Oceanside Unified School District

IVEY RANCH
ELEMENTARY SCHOOL

2026-2027
SCHOOL HANDBOOK

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WELCOME TO IVEY RANCH ELEMENTARY SCHOOL!

Dear Students and Families,

Welcome to the 2026-2027 school year. We hope you are as excited as we are about starting another great year at Ivey Ranch!

Our school is a community of students, staff, and family members working cooperatively to ensure our students' success as thoughtful, contributing global citizens. We will work diligently to further develop positive character traits, strengthen scholarly habits, demonstrate ethical behavior, and maximize academic achievement.

Our team is committed to providing a positive learning environment and the best educational opportunity for all our children. Our goal is to challenge and inspire your young scholar each and every day, and we look forward to working alongside you in support of our Coyotes!

Warmly,
Your Ivey Ranch Team

OUSD Calendar

Please review the OUSD 2026-2027 school calendar. (en espanol)

Ivey Ranch Calendar and Important Dates

Important dates to be aware of up front include:

Aug. 13	First day of School (minimum days from 8/13-8/14)
Sept. 2	Back to School Night
Sept. 7	Labor Day holiday- NO SCHOOL
Oct. 16-23	Parent-Teacher Conferences (1:05p.m. dismissal time)
Nov. 11	Veteran's Day holiday observed- NO SCHOOL
Nov. 23-27	Thanksgiving Break- NO SCHOOL
Dec. 21-Jan. 8	Winter Break- NO SCHOOL
Jan. 18	Martin Luther King, Jr. Day observed- NO SCHOOL
Feb. 15-19	President's Week- NO SCHOOL
Apr. 5-9	Spring Break- NO SCHOOL
April 28	Open House Night

May 31	Memorial Day observed- NO SCHOOL
Jun. 8	Last Day of School (1:05pm dismissal time)

School and Office Hours

The Ivey Ranch office hours are 8:40am - 3:50pm. On Wednesdays, the office closes at 2:40pm.

School instructional hours are as follows:	M, T, Th, F	W (Minimum Day)
Transitional Kindergarten, Kindergarten	8:55am-2:50pm	8:55am-1:05am
Grades 1-5	8:55am-3:35pm	8:55am-1:05pm

** 8:30am- Gates open for student entry, breakfast service begins*

During **conference week (10/16-10/23)**, Grades TK-5 follow the Wednesday minimum day schedule.

If you would like to speak with a specific staff member (e.g., a teacher or administrator), please schedule an appointment through our office to confirm their availability. If you are hoping to speak to an administrator, please be prepared to provide background information on our meeting request form.

Attendance Policies and Procedures

Regular attendance at school promotes achievement and responsibility and helps build community. Family/guardian assistance with promoting positive attendance habits is appreciated.

ATTENDANCE/EXCUSED ABSENCES

B/P 5113

OUSD Everyday Counts Plan

Students are expected to attend school every day on time. School district policy and state law require daily school attendance for those between the ages of 6 and 18. We monitor attendance closely because research has shown that regular attendance is vital for the success of children in school. Absences are excused when they meet criteria in California Education Code §48205, including illness (including mental or behavioral health), quarantine, medical/dental/vision/chiropractic appointments, funeral services or bereavement (up to 5 days), jury duty, caring for a sick child, approved personal reasons, religious observance or retreat, employment or

educational conferences, civic or political events, participation in cultural or naturalization ceremonies, military-related family leave, and certain safety or victim-related needs.

Students who are absent from school shall be given the opportunity to complete all assignments and tests that can be provided. As determined by the teacher, the assignments and tests shall be reasonably equivalent to, but not necessarily identical to, the assignments and tests missed during the absence. Students shall receive full credit for work satisfactorily completed within a reasonable period of time

Religious retreats are limited to one school day per semester in accordance with California Education Code. Certain absences may require a written parent/guardian request and approval by the principal or designee in accordance with district policy.

