

RIDGECREST ELEMENTARY SCHOOL FAMILY HANDBOOK 2024-2025 SCHOOL YEAR



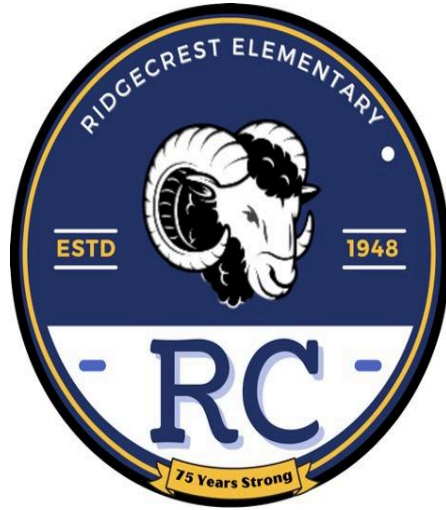
Ridgecrest Elementary School
16516 10th Avenue Northeast Shoreline, WA 98155

Office Hours: 8:00 a.m. to 3:30 p.m. ~~ Monday - Friday
(206)-393-4272
FAX (206)-393-4193

District website: ssd412.org
Ridgecrest website: <https://ridgecrest.ssd412.org/>
Instagram: <https://www.instagram.com/ridgecrestrams/>

Principal: Daniel Natividad
Dean: LaChrista Borgers

The Ridgecrest Way



I am a Ridgecrest Learner. I am...

Respectful
Responsible
Kind
Safe

“Ridgecrest is a welcoming and supportive community where all are empowered to think critically, show compassion, and create change.”

Table of Contents

[A NOTE FROM THE PRINCIPAL](#)

[ABOUT OUR SCHOOL](#)

- Staff
- Bell Schedule
- School Supplies
- School Vision Statement
- Goals

[ARRIVAL & DISMISSAL](#)

- Student Arrival & Morning Staff Supervision
- Car Drop-Off & Pick Up
- Walking to/from School
- Safety Guidelines
- Bus Transportation
- Bicycles and Scooters
- Breakfast
- Dismissal, Early Release, After School Activities
- Early Release of Students
- Students Staying After School
- What to do if your child does not arrive from school on the correct bus:

[ATTENDANCE, TARDIES & WITHDRAWALS](#)

- Attendance
- Attendance Procedures and Accountability
- Absences, Tardies, and Early Dismissals
- Excused Vs. Unexcused Absences
- Extended Vacations
- Withdrawals

[SCHOOL EXPECTATIONS](#)

- Our Philosophy
- General Rules For Ridgecrest
- Statement of Responsibilities and Rights of Students
- Harassment, Intimidation, and Bullying (H/I/B)
- Personal Items at School
- Electronic Expectations and Internet Safety
- Cell Phones and Calling Home
- Vandalism
- Dress Code
- Bus Rules
- Discipline Procedures

HEALTH SERVICES

- Medication
- Immunization
- Head Lice
- Injury/Accidents at School
- Illness
- Allergies: Specifically, Life-Threatening

EMERGENCY PROCEDURES

- Emergency Contacts
- Emergency Schedules Changes: Weather & School Closures or Late Starts
 - School Closures
 - Late Start and Limited Bus Service
 - Snow Routes
 - Special Announcements
- Emergency Drills, Lock Down, Earthquake, etc
 - Emergency Dismissal
 - Emergency Plan (Home)

STUDENT ASSIGNMENT

AND PROGRESS REPORTING

- Conferences & Report Cards
- Room Assignments

COMMUNICATION

- Internet
- Classroom Technology
- ParentSquare
- Classroom Newsletters

GENERAL POLICIES AND

FREQUENTLY ASKED QUESTIONS

- Checks
- Sending Notes
- Lost and Found
- Meals
- Birthdays/Parties
- Recess and Playground
- Animals/Pets at School
- Calendars
- Visitors
- Volunteers

POSITIVE BEHAVIOR INTERVENTION SYSTEMS (PBIS)

- What is PBIS?
 - Why PBIS?
 - Key PBIS Features
 - Conflict Resolution
- Kelso's Choices & Zones of Regulation

Upstanders

Restorative Practices

Helpful Resources

[FAMILY ENGAGEMENT](#)

Mission

Vision

Parent Teacher Association (PTA)

PTA Board of Administration Chairs and Contact

Natural Leaders

Watch D.O.G.S. (Dads of Great Students)

A NOTE FROM THE PRINCIPAL

Dear Parents/Guardians and Students,

Welcome to Ridgecrest Elementary School. We are glad you're a part of our community!! There are many important policies and procedures contained in this booklet. We would be happy to explain in more detail anything you do not understand or answer any of your questions.

We believe that by working together, we can create the best educational experience possible for you. At Ridgecrest Elementary, our motto is ***creating change together***. Every staff member strives to support all students in this quest through engaging minds, inspiring dreams, and empowering lives.

We are looking forward to an amazing year together! Whether you are returning or new, we welcome you to Ridgecrest Elementary. Thank you in advance for your cooperation in keeping our community a place where all members are respectful, responsible, kind and safe!

Sincerely,

Daniel Natividad

Principal

Daniel.Natividad@ssd412.org

ABOUT OUR SCHOOL

STAFF

Ridgecrest Elementary School 2024-25

Principal: Daniel Natividad

Office Manager: Samaya Sullivan **Attendance:** Janina Pacunski

Counselor: Dom Sickich **Dean of Students:** LaChrista Borgers

Support Staff:

Nurse: Joan Forbush, Stacey Chestnut

Family Advocate: Evangelina Vederoff

Lunchroom Supervisors: Jin Dwinell, Nancy Marzullo

Recess Supervisors: Lanet Shorack, Susan Cantu, Camila Enomoto, Anik Sendawula

Para-Educators: Geri Johnson (Kindergarten), Shannon Spurgeon (Resource Room), Mimi Sullivan (LAP Reading), Jennifer Planeta (HiCap Math)

Classroom Teachers:

Kindergarten: April Brown, Courtney Ildiri, Karen Irigon, Matt Law

1st Grade: Rachel Christiansen, Susan Clyde, Kiesha Lee, Annika Huffman

2nd Grade: Molly Boone, Kelli Carlson, Deborah Wickliff, Trisha Ramfar

3rd Grade: Claire Hammill, Lucretia Jensen, Rachel Roberson/Carly Coombs, Monica Wood

4th Grade: Andrew Eller, Stephanie Laviola, Veronica Della

5th Grade: Natalie Boone/Tiana Duenas, Shannon Gravett

Specialists:

Resource Room Teacher: Michelle Hageland

Hi Cap Math Teacher: Andrea Petrusky

Learning Assistance Program (LAP) Reading Teachers: Vanessa Mark, Monica Holbridge

Multi-Language Learner (MLL) Teacher: Sheryl Lundahl, Sally Thomas

General Music: Andrea Early

5th grade Orchestra: Gabriel Glennie

5th grade Band: Gretchen Myers

Physical Education: Stacey (Robo) Robinson

Teacher-Librarian: Joanna Freeman

Speech Language Pathologist: Francesca Blasen

OT: Marni Hanig

School Psychologist: Karen Greep

Custodians: Stacy (C.T.) Carmen (Head day), Emmanuel Ekeh, Serg Ohiri (Night)

Kitchen: Jin Dwinell (Kitchen Manager), Nancy Marzulo (Assistant, Cashier)

Bell Schedule

Ridgecrest Daily Schedule - 2023-2024	
School Day Times	
Breakfast Begins	8:20 AM
School Bus Arrival	8:35 AM
Regular Day First Bell & Start Time	8:45 AM
Tardy Bell	8:50 AM
Regular Day End Time	3:10 PM
Early Release End Time	1:30 PM
Half Day End Time	11:30 AM
First Bell for a 2 Hour Late Start	10:45 AM
Lunch and Recess	
Grade	Times
Kinder & First Grades	Lunch 11:00-11:20, Recess 11:25-11:45
Second & Third Grades	Lunch 11:30-11:50, Recess 11:55-12:15
Fourth & Fifth Grades	Lunch 12:00-12:20, Recess 12:25-12:45
Afternoon Recess	
Kinder & First Grades	1:15-1:35
Second & Third Grades	1:40-2:00
Fourth & Fifth Grades	2:05-2:25

School Supplies

The school supplies some supplies for classrooms and parents can also provide supplies. Some of these supplies may be shared collectively in the classroom. We also have backpacks full of supplies for any student who would like one. Just let your teacher, Evangelina Vederoff (Family Advocate), or the office know.

