



2021-2022 Parent/Student Handbook

At Shannon Ranch Elementary School our MISSION is to ensure academic success for all students. We strive to nurture a strong sense of community while providing engaging instruction and educational opportunities to help develop future leaders.

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Dear Families,

Welcome to Shannon Ranch! We look forward to an exciting year of providing an outstanding educational experience for your child. We take pride in the academic program we provide our students, as well as the enrichment activities that are also available. This year we will have intervention, acceleration and enrichment built into our day. This is very exciting as not only will we be able to meet the needs of every student at our school, we will be able to accelerate and extend learning as well. We want every student to feel connected to Shannon Ranch Elementary School.

Student achievement is always our main focus. To that end, we have high academic content standards that we expect every student to meet or exceed. We want our students well prepared for middle school when they leave Shannon Ranch. We have the national assessment given to grade 3-6, district assessments in English/ Language Arts and Mathematics, and common assessments in all curricular areas to measure how well students are performing and how well we are teaching the standards. Our teachers collaborate and plan daily lessons and units of study based on the content standards.

We also want our students to become independent learners and problem solvers who know how to access information. In the complex world we live in, where we are often faced with information overload, it is imperative that students know how to locate, retrieve and use information for a variety of purposes in a variety of ways. Our classrooms have the most current technology with projectors, document cameras and computers to keep up with our changing technological needs. A computer lab is also available to our students during the day in our Library/Media Center. Visalia Unified purchased Chromebooks for each site in the district. We are fortunate to have over 100 Chromebooks for our students to use for research, publishing their writing and other class projects.

We believe that while school should be a happy experience, students should work hard. To be successful, students must be able to read fluently and read for meaning. To read well, students must practice. We ask that you have your child read at home every night. Research tells us that the more children read and can talk about what they have read; the higher they will perform in school. The habits that students develop now will last them a lifetime. Let's work together for the success of your child!

We look forward to getting acquainted with all of the families we serve. We will work with you to make your child's school experience an excellent one. Shannon Ranch is a school for students to learn at high levels and have fun too!

Sincerely,

Mrs. Dori Bingaman

2021-22 School Calendar

Board Approved March 24, 2020

2021















July (0)					August (14)					September (21)				
Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri
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5 H	6	7	8	9	9 X	10 X	11 T	12	13	6 H	7	8	9	10
12	13	14	15 SE	16 D	16	17	18	19	20	13	14	15	16	17
19	20	21	22	23 D	23	24	25	26	27	20 M	21	22	23	24
26	27	28	29	30 D	30	31				27	28	29	30	

October (21)					November (16)					December (13)				
Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri
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11	12	13	14	15	15 C	16 C	17 C	18 C	19 C	13	14	15▲	16▲	17▲
18 M	19	20	21	22	22 L	23 L	24 L	25 H	26 H	20 L	21 L	22 L	23 H	24 H
25	26	27	28	29	29	30				27 L	28 L	29 L	30 L	31 L

2022

January (15)					February (18)					March (23)				
Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri
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10	11	12	13	14	7	8	9	10	11	7	8	9 C	10 C	11 C
17 H	18	19	20	21	14 X D	15	16	17	18	14 M	15	16	17	18
24 M	25	26	27	28	21 H	22	23	24	25	21	22	23	24	25
31					28					28	29	30	31	

April (15)					May (21)					June (3)				
Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri
				1	M 7-12 2	3	4	5	6			1▲	2▲	3▲■
4	5	6	7	8	9	10	11	12	13	6 ½	7 S	8	9	10 D
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25	26	27	28	29	30 H	31				27	28	29	30	

 School Not in Session	 School in Session Student Attendance Day	 Minimum Day for K-12 Students	 Half-Day for Teachers
 Conference Day - Minimum Day Schedule for K-6 Only	 Teacher Work Day	 Holiday	 District Office Closed
 Staff Development Day	 2022 High School Summer School Ends	 Middle School/High School Finals	
 2022 Summer School Begins (High School)	 Local Student Non-Attendance Day	 Minimum Day District Staff Development	

2021-2022 SCHOOL CALENDAR

August	12	First Day of School
	16	Back-to-School Night 6:00-7:30 PM
September	6	NO SCHOOL/HOLIDAY – Labor Day
	20	<i>MINIMUM DAY – Staff Development for Teachers</i>
October	18	<i>MINIMUM DAY – Staff Development for Teachers</i>
November	10	Conferences
	11	NO SCHOOL/HOLIDAY – Veteran’s Day
	12-19	<i>Parent-Teacher Conferences (MINIMUM DAYS)</i>
	22-26	NO SCHOOL/HOLIDAY – Thanksgiving
December	6	<i>MINIMUM DAY – Staff Development for Teachers</i>
	20	NO SCHOOL -Winter Vacation Begins
January	10	Classes Resume
	17	NO SCHOOL/HOLIDAY – Martin Luther King Jr. Day
	24	<i>MINIMUM DAY – Staff Development for Teachers</i>
February	14	NO SCHOOL/Staff Development Day
	21	NO SCHOOL/HOLIDAY - President’s Day
March	9-11	<i>Parent-Teacher Conferences (MINIMUM DAYS)</i>
	14	<i>MINIMUM DAY – Staff Development for Teachers</i>
April	11-18	Spring Break (School resumes April 19)
	28	Open House Night
May	30	NO SCHOOL/HOLIDAY – Memorial Day
June	3	<i>MINIMUM DAY – Last Day of School</i>

