Ross School
Parent Handbook
2026-2027

ph 415-457-2705

www.rossbears.org
PO Box 1058
Ross, California 94957

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Ross School District

We are a dynamic learning community that keeps the hearts and minds of children at the center of all we do.

Ross School Information	
School Office Hours	8:00 a.m. – 4:00 p.m. M-F
School Main Line	415-457-2705
School Address	9 Lagunitas Rd. Ross, Ca 94957
Attendance/Absences Line	415-457-2705 Ext. 203 or email: attendace@rossbears.org
Ross Foundation	415-457-2705 Ext. 334

Ross School Staff and Faculty			
Name	**Title/Role**	**Email**	**Ext.**
Administration			
David Rice	*Superintendent*	drice@rossbears.org	211
Jeff Wallace	*Chief Business Official*	jwallace@rossbears.org	215
Jen Graham	*Principal K-4 / Director of Student Services*	graham@rossbears.org	206
Maria Lubamersky	*Principal 5-8*	mlubamersky@rossbears.org	219
District Staff with Extension			
Cary Adriatico	*Executive Assistant to the Superintendent Office*	cadriatico@rossbears.org	211
Katilyn Beltz	*Human Resource Assistant*	kbeltz@rossbears.org	210
Dennis Murphy	*Network Administrator*	dmurphy@rossbears.org	314
Ali O'Meara	*Payroll Coordinator*	aomeara@rossbears.org	214
Shanna Rader	*Administrative Assistant/Registrar*	srader@rossbears.org	201
Tracy Reid	*Business Clerk/Library*	treid@rossbears.org	336 & 337
Foundation Staff			
Janet Pero	*Administrative Assistant*	operations@rossschoolfoundation.org	334

Name	Title/Role	Email
Elementary School Faculty		
Lauren Burke	*K Teacher*	lburke@rossbears.org
Julietta Gomez	*K Teacher*	jgomez@rossbears.org
Brooke Parnow	*1st Grade Teacher*	bparnow@rossbears.org
Stacy Stevens	*1st Grade Teacher*	stevens@rossbears.org
Andrea Meyers	*2nd Grade Teacher*	ameyers@rossbears.org
Sara Milani	*2nd Grade Teacher*	smilani@rossbears.org
Stacy Chinn	*3rd Grade Teacher*	schinn@rossbears.org
Jason Traut	*3rd Grade Teacher*	jtraut@rossbears.org
Maggie Baker	*4th Grade Teacher*	mbaker@rossbears.org
Fritz Dern	*4th Grade Teacher*	fdern@rossbears.org
Jessica Lapic	*5th Grade Teacher*	jlapic@rossbears.org
Julie McNamara	*5th Grade Teacher*	jmcnamara@rossbears.org

Name	Title/Role	Email
Middle School Faculty		
Stephanie Ham	*Math*	sham@rossbears.org
Jessa Hildebrand	*Math/PE*	jhildebrand@rossbears.org
Blake Schmidt	*Math/Science*	bschmidt@rossbears.org
Jordan Malin	*Science/Math*	jmalin@rossbears.org
Tori Eichleay	*Social Studies*	teichleay@rossbears.org
Daniel Philpot	*Social Studies*	dphilpot@rossbears.org
Caitlin Santin	*Spanish*	csantin@rossbears.org
Michelle Nugent	*Writing/Lit./SS*	mnugent@rossbears.org
Katarina Jonholt	*Writing/Lit.*	kjonholt@rossbears.org

Name	Title/Role	Email
Specialists and Faculty		
Elisa Van Buskirk	*Art*	evanbuskirk@rossbears.org
Lauren Weber	*K-8 Counselor*	lweber@rossbears.org
Alison Balano	*Elementary Learning Center*	abalano@rossbears.org
Karen Diemoz	*Middle School Learning Center*	kdiemoz@rossbears.org
Erika Meeker	*K-8 Music*	emeeker@rossbears.org
Monique Paltrineri	*Math/Literacy Specialist*	mpaltrineri@rossbears.org
Christine Reischling	*Literacy Specialist*	creischling@rossbears.org
Lucas “Leo” Leonardo	*Media Integration Teacher*	lleonardo@rossbears.org
Amanda Craver	*Orchestra/Strings*	acraver@rossbears.org
Kelly Schmidt	*Nurse*	kschmidt@rossbears.org
Jessica Crivello	*PE Teacher*	jcrivello@rossbears.org
Christine Shields	*School Psychologist*	cshields@rossbears.org
Audrey Massucco	*STEM/Math & Science Specialist*	ameyers@rossbears.org
Zoe Pearl	*Math & Science Specialist/MS Electives*	zpearl@rossbears.org
Alison Walker	*Spanish*	awalker@rossbears.org
Maggie Magnusson	*Elementary Differential Specialist*	mmagnusson@rossbears.org

Name	Title/Role	Email
Support Staff		
Michael Seibel	*Maintenance, Grounds, Custodial Lead*	mseibel@rossbears.org
Raul Beltran	*Lead Custodian*	rbeltran@rossbears.org
Tayseng Kem	*Custodian*	tkem@rossbears.org
Gary Feazell	*Sr. Instructional Asst. Sp. Ed.*	gfeazell@rossbears.org

Name	Title/Role	Email
Angelica Monesi	*Instructional Asst. Sp. Ed.*	amonesi@rossbears.org
Katilyn Beltz	*Instructional Asst. Sp. Ed.*	kbeltz@rossbears.org
Allison Chaffin	*Instructional Asst. Sp. Ed.*	achaffin@rossbears.org
Stephanie Sanford	*Instructional Asst. Sp. Ed.*	ssanford@rossbears.org
Serena Kumar	*Instructional Assistant*	skumar@rossbears.org
Hilke Weston	*Instructional Assistant*	hweston@rossbears.org
Sandrick Jackson	*PE Assistant*	sjackson@rossbears.org
Ricky Leon	*Food Services Coordinator*	rleon@rossbears.org

Name	Title/Role	Email
Contracted Staff		
Lisa LaLanne	*Speech/Language Pathologist*	llalanne@rossbears.org
Samantha Shura	*Occupational Therapist*	sshura@rossbears.org

SCHOOL HOURS

Kindergarten 8:30 a.m. - 12:30 p.m. (through August 28th)
- 2:00 p.m. (starting August 31st)
Grades 1 – 3 8:30 a.m. - 2:45 p.m.
Grades 4 – 5 8:30 a.m. - 3:00 p.m.
Grades 6 - 8 8:20 a.m. - 3:10 p.m.

Kindergarten
8:20 a.m. Kindergarten Yard Gate Opens
8:30 a.m. School Starts
12:30 p.m. Dismissal through August 28, 2026
2:00 p.m. Dismissal starting August 31, 2026

Grades 1 - 3
8:10 a.m. School Entrance at Black top
8:25 a.m. Line up bell
8:30 a.m. Instruction Begins
2:45 p.m. Dismissal at Courtyard/Multi-Purpose Room

Grades 4 - 5

8:10 a.m.	School Entrance at Black top
8:25 a.m.	Line up bell
8:30 a.m.	Instruction Begins
3:00 p.m.	Dismissal at Courtyard/Multi-Purpose Room

Grades 6 - 8

8:10 a.m.	Middle School Building opens from the Courtyard Entrance only
8:20 a.m.	Instruction Begins
3:10 p.m.	Dismissal

EARLY RELEASE WEDNESDAYS

Grade K	8:30 a.m. - 1:45 p.m. (Sept. 2 through June 2)
Grades 1-3	8:30 a.m. - 1:45 p.m. (Aug. 19 through June 2)
Grades 4-5	8:30 a.m. - 1:50 p.m. (Aug. 19 through June 2)
Grades 6-8	8:20 a.m. - 1:50 p.m. (Aug. 19 through June 2)

MINIMUM DAY SCHEDULE

(October 14, October 15, October 16 and June 9)

Grades K-5	8:30 a.m. - 12:45 p.m.
Grades 6-8	8:20 a.m. - 12:45 p.m.