<https://ridgecrest.ssd412.org/academics/school-supplies-list>

School Vision Statement

Ridgecrest is a welcoming and supportive community where all are empowered to think critically, show compassion, and create change.

Goals

Each year, all schools in Shoreline review data, identify areas of growth and need, and develop an action plan for continuous improvement. Our school improvement plan can be found on the district website or using the link below.

Please follow on the link below for the Ridgecrest School Improvement Plan for 2023-2024:

<https://www.ssd412.org/academics/school-improvement-implementation>

ARRIVAL & DISMISSAL

Student Arrival & Morning Staff Supervision

Students may arrive on school grounds at 8:35 a.m. unless they are having breakfast or attending a supervised activity. Students having breakfast may arrive at 8:20 a.m. If students are on school grounds before the school day begins without family supervision, parents will be notified and asked to pick up their student(s). To ensure the safety of all students, we expect them to line up outside the exterior door of their classroom right away and meet the Ridgecrest Before School Expectations stated in the School Expectations section of this handbook.

Car Drop-Off & Pick Up

For parents/guardians dropping off students in the morning in cars, there are three areas designated as “Kiss-and-Go” lanes: the area along the sidewalk in front of the primary hallway, the circle in front of the main entrance, and the lane alongside the back parking lot. If you are using these lanes, you must remain in your car. If you do need to get out of your car for any reason (including helping your child leave the car) you must park in the parking lot or on the street. This helps us keep the lines moving and provides safe passage from the car to the sidewalk.

Walking to/from School

We ask that you discuss the safest route and personal safety responsibilities with your student. Student safety is the primary goal of the **Ridgecrest Student Patrol Team**. Safety Patrol members are on-duty fifteen minutes before and after school (8:35 to 8:50 am and 3:10 to 3:25pm). Parents are urged to remind their children to obey the Patrols at all times.

Safety Guidelines

We hope you will review these rules at home and discuss the importance of safety with your child(ren).

1. Students may walk to or from school alone but should walk with a friend or family member.
2. If approached by a stranger, students should run home, to the nearest friend’s house or nearest public service area to ask for help.
3. If a stranger touches or attempts to grab a student, the student should yell and scream.

Be sure to tell your parents, the school or police if someone pursues or lures you.

Talk to your children about the route they should take and whom they should walk with to and from school, and consider how busy the main arterial roads can be. We always keep a close watch on our students and know you do the same. Thank you for your continued support in keeping **all students** safe. Please let us know if you have any additional questions.

Bus Transportation

School buses are operated for students that are living in our attendance area. District bus rules are posted on each bus. We expect appropriate and safe behavior on the bus that includes a level 2 voice (quiet conversation), being seated at all times, and following the directions of the bus driver or other adults on the bus. If the driver allows students to listen to music on their cell phones, earbuds or headphones must be used. **Riding the bus to and from school is a privilege. Misbehavior may result in the loss of this privilege, including after-school activities.**

If your child is going to be picked up from school instead of riding the bus, you must send a note to the school office before or on that date, stating the change in your child's regular routine. If you are requesting your child to ride a bus they do not normally ride, you must send a note or email to the school office so that the teacher and bus driver may be informed.

Bicycles and Scooters

Students in grades 3-5 are allowed to ride bicycles and non-motorized scooters with parent/guardian permission and understanding that students **have to wear a helmet**. Please note that skateboards and rollerblades are not allowed before, during or after school. Families can access bicycle/scooter permission slips from the school secretary, and return completed forms to be kept on file in the office. *Ridgecrest reserves the right to deny a student the privilege of riding their bicycle to school if they violate the rules of safe riding.*

Bicycle Riders Should:

- Wear weather appropriate clothing
- Wear a helmet and bright clothing
- Make sure the straps of your book bag, loose clothing or anything else is not going to catch on the wheels of your bike and cause you to lose control.
- Walk your bike when crossing streets and on school property.
- Store your bike/scooter in designated areas and get a sticker from the office.
- Every effort will be made to prevent theft and damage to bicycles. ***The school does not assume personal responsibility for bicycles, scooters, accessories or other personal property brought to school.***

Breakfast

Breakfast is available for students everyday from 8:20-8:45. Breakfast is free for any Ridgecrest student. Students will eat in the cafeteria and be dismissed to the class lineup area once they finish.

Dismissal, Early Release, After School Activities

Getting children safely to and from school is of major importance to us. The cooperation of students, parents, and school staff is required. Students are expected to have a regular routine for the end of the school day. If that routine is changed we need written notification from the parent. We need a note or phone call for early dismissals as well as for permission to release a child to an adult other than the

parent. The permission is valid for one day only. The notes are cleared through the office and the original kept on file. Students will not be permitted to ride a bus to which they are not regularly assigned.

Early Release of Students

Please check in at the office for any early release of students. The office will then contact the teacher. Students will not be released to any person other than a parent or guardian unless authorized by the parent or guardian. School personnel may check for ID for verification or call if there are any questions or concerns. In addition, once students have arrived on school grounds., they are not to leave without permission (Shoreline School District Policy #3340)

Students Staying After School

Students are expected to go straight home or to pre-arranged childcare after school, unless they are involved in after-school activities. Students are expected to meet all school expectations when they are on the school campus and should be picked up promptly at dismissal or from any after-school activities or clubs. Students are not allowed to wait for their sibling/friend in the after-school activity that their sibling/friend is enrolled in. If this happens, parents will be notified and asked to pick up the student. The school grounds are not supervised after school hours. Please inform the office immediately if you have an urgent situation that prevents you from picking up your child on time.

What to do if your child does not arrive from school on the correct bus:

- Call Ridgecrest Office because your child may have not boarded the bus. **(206)-393-4272**. The office staff can call Transportation to check on the bus route.
- If the office staff is not available you may call transportation at **(206)-393-4277**.
- Transportation will search for your child and call you.
- Please leave your phone line clear.

ATTENDANCE, TARDIES & WITHDRAWALS

Attendance

Research shows that regular school attendance by students is important to student learning and achievement. When students are absent, they miss critical, personalized instruction that cannot be duplicated. Therefore, regular attendance is necessary if students are to benefit fully from learning experiences provided at Ridgecrest Elementary.

Attendance Procedures and Accountability

The following attendance policies are in accordance with Shoreline School District and Washington State Law:

- Every absence requires a parent/guardian to contact the school office with either a phone call or note.
- An absence without parent contact is considered “unexcused.”
- After two, five, and seven unexcused absences within a month, a truancy letter will be sent home. A meeting will be required to discuss interventions, and complete/follow up on Attendance Agreement.
- After ten unexcused absences, the student will be referred to the Guidance Team, and district Truancy Officer, and a Truancy Petition may be filed with the Court.
- If excused absences or tardies exceed 15% of the school year, a conference will be required to plan for reduced absences or tardies. Further absences or tardies may be considered unexcused barring a doctor’s note.

