response, please contact the local law enforcement agency by calling the 911 emergency number. Reporting this type of information will help us maintain our safe school environment and could prevent a potentially dangerous situation.



Cornerstone	310-378-0324	Miraleste Elem.	310-732-0922	Palos Verdes Int.	310-544-4816	Rancho Vista	310-378-8838
Dapplegray	310-541-3706	Miraleste Int.	310-732-0900	PV Peninsula HS	310-377-4888	Ridgecrest Int.	310-544-2747
Lunada Bay	310-377-3005	Montemalaga	310-378-5228	Pt. Vicente	310-377-6972	Silver Spur	310-378-5011
Mira Catalina	310-377-6731	Palos Verdes HS	310-378-8471	Rancho del Mar HS	310-377-6691	Soleado	310-377-6854
						Valmonte	310-378-9966
						Vista Grande	310-377-6066

PALOS VERDES PENINSULA UNIFIED SCHOOL DISTRICT

SAFE SCHOOLS POLICY/PROGRAM – 2010-2011



CATEGORY 1 VIOLATIONS

ZERO TOLERANCE VIOLATIONS RESULTING IN MANDATORY EXPULSION

VIOLATION/OFFENSE	DISCIPLINARY CONSEQUENCES/PUNISHMENT
<ul style="list-style-type: none"> • SELLING, FURNISHING, ARRANGING, NEGOTIATING, AND/OR PURCHASING ILLEGAL NARCOTICS/DRUGS/CONTROLLED SUBSTANCES • BRANDISHING A KNIFE AT ANOTHER PERSON. • POSSESSING, SELLING, OR OTHERWISE FURNISHING A FIREARM • COMMITTED OR ATTEMPTED TO COMMIT A SEXUAL ASSAULT OR A SEXUAL BATTERY • POSSESSING, SELLING, OR OTHERWISE FURNISHING AN EXPLOSIVE AS DEFINED IN 18 USC 921 	<p>Immediate 5-day suspension; referral to local law enforcement agency; meeting with student and parent(s) to discuss possible intervention programs and need for additional counseling; probable extended suspension; recommended expulsion; one (1) year mandatory expulsion if student is found to have committed the offense.</p>

CATEGORY 2 VIOLATIONS

VIOLATIONS RESULTING IN RECOMMENDED EXPULSION OR REASSIGNMENT TO A SCHOOL/PROGRAM AWAY FROM THE HOME CAMPUS

NOTE: Expulsion may be ordered if the student is found to have committed the offense and one or more of the following applies:

- (1) Other means of correction are not feasible;
- (2) Other means of correction have repeatedly failed to bring about proper conduct; and/or
- (3) The presence of the student, because of the nature of the violation, causes a continuing danger to the physical safety of the student and/or others.

VIOLATION/OFFENSE	DISCIPLINARY CONSEQUENCES/PUNISHMENT
<ul style="list-style-type: none"> • CAUSING, ATTEMPTING TO CAUSE, OR THREATENING TO CAUSE PHYSICAL INJURY TO ANOTHER PERSON (PARTICULARLY THOSE ACTS THAT ARE PREMEDITATED) EXCEPT IN SELF-DEFENSE • POSSESSING A KNIFE (PARTICULARLY A "SWITCHBLADE" KNIFE OR ANY "DIRK," "DAGGER," "RAZOR BLADE," "BOX CUTTER" OR OTHER INSTRUMENTS THAT MAY BE USED WITH THE INTENT OF INFLECTING BODILY INJURY [REFERENCE: <i>PENAL CODE</i> SECTIONS 653(k) and 626.10]), OR OTHER DANGEROUS INSTRUMENT/OBJECT OF NO REASONABLE USE TO THE STUDENT • EXTORTION/ROBBERY • ASSAULT OR BATTERY AGAINST ANY SCHOOL EMPLOYEE AS DEFINED IN SECTIONS 240 AND 242 OF THE <i>PENAL CODE</i>. 	<p><u>1st Offense:</u> Immediate 5-day suspension; referral to local law enforcement agency; reassignment of the student to a program away from the home campus with a rehabilitation contract. (NOTE: Failure to agree to the rehabilitation contract will be interpreted to be an indication that other means of correction have failed to bring about the proper conduct, which will result in the initiating of a recommended expulsion); meeting with student and parent(s) to discuss possible intervention programs/need for additional counseling; in cases of reassignment to a different school, co-curricular/athletic suspension (if applicable) until any prescribed intervention program is completed (References: <i>Education Code</i> Sections 48915(c)).</p> <p><u>2nd/Repeat Offense:</u> (generally a subsequent occurrence of a Category 2 or Category 3 violation); Immediate 5-day suspension; referral to local law enforcement agency; meeting with student and parent(s) to discuss possible intervention programs and need for additional counseling; possible extended suspension; recommended expulsion.</p>


CATEGORY 3 VIOLATIONS OTHER VIOLATIONS WHICH COULD RESULT IN RECOMMENDED EXPULSION OR REASSIGNMENT TO A SCHOOL/PROGRAM AWAY FROM THE HOME CAMPUS

NOTE: In the case of serious or repeated violations, the principal and Superintendent may recommend expulsion, and the Board may act to expel if it is found that the student committed the offense, and one or more of the following applies:

- (1) other means of correction are not feasible;
- (2) other means of correction have repeatedly failed to bring about proper conduct, and/or
- (3) the presence of the student, because of the nature of the violation, causes a continuing danger to the physical safety of student or others.

