

Sherman Oaks Elementary Charter School

"Educating Students For Success in a Changing World"

PARENT HANDBOOK 2025-2026



**14755 Greenleaf St.
Sherman Oaks, CA 91403**

Telephone: 818-784-8283

Fax: 818 – 981-8258

Hours: 7:30 am – 4:30 pm

Website: shermanoakselementarycharter.com





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Los Angeles Unified School District
Sherman Oaks Elementary Charter School

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Dear Parents,

Welcome to the 2025–2026 school year at Sherman Oaks Elementary Charter School! We are so excited to begin another year of growth, learning, and connection with all of you.

Last year, we proudly celebrated SOEC's centennial—a meaningful milestone that reminded us of the strong traditions and vibrant community that make our school so special. This year, we look ahead with renewed purpose, continuing to build on that legacy while aligning our work with Superintendent Carvalho's Strategic Plan. Together, we remain committed to cultivating a school environment rooted in academic excellence, inclusivity, and an unwavering commitment to student success. .

At Sherman Oaks, our vision continues to guide us: ***"Educating students for success in a changing world."***

We take great pride in educating the whole child. Through robust instruction in Art, Music, Science, and Robotics, we enrich the learning experience and connect classroom learning to the real world. Our dedicated teachers work collaboratively to ensure every student receives meaningful and engaging instruction.

Classroom assignments will be available on the Parent Portal beginning Friday, August 8. If for any reason your child's class assignment is not posted, please don't hesitate to contact our office at (818) 784-8283.

We are especially excited to welcome our newest Tigers at our annual Tiger Cub Round-Up on Wednesday, August 13, from 1:00 to 2:30 p.m. This special event is a great opportunity for Transitional Kindergarten and Kindergarten students to meet their teachers, explore the campus, and pick up some Tiger Cub Spirit Wear. Kindergarten students will meet in the Aghabala Auditorium, while TK students will go directly to their assigned classrooms.

The first day of school is **Thursday, August 14**. Parents are welcome to walk their child onto campus both Thursday and Friday. School gates will open at 7:40 a.m. TK and Kindergarten students may be walked directly to their classrooms, and students in grades 1–5 will meet their teachers in the main yard. Each teacher will hold a sign with their room number to help students locate their lineup area.

Also on Thursday morning, at 8:30 a.m., we invite all new families to attend a New Family Orientation in the Auditorium. This is a great way to learn more about Sherman Oaks Elementary Charter, meet our Sherman Oaks Parent Association (SOPA), hear from our Community Representative Ana Medina, and get to know our Enrichment Teachers. We'll also share helpful information about the Parent Portal, volunteer opportunities, and how you can support our enrichment programs through the various fundraising events we host throughout the school year.

We encourage families to stay connected by visiting our school website at shermanoakselementarycharter.com and signing up for ParentSquare. Open communication between home and school is essential for student success, and we welcome your partnership throughout the year. Please feel free to reach out to your child's teacher or to our office with any questions or concerns.

Lastly, LAUSD offers two free afterschool programs for students in grades TK–5: Beyond the Bell and KYDS. If you would like your child to participate, please complete an application, indicate your preferred program, and return it to the front office. You will be contacted as space becomes available. **Please note that all students who participated last year must reapply.**  BTB Program Application_11-2023_Fillable.pdf

In addition, our Sherman Oaks Parent Association offers before- and afterschool care for a fee through the Kids' Center. For more information click here: [KIDS CENTER](#)

We encourage you to review the Parent Handbook for important information about school policies and procedures.



Together we will make this a wonderful year full of meaningful and joyful memories.

Respectfully,

Carla Miller, Principal

Sherman Oaks Elementary Charter School

School Hours 8:00-2:23

Gates open at 7:40am.

7:55 a.m. First Bell Rings
8:00 a.m. Second Bell Rings - Instruction Begins
8:00-8:15a.m. Breakfast in the Classroom
2:23p.m. Dismissal M, W,Th,F

Early Tuesdays- Beginning August 19, 2025 (all year)

Dismissal: 1:23 p.m.