All absences, including excused ones, impact district attendance funding. Education Code Section 48260 defines a truant as a student who is absent from school without a valid excuse for more than 30 minutes during the school day on three occasions in one school year. Please note that family trips or going "out of town" while school is in session are generally considered unexcused absences.

To report an absence from school:

- The parent/guardian should call the school office or school attendance line every day the student is absent, or;
- The parent/guardian should provide a written note explaining the valid reason for the absence(s), or;
- The parent/guardian should provide a written note from a physician explaining the valid reason for the absence(s).

ATTENDANCE TERMS

- **Truancy**: Three or more unexcused absences or tardies over 30 minutes results in truancy status. Continued issues may lead to intervention through SART/SARB and possible legal consequences.
- **Habitual truancy**: Triggered after repeated truancy with documented outreach to families.
- **Chronic absenteeism**: Missing 10% or more of school days in a year (excused or unexcused), which can negatively affect academic progress.

The district will work with families and intervention teams to improve attendance and support students experiencing attendance challenges. Our goal is to have all children present in school every day and on time.

SART & SEAT Attendance Support Process

SART (School Attendance Review Team) and SARB (School Attendance Review Board), also referred to in OUSD as SEAT (School Engagement & Attendance Team), are

support processes designed to improve student attendance through collaboration between families, school staff, district staff, and community partners.

When attendance concerns arise, families may be invited to participate in a SART meeting at the school site to review attendance patterns, discuss barriers to attendance, and develop an Attendance Improvement Plan to support the student and family. Schools may offer supports such as counseling, tutoring, mental health referrals, schedule adjustments, mentoring, and connections to community resources.

If attendance concerns continue after school-based interventions have been implemented, the case may be referred to a SARB/SEAT meeting for additional district-level support. These meetings are facilitated by district staff and may include school staff and community partners working collaboratively with the family to identify additional strategies and resources to support improved attendance and student engagement.

The goal of the process is to promote student success through positive, restorative, and family-centered interventions that encourage consistent school attendance and strengthen school engagement.

Should you find that your child must miss a day of school, please report the absence to our attendance line or email:

- (760) 966-4801
- attendance.ies@oside.us

The following message information should be provided:
your name, child's name, teacher's name, date of absence, reason for absence

Our office can only "excuse" a tardy, absence, or early dismissal for medical reasons, a court appearance, or the death of an immediate family member. Any other reason, even when accompanied by a note from the parent/guardian, must be marked as "unexcused". Families are advised to plan trips and vacations for times when school is not in session.

We need your help clearing your student's absence **within five (5) school days after their return**. Unfortunately, after five days, records are locked and cannot be changed.

An unexcused or uncleared absence will automatically generate a district phone call.

Please note: habitual tardiness, absences, and/or late pickups are considered when reviewing Open Enrollment Applications for Intradistrict Transfer and may result in the revocation of transfer approval.

TEMPORARY INDEPENDENT STUDY
Parents/guardians may request a Short Term (for no more than 15 days per school year) Independent Study Agreement for their child. It is recommended that the contract should be requested 5 days in advance to ensure teachers can provide work in advance of the contract start date, and is reviewed by the Principal. If approved, the Master Agreement must be signed by the student and the parent/guardian unless the student is 18 years old.

The contract must be fulfilled and all coursework completed prior to the due date set on the Master Agreement for the student to receive credit for work and attendance.

Homework

Meaningful homework assignments serve as a valuable extension of student learning time and assist in the development of good study habits. Homework shall be assigned when necessary to support classroom lessons, enable students to complete unfinished assignments, or review and apply academic content for deeper understanding.

Teachers will assign homework as necessary to fulfill academic goals and reinforce current instruction.

Homework should not be a source of stress and infringe upon important family time! In OUSD, the potential length of time spent on home learning activities increases with age/grade:

- TK/K: 0-15 minutes (usually takes the form of reading with family)
- Gr. 1: 15 minutes
- Gr. 2: 20 minutes
- Gr. 3: 30 minutes
- Gr. 4: 40 minutes
- Gr. 5: 50 minutes

If you notice that homework assignments require more time than this recommendation, please contact your child's teacher to discuss this further.