Absences, Tardies, and Early Dismissals

To take full advantage of the academic day we are providing for your child, we respectfully request you schedule appointments during early release days, before and after school and during vacations to the best of your ability. If your child will be **absent** please call as soon as possible. For your convenience, we have a 24-hour answering system at (206)-393-4272. If your child is going to be **late**, call and let the office staff know. A student is considered tardy if they arrive at class after the 8:50 bell.

Students who are late must check in at the office and will be directed to class. If your child needs an **early dismissal**, please send a note stating the time and reason, check in at the office for sign-out and pick up. Your child will be called from class when you arrive.

Excused Vs. Unexcused Absences

<u>Excused</u>	<u>Unexcused</u>
<ul style="list-style-type: none">• Illness/health condition or medical appointment (must be documented for ongoing absences)• Family emergencies• Observances of established special days of a religious calendar	<ul style="list-style-type: none">• Missed bus/late ride• Overslept• Babysitting• Meals• Appointment for person other than student

<ul style="list-style-type: none"> • Court or judicial appointments • Students' homeless status • Pre-arranged school sponsored events, such as field trips • Absences, which, according to the discretion of the principal, after consulting the parent/guardian may be deemed appropriate but not covered in the above-stated instances • Deployment activities of the parent or legal guardian • Absence resulting from a disciplinary/corrective action 	<ul style="list-style-type: none"> • Errands • Taking a sibling to school • Extended vacations • If the absence does not meet the criteria for an excused absence (as determined by the principal) • Parent does not submit notice in writing or phone about their child's absence within 24 hours.
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Extended Vacations

Students are expected to be in school each day all year and families are respectfully asked to plan family vacations during the multiple scheduled breaks available in our school calendar. There may be extenuating circumstances that require students to be absent for multiple days. In order to excuse a planned absence extending more than five school days, **prior approval is required** and parents need to complete the *Request for Excused Absence Form* (available in the school office)

Withdrawals

In order to facilitate a smooth transition and timely transfer of records, please provide notice to the school office when moving from the area as soon as possible. All library books and school materials must be returned to the library prior to the student's last day. Please contact the librarian at 393-4134, if you have any questions.

SCHOOL EXPECTATIONS

The Ridgecrest Way

Our Philosophy

We, the staff, parents/guardians, and students of Ridgecrest Elementary, place a high value on learning. We believe that in order to be successful, a student must feel safe, both physically and emotionally, and the school climate must be conducive to learning. We believe that the best discipline is self-discipline. We encourage respect for self, as well as others, and care of personal and school property.

General Rules For Ridgecrest

Guidelines for Success:

1. Be Respectful
2. Be Responsible
3. Be Kind
4. Be Safe

Ridgecrest Way - Voice Levels

- Level 0 → Silent
- Level 1 → Whisper voice
- Level 2 → Quiet conversation
- Level 3 → Presentation voice
- Level 4 → Outside voice

Ridgecrest Way - Before School

❖ WE ARE RESPECTFUL - Be Kind and Follow Directions

- Arrive at 8:40, 8:20 if here for breakfast
- Level 3 Voice

❖ WE ARE RESPONSIBLE - Quick and Quiet

- Leave breakfast in time for late bell
- Clean your area before leaving the cafeteria
- Line up outside classroom door

❖ WE ARE Safe

- Hands and feet to self in line

Ridgecrest Way - Hallways

❖ WE ARE RESPECTFUL - Be Kind and Follow Directions

- Eyes forward
- Hands to side
- Level 1 Voice when you NEED to talk

❖ WE ARE RESPONSIBLE - Quick and Quiet

- Get to where you need to be
- Leave with your class or with a hall pass
- Walking feet

❖ WE ARE Safe - Quick and Quiet

- Walk on the right side of the hall

Ridgecrest Way - Lunchroom

❖ WE ARE RESPECTFUL - Be Kind and Follow Directions

- Wait for food quietly
- Eat your own food
- Level 0 Voice when you see hand raise signal

❖ WE ARE RESPONSIBLE - Quick and Quiet

- Sit at classroom table
- Level 2 voice
- Leave with permission
- Clean tables when it is your turn
- Leave no trace
- Follow *Green Team Guidelines*

❖ WE ARE Safe - Quick and Quiet

- Walk at all times
- Report spills
- Stack trays neatly

Ridgecrest Way - Recess

❖ WE ARE RESPECTFUL - Be Kind and Follow Directions

- Speak politely to ALL
- Share, care and be fair
- Whistle= stop, walk, and line up

❖ WE ARE RESPONSIBLE - Quick and Quiet

- Be prepared for weather

- No toys allowed at recess (approved games okay)
- Everybody helps clean up when bell rings/whistle blows

❖ **WE ARE Safe - Quick and Quiet**

- Use equipment safely
- Stay in boundaries or have a pass
- Hands off

Recess is an important part of the school day. Since children need to play outside in the fresh air, they **should come to school prepared for the day's weather**. Only in extreme weather will students remain in the classroom.

Ridgecrest Way - Restrooms

❖ **WE ARE RESPECTFUL - Be Kind and Follow Directions**

- Level 1 (quiet)
- Respect privacy

❖ **WE ARE RESPONSIBLE - Quick and Quiet**

- Use and flush toilet
- Clean up trash

❖ **WE ARE Safe - Quick and Quiet**

- Wash hands

Ridgecrest Way - After School

❖ **WE ARE RESPECTFUL - Be Kind and Follow Directions**

- Pick up any papers/debris on classroom floor

❖ **WE ARE RESPONSIBLE - Quick and Quiet**

- Stack chairs when directed
- Close lockers before leaving
- Bring backpack, homework, materials home each day
- Bus riders go to bus loading area immediately

❖ **WE ARE Safe - Quick and Quiet**

- Exit the building
 - Primary: Follow teacher's direction
 - Intermediate: Exit exterior classroom doors
 - **Stay behind yellow line in bus lane**

Statement of Responsibilities and Rights of Students

Shoreline Public Schools has published the [Statement of Responsibilities and Rights of Students Handbook](#) pursuant to state and federal laws and regulations that prescribe substantive and procedural rights and responsibilities of students. All provisions of this handbook should be interpreted in conformance with such laws and regulations. The material in this handbook is reprinted or excerpted from Board of Directors policies and District procedures that will control any given situation. Note that policies and procedures are repeatedly under review, and changes may be made at any time. All current policies and procedures may be accessed in the main office of all school buildings and via the District's website at www.shorelineschools.org.

Harassment, Intimidation, and Bullying (H/I/B)

It is the policy of Ridgecrest Elementary School to maintain a safe, respectful, and secure learning environment for all students, which is free from harassment, intimidation, and bullying. Harassment, intimidation, and bullying of students by other students, staff members, volunteers, parents, or guardians are prohibited. It shall be a violation of this policy and the district's student discipline policy for any student of the district to harass, intimidate or bully another student through electronic, written, verbal, nonverbal, or physical conduct while in or on school property (or in reasonable proximity thereto), school transportation, or at school-sponsored activities off school property.

According to Board policy, "harassment, intimidation, or bullying" means any intentional written, verbal, or physical act including, but not limited to, one shown to be motivated by any characteristic in RCW 9A.35.080(3) (race, color, religion, ancestry, national origin, gender, sexual orientation or mental or physical disability), or other distinguishing characteristics, when the intentional written, verbal, or physical act:

- Physically harms any person or damages the person's property; or
- Has the effect of substantially interfering with a person's ability to participate in the educational process of the district; or
- Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- Has the effect of substantially disrupting the orderly operation of the school.
- Nothing in this section requires the affected student to actually possess a characteristic that is a basis for the harassment, intimidation and bullying.
- "Other distinguishing characteristics" may include, but are not limited to: physical appearance, clothing or other apparel, socio-economic status and weight.
- "Intentional" refers to the individual's choice to engage in the act rather than the ultimate impact of the action(s).