Shannon Ranch Elementary School Staff 2021-2022

CERTIFICATED

Principal	Dori Bingaman
Assistant Principal	Lindsey Oliveria
Kindergarten	Maria Vasquez
	Sandra Rodriguez-Perez
	Brittini Bostwick
	Natalie Haley
First Grade	Amy Price
	Christina Rodriguez
	Marianne Torres
Second Grade	Laura Woodhall
	Nicole Petrascu
	Summer Bonnema
Third Grade	Stacey Marshall
	Chandra Stillwell
	Breann Garcia
	Melanie Topete
Fourth Grade	Shannon Chan
	Alyssa Gomez
	Elaine Harris
	Monica Pasquini
Fifth Grade	Tamra Allen
	Valeria Rodriguez
	Dawn Carr
Sixth Grade	Jennifer Peck
	Taylor Hendershot
	Katrina Ashlock
	Athena Weddle
Education Specialists	Courtney Peel
	Rebecca Murrell
School Psychologist	Yolanda Prado-Gonzalez
School Speech and Language	
<i>CLASSIFIED</i>	
Secretary	
Clerk	Olivia Chamalbide
Clerk	Lorei Hayslett
Custodian	Jose Santibanez



Time and Bell Schedules



Grades K-3 (293 minutes)

8:10	Bell for students to walk to class	<i>Minimum Day: 8:15 Begin</i>
8:15	Instructional day begins	<i>12:35 Dismissal</i>
10:00-10:15	Recess	
11:00	Kindergarten and Second grade lunch	
11:45	First Grade lunch	
12:30	Third Grade lunch	
2:05	Dismissal	

Grades 4-6 (337 minutes)

8:10	Bell for students to walk to class	<i>Minimum Day: 8:15 Begin</i>
8:15	Instructional day begins begin	<i>12:35 Dismissal</i>
10:20-10:35	Recess	
11:45	Fourth/Fifth grade lunch	
12:30	Sixth grade lunch	
2:58	Dismissal	

EVERY WEDNESDAY 4TH-6TH GRADES WILL BE DISMISSED AT 2:03

INSTRUCTIONAL PROGRAM

Shannon Ranch Mission Statement

Our mission at Shannon Ranch Elementary School is to ensure academic success for all students. We will accomplish this goal by nurturing a strong sense of community and providing an engaging curriculum that will create a strong foundation to develop our future leaders.

To fulfill this mission the staff will:

- Implement a core curriculum with differentiation for a diverse student population
- Provide advanced learning opportunities and a rigorous curriculum designed to exceed State and District standards
- Instruct students in accessing information for research and problem solving
- Implement a safe school plan so all students learn in a safe and caring environment
- Work toward continuous improvement
- Communicate and work with the community to achieve our mission
- follow a code of conduct as we work together to achieve our goals

School Mascot and Colors

The Shannon Ranch mascot is the Wrangler. During Western times, the Wrangler was known to be cowboys in training on the ranch. It is said that the Wrangler learned different trades on the ranch and that once the Wrangler mastered those trades, he/she was identified as a Cowboy and allowed to ride the trails and herd animals across the country.

The school colors are Navy Blue, Columbia Blue and Silver. The majority of our school was originally comprised of students from our neighboring schools Oak Grove and Manuel Hernandez with students joining us from other schools as well. To honor and pay our respect to all those schools and coming together as Shannon Ranch, we chose one color from their school colors. The Navy Blue represents Oak Grove, the Silver represents Manuel Hernandez and the Columbia Blue represents all the other schools that students came from originally.

Students are encouraged to wear their school colors on Fridays to show school pride. At various times, school T-shirts and sweatshirts are available for purchase. They are offered at reasonable prices and not as a fundraiser.

School Song



Wrangler Song

(Sung to the tune of "Home on the Range")

Oh, Give me a school
Where the students are cool
Responsible, respectful and safe
Where always is heard
An encouraging word

Because we all know the Wrangler
way...

Oh Shannon Ranch School!
Where all Wranglers learn, grow and
play
Where always is heard, an encouraging
word
And Wranglers give their best every
day!



Yee Haw!