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RECESS (20 minutes)

9:20-9:40	TK, UTK/CC, PAL's
9:40-10:00	Kindergarten, 1st, 2nd, rm 28
10:05-10:25	3rd/4th/5th, rm 7

LUNCH/RECESS (40 minutes)

11:15-11:55	PAL's rm 27
11:45 - 12:25	TK, UTK/CC,Kindergarten, 1 st , 2nd, rm 28
12:15-12:55	3rd, 4th, 5th, rm 7

<u>MINIMUM DAYS:</u>	8:00-12:48 pm
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SNUNCH (Snack/Lunch)	UTK/CC; K/1/2/rm 28	10:15-10:35
Recess		10:35-10:50

SNUNCH (Snack/Lunch)	3rd/4th/5th gr., rm 7	10:40-11:00
Recess		11:00-11:15

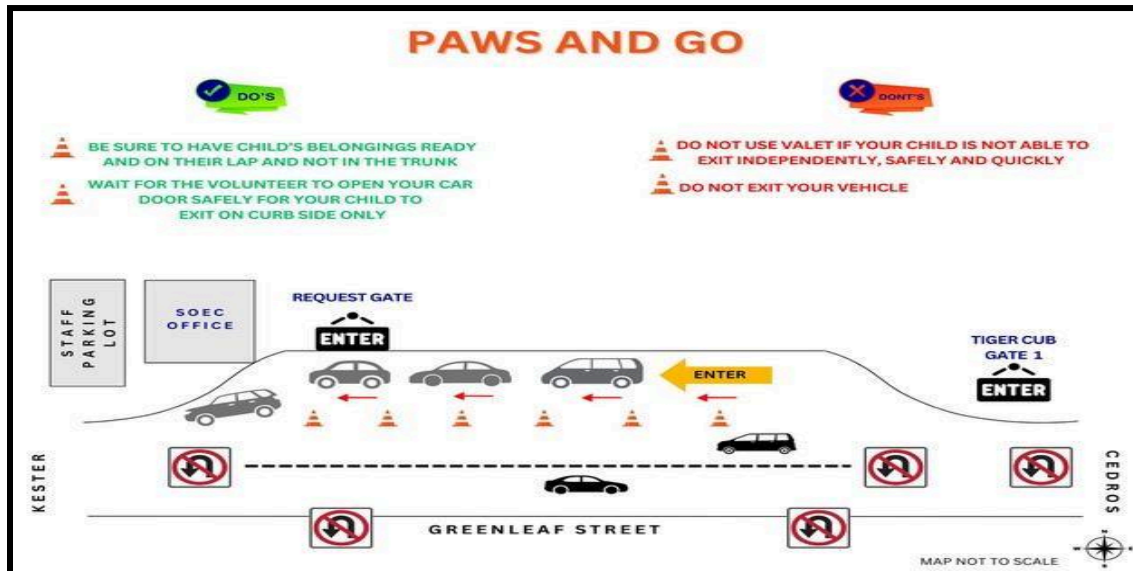
***In the morning, gates for students open at 7:40 a.m.

***For dismissal, gates for parents will open at 12:48 p.m.

SUPERVISION

Upon entering school students are expected to be in line and ready at 7:55 when the first bell rings. Instruction begins at 8:00 a.m.

Paws and Go!
SCHOOL VALET DROP-OFF PROGRAM
For Grades 1-5 7:40-8:00 am
School Valet will begin the Week of August 25



How Paws and Go works:

1. Enter the lane at the entry point and pull all the way forward.
2. Student(s) must exit on the curbside and not in the street.
3. A volunteer will open the car door and assist your child(ren) out of the car with their belongings. **FOR THE SAFETY OF ALL**, student(s) must wait for a Volunteer to open the car door before exiting. Students may not open doors and exit on their own.
4. Once the student(s) are out of the car safely, pull forward and exit the lane.
5. The student(s) will walk to the school entrance (independently) and enter campus.

Be Prepared for Paws and Go Each Day:

- All "house-keeping" should be done prior to entering the drop-off lane, i.e. homework signed, lunch in hand, after school plans made, etc.
- Have your children ready to be let out on the curbside only
- Backpacks and jackets should be on the students' lap and ready to go.
- Do not put items in the trunk.
- Please pull all the way up.
- Parents - **Please do not exit the car**
- *Keep in mind, there may be 1st grade students that are still not ready to be dropped off in this manner. Safety concerns include inability to separate quickly from parents and inability to independently walk to the gate and the classroom.*

CAUTION!

- Please be sure to check for oncoming and parallel traffic when exiting the Paws and Go lane.
- Please do not U-turn to enter Paws and Go or after exiting Paws and Go.
- **Do not have students open car doors and exit on their own.** Volunteers will open the car door(s) once your car is the first or second car closest to the entry gate.