Harassment, intimidation and bullying can take many forms, including but not limited to, slurs, name calling, jokes, innuendoes, demeaning comments, drawings, cartoons, pranks, gestures, hazing, physical attacks, threats or other written, oral, or physical acts or electronically transmitted messages or images. Any student who believes that he or she has been subjected to harassment, intimidation, or bullying in the educational environment, is encouraged to bring his or her complaint to the immediate attention of a Ridgecrest Elementary staff member for assistance in resolving the matter.

In addition, there are *Incident Report Forms* located in the office if the individual would prefer this method of reporting. Students and parents/guardians who wish to report an incident of harassment, intimidation or bullying can contact the Ridgecrest principal, Daniel Natividad or the Dean, Nathan Christian. **All reports will be promptly and thoroughly investigated.** Students are encouraged to report school-related harassment, intimidation, and bullying of which they have knowledge. Staff members and school administrators will use both informal remedies and disciplinary actions as appropriate to the goal of ending harassment, intimidation, and bullying and to prevent its recurrence. Such disciplinary action will be consistent with District policy and State and Federal law.

Personal Items at School

Toys and trading cards should not be brought to school. Students may bring play equipment from home that is the same type as school (rubber balls, tennis balls, jump ropes, soccer balls, etc.) Students should not bring bats, hard balls, etc. Students should not bring any item to school that could be used as a weapon, even if you consider it a toy (i.e squirt guns, pocket knives, slingshots, etc.).

Electronic Expectations and Internet Safety

CD players, iPods, iPads, electronic games/ consoles, radios, beepers, cameras (except when allowed for field trips), mp3 players, and other electronic devices should be left at home. **Ridgecrest cannot be held responsible for any electronic devices students choose to bring to school.**

Each year we send home an “Individual User Access Informed and Consent Release Form”. Parents/guardians must review, sign and return this form to the school office in order for their student to gain access to the school district's internet network. While classroom teachers and school librarians instruct students on appropriate electronic network and internet conduct, we respectfully ask that you continue these conversations at home.

Make sure your child knows:

- NEVER post or share your location online
- Meeting new “friends” online has its dangers
- Login details & passwords, home address, phone numbers, birthdate, and personal information that could be used to gain access to important things should be kept OFFLINE.
- There is a person behind every Youtube Video, tweet on Twitter and instagram picture. BE KIND to one another.

Smartwatches

As stated above, we discourage sending in any electronics with students because they can be distractions and we are not responsible for them. Smartwatches are new tools that our students use for safety purposes before and after school. Since these devices have become daily tools, we need to limit their distractions on school grounds.

If a student has a smartwatch at school, the expectations are:

- No video or pictures taken at school or on the bus

- The text and internet functions are off (similar to Airplane mode)
- No games are to be played at school or on the bus
- If the device becomes a distraction or if the student is misusing it, we will hold it in the office until an adult family member can retrieve it

Cell Phones and Calling Home

Many students have cell phones and smart watches that can serve as a safety resource. Students may use their cell phones outside only before and after the student day (8:45 a.m.-3:10 p.m.). If students have a legitimate reason to call home, they will be allowed to do so from the office or the classroom with teacher permission. Students are not to call home during the day to change “going home” plans. Children often want to go home with friends and try to arrange it during the school day, which can lead to confusion and unaccounted for children. Students need to go home the regular way and make arrangements once they get home. The only exception is if they have forgotten to make arrangements due to an after school event, in which case they may call from the office.

Cell phones may be brought to school **only** if they are turned off and left in your student’s backpack/locker. Students may check their cell phone messages after they have exited the building. If cell phones are removed from student backpacks during the day, the phone will be confiscated. The student can then pick up the cell phone in the office at the end of the day. For the safety of your child(ren) we ask that all communication be made via the school office and not your child’s cell phone.

Ridgecrest is not responsible for damaged, lost, or stolen cell phones.

If a student has a cell phone at school, the expectations are:

- Phones are off and left in their backpack
- Use classroom or office phone only to call home
- No videos or pictures are taken at school or on the bus
- The text and internet functions are off (similar to Airplane mode)
- No games are to be played at school or on the bus
- If the device becomes a distraction or if the student is misusing it, we will hold it in the office until an adult family member can retrieve it

****Parents:** While you are a part of the learning environment, please refrain from using your cell phone in the building, hallways, foyers, and playground during school hours. Please remember to turn your ringer off. Lastly, please do not text and call students on their cell phones during school hours to limit distractions.

Vandalism

The Shoreline School District provides a great deal of the maintenance of the school property. However, it is the responsibility of all persons using school facilities to see that misuse does not occur. Students and/or parents may be responsible for the cost of replacing school materials that are lost or damaged due to negligence by the student. This includes items such as books, musical instruments, calculators,

computers, library materials and any vandalism of school property or facilities (i.e. graffiti in the bathroom, etc).

Dress Code

Shoreline School District Policy #3224 states that student dress must not present health or safety problems or disrupt the school environment. The following guidelines apply: Students' appearance shall not advertise or display any product or service not permitted to minors by law. Such dress shall not be racist, sexist, imply gang affiliation, or have underwear/undergarment showing. Adequate coverage of the body is expected; for example, bare midriffs or exposed torsos are not appropriate in the educational setting. Also, please keep in mind that students are active in PE and recess on a daily basis, and therefore open backed shoes (flip flops) are not a safe option. Wearing shorts or tights underneath skirts/dresses is also advised for playing on school equipment and being able to fully participate in PE. At Ridgecrest, hats and hoods are allowed in school, as long as they don't interfere with the educational process. Also, please mark with your child's name all lunch boxes, backpacks, and clothing that may be removed at school.

Bus Rules

School rules are important and apply while students are on the bus. However, the five rules listed below must be emphasized to assure a safe bus ride for all.

1. Follow the driver's directions the first time they are given.
2. Stay quietly in your seat, facing forward.
3. Be courteous and respectful to others.
4. Keep your head and arms inside the bus and keep the aisles clear.
5. Keep the bus clean. No eating or drinking. All litter needs to be put in the trash.

Note: ALL SCHOOL RULES APPLY when students are on their way to and from school.

The bus rules are intended to keep students safe while the driver concentrates on driving. When students break rules they may expect to receive the following progressive consequences: A verbal warning, a temporary seat assignment, a Bus Conduct Report resulting in a conference with the Principal or Dean, and/or a temporary or permanent loss of bus privileges.

Thank you for sharing these rules with your child and sharing our commitment to safety.

Discipline Procedures

The word "discipline" comes from the Latin word "disciplina" which means "instruction, knowledge." It is defined as "The practice of training people to obey rules or a code of behavior." Our goal is always to educate, not punish. All school staff will help teach children behaviors which promote safety, courtesy, and respect for others. We encourage students to choose to act responsibly and will reinforce positive behaviors. Part of this teaching process is helping students understand the impact of their behaviors and give them the opportunity to repair any harm done in their relationships. If a student does not act responsibly, disciplinary action will be taken and will be appropriate to the severity of the offense. Consequences applied will be progressively more severe if the student does not change the behavior, or

for more serious offenses. The following steps provide a progressive approach when responding to behavioral challenges.

Step 1

The adult discusses the behavior with the student and helps the student identify appropriate behavior. Behavior may be corrected by having the student repeat the action in an appropriate manner or a consequence may be applied such as a short time out, or loss of privilege.

Step 2

For repeated or more serious problems, the adult will talk with the student about our previous attempts to correct the behavior or about the serious nature of the offense. Parents/Guardians will be contacted so they can follow-up at home. School staff may work together with you and your student to come up with a proactive, preventative behavioral support plan that will be implemented to improve the behavior.