VIOLATION/OFFENSE	DISCIPLINARY -- CONSEQUENCES/PUNISHMENT
<ul style="list-style-type: none"> • POSSESSION/USE OF AN IMITATION FIREARM (A REPLICA OF A FIREARM THAT IS SO SUBSTANTIALLY SIMILAR IN PHYSICAL PROPERTIES TO AN EXISTING FIREARM AS TO LEAD A REASONABLE PERSON TO CONCLUDE THAT THE REPLICA IS A FIREARM) 	Immediate 5-day suspension; referral to local law enforcement agency; reassignment to a school/program away from the home campus or recommended expulsion.
<ul style="list-style-type: none"> • POSSESSION/USE OF A "LOOK-ALIKE" WEAPON (IF USED TO THREATEN TO CAUSE INJURY TO ANOTHER INDIVIDUAL OR RESULTS IN DISRUPTION OF SCHOOL ACTIVITIES) 	Immediate 5-day suspension; referral to local law enforcement agency; reassignment to a school/program away from the home campus or recommended expulsion.
<ul style="list-style-type: none"> • THEFT, OR ATTEMPTED THEFT OF, DAMAGE TO, OR ATTEMPTED DAMAGE TO, SCHOOL OR PRIVATE PROPERTY; DESTRUCTION OF (INCLUDING GRAFFITI, VANDALISM, ETC.), OR ATTEMPTED DESTRUCTION OF, SCHOOL OR PRIVATE PROPERTY; KNOWINGLY RECEIVED STOLEN SCHOOL OR PRIVATE PROPERTY 	Immediate 5-day suspension; restitution; possible reassignment to a school/program away from the home campus or recommended expulsion; referral to local law enforcement agency.
<ul style="list-style-type: none"> • ENGAGED IN, OR ATTEMPTED TO ENGAGE IN, HAZING, AS DEFINED IN <i>PENAL CODE</i> SECTION 245.6(b) (REFERENCED IN 48900(q)) 	<p><u>1st Offense:</u> 3-5 day suspension; referral to local law enforcement; possible transfer to a program away from the home school.</p> <p><u>2nd Offense:</u> 5-day suspension; referral to local law enforcement; transfer to a program away from the home school or recommended expulsion.</p>
<ul style="list-style-type: none"> • POSSESSION OF A KNIFE OR OTHER DANGEROUS INSTRUMENT/OBJECT 	<p><u>1st Offense:</u> 2-5 day suspension; possible transfer to a program away from the home school.</p> <p><u>2nd Offense:</u> 5-day suspension; transfer to a program away from the home school or recommended expulsion.</p>
<ul style="list-style-type: none"> • INTIMIDATION, ANY ACT OF HATE VIOLENCE, OR THREATENING TO CAUSE INJURY TO ANOTHER PERSON (GRADES 4-12) 	Immediate suspension; reassignment to a school/program away from the home campus or recommended expulsion; probable referral to local law enforcement agency.
<ul style="list-style-type: none"> • DISRUPTED SCHOOL ACTIVITIES OR OTHERWISE WILLFULLY DEFIED THE VALID AUTHORITY OF SCHOOL PERSONNEL IN THE PERFORMANCE OF THEIR DUTIES, INCLUDING BUT NOT LIMITED TO CELL PHONES AND OTHER ELECTRONIC COMMUNICATION DEVICES. 	<p><u>1st Offense:</u> Warning, conference, and parent/guardian contact; suspension, if justified by severity of incident. Confiscation of communication device until end of school day.</p> <p><u>2nd Offense:</u> Suspension.</p> <p><u>3rd Offense:</u> Reassignment to a school away from the home campus or assignment to continuation/alternative program.</p>
<ul style="list-style-type: none"> • GANG ACTIVITY/INVOLVEMENT OR ANY GANG-RELATED ACTION/BEHAVIOR THAT IS DAMAGING OR DISRUPTIVE TO A SAFE AND ORDERLY SCHOOL, INCLUDING THE WEARING OF APPAREL/INSIGNIAS/ACCESSORIES WITH GANG CONNOTATIONS (REFERENCE: BOARD OF EDUCATION POLICY 5136) 	<p><u>1st Offense:</u> Warning, conference, parent/guardian contact, and, if justified by severity of incident, law enforcement referral; restitution for damage (if applicable); suspension, reassignment to a school away from the home campus or recommended expulsion (if merited).</p> <p><u>2nd Offense:</u> Law enforcement referral, if justified by severity of incident; restitution for damage (if applicable); appropriate disciplinary action, as determined by principal, up to and including recommended expulsion.</p>
<ul style="list-style-type: none"> • UNLAWFUL INVOLVEMENT, POSSESSION, OFFERING, ARRANGING OR NEGOTIATING TO SELL ALCOHOL OR INTOXICANT OF ANY KIND, AND/OR PARAPHENALIA SUCH AS A BONG, PIPE, PIECE, PAPERS, PILL BOTTLES OR OTHER CONTAINERS AS DEFINED IN HEALTH AND SAFETY CODE 11014.5 (EDUCATION CODE 48900 (J)), WITH DETECTABLE RESIDUE OR EVIDENCE OF USE. 	<p><u>1st Offense:</u> 5-day suspension; Parent/guardian meeting; Meet with substance abuse program coordinator; cocurricular suspension. Possible referral to local law enforcement agency; possible reassignment to a school/program away from the home campus or recommended expulsion.</p> <p><u>2nd Offense:</u> Suspension; immediate reassignment to a school away from the home campus or recommended expulsion. Probable law enforcement referral.</p>
<ul style="list-style-type: none"> • RACIAL/RELIGIOUS/SEXUAL HARASSMENT (GRADES 4-12) THIS INCLUDES HARASSMENT AGAINST PUPILS OR SCHOOL OFFICIALS. (REFERENCE: <i>EDUCATION CODE</i> SECTIONS 49800.3-48900.5) 	Suspension; probable reassignment to school/program away from the home campus or recommended expulsion.
<ul style="list-style-type: none"> • COMMITTED AN OBSCENE ACT OR ENGAGED IN HABITUAL PROFANITY/VULGARITY 	<p><u>1st Offense:</u> Warning unless blatant; parent/guardian contact; immediate suspension on first offense if serious or blatant.</p> <p><u>2nd Offense:</u> Maximum suspension; probable reassignment to a program/school away from the home campus.</p>
<ul style="list-style-type: none"> • POSSESSION OR USE OF TOBACCO, OR ANY PRODUCT CONTAINING TOBACCO OR NICOTINE PRODUCTS 	<p><u>1st Offense:</u> Possible suspension or alternative suspension and mandatory attendance at cessation program.</p> <p><u>2nd Offense:</u> 1-3 day suspension.</p> <p><u>3rd Offense:</u> 5-day suspension, probable reassignment to a school/program away from the home campus.</p>
<ul style="list-style-type: none"> • ENGAGED IN AN ACT OF BULLYING, INCLUDING, BUT NOT LIMITED TO, BULLYING COMMITTED BY MEANS OF AN ELECTRONIC ACT, AS DEFINED IN SUBDIVISIONS (F) AND (G) OF SECTION 32261, DIRECTED SPECIFICALLY TOWARD A PUPIL OR SCHOOL PERSONNEL. 	Suspension; probable reassignment to school/program away from the home campus or recommended expulsion.