Reporting Student Progress

Teachers will engage in regular progress monitoring of students and communicate with families to inform them of observed student strengths and next steps for support. Families/guardians may also review student progress in Google Classroom, Seesaw, and/or iReady (accessible via the OUSD student portal).

OUSD's formal grade reporting processes are held by semester. Families/guardians can expect the first report after Semester 1 concludes on Dec. 19, 2025 and the second report after the last day of school on Jun. 9, 2026.

Visitors and Volunteers

We love having family members visit or volunteer at Ivey Ranch. Being part of the learning process at school requires pre-planning and preparation for safety reasons.

Please note that family members interested in visiting should email the teacher or front

office staff at least 24 hours in advance to secure arrangements.

Once you have set up a time to join us at school, visitors:

- Sign in at the office upon arrival. You will be asked to provide identification (driver's license, military ID)
- Sign out at the office when leaving
    - This helps us keep track of who is on campus in case of an emergency. We want to keep you all safe!
- Wear the provided badge/sticker while on campus.

Dress Code *(OUSD Board Administrative Regulation 5132)*

OUSD recognizes the importance of students feeling comfortable in their learning environment. The way we dress affects how we feel about ourselves and should positively impact our learning.

Students must wear:

- Bottoms
- Tops
- Fully closed-toe and fully closed-heel shoes (no Crocs)
- Clothing that sufficiently covers all private areas and undergarments

Students may wear:

- Hats, scarves, and/or headwear associated with religion or culture
- Hoodie sweatshirts (hoods should be down)
- Fitted pants, including leggings, yoga pants, and "skinny jeans"
- Sweatpants, shorts, skirts, dresses, pants
- Ripped jeans, as long as underwear and/or private areas aren't exposed
- Athletic attire
- Clothing with commercial or athletic logos, provided they do not violate the guidelines in the "Cannot Wear" section below

Students cannot wear:

- Images or language depicting:
    - drugs, alcohol, or tobacco products (or any illegal item or activity)
    - firearms, knives, or other weapons
    - hate speech or profanity
    - hostile or intimidating environment
    - graphic representation from movies, shows, or video game characters
- Clothing that has been identified as being gang-affiliated by Oceanside Police and/or the OUSD Student Services Department
- Visible underwear
- Earrings that pose potential safety issues (i.e., large hoop earrings)
- Hoods, hats while indoors

- Spaghetti straps

In the event that students do not follow the dress code, guardians will be notified. School administrators reserve the right to make an informed judgment about the appropriateness of student attire from time to time or when student behavior warrants it.

Electronic Devices

Electronic devices will serve an important educational role. District devices will be provided to all students in Transitional Kindergarten through 5th grade. Students in TK will receive iPads; students in K-1 will be loaned an iPad; and those in grades 2-5 will be provided with a Chromebook. We realize some families already have devices for their child/ren, but students are to use the district devices for their assignments, as this helps us troubleshoot issues (we can be more effective problem solvers when the devices are ones we are familiar with).

We recognize that accidents can occur and some devices may have issues, so we encourage families to consider a low-cost insurance option, as described HERE.

When borrowing a school-issued device, we ask for the family's assistance with keeping the technology functioning properly:

General Precautions:

- Keep food and drink away from the device.
- Keep the device in a cool spot to prevent overheating.
- Use a clean, soft cloth to clean the screen.
- Charger cords/cables must be inserted and removed carefully in the devices to prevent damage.
- Devices must remain free of any writing, drawing, etching, stickers, or labels.
- Devices should not be left unsupervised.
- Students will use their school-issued device for educational purposes only.
- Students must honor and abide by all OUSD policies, rules and guidelines.