Student Responsibilities

Becoming responsible is an important part of learning and growing up. We expect all students to be responsible for the following:

- Obeying classroom and school rules
- Bringing books, projects, and homework assignments back to school on time
- Making up work when absent
- Bringing lunch or lunch money to school
- Keeping track of all textbooks, library books and calculators checked out
- Having necessary school supplies every day (supplies are furnished to each student)
- Taking notices and all written information home to parents or guardians
- Returning field trip permission slips before deadlines
- Leaving toys and other personal items at home

Parent Involvement

Parents are always welcome and encouraged to help at school. We can use volunteers in many ways. These include:

- Helping in the classroom with individual students or small groups
- Working in the library
- Publishing student stories
- Preparing classroom materials
- Sharing a special skill, interest, or career
- Working on special school projects
- Accompanying a class on a field trip
- Tutoring students in reading, writing, or math
- Coaching an Odyssey of the Mind, Science Olympiad, or Track team
- Serving on a PTA committee or on the School Site Council

If you wish to help, there is a sign-up sheet in each classroom at Back-to-School Night. Also, you may contact your child's teacher or the principal. The VUSD Volunteer packet is available for you in the back of the handbook to fill out and return to the office. The packet must be returned to the office before volunteering in the classroom can begin. We need and appreciate our volunteers!

In addition a Parent Student School Compact will be shared with your child at the start of the school year. This compact is an agreement between you, your child and the school to ensure that we all work together for the success of your child.

School Site Council

The basic principle underlying the establishment of the School Site Council (SSC) is that individuals who are most affected by the operation of their school should have a role in the decisions regarding how their school functions. This involvement occurs through the development of a school plan, the

continuous review of the implementation of the plan, and the assessment of the effectiveness of the plan. The main task of the SSC is to ensure that the school is continually engaged in identifying and implementing curriculum and instructional practices that result in strengthening the core academic program. The core program reflects the district's curriculum and the state standards and frameworks. The Shannon Ranch School Site Council consists of the principal, teachers, support personnel and five parents. Teachers elect teachers and parents elect parents to a three-year term. Parents will receive information about the election in the fall.

Curriculum

The curriculum includes language arts (reading, written language, oral language, and listening), mathematics, science, social science, visual and performing arts, health, and physical education. Students are expected to meet or exceed the Common Core Content Standards in these areas. The State test, Smarter Balance Assessment Consortium, and local tests are given to measure student progress.

Our district adopted programs, McGraw-Hill (K-5th Grade) and Holt (6th Grade) Reading Series, leveled books, and chapter books are used for English Language Arts instruction. Students also read quality literature that includes a variety of genres. Literature is integrated throughout the curriculum. Students may self-select books and periodicals based on their interests. Reading incentive programs provide motivation to read books of their choice. All students have access to the school library. A library-media clerk and volunteers assist students in the library.

Written language instruction emphasizes the writing process. Students write for a variety of purposes and audiences every day. Essays, reports, journals, letters, student-published stories and poetry are among the many types of writing that students produce. Classroom programs as well as our computer lab, offer students an opportunity to share their products in final form.

The goal in mathematics is to teach for understanding so students will be successful in advanced mathematics study. The Houghton-Mifflin math text is the district adopted base program in grades K-6th Grade. Other resources such as *Investigations* and *Developing Number Concepts* are used as supplementary materials.

The science program is based on the State Content Standards. It addresses life, earth, and physical science. The district adopted science program is by MacMillan/McGraw-Hill. The school library contains many books to enrich the program. A family science night will be held this year to support the science instruction in the classroom. Fifth grade students take the CAASPP Science test each spring.

Textbooks and maps are provided for all K-6 students in the area of history/social science. The adopted program is MacMillan/McGraw-Hill. The school library and technology, including the Internet, are additional resources. Literature and writing are integrated into the study of history. Geography is also an integral part of the program.

The visual and performing arts are based on the study of core artists appropriate for every grade level. Art guides, prints, and support materials are provided for each grade level. Our school Art Night is a special evening that demonstrates the importance of exposing our students to art. Specialists in grades 4-6 teach physical education and music (classroom music, orchestra and/or band). Students will be invited to showcase their talent by participating in PTA Reflections, art displays, classroom plays, the district spring concert, community and national contests, as well as the all school music performance in the Fall and at Open House each spring.

Technology

Every classroom, the library, and the office are linked to the Internet. Students use the Internet to access information for topics of study, to gain information for reports and presentations, collect data, communicate with experts in various fields of study, etc. Students are supervised during Internet use and are not allowed to “surf the net.” Teachers preview various sites that they believe will be appropriate for student use. Also, before student work can be published on the Shannon Ranch web site or any other site, another form giving permission must be signed.

Computer Lab

The Shannon Ranch library media center is fully functioning. The computer lab will be a place that teachers will be able to teach their students basic keyboarding skills in addition to working on class projects that will incorporate the use of technology.

Homework

Expectations and Standards

More rigorous state educational standards for performance and promotion of children in elementary school require that teachers provide a challenging curriculum starting with kindergarten. If we expect our children to meet or surpass state standards and enjoy a quality education, we must expect homework to augment the school experience.

The Purpose of Homework

1. To review and reinforce what is learned at school
2. To allow students to expand and extend their learning to areas of special interest to them
3. To foster communication among parents, teachers, and students about school curriculum and educational goals
4. To develop time management skills and a sense of personal responsibility in the student
5. To provide an outlet for the student's personal creativity
6. To prepare the student for higher levels of education
7. To demonstrate to the student that learning is not confined to the classroom
8. To allow the student to learn that there is more than one way to learn

How Much Homework Is Appropriate?