CATEGORY 4 VIOLATIONS OTHER VIOLATIONS WHICH RESULT IN VARYING DISCIPLINARY PUNISHMENT

VIOLATION/OFFENSE	DISCIPLINARY CONSEQUENCES/PUNISHMENT
<ul style="list-style-type: none"> FALSIFICATION OR FORGERY IN RELATION TO OFFICIAL DOCUMENTS 	<p><u>1st Offense:</u> Suspension or assignment to alternative to suspension program. <u>2nd Offense:</u> 1-2 day suspension; possible reassignment to a school away from the home campus.</p>
<ul style="list-style-type: none"> VIOLATION OF DRESS STANDARDS, INCLUDING WEARING OF UNSAFE OR DISRUPTIVE ATTIRE OR UNSAFE FOOTWEAR 	<p><u>1st Offense:</u> Warning, plus parent/guardian contact and arrangement to modify attire. <u>2nd Offense:</u> Suspension for a period of up to five (5) days.</p>
<ul style="list-style-type: none"> USE OF SKATEBOARDS OR OTHER WHEELED VEHICLES AND/OR TOYS ON CAMPUS AT ANY TIME 	<p><u>1st Offense:</u> Warning and confiscation of item. <u>2nd Offense:</u> Detention or assignment to in-school suspension program. Referral to law enforcement for possible citation. <u>3rd Offense:</u> Suspension for a period of up to five (5) days. Referral to law enforcement for possible citation.</p>
<ul style="list-style-type: none"> GENERAL VIOLATION OF SCHOOL RULES, INCLUDING VIOLATIONS OF ACCEPTABLE USE POLICY FOR ELECTRONIC RESOURCES (E.G., COMPUTER NETWORKS, ELECTRONIC MAIL, AND THE INTERNET) 	<p><u>1st Offense:</u> Warning, conference, and parent/guardian contact; suspension or requested expulsion in severe cases. <u>2nd Offense:</u> Suspension of up to five (5) days; possible recommended expulsion. <u>3rd Offense:</u> Suspension; reassignment to a school/program away from the home campus; possible recommended expulsion.</p>
<ul style="list-style-type: none"> CLASSROOM DISRUPTION 	<p><u>1st Offense:</u> Warning; parent contact/conference; other corrective action deemed appropriate by the teacher; possible detention; possible suspension from class; possible in-school suspension; possible removal from class in cases of serious offense. <u>2nd Offense:</u> Parent contact/conference; removal from class, depending upon severity of incident; probable "U" in citizenship in class in question.</p>
<ul style="list-style-type: none"> CHEATING ON EXAMINATIONS AND/OR OTHER CLASSROOM WORK, INCLUDING PLAGIARISM (I.E., TO REPRESENT THE WORK/WORDS OF ANOTHER AS ONE'S OWN WITHOUT CREDITING THE SOURCE) 	<p><u>1st Offense:</u> Parent/guardian contact; assignment of failing grade on project/exam in question; warning by administrator of consequences of any repeated cheating offense; probable "U" in citizenship in class in question; probable failure ("F") in class. <u>2nd Offense (any subsequent offense):</u> Parent/guardian conference; removal from class in question with "U" in citizenship and "F" grade; probable immediate reassignment to a school/program away from the home campus.</p>
<ul style="list-style-type: none"> OFF CAMPUS WITHOUT PERMISSION 	<p><u>1st Offense:</u> Parent/guardian contact, alternative to suspension program, or 1-day in-school suspension. <u>2nd Offense (any subsequent offense):</u> Parent conference; appropriate alternative to suspension at the discretion of administrator (i.e., detention, paper pick-up, etc.)</p>
<ul style="list-style-type: none"> ENTERING ANOTHER SCHOOL CAMPUS WITHOUT AUTHORIZATION 	<p>Detention, in-school suspension, or suspension; possible referral to local law enforcement agency.</p>
<ul style="list-style-type: none"> UNSAFE ACTS SUCH AS THROWING FOOD OR ANY OTHER OBJECT, RUNNING IN CORRIDORS, CLIMBING FENCES OR BUILDINGS, OR ANY OTHER ACTIONS WHICH THREATEN CAMPUS SAFETY OR ORDER 	<p>Detention, in-school suspension, or suspension.</p>
<ul style="list-style-type: none"> TRUANCY/CLASS "CUT" 	<p><u>1st Offense:</u> Warning to student; parent contact. <u>2nd Offense:</u> Referral to administration; parent contact; warning of drop from class on 3rd offense; possible detention; referral to SART (School Attendance Review Team), SST (Student Study Team) or SARB (School Attendance Review Board), and/or a citation from local law enforcement to juvenile traffic court for truancy.. <u>3rd Offense:</u> Referral to administration; removal from class, and a citation from local law enforcement to juvenile traffic court for truancy.</p>
<ul style="list-style-type: none"> EXCESSIVE UNEXCUSED TARDINESS (30 MINUTES OR LONGER 3 OR MORE DAYS) 	<p>Warning to student after three (3) tardies; contacts/conferences with student/parent; referral to SART (School Attendance Review Team), SST (Student Study Team) or SARB (School Attendance Review Board); removal from class after final warning/conference; probable "U" in citizenship, and/or referral to juvenile court for truancy.</p>
<p>REFERENCES:</p> <ul style="list-style-type: none"> Board of Education Policies and Administrative Regulations 5136, 5144, and 5144.1 Education Code Sections 48900-48915, 51512 California Code of Regulations, Title 5 California Penal Code <p>Issued: 05/24/81 Revised: 7/83, 6/86, 1/87, 6/90, 7/91, 6/92, 8/94, 9/95, 7/96, 6/97, 6/98, 6/01, 6/02, 6/03, 5/04, 6/05, 04/06, 04/07, 5/08, 5/09, 5/10</p>	

HEALTH AND SAFETY

Emergency Cards: Emergency cards are sent home on the first day of school each year. Parents need to be particularly conscientious about completing these cards and returning them to the school office promptly. **This is vital to the welfare of the child in the event there is an emergency.** Please keep the school informed about changes of address, phone number, place of employment, new emergency contacts, etc. A separate emergency form is needed for the disaster-preparedness container. This supplies a backup in case office records are destroyed.