General guidelines for technology use:

- Students will have access to various forms of electronic media and communication that support the educational goals and objectives of their teacher's instructional practice.
- Students are responsible for their ethical and educational use of technology resources. School-provided technology is **not for personal use** (i.e., gaming, personal email).
- Transmission of any material that is in violation of any school, district, state or federal law is prohibited. This includes but is not limited to: confidential information, copyrighted material, threatening or obscene material, and device viruses.
- Any attempt to alter data, the configuration of a device, or the files of another user, without the consent of the individual, campus administrator, or technology

administrator will be considered an act of vandalism and subject to disciplinary action.
- Cyberbullying will not be tolerated and appropriate disciplinary action will be taken immediately by school administration.

Privacy and Safety:
- Unauthorized chat rooms and all chain letters are prohibited.
- Do not open, use or change device files that do not belong to you.
- Do not reveal your full name, phone number, home address, Social Security number, password or passwords of other people.
- Remember that the information stored on your device is not guaranteed to be private or confidential.
- If you intentionally access a website containing obscene, inappropriate, or offensive material, your use of the Chromebook and other devices may be terminated immediately.
- Student use of the Internet on the school's network is filtered per local policy, as required by state and federal mandates. All devices, regardless of physical location (in or out of school) and internet connection, will still have some internet activity filtered and monitored. Despite the minimum filtering, the district cannot guarantee that all controversial or inappropriate materials will be blocked. The parents'/guardians' best practice will be to keep the device in a common area of the home where the student's activity can be monitored.
- Videotaping, audiotaping and/or taking pictures/screenshots of virtual learning class activities, peers, school staff violates privacy and is not allowed.

Email and Breakout Rooms:
- At the teacher's request, email accounts may be used.
- Emails and documents on school-owned equipment are part of the public domain, not private, and are subject to inspection at any time.
- Always use appropriate language in email and breakout rooms.
- Follow Digital Citizenship expectations.
- Do not transmit language/material that is profane, obscene, abusive or offensive to others.
- Do not send mass emails, chain letters or spam.
- Maintain high integrity in email content.
- Report any inappropriate behavior or violation of these rules immediately to your teacher.

Cell phones/Smart Watches: *(Board Policy 5131.8)*
Our recommendation is for students to leave valuable items at home but we understand that families may want their child to have their cell phone with them to discuss updated transportation plans after school.

Students may have a phone/watch on campus but it must be off and away during the day. Please see the following policy. Please remain aware of the following:
- Mobile communication devices must be turned off during instructional time.

- Smartphones and other mobile communication devices shall not be used in any manner that infringes on the privacy rights of any other person.
- When a student uses a mobile communication device in an unauthorized manner, the student may be disciplined, and a district employee may confiscate the device. The employee shall store the device securely until it is returned to the student or turned over to the principal or designee, as appropriate. School employees will not be responsible for loss or damage to confiscated technology. (This was explained in the policy noted when you completed Data Confirmation upon enrollment.)
- A student may also be subject to discipline, in accordance with law, Board policy, or administrative regulation, for off-campus use of a mobile communication device which poses a threat or danger to the safety of students, staff, or district property or substantially disrupts school activities.
- When a school official reasonably suspects that a search of a student's mobile communication device will turn up evidence of the student's violation of the law or school rules, such a search shall be conducted in accordance with BP/AR 5145.12

Arrival and Dismissal/Parking

- Drop off and pick up for students occurs at the curbside.
- We recommend caregivers park at MLK Park during events.
- We encourage third through fifth grade drop off and pick up at the back gate and TK through second grade drop off and pick up at the front gate.
- Please refrain from picking up students within 20 minutes of dismissal.

General School Rules and Procedures

All students have the right to learn. All staff have the right to teach. Everyone deserves kindness.

- ★ Be safe
- ★ Be responsible
- ★ Be respectful
- ★ Be kind

Please use the resource HERE to review what this looks like with your child/ren.

Please be aware, use of inappropriate language (profanity, discriminatory, threatening) and/or intimidating behaviors will result in consequences by school staff. This includes cyber-bullying or what is perceived as digital harassment.