ARRIVAL AND DISMISSAL TIMES

The school office is open 8:00 a.m. – 4:00 p.m. for parents and guardians.

- *ARRIVAL:* All students need to arrive between 8:10 a.m. and the start of school. No supervision is provided before 8:10 a.m. The Middle School building opens at 8:10 a.m.

- *TARDIES:* Students are expected to be on time. Those who are late must check in at the office for a tardy slip. Office consequences will be assigned for repeated unexcused tardies and parents will be notified. Excessive unexcused tardies may impact student participation in school activities and grades. Students absent more than three days are considered truant.

- *DISMISSAL:* Kindergarten students are released to parents/guardians in the kindergarten courtyard/playground next to the classrooms.

Elementary students (Grades 1-5) are walked to the dismissal area, courtyard exit, next to Ross Common, adjacent to the school gymnasium and released to parents/guardians. With parent and teacher permission, 5th grade students may be independently dismissed and 4th grade students at the start of the second semester.

Middle School students are released at the end of the school day at 3:10 p.m. through the courtyard.

Ross School does not offer supervision for children after their designated dismissal times. The back playground is not open to the public until 3:10 p.m. Monday, Tuesday, Thursday & Friday, which is the official end of school day for middle school students, and 1:50 p.m. every Wednesday through June 9, 2027.

Students who remain on the playground or on Ross Common after the end of day dismissal are considered under the supervision of parent, guardian or other family designated childcare provider.

ROSS SCHOOL BOARD OF TRUSTEES

Darius Mozaffarian *President*	dmozaffarian@rossbears.org
Kelly Dwinells *Vice- President*	kdwinells@rossbears.org
Jeff Bergholt	jbergholt@rossbears.org
Erin Earls	eearls@rossbears.org
Chris Ericksen	cericksen@rossbears.org

The Ross School Board members are elected by the community and serve four-year terms. The Board has responsibilities as defined in the Education Code:

- Establish the educational philosophy
- Make policy to provide overall guidelines
- Adopt budget and approve expenditures
- Set rules and regulations for governing administration and operation of district
- Adopt curriculum
- Evaluate the education process

Public meetings are held the second Wednesday of the month at 5:00 p.m. in the library, unless otherwise posted. Parents are encouraged to attend. The agenda is posted online and in the display case in the front of the

school the Friday before each meeting. The meeting agendas and minutes can be found on the Ross School website, www.rossbears.org, under Board.

Board packets are available to the public through Agenda Online: http://ross.agendaonline.net/public/.

GOVERNING BOARD POLICIES

All Ross School Board adopted policies are accessible on the Internet. To access the policies, go to the Ross School Website **www.rossbears.org**, click on Board, then Policies and follow the directions to access GAMUT Online.

PARENT COMMUNICATION PROTOCOL

When I need information	**I Should Call /Email First**	**I Should Call/Email Second**	**I Should Call/Email Third**
General Questions about Ross School	Shanna Rader, Admin. Asst./Registrar Ext 201	Jen Graham, K-4 Principal, Ext 206 Maria Lubamersky, 5-8 Principal, Ext 219	David Rice, Superintendent, Ext 211
Report an Absence or Tardy	Attendance Hotline: 415-457-2705 Ext 203 OR attendance@rossbears.org	Shanna Rader, Admin. Asst./Registrar, Ext 201	
Classroom Performance / Academic Progress	Classroom Teacher / Specialist Teacher / Elective Teacher	Lauren Weber, K-8 Counselor Ext 304	Jen Graham, K-4 Principal, Ext 206 Maria Lubamersky, 5-8 Principal, Ext 219
School Policies & Procedures	Jen Graham, K-4 Principal, Ext 206 Maria Lubamersky 5-8 Principal, Ext 219	David Rice, Superintendent Ext 211	
Discipline / Behavior / Academic concerns in classroom or school	Classroom Teacher	Jen Graham, K-4 Principal, Ext 206 Maria Lubamersky, 5-8 Principal, Ext 219	
Curriculum / Program	Classroom Teacher	Jen Graham, K-4 Principal, Ext 206 Maria Lubamersky, 5-8 Principal, Ext 219	David Rice, Superintendent, Ext 211
Confidential Matters regarding personal concerns	Lauren Weber, K-8 Counselor Ext 304	Jen Graham, K-4 Principal, Ext 206 Maria Lubamersky, 5-8 Principal, Ext 219	David Rice, Superintendent, Ext 211
Health Issues / Concerns	Kelly Schmidt, School Nurse Ext 204	Jen Graham, K-4 Principal, Ext 206	

Special Education	Alison Balano (K-4) or Karen Diemoz (5-8), K-8 Learning Center Ext 301	Christine Shields, School Psychologist Ext 312	Jen Graham, K-4 Principal, Ext 206 Maria Lubamersky, 5-8 Principal Ext 219
Facilities Use	Kate Beltz, District Office Ext 210	Ali O'Meara, Business Office ext. 214	
Concern or Complaints regarding personnel	The person about whom there is a concern or complaint	Jen Graham, K-4 Principal, Ext 206 Maria Lubamersky, 5-8 Principal, Ext 219	David Rice, Superintendent, Ext 211
After School Classes / Enrichment / Sports/ Childcare	Ross Recreation 415-453-6020		

ROSS SCHOOL
POLICIES AND PROCEDURES

1. ABSENCES

Please telephone the school before 8:20 a.m. at **(415) 457-2705 Ext 203** and leave a message on our confidential voice mail each day when your child is absent.

- **State your name**
- **State your child's name**
- **State your child's grade**
- **State the reason for his or her absence**

Students are responsible for making up work missed during an absence. Homework may be requested by contacting the child's teacher by email or by looking for assignments posted on the teacher's website.

2. CELL PHONES AND OTHER ELECTRONICS

Phones and other electronics, including smart watches are not to be used during school. Students in K-4 must have them off and in their backpack if they bring them to school. Every student in 5-8th grade will be expected to turn in their devices at the beginning of each day, and it will be returned to them at the end of the day. 6th through 8th grade students will be assigned a personal Yondr Pouch and that will be stored in the library.

DAILY PROCESS

As students **Enter the Building**, they will:

1) Turn their phone off.
2) Place their phone inside their Pouch and turn it in at the library.

At the end of the day, students will retrieve their phone from the library, with assistance from school staff, they will unlock it from the Yondr pouch, remove their phone and return the pouch to the **class container.**

*Students arriving late or leaving early will pouch/unpouch their phones in the library.

VIOLATIONS

Using Phone During School

If a student is caught on their phone or device, Administration will collect the cellphone/Pouch and call home for a **Parent to Pick Up the phone** *(student will not be allowed to pick it up)***.**

Per the progressive discipline plan, if a student continues to ignore the rules, the consequences will be as follows:
1st time: Aeries Referral, Confiscated, Parent must pick up phone
2nd time: Aeries Referral, Confiscated, Parent must pick up phone, detention
3rd time: Aeries Referral, Confiscated, Parent must pick up phone, detention, loss of privilege
4th time: Aeries Referral, Confiscated, Parent must pick up phone, loss of privilege, ***student not allowed to have phone on campus remainder of year***

3. COMMUNICATION

- **OFFICE PHONE MESSAGES:**

Arrangements for play dates, dentist appointments, etc., should be made outside of school hours. In case of an emergency or school related business, please contact the Ross School office and a message will be communicated to your child. Due to confidentiality, we can not provide class or grade level email addresses or phone numbers.

- **ELECTRONIC COMMUNICATION:**

Email is used as a communication tool between Ross School staff, students and parents. Students will only be able to email other students and teachers through Bear Mail: http://mail.bear.rossbears.org. Students do not have access to external email accounts on their school laptops. For more information please see the Ross School District Internet Acceptable Use Policy.