Absences: Upon returning to school following an absence, students must bring a note to the teacher with specific reason for absence and the dates involved. State law requires this, and it is mandatory for the school to keep these notes on file in the office for three years. We need your assistance as we adhere to the mandate given to us by the state.

Unexcused Absences: Each time a child is absent from school due to family vacations, personnel business, **even illness**, the school loses approximately \$35.00 in ADA (average daily attendance). We urge you to see that these days are kept to a minimum. Many parents choose to reimburse the school when they find it essential to have a child out of school for a vacation. Independent study is available for those children who will be absent for **five days or more** due to illness or vacation. For further information regarding independent study, please refer to the separate section elsewhere in this handbook.

Health Clerk: There is no nurse assigned to Rancho Vista on a regular basis; however, a health clerk is available. Her primary function is to attend to health records and to take care of minor first aid needs of students.

First Aid: The school gives first aid only to those injuries that occur at school, never second aid or treatment of those injuries occurring at home. If care beyond immediate first aid is required, the parent is called. If a child is required to take medication at school, both the child's parent and doctor must complete appropriate forms before the medication can be administered. Forms are available in the office. No child should carry medication with him/her. All medication (after forms are completed) is kept in the health office.

Communicable Disease Control: Parents are urged to adhere to the following Health and Safety Code of California:

- If your child shows symptoms of illness during the night, please keep him/her home the following day. Those staying home at the onset of an illness recuperate faster and miss fewer days.
- Please notify the school **IMMEDIATELY WHEN A COMMUNICABLE DISEASE IS SUSPECTED OR DIAGNOSED.** This is an important step in the control of disease.
- Readmittance following communicable illness: Children recovering from certain common disease (measles, mumps, chicken pox, and the like) must be readmitted to school either by a written release from their family physician or by the school district nurse.

Traffic Safety: As part of the safety program at Rancho Vista, we have a "Curb Your Kid" plan. **This states the following:**

- **NEVER wait or park at the curb. Pull up to the curb when your child is ready for pickup.**
- **No child is to leave the curb until met by a car or an adult on foot.**
- **If you arrive in either lot and your child is not yet there, you are to leave the lot and either circle back through or park in the street and walk on to the campus.**

Bicycle Riding: Bicycles or razors may be ridden by third, fourth, and fifth grade students only. All bicycles must be walked on the school grounds. This is for your child's safety. Bikes should be placed in the bicycle rack and should be locked. Children riding bicycles or razors to school are required to wear a helmet.

Cell Phones: Cell phones are allowed on campus for use outside of the classroom and auxiliary buildings. **They are only to be used before or after school, not during the school day.** The parents must assume all risks, loss or charges.

Foot Traffic: Parents should determine the safest route to and from school. Children are to observe all traffic rules and regulations. Please warn your child about accepting rides from strangers.

Skateboards, roller-skates: For your child's protection skateboards and roller skates may not be used on campus before, after, and during school and may not be ridden to or from school. This regulation includes roller blades also. Obviously, roller blade hockey is never allowed on campus.

Playground Safety: These guidelines are reviewed in every classroom; pupils are expected to obey these rules for the protection of themselves and others. These are located elsewhere in this booklet.

Locked Gates: All gates, with the exception of the one by the flagpole, should remain locked while school is in session. Please do not climb the fence to gain access to the campus.

Drill: Fire and civil defense drills are held on a regular basis so that pupils will have automatic responses to emergency signals. Pertinent information regarding the destination of your child during a civil defense drill **MUST** be on file in the school office (reverse side of emergency card). Also, we ask each parent to complete a special emergency form, which is kept in the disaster supply shed. This provides "back-up" information in case of an emergency.

Pupil Dress: Rancho Vista pupils are expected to dress in a neat and appropriate manner. For safety reasons, open-toed sandals are not recommended. While hats are not illegal at Rancho Vista, they may never be worn inside a classroom or in any other room. When hats are worn the bill must be faced forward as to provide proper sun protection.

ABSENCES AND INDEPENDENT STUDY

School funding is based on regular attendance of students. The state no longer reimburses the school if a child is absent due to medical reasons. For any absences there are three choices available so that Rancho Vista will not be penalized financially.

- First, parents may choose to reimburse the school. This year's daily allocation is \$35.00.
- Secondly, if a child is out of school for a period of at least **five days** to one quarter the teacher can prepare work for that period. This is called independent study. At least one week prior to an absence, parents should pick up a form in the office. This form is signed by the parent, child, principal, and teacher. The teacher will give assignments to the child so that he/she is able to do some of the work that would normally be done during class. After all assignments have been completed, documentation is filed in a timely manner the reimbursement is provided directly to the District.
- Thirdly, if a child will miss longer than one quarter, special arrangements can be made through the principal's office.

PUPIL PERSONNEL SERVICE

- Speech/Language Program: The speech and language pathologist screens, assesses, and qualifies students for the program based on teacher and/or parent referral. Each child selected meets regularly with the pathologist who has designed an individual program for speech/language improvement.
- Resources Specialist Program: A child may qualify for this program when his/her academic achievement is significantly below the level of his/her ability and when the discrepancy is related to behavioral, emotional, or neurological disorder. How much small group instructional time a child received is based upon his/her individual education plan as developed by the educational planning team.
- Special Day Class: Similar to the resource program, the special day class program is available for those students who qualify based on individual educational testing. Children with more significant educational delays are able to receive more time in small group settings. Again, the amount of time and the specifics of each child's learning program are designed by the educational planning team.
- School Psychological Service: The services of a school psychologist are available through the school district. Teachers and parents may request an individual evaluation for children when they feel a child is having learning difficulties, which may prevent the child from being successful in the core curriculum. The first step in this process is a review of the child's progress by the Student Study Team (SST). No individual evaluations are performed until the SST meeting is held and parents give written permission for such an assessment.
- English Language Learner: For those students who are not native speakers of English, a special tutoring session is available on a regular basis. A specially trained aide provides the assistance during the school day.
- 504: For those students with a disability which interferes with the child's ability to access the curriculum an individual accommodation plan is available. Teachers, parents, and the administration determine how best to meet the child's needs within the confines of the classroom.