Step 3

For continuing problems, for exceptional misconduct, or for illegal or dangerous activities, a Conduct Report will be issued and a behavior plan completed. Consequences may include restriction of activities, in-school suspension, out-of-school suspension, or expulsion. Exceptional misconduct includes, possession of alcohol or illegal substances, possessions of weapons, assault, and others listed in School Board Policy #3300.

The Ridgecrest staff has developed the following Behavior Matrix to provide clarity in what is expected and how we will respond when expectations are not met:

Ridgecrest Elementary School Student Behavior Management Process/Flowchart



PBIS Goal: Our staff goal is to build a safe, caring learning community that shares common language and expectations that grow our students into empowered leaders, self-managers and self-advocates.

Strategies to implement: Visual cue, Proximity, Redirection, Calming Techniques, Movement Breaks, Emotional Check-in, Reteach & Practice Expected Behavior, Additional Strategies: <https://www.pbisworld.com/> & [OSPI Behavior Menu of Best Practices](#)

Classroom/ Staff Managed Behaviors (Minor)		Office Managed Behaviors (Major)	
<ol style="list-style-type: none"> Reset Station: Student takes a break within the classroom and reflects on behavior. Teacher will reconnect with the student on expectations and behaviors. Reset/Buddy Classroom: The student will take a short (<10 min) reset in a buddy grade level classroom and fill out a Restorative Reflection Sheet (K-2) or Restorative Reflection Sheet (3-5) The teacher will connect with parents as needed to work on a classroom plan to support the student. The teacher will work with the Grade-Level team, Dean, Counselor, and families to brainstorm (Tier 2) support. If behaviors continue, initiate a referral with Counselor and/or the Guidance Team. 	<ul style="list-style-type: none"> Disruption/Side-Talking/ Noises/ Off-task behavior Minor Disrespect, Defiance, Non-compliance Inappropriate language Inappropriate body language Minor Physical aggression (<i>accidental/ reactionary</i>) Wrestling Pushing/shoving/kicking -Play fighting Property misuse/Minor Property Destruction Lying Cheating Minor Theft Verbal conflict/Arguing Minor reference to weapons Rude behavior Teasing Rumor Gossip 	<ul style="list-style-type: none"> Abusive language Major property damage Harassment/Racial, Physical/Sexual Fighting/ Major Physical Aggression (<i>intentional</i>) Major Defiance Disrespect/Non-compliance Major Theft Threats to harm self or others Drug or Alcohol use or possession Significant reference to weapons or acts of violence Serious class disruption 	<ol style="list-style-type: none"> The referring staff member contacts the office. Referring staff completes a SWIS form online ASAP. The student will go to the office. K-1 walks with an adult. Student completes the Restorative Reflection Sheet (K-2) or Restorative Reflection Sheet (3-5) with an adult. Feedback Loop Closed: The Dean sends (within 24 hrs) email with details of incident to classroom teacher and principal. Files slip for principal review. When Dean and/or principal determines that student contact/consequences are necessary, Dean and/or principal will connect with family and involved staff via email or phone call. Depending on actions, the Dean/ principal will lead a re-entry process with the student, teacher, and/or parents. Dean enters all relevant data into the discipline tracking system.

Staff supports for frequent & problematic behaviors			
Behavior	Major/Minor	Who Responsible	Consequence & Follow-through
Structured Spaces: Classroom			
Classroom disruption (i.e. Attention-seeking, blurting, verbal disruption)	Minor Major (if it is continuous)	Staff -> Dean	1. Relocate the student to a non-disruptive. Space. Use a Reflection sheet if needed. 2. If this doesn't work, have the student call their parents in the classroom using a script when available. <i>If the student doesn't respond to the above strategies, behavior becomes a major, and...</i> 3. Send student to main office for phone call home/reset with Dean or Principal
Unstructured Spaces: Recess and Cafeteria			
Minor physical aggression (accidental/ reactionary/playful) at recess	Minor	Supervision staff -> Dean	Resolve conflict-> Reflection bench-> Restore relationship -> Report to teacher/ Dean and SWIS report (teacher will share with family).* <small>*Supervision team will resolve at the moment with students involved. Depending on intensity, frequency, and consistency of behavior(s), supervision staff may connect with teacher and Dean which may lead to further interventions, support, and consequences.*</small>
Verbal conflict/Arguing at recess	Minor	Supervision staff -> Dean	Resolve conflict-> Reflection bench-> Restore relationship -> Report to teacher/ Dean and SWIS report (teacher will share with family).* <small>*See above.</small>
Refusal to following directions (Defiance)	Minor->Major (when continuous)		1. Conversation w/ staff and short timeout during convo or time on reflection bench. Report to the teacher as needed. Ex. Calmly say: "My job is to keep you safe during recess. You need to follow my direction in order to stay safe. You did not follow my direction, so you'll need to take a break from play until we can talk about that. We can talk about that now, or you can sit out for a few minutes until you're ready to talk. What do you think?" 2. If the student does not respond, behavior may become a "major." Radio the office for support. Dean will communicate with family.
Major Physical Aggression (intentional)	Major	Dean	1. Time and space away from where safety concerns occurred. 2. Restorative circle 3. Communication with family and staff 4. Removal from activity (ongoing) 5. Intentional separation from peer (ongoing) 6. Schedule in-person meeting with family to create support plan w/ counselor and teacher
Fighting (intentional)	Major	Dean/ Principal	1. Time and space away from where safety concern occurred (i.e. recess) 2. Restorative circle** 3. Communication family and staff 4. Removal from activity (ongoing)

			5. Intentional separation from peer (ongoing) 6. Schedule in-person meeting with family to create support plan w/ counselor
* Connect with the counselor and/or dean for more specific strategies/feedback. **This process results in students coming up with strategies and consequences.			

HEALTH SERVICES

The health and safety of everyone at Ridgecrest Elementary is important; therefore, we conscientiously implement the following policies:

Medication

Please be aware that there are strict policies and procedures that regulate student use of medications at school. Medication is given at school only when absolutely necessary. If a student must receive medication during school hours, the medication to be given at school must have a written order signed by a Licensed Health Care Provider and have a parent/guardian signature. The medication must be in the original, properly labeled container. This includes any over-the-counter medication.

Medications should be brought to the Health Room by an adult. Please do not send your student to school with medication as this presents a health hazard to all students. This includes any over-the-counter medication including, but not limited to: Ibuprofen, Tylenol, cough syrup, cough drops, allergy medication, herbal supplements, etc. These are all considered medications and students should not be in possession of these during school hours. Contact Joan Forbush (Health Room Assistant) at 206-393-4276 for forms and additional information.

Immunization

State law (RCW 28A.31.118) states that the attendance of every child is conditional upon the presentation on the child's first day of attendance either (1) full immunization, (2) the initiation and compliance with the schedule if immunization as required by law OR (3) a certificate of exemption. Students may not be enrolled or attend without this documentation.

Head Lice

The parent/guardian of any student identified to have lice or nits will be notified and encouraged to begin treatment for his or her child immediately or as soon as possible. While Ridgecrest will not require school exclusion, we will strongly encourage the parent or guardian to address the situation immediately by applying the appropriate remedy outside of the school setting.

Please note: If two or more cases of head lice or nits are identified in the same classroom within the same week, a classroom head check of all students in that classroom may be conducted. In addition, the Lice Notification Letter will be sent home with ALL students at Ridgecrest if one or more cases of head lice or nits have been identified. Again, Joan Forbush or designated staff will monitor the status of a student's condition regarding this issue by conducting a head check weekly until infestation is satisfactorily resolved.