- **ROSS SCHOOL WEBSITE:**

The Ross School Website (www.rossbears.org) is a valuable resource for such items as:

- The school calendar, school lunch program and communication
- Board of Trustees information

- Teacher web sites
- Access to Aeries Parent Portal
- PTO Information and activities

4. PUBLICATIONS

- **ROSS SCHOOL ePOCKET:** Sundays by 5:00 pm

The purpose of the Ross School ePocket is to provide communication from school administrators, staff and Ross PTO to the Ross School community.

- All flyers and information must be approved by the Superintendent's Office before posting.

- All submissions are subject to review and approval by the Ross School Administration and will be edited as needed.

- Written articles must be limited to one page and e-mailed to epocket@rossbears.org by 4:00 p.m. Wednesday prior to Friday's publication each week.

- Articles are to be typed or pasted into an email without tabs, columns or returns.

You may direct questions to our Ross School ePocket editor, Tracy Reid, at treid@rossbears.org.

REPORT CARDS:

Students in grades K–8 receive a report card at the end of each semester. Specialists and elective class report cards are also sent home. 5-8 grade report cards are online through JumpRope.

5. EMERGENCY PLANS

The school has a formal safety plan as required by the Education Code. Students will be supervised until released to a parent or an emergency contact person. Earthquake, lockdown or fire drills are held monthly throughout the school year. First aid and emergency supplies are stored on campus, as well as in each classroom.

- **EMERGENCY CARDS**

Parents are required to inform the school office whenever there is a change in information on the emergency card.

Please contact the school secretary to update our information, as well as log onto Aeries Parent Portal to make any necessary changes.

During an emergency, your child will ONLY be released to those contacts listed on your child's emergency card.

- **EMERGENCY SCHOOL CLOSING**

If the administration declares that school is closed due to an emergency, the following will occur:

- An e-blast will be sent to all families
- Text messages via school messenger will be made

6. HEALTH/MEDICAL EMERGENCIES

- **INJURY OR ILLNESS**

Parents will be notified to pick up their children if they are injured or too ill to remain at school. Ill or injured students cannot leave school unless accompanied by their parent or an adult authorized by the parent. The adult picking up the student must sign the child out in the main office. In cases of serious injury, parents will be immediately contacted and 911 will be called.

- **COMMUNICABLE DISEASES**

Please notify the School Nurse if your child has been diagnosed with a communicable illness, including covid 19, strep infection or whooping cough.
If your child has a fever of 100 degrees or greater, he or she stays home from school until fever-free for 24 hours without the use of fever-reducing medications such as Tylenol or Ibuprofen. If your child vomits, he or she stays home from school for 24 hours.

- **MEDICATION**

Students who must take prescription or nonprescription medication at school will be assisted by the school nurse or by office personnel. The school nurse must have an "Authorization to Administer Medication" form on file that must be completed by the parent and the student's physician. This form is available on the website, Arbiter, and in the school office. All medications are locked in the school nurse's office. The only exception is for emergency medications including asthma inhalers or Epi-Pens when approved for self-administration.

7. FIELD TRIPS

Students must have parental permission in order to participate in field trips. Students whose parents/guardians do not wish them to participate in a trip will be provided an alternative educational experience.

Drivers must be registered in the online form system, Arbiter. They must carry proof of insurance in the car and be approved by the Principals. Safety guidelines include no smoking, no talking on cell phones, no videos, no allowing disruptive behavior and securing all passengers in seat belts. No child under the age of 12

should be placed in a car seat with an airbag. Children under 8 years or 80 pounds must be in a booster seat. All parent volunteers are required to check in with their child's teacher about emergency procedures for field trips.

8. PROMOTION/RETENTION

Decisions regarding the assignment of a student to the next grade are based upon the student's achievement in the current grade. The assignment of a student is made with the school administration, the Student Success Team and the parent/guardian.

9. PARTIES & FOOD GUIDELINES

There are only two optional parties during the school year: Halloween and the end of the school year. These will be coordinated by the child's classroom teacher and the room parent. Any seasonal activities, including parties, are academic in nature and are not intended to interfere with school routine. All food served at these two parties must fall within the Healthy Food Policy as outlined in Senate Bill 12 & SB638.

Birthday party invitations or other non-school related invitations may not be distributed at school. Student birthdays will be acknowledged on the Hallway Monitors. Food treats are not allowed to be served at school to acknowledge birthdays.

10. HEALTHY FOOD POLICY

The Board of Trustees recognizes that students need adequate, nourishing food in order to grow, learn and maintain good health. To reinforce the school's nutrition policy, parents are encouraged to support the school's education efforts by joining us in finding alternatives to sugary, fat-saturated foods normally associated with childhood obesity. Students are not allowed to bring candy, soft drinks or other such items to school as snacks or in lunches.

11. SCHOOL LUNCHES

In the 2025-26 school year, we transitioned to a new lunch program that is compliant with the state mandate to offer free breakfast and lunch to every student that wants one. The vendor (Revolution Foods) will be providing these meals.

- There is no need to sign up
- Taking a breakfast and/or lunch is optional
- All meals are served with a fruit and/or vegetable along with a milk
- Each day there will be a vegetarian option.
- Gluten free option available upon advanced request.

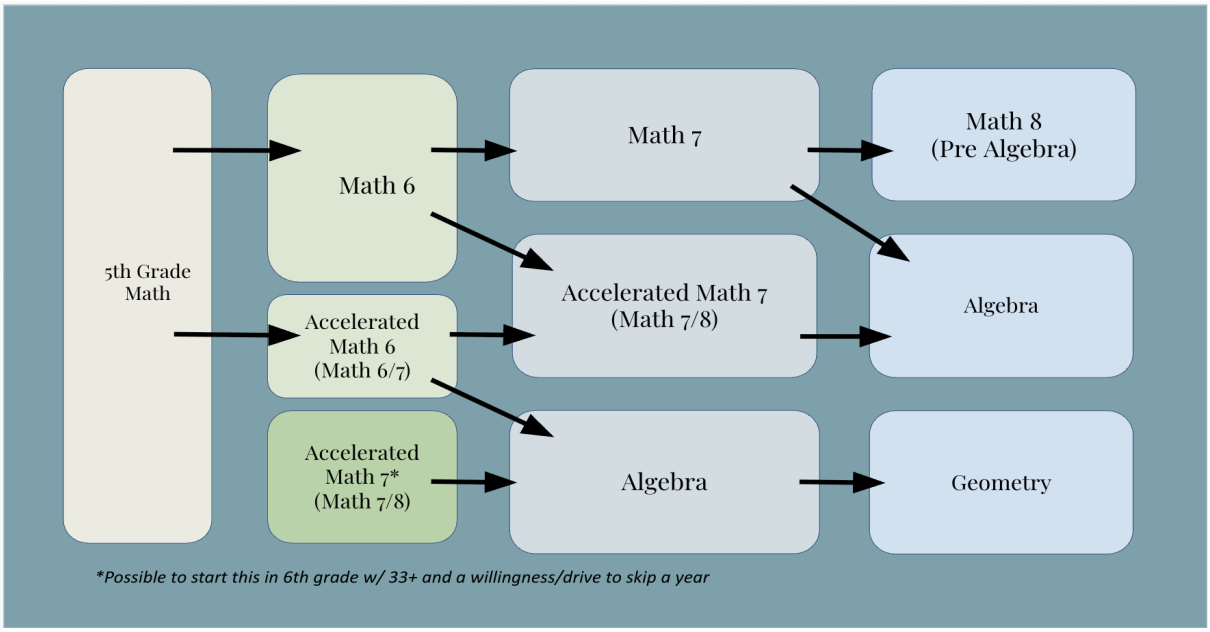
12. Math Placement Policy

The purpose of Ross's Math Placement policy is to create a **fair, objective, and transparent protocol** that serves students who are transitioning between elementary and middle school or middle school and high school. Ross Elementary is committed to accurately evaluate and place students in the most appropriate

mathematics courses. As such we have created pathways for students to enter or exit accelerated tracks seamlessly, and a comprehensive, quantitative metric for placement to ensure both proper placement and opportunities for movement.