Traffic Safety on our Streets

We understand that picking up and dropping off your child at SOEC can be a challenge. Streets are busy and there is limited parking close to the school gates. Having said that, it's important that you prepare for it by allowing enough time for yourself to drop off and pick up your child(ren) safely. Carpooling and parking further away and walking are a couple of the ways our families find success during these busy times. Remember, school won't release your child until you come to pick them up. They are safe at school, so if you have to circle the block a couple of times, it's okay. Thank you so much for helping us to maintain a safe and friendly environment for our children.

- If you are driving in a car when picking up your child from school, **park legally. Do not double park.** Do not ask your child to walk in between cars. Do not encourage your child to cross the street on his/her own on Dickens or Greenleaf. **These are dangerous practices.** The streets are heavily traveled by non-school commuters unaware of school arrival and dismissal traffic. Illegal parking and failure to follow pedestrian laws endangers lives.
- No U-turns in front of/near school on Dickens and Greenleaf. Watch your speed. Obey city/neighborhood signs and basic traffic/parking practices.
- Please respect the bus zones. Illegally parked vehicles or vehicles in the bus zone prevent pick up and drop off of students. Bus zones are marked by cones.
- Be respectful of our neighbors and do not block driveways.

GENERAL INFORMATION

Our Gates Have Names!

- **Tiger Cub Gate #1:** Adjacent to the UTK/K/PALS play-yard on Greenleaf Street
- **Reunion Gate:** In between the Learning Garden and the Reading Garden (closest to Rm #3) on Greenleaf Street. *In an emergency situation this gate is used as The Reunion Gate.*
- **Tiger Cub Gate #2:** Adjacent to our 2-story building on Dickens Street
- **Dickens Gate:** Adjacent to the auditorium on Dickens Street
- **Request Gate:** Adjacent to the Main Office on Greenleaf. *In an emergency situation this gate is used as the Request Gate.*
- **Chipotle Gate:** This is the gate on Dickens Street closest to Chipotle (on Ventura Blvd.)

ARRIVAL

All students should enter the school daily through the designated gates on Greenleaf Street and Dickens Street. Gates will open at **7:40** a.m. Refer to the School Valet Drop-off Program, (gr. 1-5), guidelines for dropping students off. Parents are asked to leave their children at the gate in the morning and watch the children from there as they enter school. For security reasons, all gates will be locked from **8:00** a.m. until **2:23** p.m. Gates open at 2:23 for dismissal and lock again promptly at 2:40 p.m. **For drop off/arrival TK/PAL students in rooms 27, 28, 29, and 30** enter through the Tiger Cub Gate #1 adjacent to Greenleaf Street and **TK/Kindergarten students in rooms 15, 17, 19, and 22** will enter through the auditorium doors adjacent to Dickens St. .

CLOSED CAMPUS

Sherman Oaks is a closed campus. During the school day, the only entrance to the school is through the office. **All visitors, including parents, must stop in the office to obtain a pass before entering the campus.**

DISMISSAL

After school, there are four gates open. Two on Greenleaf St. and two on Dickens St. The gates open at 2:23 p.m.

Only TK, Kindergarten and first grade students are walked to a designated gate by their teacher.

Parents are to meet their child at the gate. **Parents who do not pick up TK, Kindergarten or first grade students 10 minutes after dismissal, must come to the office to sign out their child.**

Students in grades 2-5 are to meet their parents at one of the four gates so please set a pre-arranged place for meeting your child at dismissal.

Sherman Oaks has NO SUPERVISION after school. Students are not allowed to play on the playground after dismissal and are expected to meet parents at one of the four gates. All gates close at 2:40 p.m.

Students who are enrolled in Beyond the Bell, KYDS or Kids Center, are permitted to stay after school. Otherwise, we ask that students be picked up promptly and on time after the dismissal bell. **If you arrive after 2:40 you will need to leave your car and come inside to the school office to pick up your child.**

RAINY DAY Morning Drop Off

On rainy days, TK, Kindergarten, first and second grade students go directly to the auditorium to wait for their teacher. Students should enter off of Dickens St.

Third, fourth and fifth graders go to the cafeteria to wait for their teachers. Students should enter through the Request Gate on Greenleaf St.