Generally, this condition can be reasonably addressed in two to three days. If a parent/guardian opts to keep their child home for treatment beyond three days, the principal or designee will contact the parent/guardian to stress the need for their child to return to school.

Injury/Accidents at School

When a student is seriously injured at school, health room personnel must immediately contact parent(s)/guardian(s). If parents/guardians cannot be reached, the designee listed on the Emergency Card will be contacted. If no one is available, Ridgecrest staff will use our best judgment about what is in the best interest of the child, including contacting 911 if needed. Parent assistance in providing updated and complete information on the Emergency Card is critical in case of an emergency.

Illness

When a child becomes ill at school, Ridgecrest's nurse, health room assistant, and office staff will follow these procedures:

- The child reports his/her symptoms and his/her temperature is taken.
- At that time, a decision is made whether or not the child should go home. If a child's temperature is 100 or above, they will automatically be sent home. If it is determined that the child needs to go home, the parent/guardian will be notified by phone and expected to pick their student up from school within a reasonable amount of time.

The parent/guardian or emergency contact person must come to the school and pick up the sick child. Sick children will not be sent back to class or sent home on the bus. In the event of a serious or life-threatening illness, 911 will be called.

If your child is sick (fever or vomiting), please do not send them to school. Children are welcome back at Ridgecrest when they are able to take part in the full-school program, including recess. Supervision of students is not available in classrooms or in the office during recess.

Allergies: Specifically, Life-Threatening

Today, one in 13 children has food allergies, or roughly two in every classroom. Nearly 40 percent of these children have already experienced a severe or life-threatening allergic reaction (CDC, 2013). In response to this emerging epidemic, the Centers for Disease Control and Prevention (CDC) in 2013 published national guidelines for managing food allergies designed to help schools avoid, recognize and treat allergic reactions while ensuring that students with food allergies are safely included in school activities.

Important highlights from the guidelines include:

1. Food allergies may constitute a disability under the law. This is important because schools cannot exclude children with food allergies from activities (e.g., birthday celebrations, classroom parties) because of their food allergies.
2. The emotional toll of exclusion, bullying, stigma and fear can cause significant emotional distress. It is important to consider the physical and emotional toll on children with food allergies.

For more information, please visit www.foodallergy.org/CDC

Annually, all school staff participate in on-site training about how to minimize exposure to known allergens and how to respond to an anaphylaxis emergency. The training includes a review of avoidance

strategies, recognition of symptoms, the emergency protocols to deal with an anaphylaxis episode and use of an auto injector. In addition, student-specific training and additional information will be provided by the school nurse to teachers, paraeducators, clerical staff, and food service workers who are expected to have regular contact with a student who has a medically diagnosed life-threatening allergy. Student-specific training will include training in: 1) allergen avoidance procedures to prevent exposure of the student to the food allergen; 2) the recognition of symptoms, especially early symptoms; and 3) the administration of epinephrine and other emergency

EMERGENCY PROCEDURES

Emergency Contacts

Too often we find that we do not have valid phone numbers where a parent can be immediately reached in an emergency, or backup numbers for designated, alternate contacts that will respond in a time of need. This is potentially injurious to your child's health and well-being. Please be sure that we have current contact information on file at the school for the sake of your child. Thank you.

Emergency Schedules Changes: Weather & School Closures or Late Starts

In the event of an emergency condition such as snow, earthquake, power failure, etc. resulting in a change in school schedule, please listen to the following radio stations, or go to the Shoreline Schools website for updated information:

- Television: KOMO Channel 4, KING Channel 5, KIRO Channel 7, KSTW Channel 11
- AM Radio: KIRO 710, KNWX 770, KOMO 1000, KMPS 1300
- FM Radio: KMPS 94.1
- Shoreline Schools Website or call the main district telephone number (425) 385-4000 to listen to a message
- SchoolReport.org (www.schoolreport.org), Public School Emergency Communications System

The public announcement will be one of the following:

School Closures

When school is closed, the following programs and activities are canceled: regular school, Extended Day program, all activities including athletic events and parent meetings. (If conditions change during the day, special arrangements may be made for some activities.)

Late Start and Limited Bus Service

Under this plan, all schools will start two hours late and bus routes will be limited. The district's transportation department sends out more information in the fall about when and where your student will be picked up and dropped off when limited bus service is in effect. Students will be dismissed at regular times unless otherwise announced. The After Care program will also be on a two-hour delay.

Snow Routes

Snow routes have been designed to avoid areas where hazardous road conditions exist. Click [here](#) to find the snow routes for your child. When snow routes are in effect, they will be used on both the morning and afternoon routes even if roads have cleared. There may be occasions when schools start at the regular times but "snow routes" will be utilized.

Special Announcements

A variation of the above plans will be announced if necessary due to a power failure or other conditions.

- *No announcement or no report means schools will operate on a normal schedule.*

Emergency Drills, Lock Down, Earthquake, etc

Staff and students at Ridgecrest practice emergency drills throughout the school year so they are prepared in case of an actual emergency. It is important for parents/guardians to review, with their children, procedures to use if any emergency occurs on their way to and from school or if an adult is not at home when they arrive home from school. By State Law, all schools in Shoreline Schools are required to have drills monthly, including fire, earthquake, lockdown, and shelter-in-place drills.

Emergency Dismissal

In order for us to ensure that students are safe we may have different procedures for dismissal from school than on a normal day. Depending on the emergency situation (power outage, earthquake, snow storm, etc.) it may be necessary to have students either inside or outside the building in a designated area. No student will be released directly from the classroom during the school day. Parents should report to the school office or to the lower blacktop/field area, if the buildings have been deemed unsafe. We appreciate your cooperation and help in emergency situations. If everyone abides by these rules and guidelines we can help ensure the safety of all children.

Emergency Plan (Home)

Have an emergency plan in place with your child before an emergency occurs. If buses are running, students will be expected to implement their emergency plan, such as, "After getting off the bus go to the neighbor's house until I pick you up." Please make sure your student knows the plan if they arrive home before you do (Spare key? Neighbor's home?). Know your child's daycare policy in the event of an emergency and communicate this to your child. Our Shoreline on-site extended care closes when school is dismissed early for emergencies.

STUDENT ASSIGNMENT AND PROGRESS REPORTING

Conferences & Report Cards

There are two conference periods at Ridgecrest. Please watch school and district communications for specific dates in the fall and winter. If at any time a parent feels a need to meet with the teacher or other staff, please reach out directly to the teacher or to the school office (206) 393-4272. Report Cards are sent home in February and in June. Information regarding the content of student records and procedures for maintaining, releasing and destroying these records may be obtained at the school.

Room Assignments

In the fall, classes may be overloaded as a result of new enrollments. In the first few weeks of school it may be necessary to change room assignments of some of our students due to enrollment. This helps us to maintain the necessary balance of academic performance, leadership skills and special needs in the classroom. Each May parents have an opportunity to give input about placement by using the Class Placement Form that is available in the school office. Changes cannot be made once classes are formed. Our considerations for class placement include:

- Maintaining an equal academic distribution of students
- Maintaining an equal distribution of students who have a positive influence
- Accommodating special academic and social needs

COMMUNICATION

We know that students experience the greatest success when their home team and school team are in close partnership. We encourage families to reach out to teachers or other school staff so that we can best support your child and your family. Our staff will make every effort to get back to you quickly, but this is sometimes delayed as staff are working directly with students during the school day.

Internet

To gain access to the Shoreline School District Electronic Information Network and Internet services, all students under the age of 18 must have parental permission through the Individual User Access Informed Consent Form provided by the school office. Classroom teachers and the school librarian instruct students on appropriate online conduct. Access to the Network and Internet Service is offered to students who agree to act in a responsible manner. Students who use the Service inappropriately are subject to immediate loss of access to the system and/or additional disciplinary action.