The Palos Verdes Peninsula Unified School District and Rancho Vista Elementary School, in particular, make a concerted effort to seek out and serve those students who have special needs. If you know of a child who may qualify for special services, please consult with the child's teacher and/or the school principal.

SCHOOL IMPROVEMENT PROGRAM

*General Definition: The School Improvement Program is a part of a major school finance bill, AB 65. The fundamental concepts of SIP are planning, school site councils, attention to individual learning progress, on-going evaluation, state-level evaluation, and the active involvement of parents in elementary level classrooms.

*At Rancho Vista SIP funds provide additional materials and possibly staff to reach the academic goals, based on evaluation data and set by the SIP Council

*Role of the School Site Council: The Council membership is 50% staff and 50% community. Parental representation for Special Education, ELL, and Gifted Students populations are essential. The committee is responsible for developing a plan based on a needs assessment. The plan includes curriculum improvement, in-service training based on staff requirements, learning options, parent involvement, and on-going evaluation. The plan is written to conform with State Frameworks and with changes that have taken place in recent years relevant to teaching methods, student assessment, and other aspects of the educational program. The official name of this program has been changed recently to School-Based Consolidated Program. The Palos Verdes Peninsula School District under goes a review of these programs by the State Department of Education every three years.

*Meetings: Meetings are generally scheduled for the third Tuesday of the month with the exception of December, at 3:00PM. Agendas will be posted on the bulletin board in front of the office at least twenty-four hours before each meeting. All members of the school community are invited to attend.

CONFERENCING

1. Parents are invited to attend group conferences with each teacher during the first two or three weeks of school. These group conferences are known as Back-to-School Night, and, due to space limitations, are for adults only. Children should not attend this evening presentation. The purpose of this night is for teachers to explain their proposed program for the year, to discuss daily schedules, and to review instructional materials that will be used during the course of the school year. This evening is not an appropriate time for individual conferencing. Check the calendar for the exact date for this event.
2. Individual conferences are held on an as-needed basis. Teachers will invite parents to come meet with them before or after school or may hold telephone conferences. Following the fall and spring report cards, minimum days will be scheduled during which parents will be able to schedule somewhat more formal meetings with teachers. Unfortunately, not all parents will be able to arrange appointments during this very limited time period. We will work with you to accommodate everyone in the most efficient manner possible.
3. Parents may always ask for an appointment with an individual teacher. This is best accomplished by calling the school (310.378.8388) and leaving a message on an individual teacher's voice mail. Your child's teacher will advise you of her/his extension number, but the "rule of thumb" is that extensions are the room number preceded by numeral "2." If a room number has only one digit, then it should be preceded by "20." Teachers check their voice mail daily and will be happy to schedule an appointment for you. **It is not recommended that parent "drop by" for conferences before or after school, since teachers have many responsibilities during these busy times and will not be able to give parents the time necessary UNLESS a previously arranged appointment has been made.**
4. The school principal is also available to meet with parents regarding any concern or question related to school. **It is District policy that issues concerning individual classrooms be discussed with the teacher FIRST.** Then, when necessary, a meeting can be arranged for parents to confer with the principal. It is also possible for a joint meeting between parent, teacher, and principal to be held. The principal can be reached by calling the school (310.378.8388) and leaving a message at extension 200.

WE APPRECIATE PARENTS WHO ARE ACTIVELY INVOLVED IN THEIR CHILDREN'S EDUCATION AND LOOK FORWARD TO MEETING/TALKING WITH YOU AS OFTEN AS NECESSARY TO HELP GUARANTEE A SUCCESSFUL SCHOOL EXPERIENCE FOR YOUR CHILD.

Guidelines for Family Participation at Rancho Vista

The ultimate goal of family participation is to provide educational, emotional, and social support for all children at Rancho Vista. The following are guidelines to better prepare the adults for their role as participants in this endeavor. All family participants are encouraged to be flexible, creative, and understanding. Some of the best activities evolve from today's experiences and tomorrow's dreams.

Confidentiality is a key in providing services to children and teachers at Rancho Vista. It is expected that what goes on in the classroom and on the playground is not to be discussed with anyone other than the teacher or principal. No parent should provide information to another parent about his/her child. All such information should come from the teacher.

- Parent observation or concerns regarding a particular student's work should be shared only with the classroom teacher. If another parent inquires, refer him/her to the teacher, reminding them of confidentiality.
- Criticism should always be constructive, not gossip. It should never occur in front of children, either at school or at home.
- Discuss concerns regarding student behavior in private only with the teacher or principal who will inform the child's parents if necessary.
- Be sure to share amusing stories and heart-warming anecdotes as well. But those too should remain confidential and be shared only with the teacher.
- What others do at school should not ever be discussed at home.

It is important to be cognizant of what is said in public areas at school. Any information should be imparted to the teacher outside of another's hearing, child, or adult.

Every child and every adult has the right to privacy.

All Teachers in All Grade Levels Require the Following Assistance

- Provide assistance in preparation of instructional materials.
- Work in small groups or one-on-one as needed
- Provide additional attention and help with student assignments
- Offer guidance and supervision to encourage good discipline
- Help teacher in correcting homework, class work, and objective tests
- Check-off class assignments, but not in a grade book
- Encourage classroom clean-up and student responsibility
- Work with teacher to plan special events
- Monitor the playground for safety and good sportsmanship
- Monitor lunch and snacks encouraging litter-free care of the campus
- Supervise arrival and departure of students using valet method
- Attending in-service training and general parent meetings to remain current in all school related activities

General Things to Remember

- Be firm, positive, and friendly
- Encourage the student to uncover the facts by asking him/her guiding or leading questions
- While working in small groups maintain eye contact. Make sure all children are listening and doing their work
- Be sensitive to children's feelings, emotions, and individual needs

- Answer students with, “What do you think?” or “Tell me more about it.”
- Don’t do the work for the student or offer answers too quickly
- Help struggling students to go beyond the assignment
- Have the students read or explain the directions out loud
- Suggest where information might be found such as textbooks, dictionaries, or the internet
- Encourage students to correct math errors by explaining the thinking they used to arrive at their answer
- Inform the teacher when one or several children are having difficulty with an assignment or concept
- Remember that all children can learn with encouragement, guidance and patience

Promoting Good Discipline

The goal is to foster self-discipline, self-respect, and respect for others. Set a positive example by using positive discipline with students.