ABSENCES AND ILLNESSES

When your child returns to school after an absence, please ensure they bring a note from you or a doctor's note explaining the reason for the absence. **Please note: District policy requires a written note; a phone call, a parent square message or verbal explanation is not sufficient.** If absence was due to illness, state the type of illness. Please keep your child at home if you suspect he or she has an infectious condition such as indicated by a fever, diarrhea, or vomiting. **Children wearing casts,**

ace bandages or using crutches need a note from the family physician indicating any limitations and allowing readmission to the school. If your child becomes ill at

school, the office will call you to pick up your child. Be sure your Emergency Card is up-to-date, so that we can reach you. The office **will not** release your child to anyone not listed on the Emergency Card. If someone you have listed on the Emergency Card is picking up your child, that person must show a picture I.D. before the office staff releases the child. Students will not be released to minors under 18 years old.

If you need to pick up your child before dismissal time, you must go to the office to sign your child out.

ATTENDANCE AND TARDINESS

We understand how hectic it can be getting out the door in the morning; however, it is important for all students to be in school and on time everyday. Instruction in the classroom begins at 8:00 a.m. All students should line up in their student lines on the playground by 7:55 a.m. The second bell rings at 8:00 am and each class proceeds to the room. If you bring your child to school after 8:00 a.m., he or she is tardy and must enter through the front office to be admitted into class. Tardiness is not a trait we

want our students to develop, and entering a classroom habitually late is impolite, interrupts your child's morning routine, and deprives all students of valuable class time. **Students should have no more than 7 absences a year.** Our attendance and tardiness policy will be enforced.

DOCTOR/DENTAL APPOINTMENTS

Appointments should be scheduled after school whenever possible. If you need to pick up your child during the school day for a scheduled appointment please send a note to your child's teacher on the date of the appointment with the pick up time. Students arriving late after a scheduled appointment should provide a doctor's note to excuse the tardy.

BEHAVIOR

For the safety of the children, we have standards that are to be followed by all children while on the school grounds. They are: **Be Safe, Be Respectful, Be Responsible, Be Kind.** Children will have an opportunity to receive prizes every week for following the rules.

The following are additional guidelines that need to be adhered to:

1. Kindness and respect are to be shown towards all people at all times.
2. Personal items, (i.e. soccer balls/footballs, spinners, etc) and toys of any kind, may not be brought from home.
3. Fighting is prohibited.
4. Inappropriate language is not to be used.
5. Walking is expected on the blacktop unless one is involved in organized games.
6. Bicycles or skateboards must not be ridden on school grounds or sidewalks.
7. Shoes must be worn at all times.
8. Gum and candy are prohibited.
9. Cell phones are to be turned off during the school day and remain in the student's backpack.
10. Cell phones may be turned on after school but are to remain in the student's backpack.
11. Smart Watches may be worn for telling time but *must not* be used for any other purpose.
12. Bullying of any kind will not be tolerated, including cyberbullying.
13. No weapons of any kind.

BIRTHDAY PARTIES

Birthday parties are not permitted, as we are committed to preserving valuable instructional time. Additionally, in alignment with LAUSD policy and for the safety of all students, bringing in food items such as cupcakes or sweets can pose a risk. Many students have allergies or sensitivities and some families are working hard to encourage healthy eating habits. Bringing in treats such as cupcakes or sweets can pose both health and safety concerns.

Please do not send balloons or treats to your child's class, as they are not allowed.

Teachers do make sure to recognize students on their special day. If you'd like to celebrate in a thoughtful and school-appropriate way, consider donating a book to the classroom library, or sending pencils, stickers, or other non-food items. For additional ideas, feel free to ask your child's teacher

For a donation of \$50 you can recognize your child's birthday by having their name displayed on the school marquee. Go to shermanoakselementarycharter.com and click on the quick link - SOEC Tiger Store.

CELL PHONES & SMART WATCHES

Los Angeles Unified School District policy prohibits the use of smart phones, smart watches, wireless headphones, and social media platforms districtwide during the school day. If parents choose to have their child bring a phone or smart watch to school, their device must be turned off and stored in their backpack for the duration of the school day.

- Families may contact the front office if there is an emergency or a message that needs to be delivered to your student. (Do not put your child in an uncomfortable situation by calling them on their cell phone or watch during the school day).
- Students are expected to follow staff directions if asked to stop using a phone or other electronic device.