Behavior Expectations and Disciplinary Consequences

In order for students to be successful, they must feel physically and emotionally safe and they must be ready to learn. At Ivey Ranch, our staff works diligently to create an

environment in which every student can be successful and in which all students are treated equitably. We expect our students and families to assist us with developing this type of nurturing environment.

At Ivey Ranch, we use positive behavioral interventions and supports as our multi-tiered approach to developing our students socially, emotionally, and behaviorally. When students have missteps, we use progressive support to help students learn from their experience. With serious challenges, more severe consequences are based on the CA Education Code and on the policies of the Oceanside Unified School District's Board of Education.

Classroom Discipline - Each teacher will have a written plan for their class that describes any rules and student responsibilities that are in addition to the school-wide rules and responsibilities. Classroom discipline plans will be shared with students and families to support effective communication.

Administrative Referral - A student who is referred to the school administration is subject to consequences based upon the severity and frequency of the misbehavior and upon the discipline procedures adopted by the Board of Education.

The following are potential consequences used at Ivey Ranch:

Staff Member (teacher, duty supervisor, etc.) Conference -
A discussion is held between the student(s) and involved staff for the purpose of problem-solving

Administrative Conference -
A conference between the student(s) and a school counselor, administrator, or designee may be held after they speak with the involved staff members

Behavior Contracts -
Students who exhibit repeated inappropriate behavior may be placed on a behavior contract for a designated amount of time

In-School Suspension -
Students may be placed on "In-School" Suspension for one or more periods or for the entire day. Students on in-school suspension will not be working collaboratively with their classmates and must complete the assigned work.

Home Suspension -
An administrator or designee may suspend students from school for up to 5 days for serious offenses. A copy of the suspension notice is entered into the student's educational record.

Expulsion -
A student who is expelled may no longer attend school at Ivey Ranch. The term of an expulsion can range from one semester up to a full year. Expulsions can sometimes be suspended, allowing the student to return to school under probation.

Harassment/Discrimination/Intimidation/Bullying

Everyone deserves respect and the staff at Ivey Ranch will work to promote kind, appropriate interactions.

We believe that every student has the right to learn and be safe without feeling threatened because of how they act, what they look like, what they have, ideas they believe, people they enjoy being friends with, their uniqueness...

There are several important things students should know if they feel they are being harassed or are a victim of discrimination:

1. Don't ignore it. Harassment does not usually "go away". Even though it may be hard to do, tell your harasser to "stop!". Try making the other person aware of how their actions are impacting you.
2. Don't blame yourself and don't feel helpless, trapped or confused. There is help available.
3. Seek help from a trusted adult, such as a family member, friend, teacher, counselor, principal, or any other school employee.
4. Write everything down or have someone help you write down the details as you understand them. This will help you remember important facts later and it will help those who may be assigned to investigate the incident.

All complaints are **confidential** and will be reviewed and investigated by school staff. When possible, harassment complaints will be settled at the school. Extreme/severe cases will be heard at the district's Student Services Office.

School staff work to support appropriate behaviors both in class and online.

Nutrition Services Information

As a participant in the School Breakfast (SBP) and National School Lunch (NSLP) Programs, it is OUSD's responsibility to adhere and comply within designated, outlined nutritional standards. Specifically, both the SBP & NSLP have detailed dietary requirements that help ensure adequate sustenance is offered to promote a complete and nutritionally dense meal to all students. Both programs work conjunctively as the main source of food and beverages at all OUSD sites.

With this in mind, all food deliveries to campus are prohibited.

Please also be aware that students should not bring candy on campus, as this does not align with the OUSD Wellness Policy.

Health Office Information

Immunization Records-
Immunization records should be uploaded to the Aeries parent portal. Directions for completing this process can be accessed HERE.

Child Health and Disability Prevention / First Grade Physicals -
We strongly recommend that your child receive the CHDP physical before Kindergarten, at the time the child is receiving the current immunizations. This counts toward the first grade physical and can give your child a head start if any problems are detected. Please ask for the form which is available in our school health office.