- The classroom teacher is responsible for maintaining discipline and the proper learning environment.
- Each classroom has a rule violation procedure. Please discuss with the teacher how you fit into this procedure.
- When complimenting students, be specific and sincere.
- In the classroom, negative discipline has not worked. It should be issued after a warning and should be done in a calm manner showing respect for the child.
- On the playground, when you give a “warning” for undesired, dangerous, or destructive behavior, or profanity, it should be reported to the principal at the end of recess or activity.
- Negative discipline might include “time out”, loss of privilege, or change of activity or location.

The Following are Tailored to the Individual Grades

Within each classroom, needs and expectations will be unique. Teachers will provide guidelines for participation for their specific class.

Developmental Kindergarten and Kindergarten

- Assist small groups with hands-on projects such as cutting, coloring, and writing, remembering to encourage independence
- Provide guidance in exploring reading using small groups, and math techniques including manipulatives
- Lead playground games
- Provide encouragement
- Always be mindful of safety

First and Second Grades

- Paperwork can be organized and corrected
- Work with small groups under the direction of the teacher
- Listen to children read, asking comprehension questions
- Encourage writing with probing questions

Third, Fourth, and Fifth Grades

Because the curriculum is more advanced it is important to attend workshops and take the direction and lead from the teacher. Each grade level and each teacher within the grade level will have specific things to which parents will lend their help.

Special Projects

If you have a specific skill or interest, you are strongly encouraged to note it on the Family Commitment Contract and/or tell your child's teacher.

If You Have A Question

Healthy and open communication is always encouraged

Concerns or questions about Rancho Vista and the Family Participation Plan should be directed to the teacher, principal, or the PTA representative.

Support the teacher when a decision is made. If you have a question or concern, request a conference with the teacher to discuss the matter in private. Classroom volunteer hours are an inappropriate time for a parent conference.

Instruction

HOMEWORK/MAKEUP WORK

**AR 6154(a)
(DR 2134/5220.2)**

Homework Time Guidelines

<u>Grade</u>	<u>Weekly Minimum</u>	<u>Weekly Maximum</u>
<u>K-1</u>	<u>Discretion of Teacher</u>	<u>Discretion of Teacher</u>
2	40 minutes	80 minutes
3 (1st semester)	50 minutes	100 minutes
(2nd semester)	75 minutes	150 minutes
4	115 minutes	230 minutes
5	150 minutes	300 minutes
6	360 minutes	390 minutes
7	390 minutes	420 minutes
8	420 minutes	480 minutes
<u>9-12</u>	<u>2 ½ hours per academic subject</u>	

General Guidelines

1. Students in grades 1-8 are to be assigned homework Monday through Thursday, no homework on Friday. Students taking high school credit courses (e.g. Algebra) while in intermediate school are subject to the same guidelines as high school students.
2. Students in grades 9-12 are to be assigned homework Monday through Friday.
3. Concerns about homework should be initially expressed by the parent/guardian to the teacher making the assignment.
4. Consistency in the assignment of homework is of prime importance.
5. Since students work at various rates, it would be impossible to have all students spend the same amount of time on homework. That is not the intent of the policy or these regulations. The intent is for reasonable assignments to be given on a regular basis.

AR 6154 (b)

HOMEWORK/MAKE-UP WORK (continued)

6. Teachers are to inform students of the due dates for assignments, no matter whether the assignments are of long or short duration.
7. Homework may be either written or unwritten.
8. Teachers shall make every effort to coordinate assignments so that students do not receive a daily overload of homework.

Makeup Work

1. General

- a. Students who are absent from school because of illness, injury or for any other reason are entitled to make up all work without penalty. In all such cases, it is the responsibility of the student to consult with the teacher regarding the assignments to be made up and any tests or examinations that need to be taken.
- b. Students who miss work because of truant or a class cut are not afforded these same make up privileges and, except in those cases where special arrangements have been worked out with the school, may not make up for credit the work missed because of the absence.
- c. Under Education Code 48913, a student who is suspended from school is not afforded automatic makeup rights; authority is delegated to the teacher(s) to determine which, if any, assignments and/or tests missed during the period of suspension are to be made up by the student.

2. Other Provisions

- a. Students shall not be expected to take tests on the day of a return from illness, injury or family bereavement and, as a general rule, should be allowed at least as many days as he/she was absent to make up the work missed/required.
- b. Arrangements for make up work by students being released from class to participate in field trips or other school-sponsored activities must be made in advance with the teacher.

RULES FOR PLAYGROUND

SOCCER AND FLAG FOOTBALL

1. No pushing
2. No tripping
3. No tackling
4. No hanging on goals
5. No climbing on nets
6. No kicking balls from other games

HANDBALL

1. Those waiting for their turn may not sit or stand on the court during play
2. From 12:45 (when fourth and fifth graders can play) until 1:00 when students in grade three return to class, the court nearest the fenced in area is for grades four and five and the other is for grade three.
3. No kicking balls from any court
4. No food or obstacles (sweaters, books, etc) around the court area

TETHERBALL

1. No kicking tetherballs
2. No swinging on tetherballs or poles
3. No climbing tetherball poles

SWINGS AND SLIDE AREA

1. Don't stand on swings
2. Swing with your feet and legs toward the handball courts
3. Counting is done on forward swings from green line
4. Turns consist of 50 forward swings when others are waiting
5. No sitting on top of bars
6. No balls within the fenced area
7. No hanging from knees
8. No somersault drops from bars
9. Sliding must be done face forward and feet first

OTHER RULES

1. All children are expected to stay seated in an eating area for the first 15 minutes of their lunchtime.
2. No pushing, saving, or cutting places in lunch line.
3. Purchase the type of lunch you have ordered the day before
4. No hanging out in cafeteria
5. No playing ball in lunch line
6. Clean up after yourself
7. No kicking balls on blacktop
8. No running or hanging out in hallways
9. No climbing on toilets and bathroom partitions
10. No soap play
11. Bathrooms are not to be used as a play or safe station
12. No tree climbing
13. No sliding down the cement drain by the fifth grade garden
14. Use jump ropes only for jumping
15. Be mindful of classes in session during your playtime
- 16. No food in play areas**
17. Play handball on handball courts only...not on building walls
18. No climbing on backstops
19. No playing around the sheds
20. No somersaulting down hills
21. Walk quickly and quietly to line when the bell rings
22. Quiet and courteous behavior is expected during rainy day lunch in the MPR