The pathways provide three different classes in grades 6, 7 and 8. There are options for movement among the pathways in middle school for students who are struggling beyond the norm or those who are able to demonstrate mastery of class content and perform well on other objective measures. Ross is committed to meeting the individual needs of students and believes that the appropriate math course has a balance of support and challenge for independent success and growth.

- **Grade Level Math (Math 6, Math 7, Pre Algebra -aka Math 8)** are rigorous courses that cover one year's worth of grade level standards within the school year. Depending on course performance and other objective measures, students will move into the next grade level course or onto a more advanced track.
- **Math 6/7 (aka accelerated Math 6)** This course provides a year and a half of standards in one year and will lead to Algebra during your time in Ross Middle School. This is a fast-paced course for students who excel well beyond their peers in mathematics.
- **Math 7/8 (aka accelerated Math 7)** This course provides two years of standards in one year and will lead to Algebra and possibly Geometry during your time in Ross Middle School. This is a fast-paced course for students who excel well beyond their peers in mathematics.
- **Algebra** and **Geometry** are high school level courses and required for high school graduation in the state of California. Each year we are asked by the high schools to recommend placement for entering 9th graders, and all high schools, public and private, give placement tests. The high schools listen to our recommendations, but ultimately decide placement from their placement test. **If a student DOES NOT successfully complete either course at Ross, the course will need to be repeated in high school.**



Ross uses the following objective and academic multiple measures of student performance to determine student placement in courses:

Math Placement for All Students

The following data points are used for placement. A student needs to meet the benchmark to be placed into an advanced Math course. Each of these points of data are part of our rubric (see below) and a weight is assigned. Students must get a minimum of 26 (out of 33) to meet the accelerated benchmark.

CAASPP Testing

Every year all California students in grades 3-8 participate in the statewide testing program, known as the California Assessment of Student Performance and Progress (CAASPP), which comprises the Smarter Balanced Summative Assessments and the CAST. These tests include computer adaptive tests and performance tasks, both of which are administered online. The math portion requires students to manage information, solve problems, offer solutions or arguments, and then support their answers with reasoning and evidence.

NWEA TESTING

Ross students regularly take the NWEA, our mid-year tri-annual benchmark assessment. This assessment provides us with evidence of procedural skills, conceptual understanding, and mathematical thinking. Students need to score a 95% in achievement on this assessment.

MDTP

Ross uses this grade level readiness assessment developed by CSU/UC Mathematics Diagnostic Testing Project (MDTP). This is a comprehensive math test of foundational skills.

Unit Assessment Average

The student's score on assessments in their current course must average 90% or above. **This is on the first attempt score.**

Course Performance

Students' end of course report card shows 3s (mastery) on all units.

Students who meet the benchmark for placement into the advanced math course will be enrolled.

Rubric for Placement

Score	CAASP 2024	NWEA Fall	NWEA Winter	NWEA Spring	Unit Assessment Average*	Placement Test	Course Performance (including behaviors supporting mastery)	
Weight	1	1	2	2	2	2	1	
3	2610-2748	95% and above	95% and above	95% and above	90% and above	90% and above	3	
2	2552-2609	85% to 94%	85% to 94%	85% to 94%	80 to 89%	80 to 89%	2	
1	2473-2551	70% to 84%	70% to 84%	70% to 84%	70 to 79%	70 to 79%	1	
0	2235-2472	below 70%	below 70%	below 70%	below 70%	below 70%	0	
Total Possible	3	3	6	6	6	6	3	33
Benchmark								Accelerated Benchmark
2.5	2	2	5	5	5	5	2	26
*First Try								

Students within 1-3 Standard Deviation points from accelerated benchmark	
-1 SD	Retake placement test
-2 SD	Summer Work; Retake placement test
-3 SD	No advancement

13. Student Guidelines for AI Use

Purposeful Use of AI	• AI is a tool to support learning- not replace student thinking • Use only school approved AI tools • AI may be used for brainstorming, researching, or tutoring only with teacher permission
Academic Integrity	• AI-Generated content must be clearly cited • Submitting AI-Generated work as your own is plagiarism • Follow all teacher directions about AI use on assignments and tests
Privacy & Data Security	• Never share personal details or information about others (name, address, passwords more below) with AI systems • AI outputs speak confidently but may be inaccurate or biased; students must verify facts/content • If students identify potential biases or issues with AI systems or notice unethical or inappropriate use of AI, they should report concerns to their teachers or school administrators

Responsible & Ethical Behavior	• AI tools must not be used to:
	  ○ Cyberbully, impersonate others, or spread false information
	  ○ Generate inappropriate, offensive, or discriminatory content
	  ○ Evade/violate school policies or security settings

Assessment & Classroom Use	• Teachers decide when and how AI is used • Use of AI on assessments is *prohibited unless explicitly allowed* • Students must demonstrate their own thinking and learning

Digital Citizenship & AI Literacy	• Students will receive age appropriate instruction on:
	  ○ How AI works
	  ○ Bias, misinformation and ethical use
	  ○ Evaluating the accuracy of AI-Generated information

Misuse & Consequences	• Misuse of AI may lead to loss of technology privileges and/or disciplinary action • Students are expected to follow these guidelines and the district's Technology Use Policy

Personally Identifiable Information (PII)	**Personal Identifiable Information (PII)** Personal and Private Information (PII) refers to any data that could identify a specific individual or reveal sensitive details about them. PII **must not** be entered into AI tools. PII includes, but is not limited to: • **Names** — full names, nicknames, or names combined with other details • **Contact details** — home addresses, phone numbers, email addresses • **Student identifiers** — pupil reference numbers, date of birth, year group combined with name • **Family information** — details about parents, carers, or household circumstances • **Medical or SEND information** — health conditions, diagnoses, learning needs, or support plans • **Behavior or pastoral records** — incidents, concerns, or safeguarding information • **Academic records** — grades, reports, or assessment data linked to a named individual • **Images or descriptions** that could identify a student or staff member **What is acceptable:** You may use AI tools with anonymous or fictional examples. If you need AI to help with a real situation, remove or replace all identifying details before inputting text (e.g. use "Student A" instead of a name).

14. <u>HOMEWORK</u>

Homework is assigned to reinforce and extend skills taught in school. Homework is one of the key links between school and home. It offers parents a daily opportunity to have a positive impact on their student's education. Homework teaches children to work independently, encourages self-discipline and responsibility and fosters a love of learning. If homework is causing unreasonable stress or tears please talk to your child's teacher.

15. LAPTOPS

Students are assigned a laptop for school use. All students and parents/guardians must sign and agree to the Acceptable Use Policy Form through Arbiter. Students are responsible for the care and maintenance of school laptops. Any damages will result in the cost of replacing the damaged items. Report cards, yearbooks or memory books will not be distributed to any student owing a laptop fine. Vandalism will result in cancellation of privileges.

Vandalism is defined as any malicious attempt to harm or destroy hardware or data of another user. This includes, but is not limited to, the uploading or creation of computer viruses. Also included is vandalism, damage or negligent use of assigned laptop, which may result in disciplinary action.

16. MIDDLE SCHOOL GRADING

- **WHAT IS STANDARDS-ALIGNED GRADING?**

Traditional report cards focus on earning a certain number of points. With a standards-aligned report, students demonstrate mastery of skills and understanding of concepts.

Students are provided essential standards for each class. These are the skills and concepts students are expected to learn by the end of the class.

Students will receive feedback on their progress toward meeting or exceeding these standards. Teachers will use a four point system:

4: Exceeds expectations
3: Meets expectations
2: Nearly meets expectations
1: Does not meet expectations

- **HOW IS THIS DIFFERENT THAN TRADITIONAL LETTER GRADES?**

When using standards-aligned grades, students are aware of the content and concepts being taught in each class. Students receive feedback on how well they are meeting these standards.

- **WHAT STANDARDS DO I NEED TO KNOW?**

Essential standards have been identified for each of our classes. For each core class there are approximately 10 to 12 standards. Tests, quizzes, assignments and projects will be aligned with these essential standards. The essential standards for each class will be communicated at the beginning of the year for each core class.