The values, norms, and expectations set in the home are an especially important arena for teaching young Internet users the positive and considerate potential of the technology. Please talk to your children about the Internet, social media, chat rooms, and text messaging, as age-appropriate. Teach them to use technology appropriately by modeling and guiding, and do not be hesitant about monitoring your child's computer and phone use, just as you would their use of the TV. We will demonstrate these same attitudes at school, but home is the first and best teacher in the area of values and behavior. All devices from home must be kept off and stored in the backpack during the school day including Kindles, Smart watches, and phones. If you need to reach your child during the school day, please contact the office.

Classroom Technology

Students will have access to classroom technology in support of grade level learning goals. Kindergarten, first and second grades use iPads, while students in third-fifth grade use chromebooks. These devices remain at school and are managed by the classroom teacher.

ParentSquare

ParentSquare is an easy-to-use communication tool that combines multiple communication streams into one easy-to-use interface for families and staff. Its features include:

- Receive messages from the school via email, text or mobile app notification
- Two-way texting with translation between staff and families
- Choose to receive information as it comes, or all at once at 6 pm daily
- Communicate in your preferred language
- Direct message teachers and staff through a secure and private interface
- Participate in group messages

It is important that every family set up their ParentSquare account in order to receive important school communications. Click [here](#) for more information.

Classroom Newsletters

Your child's teacher will communicate regularly through ParentSquare to inform you of your child's academic program and class news and events. Each communication contains information relevant to that particular

classroom and informs you of the highlights of your child's learning experience. Translation is available in Parent Square.

GENERAL POLICIES AND FREQUENTLY ASKED QUESTIONS

Checks

By law, checks cannot be made to individual teachers but must be endorsed to the school. When you write a check to the school for a field trip, etc., please write it to Ridgecrest Elementary School and include your child's full name and the activity or purpose on the check.

Sending Notes

When sending notes to school advising us of reasons for absences, family appointments, illness or changes in your routine, please include your child's full name and room number or teacher on every note.

Lost and Found

Please mark all items with your child's first name last initial (ex: John S.). The school does not assume responsibility for money or other valuables unless your child brings it to the office for safe keeping. Articles of clothing and other items found on school grounds are brought to the "Lost and Found" located just outside of the cafeteria. Smaller personal items are kept in the office. Unclaimed, unmarked clothing items are sent monthly to the WORKS (Shoreline district charitable organization).

Meals

Meals are free for all students at Ridgecrest Elementary, as of the 2023-2024 school year.

Birthdays/Parties

To avoid excluding students, party invitations may not be distributed at school unless there is an invitation for every student in the classroom. For safety and health reasons due to a variety of allergens and to promote healthy eating habits at school, no birthday food treats are to be brought to school. Alternative celebratory means can be discussed with your child's classroom teacher. When requested, healthy snacks that meet the district nutrition guidelines may be donated to the classroom/school for special events or programs.

Recess and Playground

Our goal is to provide a safe and active recess stretch for all children. Recess is an important break from classroom activity. It is an opportunity for exercise and fresh air. Recess is also an opportunity to make friends, learn and practice social skills, relax and have fun.

We encourage and expect all students to go outside during recess. We discourage parents requesting permission for a child to remain indoors during these breaks. We do recognize the necessity of this when a child is under doctor's care. Recess games will be introduced to all students through the

Physical Education Program. The rules and procedures taught in PE class are the same rules for recess games.

Animals/Pets at School

It is the policy of the Shoreline School District to only allow animals in and on school property that are: service dogs; therapy dogs which have been approved by the District and which support a District program or curriculum; animals which are used as part of a District approved curriculum; and turtles (greater than 4 inches), fish and frogs kept in clean and maintained aquariums. Service and therapy dogs must have current vaccinations, be trained and registered, and kept on leashes. Any animal may be restricted from school property should the animal become aggressive or a nuisance, including service and/or therapy dogs. No other animals are to access district school buildings or vehicles with students, parents or staff.

Calendars

[District calendar is found here.](#)

Visitors

Visitors are welcome at Ridgecrest. To ensure a focused learning environment, and in accordance with Shoreline Board Policy, we ask that volunteers make arrangements with the teacher prior to making a classroom visit. We require all volunteers and visitors in the building to enter through the front door and to please sign in at the office and receive a NAME BADGE. This will identify you to students and staff as a legitimate guest. Please go to the office, sign out and return the badge before you leave.

Volunteers

We are excited to have volunteers and know that we could not offer the program we do without your support. If you plan to volunteer at Ridgecrest for the 23-24 school year, you will need to fill out a NEW background check. This is required every year. The district form is on our website and linked [here](#).

POSITIVE BEHAVIOR INTERVENTION SYSTEMS (PBIS)

What is PBIS?

PBIS is a proactive approach to empowering all students by creating a more *positive, consistent, predictable and safe* school. We do this by restructuring our environment, procedures, support programs, and behaviors as staff.

Why PBIS?

PBIS can improve school culture, increase social skills, improve emotional development and improve academic performance.

Key PBIS Features

- **The Ridgecrest Way:** The Ridgecrest Way is taught school-wide—being respectful, responsible, kind and safe. Students are taught what this looks like and encouraged to model this in all areas of the school. You can see posters throughout our school showing expectations for location-specific areas.
- **Rocky Rockstars:** Students are given Rocky Rockstar tickets by staff when caught displaying the RC Way. Tickets are entered into a bi-weekly drawing for prizes. Staff are encouraged to maintain a 5:1 ratio of positive reinforcement vs. correction.

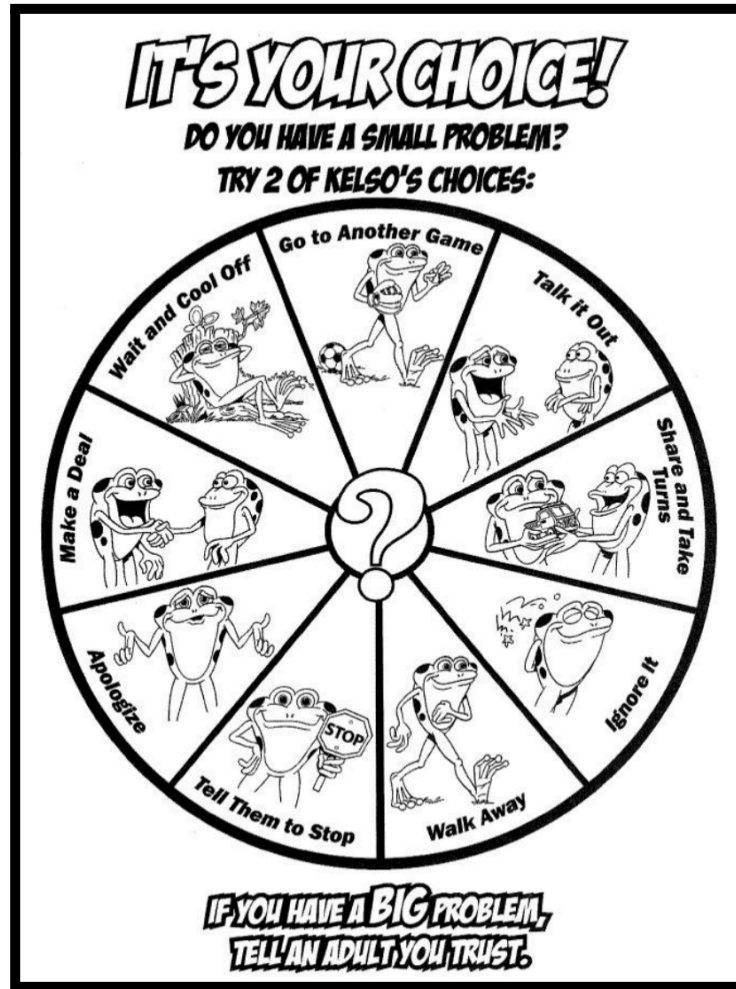
Conflict Resolution

We have many proactive ways of addressing conflict at school. The following are some of our Ridgecrest strategies for ensuring that our students feel safe and secure.