Consequences:

- First Offense: Warning by teacher.
- Second Offense: Students will provide the device to their teacher, who will bring the device to the Principal's Office. Students may pick up the device at the end of the day.
- Third Offense: Students will provide the device to their teacher, who will bring the device to the Principal's Office. Parent/Guardian pick-up of the device is required.
- Subsequent offenses will be considered and may result in additional alternate means of correction, including student/guardian conference, behavior contract, and/or further disciplinary action.

Electronic devices and other valuables are brought to school at your own risk.

SOEC is not responsible for lost, broken or stolen items.

REORGANIZATION OF CLASSES

Some classroom changes may occur later on in the year if our enrollment increases or decreases. We appreciate your understanding and support. All attempts are made to keep these adjustments to a minimum.

CLASSROOM INTERRUPTIONS

In fairness to the students and their educational program, classroom interruptions are kept to a minimum. We ask for your assistance by planning ahead and helping students with the responsibility of being prepared for school. Please assist us by reminding your child to bring to school and take home all necessary items (backpack, homework, text books, eye glasses, lunch bag etc.) If you need to deliver a school project or important message to your child, come to the office and we will send it to the classroom. If a student forgets their lunch and a parent delivers it to the office, it is the student's responsibility to pick it up during their scheduled lunchtime. Classrooms will not be interrupted for lunch deliveries.

EMERGENCY PROCEDURES

Our school has emergency procedures in our comprehensive school safety plan and conducts training with staff on a regular basis. We conduct monthly fire drills with our students and staff to practice safe evacuation procedures. Additionally, we include earthquake preparedness drills, and lockdown drills throughout the school year.

[LAUSD Parent Guide to Emergencies](#)

DRESS CODE FOR STUDENTS

At Sherman Oaks Elementary Charter, our goal is to create a learning environment that promotes the well-being of our students. Our school dress code has been designed to prevent clothing-related distractions and safety issues. This code is in effect both on campus and during field trips. Every Friday is Spirit Day and students show off their Tiger spirit by wearing their SOEC Tiger Wear, and/or anything orange.

SHOES:

Students are active during the school day. It is recommended that shoes be closed-toed, flat-soled, and have covered heels, in order to prevent injury. **No CROCS or flip-flops.**

SKIRTS & DRESSES:

Skirts and dresses must allow students to be comfortable, move easily, and play safely.

TOPS:

Families should keep the weather in mind and provide layered options when necessary. T-shirts must not display inappropriate language, images, or any sexually suggestive content.

The school reserves the right to contact parents during the school day to request that they bring their child alternative shoes or clothing choices.

DRUG & TOBACCO FREE SCHOOL

LAUSD believes that the use of tobacco, alcohol and other drugs adversely affects a pupil's ability to achieve academic success, is physically and emotionally harmful, and has serious social and legal consequences and therefore is prohibited. Students in violation shall be subject to disciplinary procedures which may result in suspension from school.

HEALTH AND MEDICATION

In order for the nurse to administer any medication during school hours to your child it will be necessary to have a signed district request form from your doctor at school. This includes aspirin, throat lozenges and all other non-prescription medications. All medications will be kept and dispensed **in the school nurse's office.** Students with casts, ace bandages, slings, stitches, or supports should have a doctor's note on file authorizing specific activities and indicating special precautions. Arrangements will be made for those students unable to remain on the yard.

HOMEWORK

Homework occupies an important place in the educational program. The program has definite value in assisting children to develop self-direction and self-discipline by promoting study habits and study skills which will serve as an important link between the home and school. An important aspect of the homework policy is keeping parents informed of the school's curriculum and their children's progress by the overview and monitoring of assignments sent home. The desired outcomes of homework include:

1. Strengthen basic skills
2. Training pupils in good independent study habits and in the ability to budget time
3. Expanding pupils' understanding through research activities
4. Strengthening the parents' understanding of the school's program
5. Extending school learning, experiences, and interest into the home
6. Strengthening the relationship between home and school

Homework will adhere to the LAUSD Bulletin 3491.1, which is available at www.lausd.net. Time

guidelines for each grade level are below; note that time limits include routine nightly work, studying, and assigned reading.

(Monday-Thursday):

Kinder	10 minutes per day
Gr. 1-2	20 minutes per day
Gr. 3	30 minutes per day
Gr. 4	40 minutes per day
Gr. 5	50 minutes per day

LOST AND FOUND:

We urge parents to sew or mark children's names in coats, sweaters and other personal items. This will facilitate the return of lost garments and articles. Please label lunch boxes and water bottles. A Lost and Found cupboard is located on the schoolyard behind the primary building. (by room 11) All lost and found items not claimed within a certain time period will be donated to charity. (Donation of lost items is announced to the children several times before donating.)