Generally, age and grade level determine how much homework is appropriate. Younger students are frequently assigned homework, which requires parent participation. Direct parent participation is less for older students who are typically assigned more homework. **Children should be practicing reading every evening.** If you feel that the amount of homework is not enough or too much for your child, please contact your child's teacher.

Parent-Teacher-Student Involvement Is Essential

The following suggests the roles and functions of parents, teachers, and students:

Parents:

- Help your child calendar homework assignments and deadlines.
- Communicate with the teacher regarding expectations and assignments.
- Encourage your child to do homework independently, but be available to answer questions.
- Limit television viewing, video games, and extra-curricular activities on school nights.

- Provide a quiet, well-lit work area for study.
- When long-term projects are assigned, encourage your child to structure time so the deadline will be met.
- Talk with your child about assignments.

Teachers:

- Use homework as an extension of the classroom.
- Periodically assign homework, which requires family participation.
- Encourage creative thinking.
- Hold students accountable for completing homework.
- Clearly explain homework assignments.

Students:

- Complete homework assignments to the best of your ability.
- Ask questions when you do not understand.
- Keep track of homework assignments.
- Complete and return homework assignments when due.
- Do your homework independently, but ask for help when you need it.
- Contribute your best effort on group assignments.

Teacher Availability Policy

The Shannon Ranch staff strongly believes that frequent communication between school and home is a critical factor in student success. It is a two-way process designed to provide information about curriculum, instructional methods, student progress, expectations, standards, and individual needs of students.

We will communicate with parents in the following ways:

- Parents will be informed of student progress through conferences, report cards, progress reports, phone calls, and/or written correspondence.
- Parents will be informed of the instructional program, expectations, and requirements at Back-to-School Night in August, and through newsletters, and parent conferences.
- Parents may call the school and make an appointment to meet with their child's teacher as needed. Teachers are available before school, after school most days, or during planning periods. Teachers will notify parents at Back-to-School Night of times they are available for meetings or phone calls.
- Parents will receive written communication concerning special events and programs, parent education and family nights, PTA programs, and opportunities for parent involvement.

Smarter Balance Assessment Consortium (SBAC)



Smarter Balance is the name we use to refer to the State-mandated testing to measure proficiency. Students in grades 3-6 take an annual standardized test called the SBAC as required by the State of California. Students are tested in reading, language, and math. Results are mailed home during the summer months. This test is used to measure how well your child is meeting grade level standards. It also gives information as to your child's strength and areas of growth which allows us to see how much progress is being made from one year to the next. A note prior to testing will be sent home to let you know of the test days. Please make sure that your child is not absent on any of the test days.

Research tells us that children who must make up sections of the test do not perform as well as their peers. We need to work together to give our children every advantage to perform well on this test.

Report Cards

Visalia Unified uses a Standards Based Report Card. This means that the students are graded on their mastery of the standards for his/her grade level. They are graded on a scale of 1 to 4 with 3 indicating mastery of the standards and a 4 meaning advanced. A 2 indicates they have not mastered the standard and a 1 indicates they are far below the basic program. Every child is given the opportunity to advance to a 4 if they have mastered the standards and need to be challenged further. This gives Shannon Ranch the opportunity to maintain our rigorous standards for all students. The report card also provides information regarding test scores, programs and interventions that are used. Attendance is also included.

Parent-Teacher Conferences

Formal parent conferences are held twice a year in Visalia Unified School District. The first conference is scheduled for all students. The second conference is scheduled if the parent(s) or teacher finds it necessary to hold a conference to benefit the student. The first conference is held in November and the second in March. Report cards are issued in November, March and on the last day of school. Refer to the school calendar for dates.

Other School Programs

Reading Revolution

This is a competition hosted by the Tulare County Office of Education (TCOE) in the spring of the school year. Students are asked to read from the book list during the summer and school year. Students will meet with a Reading Revolution coach to prepare for the competition.

Leadership

All 6th grade students interested in being involved in the leadership are encouraged to join. Students must be interested in community service, developing their leadership skills and supporting school activities.

Odyssey of the Mind

Odyssey of the Mind (October-February) is a worldwide program that engages students in teamwork, creativity, and problem solving. Depending on interest and parent coaches, there are opportunities for primary grade through upper grade students to participate. Teams of 5-7 students coached by parent volunteers and teachers select a long-term problem to solve and work on for several months outside of class time. Students must solve the problem without adult help. Adults may help gather materials, provide a place for students to work on the problem, and help students learn a skill needed to compete. Information will be sent home with your student.

Poetry and Prose

Our students have the opportunity to learn, practice and perform a poem of their choice at the Poetry and Prose competition held in the spring. Last year we had a large number of students participate in the program and all of the students received Superior ratings for their presentations.

SCICON

SCICON is a science and conservation school run by the Tulare County Department of Education situated about seven miles northeast of Springville in the foothills of the Sierra Nevada Mountains. During the sixth grade, students have an opportunity to spend 5 days learning the exciting and educational aspects of outdoor science education. Information will be sent home to all sixth graders. There is no cost to attend.