Kelso's Choices & Zones of Regulation

Kelso's Choices is a program merged with **Zones of Regulation** delivered to all 1st grade students at Ridgecrest. The lessons focus on equipping students with skills around emotional awareness, emotional regulation and basic problem solving. Lessons normalize emotions while recognizing some feel more pleasant than others, and how when we have a small problem with friends, we can solve them using Kelso's Choices. Concepts can also be taught in group or individual settings with Mr. Dom.

Kelso's Choice

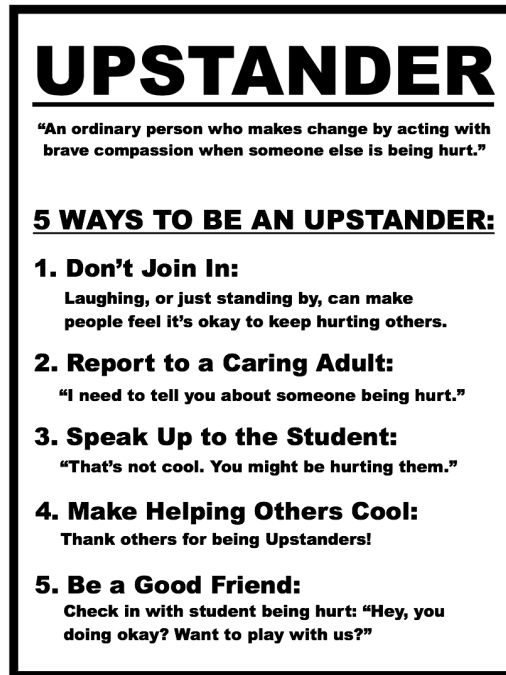


Zones of Regulation

GREEN	BLUE	YELLOW	RED
 HAPPY	 SAD	 Anxious/Worried	 ANGRY
 Calm	 Tired	 FRUSTRATED	 Out of Control
 CONFIDENT	 LONELY	 Scared	 ENRAGED
"Strategies" are ways to get back to the Green Zone.	Strategies <ul style="list-style-type: none"> - Think happy - Talk It Out - Do something fun 	Strategies <ul style="list-style-type: none"> - Take a break - Deep breaths - Talk It Out 	Strategies <ul style="list-style-type: none"> - Take a break - Deep breaths - Move/wiggle

Upstanders

A series of six lessons delivered to 4th and 5th grade students at Ridgecrest, focused on empowering students to positively impact the school culture by advocating for one another when being hurt. Students were taught to be, and engaged in discussions around, being Upstanders—"ordinary people who make change by acting with brave compassion when someone is being hurt."



Restorative Practices

Restorative practices (RP) is a community-based disciplinary model that promotes social awareness, social understanding, and empathy, which in turn decreases problematic behaviors.

RP encourages:

- Problem solving rather than punitive approaches to discipline
- Maintaining a sense of community and restoring relationships
- Working together to heal harm caused during a problematic incident or behavior
- Including all community members impacted during a problematic incident in the problem solving process

Helpful Resources

School Counselor (Dom Sickich)

(206) 393-4197

Our school counselor's role includes the following:

- Providing school-wide social-emotional support

- Providing counseling to both individuals and groups
- Engaging with and learning from families
- Building school culture through Positive Behavioral Interventions and Supports (PBIS)

Dean (LaChrista Borgers)

(206) 393-1478

Our dean's role includes the following:

- Working with school community to establish and maintain a safe building and classroom environment
- Serving on PBIS team
- Developing and managing systems for Restorative Justice practices
- Developing and managing systems for school-wide discipline

Family Advocate (Evangeline Vederoff)

(206) 393-1495

Our family advocate's role includes the following:

- Strive to reduce barriers for students and families to succeed
- Serve as a voice and an advocate for students and families within the school and community
- Work directly with families based on specific needs
- Promote home visits from staff
- Serve as school liaison for the Natural Leaders group

Student Leadership Team

All 5th grade students are able to apply for the Student Leadership Team with Ms. Borgers and Mr. Dom. Our goal is to *empower* students to *create change* in their school and in their greater Ridgecrest community. The Student Leadership Team focuses on learning about the qualities of good leadership while supporting the needs of their school and community. Contact Ms. Borgers or Mr. Dom for more details!

FAMILY ENGAGEMENT

Mission

Shoreline Schools will actively engage all families so they are seen, heard, and included in school communities, with the intent for all students' success.

Vision

Equitable family engagement will embrace diversity, identify and break down systemic barriers, act as a bridge between the school and families, and have a positive impact on student achievement and behavior. Family Engagement will empower families to know how to support their child's education, and for schools to learn from the expertise families have about their child. Academic and whole child success is dependent on family engagement.

At Ridgecrest, some ways we promote family engagement include:

- Home Visits
- Natural Leaders
- Watch D.O.G.S.
- Professional Development for staff (Race & Equity, Equitable Engagement Practices)
- Friday Family Story Time

Some of the ways family advocates work in schools include:

- Creating intentional engagement for multicultural families
- Providing resources for homeless students
- Connecting families with community resources like:
 - After school classes and camps
 - Tutoring and academic supports
 - Counseling and health services
 - Housing resources
 - Food resources
 - Transportation

Parent Teacher Association (PTA)

The Ridgecrest PTA provides a way to be engaged with your child's learning and be involved with the school. The PTA organizes volunteers to support a variety of school programs, activities, and special events. Many parents/guardians volunteer their time on committees through the PTA. You may be interested in helping with the different programs sponsored by the PTA or on any of the PTA committees. Please contact our PTA President, Jo, with any PTA inquiries.

PTA Board of Administration Chairs and Contact

PTA President	Jo Ann Poulias Schmidt	president@ridgecrestpta.org
PTA VP Fundraising	Brandi Allred and Sarah Marshall	fundrasing@ridgecrestpta.org
PTA VP Programs	Renee Calm	programs@ridgecrestpta.org
PTA Treasurer	Briana Everett	treasurer@ridgecrestpta.org
PTA Secretary	Eric Holzer	secretary@ridgecrestpta.org

Natural Leaders

Ridgecrest Natural Leaders are leaders in their community. They work as a team to:

- Build relationships/connections with families and school staff
- Listen to families' ideas on how to help their children be successful in school
- Learn new ways to support their children at school

Watch D.O.G.S. (Dads of Great Students)

Ridgecrest has an active group of WATCH D.O.G.S., dads (or those who serve as dads) who volunteer their time at school as often as they choose. As with all volunteers at Ridgecrest, WATCH D.O.G.S. must be approved volunteers. Volunteer applications are available in the Ridgecrest office. Once applicants have been approved, interested WATCH D.O.G.S. can sign up on the calendar located in our lobby, or contact one of our PTA Watch D.O.G.S. co chairs, Tucker Pentz (pentztucker@hotmail.com) or Brent Allred (brent.allred@shorelineschools.org). A typical WATCH D.O.G.S. schedule will include:

1. Assist with supervision at drop/off, pick-up, bus areas, or hallways
2. Introduce yourself to the student body during morning announcements
3. Start and end the day in your own child's/children's classrooms
4. Have lunch and recess with your child/children
5. Assist in other classrooms with teachers who request a WATCH D.O.G.S. volunteer
6. Join students during lunch and/or recess, providing a warm, inviting adult presence