For elective classes, there will be two to three essential standards communicated at the beginning of the quarter.

In addition to the academic content, the report card will show student performance in behaviors that support student learning. These will be reported separately from the academic grades.

- **HOW CAN STUDENTS EARN A "4"?**

A "4" indicates a student is exceeding an expectation of the standard. Teachers will communicate with students how they can demonstrate this ability. Examples include a student with advanced understanding of a concept, applying an understanding in a different setting or making connections between the standard and other knowledge in the school setting. A student earning a "4" will need to show initiative and challenge themselves.
"Exceeds expectations" requires a student to go above and beyond what the standard asks. Also note, not every assignment has the option of earning a "4"

17. GRADUATION

Graduation from the Ross School requires that a student maintain an average of 2.0 (out of 4.0) or better mark in all classes during grades 6, 7, and 8.

If a student enters the Ross School during their 7th or 8th grade years, his/her grade will be determined by the first marking period at Ross School.

- **GRADUATION OPTIONS**

At the conclusion of the 3rd quarter, if a student's marks are lower than a 2 in any course, a Risk of Not Participating in Graduation meeting will be held with the parents, the student, the Academic Counselor and Administration to consider the following:

1. Conditional promotion to the next academic level with performance goals.
2. Reception of a certificate of completion rather than a diploma. Student must enroll in an accredited summer program when available to increase subject-area(s) proficiency. After the program has successfully been completed the student will receive a certificate of completion signed by the Superintendent.

- **PARTICIPATION IN GRADUATION ACTIVITIES**

In order to participate in the extracurricular graduation activities, including graduation rehearsal, a student must:

1. Maintain a 2 in any course in their 8th-grade year.
2. At the discretion of the administration, any eighth grader who does not maintain the minimum grade point average, satisfactory behavior, or citizenship work habit marks on the report card will not participate in graduation activities, which may include the commencement exercise.

- ***GRADUATION AWARDS***

1. The Ross School Trustee Award – for excellence in citizenship, scholarship, leadership and participation at Ross School.

2. The Ross School Spirit Award – to the most inspirational student who has a motivating influence on and a positive regard for fellow students and teachers.
3. The Ross School Scholarship Award – for excellence in academics to the student who has earned the highest grade point average during the seventh and eighth grades.
4. The Ross School Academic Effort and Dedication Award – for excellence in scholastic development, growth and improvement through effort and dedication to personal progress during sixth through eighth grades.
5. The Ross School Police Association Award – for honoring students who have displayed honesty, forward thinking, competency and inspiration. The Ross School Police Officers Association (RSPOA) presents two awards.
6. The Community Service Award – honors the student who has accumulated the highest amount of hours providing volunteer service to our community.

18. STUDENT ACTIVITIES

- **STUDENT COUNCIL**

  The Student Council is made up of officers (co-presidents, co-vice presidents, a secretary, a treasurer, co-spirit commissioners and grade level liaisons). The Student Council is responsible for planning school and community service activities. Elections are held in June for Student Council officers. 6th grade homeroom reps are chosen in the Fall.

- **COMMUNITY SERVICE**

Community Service is a program where all middle school students volunteer at least 20 hours of service, with volunteer opportunities at Ritter House, Special Olympics, Canal Ministry, Saint Vincent's and other local organizations.

Students completing their hours are recognized at graduation. Community Service Forms are located in the office and online and are to be completed, signed and returned to the same box or to the middle school principal.

- **SPEECH TOURNAMENTS**

All students are strongly encouraged to participate in the Ross School and Margie Burke Speech Tournaments. Students who place in the top positions in each category in the Ross School Speech Tournament represent Ross School at the Margie Burke Speech Tournament held in April.

- **SPORTS AFTER SCHOOL**

The school offers the opportunity for 6^{th} – 8^{th} graders to participate in after school sports throughout the year with teams throughout the county. All students are encouraged to participate and take pride in Ross School while modeling positive sportsmanship at all times. Participating students must maintain a current grade point average of 2.0 or above.

- Fall – cross country and volleyball
- Winter – basketball
- Spring – track

- **LOCKERS**

All Middle School students are assigned lockers with confidential combinations. Lockers are assigned by the school office and are accessible from 8:10 a.m. - 3:30 p.m., Monday, Tuesday, Thursday, Friday, and 8:10 a.m. - 2:00 p.m. on Wednesday. Access to other students' lockers is forbidden. Students are encouraged to keep valuables at home.

- **DANCES**

A Spring dance party is held at least once a year. Students need to be on time and may not leave early unless previous permission has been arranged through the school administration. All students are to be picked up by an adult at the conclusion of the dance. Dances are chaperoned by administration and Ross School staff.

A copy of all dance rules and guidelines will be distributed with each dance's permission slip. Dances are held for Ross School students only.

- **OUTDOOR EDUCATION**

Eighth graders attend the Yosemite Institute Outdoor Education Program for one week. 5th does a one-day ropes course, and 6th & 7th grade do overnight camping trips. Outdoor Education is chaperoned by Ross School staff. A parent information meeting is held to review and plan for each overnight trip. These trips are part of the school curriculum and are not considered "**optional**". If you have any questions or concerns about your student's participation in outdoor education please contact your student's principal.

19. PARENTS/GUESTS/VOLUNTEERS IN CLASSROOMS

We encourage parents to be involved in our school community. Parents are encouraged to contact their child's teacher regarding volunteer opportunities. All parents entering the school must sign in and out at the front office and wear a visitor's badge while on campus. Also, there is an expectation of privacy when a parent is interacting with other students. Parent volunteers may not talk to other parents about any student other than their own. Parents who violate this will not be allowed back into the classroom or on field trips.

20. PLAYGROUND

The playground is open to Ross School students from 8:10 a.m. each morning until the end of the school day. Younger siblings are not permitted to play on the playground during the school day. The playground is open for public use after 3:15 p.m. each school day and all day on the weekends.

YARD RULES

Bring a positive attitude
Everyone is included
Act Responsibly
Respect self and others
Safety first

SWINGS

- Form one line on the side closest to the green shed.
- Two minutes on swings, then switch (check clock).
- No jumping off swings in air, standing on swings or swinging side to side/twisting.
- Face blacktop only (feet towards blacktop).
- One person at a time on swings.

PLAY STRUCTURE

- No running or jumping off structure or running up the slides.
- Only one person on slide at a time; wait for others to get off slide.
- No tag on structure.
- No equipment on the structure.

PLAYGROUND RULES

- If a ball from another game enters YOUR game, you return it to the game it came from by throwing it back gently . . .NOT by kicking it.
- Anything that involves kicking a ball MUST be done on the field (except 4 square w/ soccer ball).
- No tackling games.
- Food or drink is allowed ONLY at the lunch tables.
- Stay on the path. Do not go behind the backstop except for the area up to the drinking fountain. If you can't see us, we can't see you!
- The field is not open unless an adult is present.

4 SQUARE

- D square serves.
- Cannot get out on the first serve.
- Outs are now called RECYCLED.
- Lines are out of bounds.
- All hits are done UNDERHAND.
- When RECYCLED, give High Fives!
- The goal of the game is to rally.

TETHERBALL RULES

- No Ropies (holding ball rope).
- Only three holds per game (not consecutive).
- After 2 wins, two new people play.
- If a game lasts longer than 2 minutes, two new people on court (check clock).

WALL BALL

- The Wall Ball is for throwing, not kicking balls.
- Maximum of 8 people at one time.
- When someone is out, the next person in line enters the game.
- Tennis ball MUST stay within the gray of the wall.
- If you have the ball you must attempt a throw to the wall.

RETURN OF PE EQUIPMENT

Students are responsible for returning equipment. If they leave equipment out on the playground, they "lose" it for the rest of the week.