PROGRESS REPORTS/CONFERENCES - Progress reports (otherwise known as Report Cards) are issued three times during the year (November/February/June). All parents will be invited to a parent/teacher conference to discuss and review the first progress report (November). Look for a conference sign up or posts about Parent/Teacher conferences on ParentSquare so you can be sure you have an appointment. The second and third reporting periods are optional. Parents may contact the teacher to schedule a meeting and discuss their child's progress.

Please note: that parents may make an appointment to see a teacher at *any time* to discuss a concern, and we encourage this practice. Teachers can be expected to return your call/request for a meeting within a 24 hour period. Each teacher will share their preferred method of communication at Back To School Night or before in their opening letter to parents.

WARNING NOTICES: It is a District mandate for teachers to send a Warning Notice six weeks prior to the progress report (report card) for students who are at risk of not meeting grade level standards or students who are still working towards grade level proficiency. If your child receives a Warning Notice it is recommended that you meet with the teacher to discuss strategies that can be put in place to support your child. In most cases, parents are already aware of their child's performance and have already been in communication with the teacher. If that's the case you may feel that it is unnecessary to meet with the teacher. It's up to you. The best practice is to reach out to the teacher if you are unsure.

SOEC COMMUNICATIONS PLATFORM:

SOEC uses ParentSquare to communicate with you at Sherman Oaks Elementary Charter. ParentSquare provides a simple platform and safe way for everyone at school to connect, eliminating the need to use countless other methods of communication. With ParentSquare we are able to:

- Receive all school and classroom communications via posts
- Send/receive messages to/from the teacher
- Teachers are expected to respond to phone calls or meeting requests within 24 hours, and may do so before school, during their conference period, or at the end of the school day.
- View the school and classroom calendar and RSVP for events
- Easily sign up to volunteer and/or bring items school-wide and in the classroom

Once your child is enrolled, you will receive an invitation email or text to join ParentSquare. Once

received, please click on the link to (1) activate your account and (2) download the app. It takes less than a minute. You'll be able to use ParentSquare on any device. If you have not received an invitation, you can request to be added by visiting: https://www.parentsquare.com/join_school/new Our goal is for every family at SOEC to join ParentSquare. You'll see, once activated, it's a very user-friendly platform that we know you will enjoy.

ParentSquare can be translated into many languages. If you would like to receive your messages in Russian, Spanish, Chinese, Farsi, Armenian, etc. you are able to change the settings. Go to My Account, select Change Language Settings, choose your preferred language from the dropdown menu, and click SAVE.

LAUSD COMMUNICATIONS PLATFORM:

LAUSD provides a platform called the Parent Portal, to communicate with all parents of LAUSD enrolled students. On this platform you can download report cards, view class placement, see absence/tardy status, login to Schoology, see GATE/Sp. Ed. updates, and more... Every year, SOEC reaches 100% parent registration. To register, please visit: <https://parentportalapp.lausd.net/parentaccess/>

To complete the registration process, you will need your child's Student ID number, and Parent PIN number. If you don't have that information, please contact the front office.

VISITORS

ALL VISITORS/PARENTS MUST CHECK IN WITH THE OFFICE FIRST:

Parents are welcome to observe their children in the classroom. We hope our guidelines will help to make the experience satisfactory for both parents and teachers and beneficial to children.

1. All classroom visits are arranged through the school office.
2. You are asked to check in at the office and obtain a visitor's pass when you arrive so that we know that you are here and may be of service to you.
3. Visitations are most **effective after the first three weeks of school and should be limited to approximately twenty minutes unless** a longer period has been previously arranged with the child's teacher.
4. Parents are asked to advise the teacher in advance of a planned visitation.
5. Parents should enter the room quietly and plan to conference with the teacher by appointment before or after school. This economizes on the teacher's instructional time and does not interfere with the instructional needs of other children.
6. Parents are not permitted to spend time with child(ren) in the school cafeteria/lunchroom.

LUNCH

To be in compliance SOEC does not permit outside food on our campus.

1. Students who bring lunch from home must bring it packed with them in the mornings in a lunch box or lunch bag.
2. Deliveries made to school by delivery persons of any type are not permitted and will be turned away.
3. If a student forgets lunch the school cafeteria will provide them a free school lunch.
4. If a forgotten school lunch is delivered by the parent, it is the responsibility of the child to pick up their lunch during their lunch time. Classrooms will not be interrupted for lunch deliveries.