**Rancho Vista
Bell Schedule
2010-11**

8:15 playground opens with supervision

8:30 school begins

10:00 – 10:30 kindergarten nutrition/recess

10:30 – **10:50** primary recess

10:50 – **11:10** third grade recess

11:10 – **11:30** fourth & fifth grade recess

11:45 – 12:30 kindergartners eat (15 mins.) and then play bell rings at **12:00**

12:00 – **12:45** first and second graders eat (15 mins.) and then play bell rings at **12:15**

12:15 – 1:00 third graders eat then play bell rings at **12:30**

12:30 fourth and fifth graders eat and then play bell rings at **12:45**

1:15 lunch time ends for fourth and fifth grades

1:15 kindergarten recess

K goes home at 2:15...no bell

1st – 2nd go home at 2:35 ...no bell

3rd – 5th go home at 3:00 ...no bell

Monday dismissal for Kindergarten is 1:10 no bell

Monday dismissal for 1st – 5th is 1:30 no bell

3:15 bell rings to call children not yet picked-up back to the office

Rainy Day Lunch

Kindergarten 11:30 – 12:00 MPR, 12:00 – 12:15 classroom

1 & 2 11:45 – 12:15 MPR, 12:15 – 12:30 classroom

3 & 4 12:15 – 12:45 MPR, 12:45 – 1:00 classroom

5 12:30 – 12:45 classroom, 12:45 – 1:15 MPR

Minimum day for KDG is 12:30 dismissal

Minimum day for 1-5 is 12:45 dismissal

Rancho Vista School Song

We're marching along with a smile and a song
For the school that we love
Rancho Vista

We're loyal and we're true in whatever we do
For the school that we love
Rancho Vista

Raise your voices loud and clear
Stand up tall so all can hear
Now's the time to give a cheer
H'Ray for Rancho Vista

(repeat first and second verse)

***Tentative 2010-2011 Calendar. Please check weekly Roadrunner for updates and changes.**

August 2010						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24 On-Line Registration Starts	25	26 3:30 – 4:00pm Kindergarten Playdate 4-6pm Back to School Family Picnic Registration Packet Drop Off	27	28
29	30	31 School Begins Minimum Day				

September 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 PTA Executive Board Meeting 8:45am Library	3 Welcome Back Coffee 8:45am MPR Teacher Luncheon	4
5	6 Labor Day No School	7 PTA Meeting 8:45am Room-Parent Meeting 10:30am MPR Student Council Forms Available	8 8:30am Volunteer Orientation 9:15am Music Program Assembly 4th & 5th gr MPR Student Council Forms Due	9	10 Student Council Election Assembly Grades 3-5 1:15pm MPR	11
12	13 Gift Wrap Assembly 8:30am Blacktop Gift Wrap Begins	14 Fall Photos MPR 12:40pm Student Council Meeting	15	16 Back to School Night 6:00pm - K&1 6:30pm - Gr 2&3; 7:00pm - Gr 4-5	17 MINIMUM DAY	18
19	20 Title 1 Parent Meeting 12:30pm Library	21 Book Fair MPR BBQ Lunch w/ Parents 3:00pm School Site Council Mtg. Library	22 Book Fair MPR Reflections Packets Go Home	23 Book Fair MPR	24 Roadrunner Rally 8:45am Gr 3-5, 9:30am Gr K-2 Book Fair MPR, Country Dinner Dance	25
26	27	28 12:40pm Student Council Meeting	29 Gift Wrap Ends	30		

OCTOBER 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 12:30pm ELAC Mtg Library	5 12:40 Student Council Meeting	6 National Walk To School Day	7	8	9
10	11 Outdoor Science School Forms Go Home	12 PTA Meeting 8:45am MPR	13	14	15	16
17	18 7:00PM Quest Parent Education @ RIS	19 12:40pm Student Council Meeting School Site Council 3pm Library	20 Interim Reports sent Home	21 10:30am District wide Disaster Drill	22 Roadrunner Rally MPR 8:45am Gr 3-5, 9:30am Gr K-2,	23
24/31 PEF Sketcher's Walk	25 Reflections Entries Due	26 Fall Photo Make Ups	27	28	29 Halloween Parade 2pm Blacktop	30

November 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 Vision and Hearing Tests	3	4	5	6
7	8 8:30am Flag Salute with Veterans 6:30PM Reflections Reception Red Ribbon Week	9 8:45am PTA Meeting MAP Red Ribbon Week	10 Roadrunner Rally MPR 8:45am Gr 3-5, 9:30am Gr K-2 MAP Red Ribbon Week	11 Veterans Day No School	12 Local Holiday No School	13
14	15	16 School Site Council 3pm Library Science Fair Packets Go Home	17	18	19	20
21	22	23 No 4 th /5 th Gr. Music	24 MINIMUM DAY 1st Trimester Ends	25 NO SCHOOL - Thanksgiving Holiday	26 NO SCHOOL - Thanksgiving Holiday	27
28	29 Outdoor Science School Begins (M-F) 5th graders Report Cards Go Home O.S.S.	30 MINIMUM DAY Parent Conferences O.S.S.				