BEHAVIOR RESOLUTION ON THE YARD/PLAYGROUND

- Reteach the rules
- Remind
- Redirect
- Referral to principal

19. STUDENT SUPPORT SERVICES

- **STUDENT SUPPORT SERVICES (SST) TEAM:**

The SST team is an effective and efficient problem solving team composed of administration, learning center teachers (special education teacher and specialists), school psychologist, nurse, school counselor, services providers (occupational therapist, speech language pathologist) and instructional assistants.

The purpose of this student-centered team is to:

- Analyze environmental, curricular, instructional and individual student factors that impact any problem a student may be experiencing
- Develop and implement interventions to address the identified problems either through the Student Study Team (SST) process or Learning Center meetings
- Monitor the integrity of the intervention (i.e., is the intervention being implemented as designed)
- Believe in creative problem-solving process

- **THE LEARNING CENTER PROGRAM**

The Learning Center is a multi-tiered model of service delivery leading to increased access and achievement of students performing both above and below the core curriculum.

Learning Center teachers and staff target specific areas of student need and provide support to those students who exhibit little or no progress despite high quality, standard-based core classroom instruction. The purpose of the Learning Center is to teach access strategies and to provide intensive intervention through differentiated activities, facilitated centers, integrated technology and enrichment centers. The Learning Center is a dynamic, flexible setting that provides opportunities for students to receive short or long-term support.

21. TEXTBOOKS

Students are responsible for the care and safekeeping of assigned books. Students are responsible for lost or damaged textbooks.

22. Kindergarten Redshirting Policy

Definition

Kindergarten redshirting refers to the practice of delaying a child's entry into kindergarten by one year to allow additional time for emotional, social, or academic development. Ross school will support redshirting in the event that a child requires extra time to develop these developmental skills.

Eligibility and Age Requirements

- **State Age Cut-off**: Children must be five years old by September 1, 2026 to enroll in kindergarten for the upcoming school year.
- **Redshirting Eligibility**: Children who meet the age requirement but whose parents believe they would benefit from an additional year before starting kindergarten may be considered for redshirting.

Assessment and Evaluation

- **Initial Request**: Parents wishing to consider redshirting their child must submit a formal request to the school principal by February 14, 2026.
- **Evaluation Process**: The child will undergo a comprehensive evaluation, including developmental screenings, social-emotional screenings, and academic assessments.
- **Assessment Tools**: Evaluations may include assessments, observations, and input from preschool teachers or childcare providers.
- **Role of Staff**: Evaluations will be conducted by the school's psychologist, counselor, kindergarten teachers, literacy specialist, math specialist and/or the school principal.

Parental Involvement

- **Request for Evaluation**: Parents must provide a written request sent to the school principal by February 14, 2026.
- **Meetings**: Parents will meet with school staff to discuss the evaluation results and potential benefits and drawbacks of redshirting.

Decision-Making Process

- **Criteria for Decision**: Decisions will be based on assessment results, teacher recommendations, and parental input.
- **Final Decision**: The final decision will be made by the school principal in consultation with the evaluation team.
- **Notification**: Parents will be notified of the decision in writing by the 2nd week of May.

Review and Appeals Process

- **Appeals**: Parents who disagree with the redshirting decision may appeal in writing to the school principal within 14 days of the decision notification.
- **Review Process**: An appeals committee will review the case and provide a final decision within 30 days.

ROSS SCHOOL STUDENT BEHAVIOR EXPECTATIONS K-4

Mission & Vision

Ross School District is committed to engaging learners in a safe, vibrant environment that supports academic rigor to ignite innovation. Ross School develops habits of heart, mind and action in all of our learners.

Heart
be kind

Mind
think deeply and creatively

Action
challenge yourself

We expect Ross School to be a safe place where people respect and care for one another and for the learning process. We promote integrity, respect and compassion in our students and want them to take pride in their school. High expectations and rules are necessary so that we can function in a positive and successful school environment. Age appropriate positive behaviors are expected of students at all times. Students are expected to be safe, responsible and respectful.

The Ross School faculty and administration believe that activities outside the classroom are privileges to be earned by adhering to Ross School rules. All staff members work to support, model and reinforce the rules listed above. Parent support is essential to their effectiveness.

Consequences for not following school rules range from teacher warning to expulsion.

Ross School takes a restorative approach to discipline by trying to get to the root of the issue, take responsibility for poor decisions, right the harm that has been done, and forgive. When this approach is not effective or the offense is serious, more punitive measures will be taken in the form of progressive discipline.

Ross School 2026-2027
K-4 Progressive Discipline

	Progressive Consequences		
Classroom/Campus Behavior	1st Time	2nd Time	3rd Time
General Disruptive Behavior	Warning (1:1 student/teacher check-in)	Reflection Sheet Teacher contacts parents Logical consequence	Referred to Principal Principal/Parent phone call or conference
Chronic willful defiance and/or disrespect of teacher/staff member in the classroom or on campus	Warning and/or removal to alternate setting/parent notice	Reflection Sheet Parent Conference with Teacher and Principal	Restorative meeting with staff member, student, parents or admin
Making a mess on purpose/disrespecting classroom materials	Warning and/or removal to alternate setting & parent notice	Reflection Sheet Loss of privilege or logical consequence	Parent Conference with Teacher and Principal with logical consequence
Leaving the classroom without permission	Warning (1:1 student/teacher check-in)	Reflection Sheet Teacher contacts parents	Referred to Principal Principal/Parent phone call or conference
Shoving, pushing, tripping, unwanted touch, throwing an object at peer(s) or staff member(s)	Reflection Sheet Apology Letter Restorative conversation with student involved led by	Reflection Sheet Principal check in Principal contacts parents	Principal to call team meeting Possible Suspension

	the teacher Possible Suspension	Restorative conversation Possible Suspension	
Hitting	Reflection Sheet Apology Letter Restorative Conversation upon re-entry Student sent home and/or possible suspension	Referred to Principal Student sent home/Possible suspension	Suspension
Respect of Others	1st Time	2nd Time	3rd Time
Defiance to staff direction on campus	Warning	Reflection Sheet Loss of privilege or logical consequence	Referred to Principal - Call home
Inappropriate Language	Warning	Reflection Sheet Loss of privilege or logical consequence	Referred to Principal - Call home
Hot lunch line cutting	Move to back of line	Receive hot lunch after all have been served & parent notice	Parent Conference
Play fighting	Warning	Removal from recess (time out) Reflection Sheet	Referral to Principal Reflection sheet & parent notice
Unsportsmanlike conduct (including physical and verbal abuse)	Removal from sport for duration of recess for the day	Reflection sheet Removal from sports for a week	Removal from sports for duration of semester Principal to notify parents
Bullying/Harassment	Restorative Circle & Parent Notice	Parent conference including Principal and Student	Suspension
Respect of Campus	1st Time	2nd Time	3rd Time
Littering	Warning - clean up mess	Logical consequence & Reflection Sheet	Weekly campus service or logical consequence through semester

Throwing food	Warning - clean up the mess	Logical consequence & Reflection Sheet	Parent conference, possible removal from lunch area
Not returning recess equipment to cart	Warning	Loss of privilege for the week Reflection Sheet	Loss of privilege for semester & parent notice

Ross Middle School

Middle School Progressive Discipline Plan 26-27

The Ross discipline policy is based on our agreement that students should be open, be kind, be brave, and be involved. As with anything new, students deserve a chance to learn from and correct their mistakes. Our approach to discipline is based on three logical consequences: **break it, fix it / space and time / loss of privilege**. Unlike punishment, logical consequences help students keep misbehavior in perspective and help them understand what to do next time. In addition, logical consequences are respectful, related, and realistic. We want students to learn from mistakes and restore any harm their action may have caused.

In order to create a safe and respectful environment for our students, staff, and community members, the following progressive discipline chart will be used to allow for consistency across our campus. In addition, staff and/or school administration may assign individual consequences as they deem appropriate.