Track Team

Third-Sixth grade students have an opportunity to participate on the school track team. This will mark the third year Shannon Ranch will participate in the district elementary track program. There are three track meets held in the spring. Our students will compete with other schools in Visalia Unified.

Tulare County Spelling Bee

Student spellers in grades 4-6, are encouraged to practice their spelling through the TCOE Spelling Bee program. Students can pick up a spelling list in the office in the Fall to practice. A school wide spelling bee is held for interested participants in December. The top 2 spellers with 2 alternates will go to the County Spelling Bee in February.

School Talent Show

Students in the 4-6th grade are encouraged to try-out for the All School Talent Show held on the last day of school. Last year, 15 acts were featured that included a variety of talents. Examples include: poetry, singing, dancing, and playing instruments, comedy acts, and skits.

GENERAL SCHOOL INFORMATION

Attendance

In order for students to achieve in school, it is necessary for them to be in school every day of the school year. The only legal reasons for absences are illness, a medical appointment, or a death in the immediate family.

If your child is absent for any reason, call the school office at 622-3258. If the school is not notified on the day of the absence, you will receive a call from the automated phone system. All absences must be verified.

Visalia Unified recognizes 10 absences during the school year as acceptable. Excessive absences and tardies may result in a referral to the School Attendance Review Board (SARB).

Also, we ask that you not take your child out of school early except in an emergency. Your child will miss valuable instructional time and often homework assignments. Again, this disrupts other students in the classroom.

Independent Study

If your child is out of school for 5 days or more, we ask that you request an independent study packet from your child's teacher. Your child will receive attendance credit if the work is completed. Please give the teacher two days or more notice to prepare the work. All independent study work is due as soon as your child returns to school.

Tardies

Please do not call the office ahead of time simply to tell us that your child is going to be late for school due to tardiness and/or for an appointment. Tardy students, however, must check into the office before going to their classroom. **A family member must come to the office to sign their child in.** Failure to check in will result in your child being absent for the entire day. We keep track of all tardies. Tardy students start the day behind and also disrupt the entire class. It is unfair to "on time" students to have the teacher take time to explain the lesson to the tardy student. Being on time is an important habit for future success in school and the world of work.

Classroom Interruptions and Students Leaving Early

At Shannon Ranch, we are trying to reduce interruptions to the classrooms. Some common interruptions include: Messages from the office about forgotten lunches or instruments, messages about a change in plans regarding transportation home, or parents wanting to talk to a student while in class. Not only do these interruptions affect the student in question, but the rest of the class is interrupted while the teacher stops to answer the phone or listens to the message from a student. This year, the following steps will be implemented in an attempt to reduce classroom interruptions:

- Forgotten lunches and instruments may be brought to the office for the student to pick up before going to lunch or music. Students will not be called to say their lunch or instrument is in the office.
- Messages from home to a student will be taken by the secretary and held until shortly before the end of the day. Office staff will make sure that messages get to the classroom before students depart. **Classrooms will not be called within 15 minutes of the end of the day. ALL CHANGES OF ROUTINES MUST BE CALLED IN BEFORE THIS 15 MINUTE DEADLINE.**
- Occasionally students have to leave school early for an appointment. **Students who show a pattern of leaving early for reasons other than medical appointments will have their attendance reviewed by the District's SARB officer.**

Coming to school every day, on time, and staying all day are important not only for academic growth, but are also good life skills to learn and follow. We appreciate your support in making sure that your child receives the best education possible.

Change of Address or Telephone Number

For your child's safety and protection, it is extremely important that student emergency cards be kept current. We ask you to notify the office if there is a change in the home phone number, work phone number, address, or persons to contact in the event of an illness or accident. It is the responsibility of parents to keep this information current throughout the school year. Without this information, we would have no way of contacting you in the event of an emergency.

Student Transfer

For the benefit of your child and the child's new school and teacher, please call and let us know if your child is moving to another school. If you know that sometime in the near future you will be moving, please let us know so that we can send his/her records to the new school in a timely fashion. Student records contain information relative to your child's instructional program.

Supervision Before and After School

Before school, students are not to be on campus prior to **7:30 AM**, unless arriving for breakfast in the cafeteria. The school grounds are not supervised at this time.

After school when students are dismissed, they are to go directly home or to their place of childcare.

Kindergarten – 3rd grade students may **not** wait on campus for older siblings who are dismissed at 2:57 PM. The school grounds are not supervised at this time. Preschool students who come with parents to pick up siblings must be supervised at all times.

Bicycles, Skateboards, Roller Blades, and Skates

Students who ride bicycles to school are expected to follow good safety rules. Students should wear the appropriate helmet as well. Bicycles may not be ridden anywhere on the school grounds at any time. During school hours, bicycles are to be parked in the bicycle area and locked to the bike rack to prevent easy theft. Skateboards and roller blades may not be ridden on the school campus at any time. Wheels on heeie shoes must be retracted or removed when on school grounds. They may not be used at school. The district and school assume no liability or responsibility for theft or damage of bicycles, scooters, skateboards, roller blades, or skates brought to school.