Oral Health Assessments -
California Education Code Section 49452.8 requires that your child have an oral health assessment in Kindergarten or first grade, whichever is his or her first year of public school. **Due to the fact that CA requires the information in their system by May, our recommendation is to complete the oral assessment as early as possible.**

The law specifies that the assessment must be performed by a licensed dentist or other licensed or registered dental health professional. Oral health assessments that have happened within 12 months before your child enters school also meet this requirement. If you cannot take your child for this assessment, you may be excused from this requirement by filling out Section 3 of the Oral Health Assessment form.

If you need to get in touch with our Health Office, you can call 760-966-4821.

E-Bike Policy

The Electric Bike (E-bike) Policy for Oceanside Unified School District has been established to promote the safe and responsible use of E-bikes on school property and in adjacent areas. The primary goal is to ensure the safety of all individuals, including students, staff, motorists, pedestrians, and surrounding neighborhood residents. OUSD is not responsible for lost, stolen, or damaged E-bikes.

Bringing an E-bike to school is a privilege. Students violating this policy may have their E-bike permit revoked and face other disciplinary consequences.

To Get a Permit

Students must:

- Complete theE-Bike waiver- English/E-Bike waiver-Spanish
- Finish the CHP online safety course
- Submit a signed application from student and parent/guardian

Approved students will receive a permit sticker for their E-bike.

Safety Rules

Students must:

- Follow all traffic laws
- Wear a helmet if under 18
- Ride safely and responsibly
- Keep E-bikes in good condition and unmodified

On Campus

- Ride only in designated areas
- Use manual mode only (no throttle or pedal assist)
- Walk bikes in "No Bikes" areas
- No riding on sidewalks or grass
- Maximum speed is 5 mph

Parking

E-bikes must be parked in designated bike racks or storage areas.

Consequences

Violations may result in:

- Warnings
- Parent contact
- Loss of E-bike privileges
- Confiscation of the E-bike
- Other school discipline

Students: Sexual Harassment

The Board of Education prohibits sexual harassment of or by any student.

Teachers shall discuss this policy with their students in age-appropriate ways and should assure them that they need not endure any form of sexual harassment.

Any student who engages in the sexual harassment of anyone in or from the district may be subject to disciplinary action up to and including expulsion. Any employee who permits or engages in sexual harassment may be subject to disciplinary action up to and including dismissal.

{5144.1 - Suspension and Expulsion/Due Process}
{4019.11 - Sexual Harassment—Personnel}

The Board expects students or staff to immediately report incidents of sexual harassment to the principal or designee or to another district administrator.

Any student who feels that they are being sexually harassed should immediately contact the principal/designee or a district administrator in order to lodge a complaint. The administrator or designee, of the same gender as the victim, should investigate the complaint to determine that sexual harassment has occurred. If the complaint is verified, appropriate discipline shall be administered.

{5144.1 - Suspension and Expulsion/Due Process}
{4019.11 - Sexual Harassment—Personnel}

The district prohibits retaliatory behavior against any complainant or any participant in the complaint process. Each complaint of sexual harassment shall be promptly investigated in a way that respects the privacy of all parties concerned.

For additional information or the complete district policy governing sexual harassment or racial discrimination, contact **Student Services at 760-966-7802**

UNIFORM COMPLAINT PROCEDURE

OUSD has a Uniform Complaint Procedure, Board Policy 1312.3, which is available at all school sites.

The Oceanside Unified School District has a nondiscriminatory practice in all district programs and activities.

In the event you have a complaint regarding gender equity in the Oceanside Unified School District, contact the Title IX Coordinators:

Jordy Sparks, Ed.L.D., Executive Director of Diversity, Equity and Inclusion and Student Supports - jordy.sparks@oside.us - 760-966-7826

Beth Blackman, Ed.D, Associate Superintendent of Human Resources Certificated elizabeth.blackman@oside.us 760-966-4001