Middle School Progressive Discipline Plan

Behavior	1st Offense	2nd Offense	3rd Offense	4th Offense	5th/Chronic
Gum/Candy/ Eating in class	*Throw gum/candy/ food out *Aeries Referral *Admin email *Warn of detention next time.	*Throw gum/candy/ food out *Aeries Referral *Admin contact *Recess detention	*Aeries Referral *Send to office if necessary *Admin emails parent *Lunch detention *Warn of LOP ***Restorative***	*Aeries Referral *Send to office *Admin emails parent and student. *LOP 1 activity ***Restorative***	*Aeries Referral *Send to office *Class suspension (if disruptive) *LOP 2 Activities *No gum/candy plan ***Restorative***
Off task: *Distracting others, blurting in class ** Doing work from other class; not doing assigned work*	*Aeries Referral *Teacher emails student & cc's parents	*Aeries Referral *Admin emails student & cc's parents *Warn of detention next time	*Aeries Referral *Lunch detention *Admin contacts parents *Remove from class *LOP 1 activity ***Restorative***	*Aeries Referral *Admin contacts parents. * 1-2 days day In School Suspension *LOP 2 activities ***Restorative***	*Aeries Referral *Send to office *LOP 3+ activities *Two In School to 3 days at home suspension ***Restorative***
Internet Misuse/Tech violation **On wrong sites online* **Attempting to damage chromebook or other school tech devices.*	*Aeries Referral *Warn of detention next time *Possible Penalty box	*Aeries Referral *Admin Check in w/ student *Lunch Detention; *Teacher emails student & cc's parents *Penalty Box 1-2 days	*Aeries Referral *Class suspension *Admin contacts parents *LOP 1 activity *Penalty Box 1 to 2 weeks ***Restorative***	*Aeries Referral *Admin contacts parents. *Chromebook plan * 1-2 days day In School Suspension *LOP 2 activities ***Restorative***	*Aeries Referral *Send to office *LOP 3+ activities *Two In School to 3 days at home suspension *** No Chromebook** ***Restorative***
Defiance/ Disrespect: **Harassing another student* **Disrespect to teacher; refusal to work, etc* **Tardiness/Cutting* ** Wearing excessive cologne, perfume, etc* **Not using Yonder* **Unprepared for class (including not having charger, or fully charged chromebook, etc)*	*AeriesReferral *Send to office if necessary *Admin checks in w/ student *Teacher emails parents	*Aeries Referral *Send to office if necessary * Admin and/or teacher emails home *Detention or class suspension ***Restorative***	*Aeries Referral * Send to office *Admin emails home *Detention or class suspension *LOP 1 activity *Restorative circle ***Restorative***	*Aeries Referral *Send to office * 1 day In school Suspension * Parent meeting *LOP 2 activities *Referral to counseling ***Restorative***	*Aeries Referral *Send to office * 2 days In School to 3 days at home Suspension * Behavior contract *LOP 3 activities - end of year ***Restorative***
Inappropriate behavior **In Hallway (when not allowed/without a pass)* **Inappropriate language/Swearing* **Horseplay/rough-housing; pushing, shoving, etc.*	*Aeries Referral. *Send to office if necessary. *Teacher or admin emails student. *Warn of detention	*Aeries referral. *Send to office; *Admin checks in w/ Student *Teacher emails parent *Lunch detention *Warn of LOP	*Aeries referral; *Send to office *Admin emails student, cc's parent; *Detention *LOP 1 activity ***Restorative***	*Aeries Referral * Send to office *Lunch detention *1-3 days In school Suspension * Possible parent meeting *LOP 2 activities * Referral to counseling ***Restorative***	*Aeries Referral *Send to office *Parent meeting * 2 In school suspension to 3 day at home suspension. *LOP 3+ activities ***Restorative***

Offenses straight to Admin	1st Time	2nd Time	3rd + Time
Cheating; Academic dishonesty; violation of Honor Code	Noted in Aeries, Parents notified, One on assignment (teacher discretion)	Noted in Aeries. Parent meeting, no credit, possible one-day in-school suspension. Assigned to do research on cheating. LOP 1 activity	Noted in Aeries. Parent meeting, no credit/ One-day in-school suspension, student in danger of not passing the class. LOP 2 activities
Fighting	Admin contact parents. Student sent home Suspension 1-3 days Parent conference LOP 1 activity	Student sent home. Suspension 3-5 days Parent conference, area restriction LOP 2 activities	Student sent home Suspension 5+ days lunch restriction, community service LOP 3+activities
Engaged in Bullying / Harassment *(in person or cyber) based on sexual orientation, ethnicity or race, physical/mental disability*	In School - 3 days at home suspension. Parent Notice Restorative Circle Noted in Aeries LOP 1 activity	3- 5 days at home suspension. Parent conference LOP 2 activities Student contract	5 day Suspension, community service. LOP remainder of year Expulsion hearing.
Sexual Harassment, Inappropriate verbal harassment	Detention LOP 1 activity	1-3 days In school suspension LOP 2 activities	1-5 days Suspension Possible recommendation for expulsion hearing LOP 3+activities
Hate Speech *(in person or cyber) based on sexual orientation, ethnicity or race, physical/mental disability*	In-school suspension for 1-7 periods LOP 1 activity	Out of school suspension for 1-3 days LOP 2 activities	**3rd:** Out of school suspension for 3-5 days LOP remainder of the year **4th:** Suspension for 5+ days. Expulsion hearing
Harassed, Threatened or Intimidated a Witness	In School to 3 day suspension Parent conference LOP 1 activity	1-3 day at home suspension Parent conference LOP 2 activities	3-5 day suspension Possible recommendation for expulsion hearing LOP remainder of the year
Tardiness; Chronically late to school	Parent notice after 10% LOP 1 activity	2nd Parent Notice (15%); Begin SART process. Parent conference LOP 2 activities.	3rd Parent notice (20%). Possible suspension. Admin escort between classes. LOP 3+ activities
Dress code violation	Warning - Possible change outfit	Change outfit, parent notice	Change outfit, parent conference
Digital Citizenship Violation *(i.e. using another student's password, filming w/o permission, inappropriate photos, etc)*	Warning - Parent notified Possible removal of the device. Detention	Parent Conference, possible removal of the device. In school suspension. LOP 1 activity	Parent Conference. In School Suspension. possible removal of the device. LOP 2 activities
Vandalism	Admin email home; repair damage. 1-3 days in school suspension	Parent meeting, repair damage, 1-2 days at home suspension. LOP 1 activity.	Parent meeting, repair damage, 2-3 days suspension, LOP 2 activities, counseling

Lunchtime/Campus offenses (Yard Supervision)	1st Time	2nd Time	3rd + Time
Littering	Warning - Clean up the mess	Campus service - Parent notice	Weekly campus service through trimester
Throwing Food	Warning - Clean up the mess	Campus service - Parent notice	Weekly campus service through trimester
Not Returning Ball to Ball Cart	Warning	Loss of privilege for the week	Loss of privilege for the trimester
Wheels on Campus during the school day	Warning	Warning - parent notice	Parent conference
Other Violations	**Range of Possible Consequences**		
- Possession of Drugs, Alcohol - Possession of Tobacco/ paraphernalia - Vandalism of school / personal property - Theft of school / personal property - Sexting/ possession of and/or distribution of pornographic content - Multiple suspensions - Any criminal offense on campus	All of these infractions warrant a suspension from school and a parent conference. Additionally, they can warrant: - Parent conference and Law Enforcement involvement - Counseling - School attendance review board (SARB) meeting - Citation by police - Referral to an alternative school - LOP remainder of year		
- Sale of Drugs - Possession, selling, or otherwise furnishing of a firearm - Brandishing a Weapon - Possession of Explosives - Committing or attempting to commit a sexual assault	Mandatory recommendation for expulsion CA Ed Code: 48915		

SERIOUS OFFENSES

The following behaviors defined by California Education Code (EDC 48900) may result in suspension and/or expulsion:

- Causing, attempting to cause and threatening to cause physical injury to another person
- Possessing, using, selling or furnishing any drug paraphernalia, knife, explosive, firearm, laser pen/pointer or other dangerous object
- Offering, arranging or negotiating to sell or deliver any controlled substance or alcohol or being under the influence of a controlled substance or alcohol
- Committing or attempting to commit robbery or extortion or knowingly receiving stolen school or private property

- Causing or attempting to cause damage, or stealing or attempting to steal school or private property
- Possessing or using matches, tobacco or nicotine products or imitation firearms
- Committing an obscene act or engaging in habitual profanity or vulgarity
- Disrupting school activities or willfully defying school authorities
- Committing or attempting to commit a sexual assault
- Harassing, threatening or intimidating a student who is a complaining witness in a school disciplinary proceeding
- Offering, arranging, negotiating or selling drugs
- Engaging or attempting to engage in hazing
- Committing sexual harassment or causing, attempting to cause, threatening to cause or participating in an act of hate violence
- Creating an intimidating or hostile educational environment
- Making terrorist threats against school officials or school

DUE PROCESS

All students are entitled to due process. These procedures are contained in Board Policy. If suspension or expulsion is being considered, both the student and his/her parents may be given a copy of these policies at this time. Suspension will be assigned according to due process, which includes a parent conference by phone or in person. After suspension(s) the student and parent must return to school for an administrative conference before being allowed to return to class. The student may be excluded from the extra curricular activity.