Lost and Found

Check the lost and found outside the cafeteria if you are missing anything. We ask that you label items such as jackets, sweaters, sweatshirts, backpacks, and lunch containers so we can identify the owner. Items not claimed at the end of each month are donated to local charities.

Cell Phones

Cell phones are allowed at school for safety reasons. However, they must be turned off at all times and kept in backpacks. The school assumes no responsibility for loss or damage.

No Pets on Campus during School Hours

It is against **district policy** to allow pets on campus any time during the school day. This includes before school and at dismissal.

Cafeteria Procedures

The cafeteria provides nutritious breakfasts and hot lunches every school day. Breakfast is served each morning at 7:50 A.M. A weekly menu is sent home each month. Some families may be eligible for reduced price or free lunch. Eligibility forms are available in the school office or from the cafeteria cashier in the cafeteria.

Parking

Parking is a problem at Shannon Ranch as it is at most elementary schools. You can **help keep children safe** by adhering to the following:

1. **Do not park in front of the school.** This is a driveway and bus-loading zone and cannot handle traffic or temporary parking without jeopardizing the safety of children. No parking signs are posted and the curb is painted red as reminders.
2. **Do not double park** on the street even for a few minutes. It is illegal and the police department may cite violators.

3. **Drive slowly and be alert for children at all times.** Please pay close attention to the crosswalk on Clover Drive in front of the school. Do not block the Clover Drive crosswalk.
4. **Do not block the parking lot when dropping children off.**
5. **Park your car and walk to the front of the school to wait for your child.** Park in the parking lot on the southeast side of the campus or on the street. You may have to walk a block or two during busy times such as dismissals, but the safety of children comes first. Please wait at the east end of the hallways for your child, not in front of the classroom.

Office Procedures

The office staff will relay a message to your child in the classroom **only** if it is an emergency. The reason for this is that it interrupts valuable instructional time when the teacher must stop to pick up the intercom. Please help us by informing students before they leave home where they are to go after school. If you must call the school to leave a going-home message for your child, please do so before the lunch hour is over so that teachers can pick messages up in their mailboxes before returning to their classrooms for afternoon instruction. The same applies to lunch. Lunch or money for lunch should be given to your child before he or she leaves home so students are not interrupted in class.

Parents must leave lunches, books; etc. brought to school after 8:15 in the office and not disturb the classroom.

Please make sure your child has a plan for lunch each day. The office cannot hold lunches for students every day. We do not have the counter space to keep the items in the office. During the school day, no student is permitted to leave campus without receiving permission from the office. Parents are asked to come into the office to check students out if they have an emergency or medical appointment. There is a sign-out sheet on the office counter.

Students need to obtain a pass from the classroom teacher before coming to the office.

Communication from school to home

Communication between school and home is an important part of working together. Newsletters, notes home and information provided by phone apps will be available to our families.

School Visitors/Identification Badges

All district employees are required to wear an identification badge. Volunteers and visitors are required to do the same. When visiting or volunteering, come to the office and sign in. You will be given an identification badge. Before leaving, return to the office to sign out and return your badge.

In compliance with district policy, any persons other than enrolled pupils and personnel employed by the district are not to be on campus during regular school hours or one-half hour preceding and following regular school hours without first securing permission from the school office. A volunteer packet is available to all parents to complete and turn in before helping in the classroom can begin. Student safety is always our first priority.

SHANNON RANCH SCHOOL DRESS CODE

Shannon Ranch School follows VUSD board policies when enforcing dress code. Please see the following pages as a reference to Dress CODE:

DRESS AND GROOMING

The Governing Board believes that appropriate dress and grooming contribute to a productive learning environment and encourages parents to promote positive, healthy, and safe clothing choices for students. The Board expects students to give proper attention to personal cleanliness and to wear clothing that is suitable for the school activities in which they participate. Students shall not wear clothing that presents a health or safety hazard, promotes drugs or other illegal activities, or expresses hate speech as defined in BP 5145.9.

(cf. 4119.22 - Dress and Grooming)

(cf. 5145.2 - Freedom of Speech/Expression)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.9 – Hate-Motivated Behavior)

Students and parents/guardians shall be informed about dress and appearance standards at the beginning of the school year and whenever these standards are revised. District and school rules pertaining to student attire shall be included in student handbooks, may be posted in school offices and classrooms, and may be periodically reviewed with all students as necessary. A student who violates these standards shall be subject to informal student-teacher conferences, alternative means of correction, or formal appropriate disciplinary action depending on the circumstances.

(cf. 5144 - Discipline)

Students shall not be prohibited from dressing in a manner consistent with their gender identity or gender expression or with their religious or cultural observance.

(cf. 5145.7 - Sexual Harassment)

In addition, the dress code shall not discriminate against students based on hair texture and protective hairstyles, including, but not limited to, braids, locks, and twists. (Education Code 212.1)

The principal or designee is authorized to enforce this policy and shall inform any student who does not reasonably conform to the dress code. Enforcement of these standards shall be done fairly, consistently, and equally to all students. The dress code shall not be enforced in a manner that discriminates against a particular viewpoint or results in a disproportionate application of the dress code based on students' gender, sexual orientation, race, ethnicity, household income, or body type or size.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 0415 - Equity)

(cf. 5145.2 - Freedom of Speech/Expression)

School administrators, teachers, and other staff shall be trained to ensure appropriate and equitable enforcement of the dress code.