DECEMBER 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 MINIMUM DAY Parent Conferences O.S.S.	2 MINIMUM DAY Parent Conferences O.S.S.	3 O.S.S.	4
5	6 Philharmonic Performance @ the Norris – 5 th Grade	7 PTA Meeting 8:45am MPR 7:00PM Quest Parent Education @ PVIS	8	9	10 Roadrunner Rally MPR 1:30pm GrK-2 2:15pm Gr 3-5	11
12	13	14 Music Performance Grades K-1st 8:45am Gr 4th & 5th 2:00 pm MPR	15 Science Fair Packets Due	16 Music Performance Grades 2&3 2:00pm MPR	17 MINIMUM DAY	18
19	20 Winter Break	21 Winter Break	22 Winter Break	23 Winter Break	24 Winter Break	25
26	27 Winter Break	28 Winter Break	29 Winter Break	30 Winter Break	31 Winter Break	

JANUARY 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 School Resumes	4	5	6 PTA Executive Meeting 8:45am Library	7	8
9	10	11 PTA Meeting 8:45am MPR	12	13	14 Roadrunner Rally MPR 8:45am Gr 3-5, 9:30am Gr K-2	15
16	17 NO SCHOOL - MLK Holiday	18 School Site Council 3pm Library Yellow Ribbon Week	19 Science Fair Set-up, Project Drop-off MPR Spelling Bee Info goes home Yellow Ribbon Week	20 Science Fair Project Drop-off 8:30am MPR, Judging Yellow Ribbon Week	21 Science Fair Results & Class Tours MPR Yellow Ribbon Week	22
23	24 Student Council Forms Available	25	26 Interim Reports Sent Home	27 Student Council Forms Due, Speech Rehearsal 12:30pm MPR	28 Student Council Elections Assembly 1:15pm MPR	29
30	31					

FEBRUARY 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3 4th Gr Walk thru CA Spelling Bee Packets Due	4 FUN RUN -Field	5 10:00 am OPEN HOUSE (for prospective families) - MPR
6	7	8 PTA Meeting 8:45am MPR	9 12:00pm Spelling Bee Practice -Library	10 12:00pm Spelling Bee Practice- Library	11 Roadrunner Rally MPR 8:45am Gr 3-5, 9:30am Gr K-2 Spelling Bee 2nd Gr Eliminations - Library 6:00pm – Family Fun Night	12
13	14 ELAC 12:30pm Library, Spelling Bee Eliminations 3rd Gr - Library	15 Spelling Bee Eliminations 4th Gr - Library School Site Council 3pm Library	16 Spelling Bee eliminations 5th gr- Library	17 9:00am Spelling Bee Finals MPR	18	19
20	21 NO SCHOOL PRESIDENT'S WEEK	22 NO SCHOOL PRESIDENT'S WEEK	23 NO SCHOOL PRESIDENT'S WEEK	24 NO SCHOOL PRESIDENT'S WEEK	25 NO SCHOOL PRESIDENT'S WEEK	26
27	28 Dr. Suess P.J. Day					

MARCH 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 ERB 3rd & 5th Gr Writing Test,	2 ERB 3rd & 5th Gr Writing Test,	3	4 Spring Individual & Group Photos MPR Staff 8:15am	5 Carnival Set-up
6 SPRING CARNIVAL	7 Green Week	8 PTA Meeting 8:45am MPR	9	10	11 Roadrunner Rally MPR 8:45am Gr 3-5, 9:30am Gr K-2, 2nd Trimester Ends	12
13	14	15 School Site Council 3pm Library	16 Disaster Drill	17 MINIMUM DAY Parent Conferences	18 5th Gr. Walk Thru Rev.	19
20	21	22	23	24	25	26
27	28	29	30 Reader's Express Info Goes Home	31		

APRIL 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 MINIMUM DAY	2
3	4 SPRING BREAK	5 SPRING BREAK	6 SPRING BREAK	7 SPRING BREAK	8 SPRING BREAK	9
10	11 School Resumes	12 PTA Meeting 8:45am MPR 4th Grade Maturation Video Parent Preview Library	13 4th Grade Maturation Video 5:30pm	14 8:30am 5th Gr Individual & Panoramic Photos	15 Roadrunner Rally MPR 8:45am Gr 3-5 9:30am Gr K-2	16
17	18	19 Star Testing Begins 3:00pm School Site Council Library	20 Star Testing	21 Star Testing	22 Star Testing	23
24	25 Star Testing	26 Star Testing	27 Star Testing 4th Gr Time Capsule Overnighter Interim Reports Sent Home	28 Star Testing 4th Grade Returns from Overnighter	29	30

MAY 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
	Teacher Appr. Week	Teacher Appr. Week	Teacher Luncheon; Readers' Express Ends; Archeological Dig Assembly MPR Grade 5 @1:15pm Grade 4 @2:00pm Teacher Appr. Week	4th Gr Archeological Dig Prep 1:30pm MPR Teacher Appr. Week	4th Gr Archeological Dig Prep 1:15pm MPR Teacher Appr. Week	4th Gr Archeological Dig Seeding -Parents Only 8:00am PEF Main Event
8	9	10	11	12	13	14
		PTA Meeting 8:45am MPR 10am 5th Grade Maturation Video Parent Preview Library, BBQ Lunch w/Parents Book Fair MPR	4th Grade Arch Dig Full Day Book Fair MPR	4th Grade Arch Dig 1/2 Day AM Book Fair MPR	4th Grade Arch Dig Analysis 9:15 -11:00 in classrooms 5th Grade Maturation Video 1:15pm Book Fair MPR ends	
15	16	17	18	19	20	21
	11:15pm 5th gr Arch Dig Artifact Prep MPR PTA Installation Lunch	8:45 AM Music K-2 Performance MPR – 2:00 pm Music Program Grades 4 & 5 MPR 3:00pm School Site Council -Library	9:15am -12:15 5th Grade Arch Dig Bury Artifacts Prep	5th Grade Arch Dig Excavation 9:15-12:15 11:00am Laura Ingalls Wilder – 3rd grade 2:00pm Music Performance MPR 3rd grade	Roadrunner Rally & HSA Ceremony MPR Grades 3-5 @8:45am Grades K-2 @9:45am 5th Grade Arch Dig Analysis Classroom	
22	23	24	25	26	27	28
		Kindergarten Orientation MPR	9:00am 5th Grade Variety Show Try-Outs MPR	PTA Installation Lunch		
29	30	31				
	Memorial Day No School	RV PTA In & Out Meeting Road Runner Rally Celebration				

JUNE 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Variety Show Rehearsal 2pm	2 8:30AM 5th gr American Heritage Play 10:00Am 5th	3	4
5	6 Fun Fitness Day 9:00am 5th gr Variety Show rehearsal	7 5th Grade EOY Activities Kickball 11:15am, Lunch-noon, Games 1:15pm, Party 3-4:30pm MPR	8 5th Grade Variety Show 10am MPR	9 5th Grade Recognition 8:45am MPR Last Day of School MINIMUM DAY	10 Summer Vacation Begins	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		