PARENT VOLUNTEERS

Sherman Oaks welcomes and encourages parent volunteers. No previous experience is necessary. This is a great way to get to know the teacher and other parents, be informed, and be involved in the school and your child's education. There are so many ways that parents can help. Even an hour a week can make a difference. Per our charter, **SOEC volunteers that work directly with children in classrooms, attend field trips, and work with children on campus must become Tier III volunteers. Tier III volunteers must be fingerprinted, submit a negative TB test or negative TB clearance from a medical professional, pass the Megan's Law clearance, complete a Success Factors Profile, and sign a Volunteer Commitment Form.**

Volunteers must complete all Tier III Requirements on LAUSD's Volunteer Application, Part A (Attachment A) online at: [LAUSD Volunteer Home Page](#)

Join us and see what a great difference you can make!

To answer any questions you have regarding becoming a Tier III Volunteer, contact our parent representative, Ana Medina: ana.medina@lausd.net

COMMITTEES:

GOVERNANCE: As a district-affiliated charter school, Sherman Oaks has significant autonomy over policies, programs, and procedures at the school. The school's Governance Council, composed of elected teacher(s), parent(s), and staff representatives, participates in decisions regarding curriculum, hiring, budget, enrollment, and day-to-day and long-term concerns. The Governance Council acts in an advisory role to the school's administration. Governance Council meetings are generally held every fourth Thursday of the month. Meetings are open to the public. Parents, guardians, and all members of the community are encouraged to attend.

ADVISORY COMMITTEES:

The Council has established certain advisory committees in order to allow broader participation and to help the Council operate more efficiently as it works towards achieving the goals outlined in our charter. These committees meet separately from the Governance Council, but report their progress at the regular monthly Council meetings. Committee meetings are posted on the school calendar and on the Governance bulletin boards and everyone is invited to attend. If you would like to be part of a committee/s please contact the school at (818) 784-8283. Our standing committees include:

- Budget & Finance
- Curriculum
- Positive Behavior
- Communications
- Safety
- Strategic Planning
- Technology

SHERMAN OAKS PARENT ASSOCIATION (SOPA):

Sherman Oaks parent association (SOPA) is the fundraising arm of Sherman Oaks Elementary Charter School. Through its ongoing fundraising programs, SOPA provides all Sherman Oaks students with enrichment programs such as music, science lab, robotics, enrich LA/Garden Ranger Program and art classes.

We rely on parent volunteers for all of our fundraising and committee efforts. SOPA exists because parents want, can and do make a difference.

For more information on how you can get involved and make a difference, please email us at info@shermanoaksparents.com.

AFTERSCHOOL PROGRAMS

Beyond the Bell (BTB), (no fee required), is a structured after school program designed to meet the recreational and supervision needs of enrolled children. The program operates from the time of school dismissal until 6pm, Monday through Friday. The after-school playground follows LAUSD rules and is available for students in Grades TK-5. For the safety of other students, they may not leave the grounds and then return. Please be on time to pick your children up. Many times, children are left beyond the supervision times. At 6:10 p.m., the yard director is authorized to call LAPD to take your child into their care. For more information visit our school website.

Please complete an application for the BTB yard director if your child will be participating in the after-school program. [BTB application](#)

For more information visit our school website. shermanoakselementarycharter.com

KYDS (no fee required) is another structured after school program for students in gr. Tk - 5th grade. No fee is required. Children must follow the direction of the playground supervisor(s). If your child does not follow these guidelines, your child will be restricted from the after-school playground and will need to be picked up directly after school is dismissed. For the safety of other students, they may not leave the grounds and then return. Please be on time to pick your children up. Many times, children are left beyond the supervision times. At 6:10 p.m., the yard director is authorized to call LAPD to take your child into their care. Please complete an application for the BTB yard director if your child will be participating in the after-school program. [BTB application](#)

For more information visit our school website. shermanoakselementarycharter.com

SOPA continues to provide their long standing child care program, (fee required), available on the Sherman Oaks site called **SOPA Kids Center (fee required)**. The Kids Center operates from 6:45 a.m. to 6:00 p.m. In addition to operating before and after school, they operate a full day camp schedule on teacher training days, pupil free days and vacations. A nine week summer camp is also available. For more information visit our school website. shermanoakselementarycharter.com

Website

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