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

When practical, students shall not be directed to correct a dress code violation during instructional time or in front of other students.

Repeated violations or refusal to comply with the district's dress code may result in disciplinary action.

Gang-Related Apparel

The principal, staff and parents/guardians at a school may establish a dress code that prohibits students from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities if the school's dress code is approved by the governing board. The dress code policy may be included in the school's comprehensive safety plan. (Education Code 35183)

(cf. 0450 - Comprehensive Safety Plan)
(cf. 5136 - Gangs)

When determining specific items of clothing that may be defined as gang apparel, the school shall ensure that the determination is free from bias based on race, ethnicity, national origin, immigration status, or other protected characteristics.

Uniforms

The Board may approve a school-initiated dress code requiring students at the school to wear a school uniform whenever the Board determines that such a dress code will promote student achievement, a positive school climate, and/or student safety.

Such a dress code may be included as part of the school safety plan and must be presented to the Board for approval. The principal or designee shall notify parents/guardians about such a dress code at least six months in advance of implementation. (Education Code 35183)

If a school's plan to require uniforms is adopted, the Superintendent or designee shall establish procedures whereby parents/guardians may choose to have their children exempted from the school uniform policy. Students shall not be penalized academically, otherwise discriminated against or denied attendance to school if their parents/guardians so decide. (Education Code 35183)

The Superintendent or designee shall ensure that resources are identified to assist economically disadvantaged students in obtaining uniforms. (Education Code 35183)

Legal Reference:

EDUCATION CODE

212.1 Nondiscrimination based on race or ethnicity
220 Nondiscrimination
32281 School safety plans
35183 School dress codes; uniforms

35183.5 *Sun-protective clothing*

48907 *Student exercise of free expression*

49066 *Grades; effect of physical education class apparel*

COURT DECISIONS

Jacobs v. Clark County School District (2008) 26 F. 3d 419

Harper v. Poway Unified School District (2006) 445 App. 3d 166

Marvin H. Jeglin et al v. San Jacinto Unified School District et al, (C.D. Cal. 1993) 827 F.Supp. 1459

Arcadia Unified School District v. California Department of Education, (1992) 2 Cal. 4th 251

Hazelwood School District v. Kuhlmeier (1988) 108 S. Ct. 562

Hartzell v. Connell, (1984) 35 Cal. 3d 899

Tinker v. Des Moines Independent Community School District (1969) 393 U.S. 503

Policy

adopted: February 23, 1999

Revised: June 22, 2021

VISALIA UNIFIED SCHOOL DISTRICT

Visalia, California

Students

DRESS AND GROOMING

In cooperation with teachers, students and parents/guardians, the principal or designee shall establish school rules governing student dress and grooming which are consistent with law, Governing Board policy and administrative regulations.

It is the responsibility of students and parents/guardians, with the cooperation of the school, to maintain an acceptable standard of dress. All students should be able to dress appropriately and comfortably for school without fear of unnecessary discipline or fear of displaying their body in front of others when the dress code is enforced. An individual student's clothing should not be regulated based on another student or staff member's personal perspective or discomfort but should instead be regulated to prevent a student's attire from interfering with their or any other student's health or safety, and to ensure that student attire does not contribute to a hostile or intimidating atmosphere for any student.

(cf. 0420 - School Plans/Site Councils)

The following guidelines shall apply to all regular school activities for grades K- 12, and includes clothing and where applicable, jewelry and other personal items (e.g., backpacks, fanny packs, gym bags, water bottles, etc.):

1. Students must wear appropriate bottoms, tops, and shoes at all times. Students may wear pants; fitted pants, including leggings, yoga pants, and "skinny jeans"; sweatpants; ripped jeans, as long as underwear is not exposed; athletic attire; shorts; skirts; and dresses. Tops must reach the waistband of bottoms, regardless of arm position. When students are sitting or standing, clothing must cover underwear, genitals, buttocks, and areolae/nipples with opaque material. Shoulders must be covered with at least a non-undergarment strap of clothing, unless it is formal attire for a school-sponsored event. (Visible waistbands or straps on undergarments worn under other clothing are not a violation.)
2. Students cannot have clothing or personal items on campus with:
 - a. Violent language or images.
 - b. Images or language depicting vaping, drugs, or alcohol (or any illegal item or activity) or the use of same
 - c. Hate speech as defined in BP 5145.9 – Hate-Motivated Behavior.
 - d. Profanity
 - e. Pornography
 - f. Images and/or language that creates a hostile or intimidating environment based on any protective class. Religious messages may not be singled out for suppression but shall be subject to the same rules that apply to comparable non-religious messages. Students with any tattoo that creates a hostile or intimidating environment based on a protective class may be required to wear clothing or other types of coverings over the tattoo to ensure an appropriate and safe learning environment for all students.