RESPECTING OTHER PEOPLE

- Bullying is different from conflict. It occurs when a student, or group of students, repeatedly try to hurt, humiliate or get power over another less powerful student through physical, verbal, relational or cyber bullying.
  Bullying & Cyber Bullying (EDC 48900) & (EDC 48900[r]): The Board of Trustees recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

  No student or group of students shall, through physical, written, verbal or other means, harass, sexually harass, threaten, intimidate, cyber bully, cause bodily injury to or commit hate speech or violence against any other student or school personnel.

  Cyber bullying includes the transmission of harassing communications, direct threats or other harmful texts, sounds or images on the Internet, social media or other technologies using a telephone, computer or any wireless communication device. Cyber bullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation or conceal their own identity.

Strategies for bullying prevention and intervention shall be developed with involvement of key stakeholders in accordance with law, Board policy and administrative regulation governing the development of comprehensive safety plans and shall be incorporated into such plans.

To the extent possible, district and school strategies shall focus on prevention of bullying by establishing clear rules for student conduct and strategies to establish a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats and the consequences for perpetrators of bullying.

Harassment (EDC 48900.4): District programs and activities shall be free from discrimination, including harassment, with respect to a student's actual or perceived sex, gender, ethnic group identification, race, national origin, religion, color, physical or mental disability or sexual orientation.

The Board of Trustees shall ensure equal opportunities for all students in admission and access to the educational program, guidance and counseling programs, athletic programs, testing procedures and other activities. School staff and volunteers shall carefully guard against segregation, bias and stereotyping in instruction, guidance and supervision. The district may provide male and female students with separate sexual health and HIV/AIDS prevention classes in order to protect student modesty.

The Board prohibits intimidation or harassment of any student by any employee, student or other person in the district. Staff shall be alert and immediately responsive to student conduct that may interfere with another student's ability to participate in or benefit from school services, activities or privileges.

Students who harass other students shall be subject to appropriate discipline, up to and including counseling, suspension and/or expulsion. An employee who permits or engages in harassment may be subject to disciplinary action, up to and including dismissal.

CARE OF PROPERTY

Stealing or disrespecting property of others will result in an office referral and appropriate consequences that may include detention, loss of an activity, restitution and/or suspension.

The exterior of lockers may be decorated for a birthday, but only the size of the exterior of the locker, and must come down within one week of the event. A student council bulletin board is designated for other celebratory events.

- **Distracting Items** that have no relevance to education should be left at home. If an item is brought to school, it will be confiscated and disciplinary action may follow. The school is not responsible for loss of these items if brought to school.

DRESS AND APPEARANCE

Students are expected to dress in a manner that:

1) Allows participation in the learning environment.
2) Is not a distraction to the learning environment
3) Does not pose a health or safety risk to the student or to others
4) Promotes a positive self image

Students in grades K-5 are not allowed to wear make-up.
Informality is acceptable, but immodesty is not.

- Shirts must have enough material to keep the stomach, sides and back covered.
- Undergarments should not be visible at any time.
- Hats/caps are not allowed indoors (classrooms, office, library, assemblies, etc. unless for medical or religious reasons).
- Clothing that has suggestive, vulgar language, drugs or alcohol is not permitted.
- Students are NOT allowed to wear any heavy fragrances, cologne, or perfumes, nor are they allowed to bring aerosol-scented items onto school premises.

Students in violation of the dress code will be asked to change into appropriate clothing of their own. Students will be provided alternate clothing for the day by the school office. Parents may be contacted if no alternate clothing is available. Repeat offenders will be referred to the office for further consequences.

PE: Athletic shoes, socks and P.E. shirts are required for participation in P.E. "Non-dress" will have an impact on a P.E. grade.

SAFETY

- **Balconies and Roof:** No leaning or horseplay of any kind anywhere near 2nd floor balconies is permitted.
- **Rough Housing** in the halls, eating areas and playground threaten the safety of others and is not permitted. Any kind of play fighting or unsafe games are also not permitted. Causing or threatening to cause physical injury to another student is forbidden.
- **Bicycles,** skateboards, scooters or other wheeled transportation devices are not allowed to be ridden anywhere on campus from the hours of 8:00 a.m. - 3:15 p.m. Students may never ride these in hallways or any interior courtyards on campus at any time. Students should walk their bikes, scooters and skateboards in front of the school and on school grounds.
  When riding to school using any of these transportation devices, helmets must be worn. Students are expected to follow all safety rules for transportation, riding with traffic as close to the right side of the road as possible, stopping at stop signs, riding solo and in single file, using paths when provided and walking bikes, scooters and skateboards across crosswalks. Bicycles are to be locked securely in the bike racks provided at school; they are not to be left in these bike racks overnight. Middle school students are expected to keep skateboards in the designated rack. Ross School is not responsible for theft or damage to bicycles, skateboards or scooters while on school property. ***Motorized vehicles of any kind are not permitted on campus.***

- **Buying and/or Selling:** Students are not allowed to buy, sell or trade merchandise for personal profit on campus.
- **Closed Campus:** Students are not allowed to leave the Ross School campus during school hours unless accompanied by an adult on a school authorized field trip or activity.
- **Crosswalks:** Students are expected to stop, look and listen before entering any crosswalk. If a crossing guard is present, students are expected to follow their directions.
- **Dogs** and other four-legged animals are not allowed on campus per board policy. Service dogs are an exception if serving an enrolled student and must be approved by administration.
- **Drugs, Alcohol and Tobacco:** Tobacco, including chewing tobacco, electronic cigarettes, alcohol and other drugs, including drug paraphernalia, are forbidden.
- **Weapons, look alike weapons, explosives, firearms, firecrackers, knives, laser devices and other dangerous objects** are forbidden at any time during school, at school activities or on the way to or from school. According to California Education Code (48900), bringing any of these items to school will result in suspension and possible loss of an activity.
- **Suicide Prevention:** Ross School adheres to the California Department of Education's Model Youth Suicide Prevention Policy relating to suicide prevention, intervention and post intervention (California Education Code Section 215).

INTERNET SAFETY:

- Whenever any device connects to the Ross School network it is automatically protected by OpenDNS / Cisco Umbrella. This filter is managed by the Marin County Office of Education and complies with the Child Internet Protection Act.
- All School Issued devices have a secondary filter that blocks content whether the user logs on through a profile or not.
- All student Chromebooks are administered through our google workspace which strictly enforces Chrome Safe Search, Safe Browsing, and restricted YouTube. Internet usage is monitored through GoGuardian which automatically flags suspect internet searches and alerts the administration. We also use GoGuardian as our primary webfilter for onsite webfiltering.
- All student iPads are managed through JAMF security profiles, which enforce age-appropriate content restrictions, Safe Search, app management, and strict web controls directly on the device.

Board Approved: 8/12/2026

Google drive>Parent Handbook>parent handbook 2026-27