(cf. 5145.9 – Hate-Motivated Behavior)

3. Students may wear sun-protective clothing, including hats, caps, beanies, durags, and other head coverings outdoors. Students shall be allowed to wear sun-protective clothing, including but not limited to hats and hats with the school logo, for outdoor use during the school day. (Education Code 35183.5) Students without religious accommodations must remove headwear when indoors in the classroom. Helmets, hoods, headphones, or headgear that obscures the face or ears are not allowed except as required by law, including religious observance and disability accommodation, or as necessary for the educational or athletic activity.
4. Attire or accessories that could be considered dangerous or which may be used as a weapon are not allowed. This includes, but is not limited to chains, wallet chains, and items with spikes or studs.
5. Sunglasses shall not be worn in school buildings unless there is a physician's letter on file specifying the need or the need is specified in a student IEP.

The dress code shall be modified as appropriate to accommodate a student's religious or cultural observance, health condition, or other circumstance deemed necessary by the principal or designee. When wearing particular attire, such as yarmulkes, head scarves, hijabs, patkas, or other clothing or jewelry associated with their religion or containing a religious message during the school day, schools generally may not prohibit the wearing of such items, unless it is likely to cause a substantial disruption of, or interference with, the orderly operation of the school. Students desiring to attend school with a kirpan should consult with school officials to ensure that the wearing of a kirpan complies with applicable laws restricting knives on school grounds while also accommodating as best as possible the student's sincerely held religious belief. If a student's religious attire could cause a safety hazard in a particular activity, an alternative activity shall be substituted for that student.

In addition, the principal or designee may impose dress requirements to accommodate the needs of special school activities, physical education classes, athletic activities, and other extracurricular and co-curricular activities.

(cf. 3260 - Fees and Charges)

(cf. 6142.7 - Physical Education and Activity)

(cf. 6145 - Extracurricular and Co-curricular Activities)

(cf. 6145.2 - Athletic Competition)

No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control. (Education Code 49066)

(cf. 5121 - Grades/Evaluation of Student Achievement)

Instructional time that includes specific attire as part of the curriculum (e.g. public speaking, historical dress, drama, internships) shall not promote negative messages predicated on body maturity or shape. (Education Code 221.5.)

Gang-Related Apparel

At individual schools that have a board approved dress code prohibiting gang-related apparel at school or school activities, the principal, staff and parents/guardians participating in the development of the school safety plan shall define "gang-related apparel" and shall limit this definition to apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus. (Education Code 35294.1)

Because gang-related symbols are constantly changing, definitions of gang-related apparel shall be reviewed periodically. As necessary, the school shall collaborate with law enforcement agencies to update definitions of gang-related apparel.

Uniforms

In schools where a school-wide uniform is required, the principal, staff and parents/guardians of the individual school shall jointly select the specific uniform to be worn. (Education Code 35183)

At least six months before a school uniform policy is implemented, the principal or designee shall notify parents/guardians of this policy. (Education Code 35183)

(cf. 5145.6 - Parental Notifications)

Parents/guardians shall also be informed of their right to have their child exempted.

The principal or designee shall also repeat this notification at the end of the school year so that parents/guardians are reminded before school clothes are likely to be purchased.

The Superintendent or designee shall establish criteria for determining student eligibility for financial assistance when purchasing uniforms.

The Superintendent or designee shall establish a method for recycling or exchanging uniforms as students grow out of them.

Students who participate in a nationally recognized youth organization shall be allowed to wear organization uniforms on days when the organization has a scheduled meeting. (Education Code 35183)

Dress Code Enforcement

To ensure effective and equitable enforcement of this dress code, school staff shall enforce the dress code consistently using the requirements below. School administration and staff shall not have discretion to vary the requirements in ways that lead to discriminatory enforcement.

- Students will only be removed from spaces, hallways, or classrooms as a result of a dress code violation as outlined above. Students in violation of the dress code will be provided three (3) options to be dressed more to code during the school day:
 - Students will be asked to put on their own alternative clothing, if already available at school, to be dressed more to code for the remainder of the day.
 - Students will be provided with temporary school clothing to be dressed more to code for the remainder of the day.
 - If necessary, students' parents may be called during the school day to bring alternative clothing for the student to wear for the remainder of the day.
- No student should be affected by dress code enforcement because of racial identity, sex assigned at birth, gender identity or expression, sexual orientation, ethnicity, cultural or religious identity, household income, body size/type, or body maturity.
- School staff shall not enforce the school's dress code more strictly against transgender and gender nonconforming students than other students.
- Students should not be required to display their body in front of others (students, parents, or staff) in school during dress code enforcement by staff. This includes, but is not limited to, staff instructing students to:
 - Kneel or bend over to check attire fit;
 - Measure straps or skirt length;
 - Answer questions to account for their attire in the classroom or in hallways in front of others;

These dress code guidelines shall apply to regular school days and summer school days, as well as any school-related events and activities, such as graduation ceremonies, dances and prom.

Students who feel they have been subject to discriminatory enforcement of the dress code should contact the Administrator of Equity & Student Services or filling a report using the District's Student Reporting System.