



*Our G.R.E.A.T. Family Handbook
2025-2026
Unlock Your Learning*

www.GovRanch.us

Office Phone: (303) 982-4625
Attendance Line: (303) 982-4623
FAX Line: (303) 982-4626

SCHOOL HOURS

Preschool

8:00 a.m. to 2:30 p.m.

K-5

7:30 a.m. soft start (breakfast is available)

7:45 a.m. to 2:35 p.m.

2:45 p.m. school supervision ends

Revised Spring 2022

WELCOME FROM THE PRINCIPAL

Welcome to Governor’s Ranch Elementary School. This is my eighth year as the principal at GRE and my 18th year as a public school administrator. I’m honored to lead a talented team of educators and support staff who strive every day to live out our Creed:

 Governor's Ranch
ELEMENTARY

C R E E D

Today is a new day at GRE.
Everyone is welcome here.
As Raccoons we will:
Grow, Relate and Engage.

EVERY DAY WE:

 Persevere in all
that we do

 Invest deeply in
ourselves and others

 Are leaders of our
own learning

We honor each other and are
thankful for our GRE Family.
GRE is GREat!

Our Creed is the result of years of work on who we are and who we strive to be; it’s the thread that is woven throughout all that we do, including *Our G.R.E.A.T. Family Handbook*:

- G—Grow | Our Academic Focus
- R—Relate | Our Social/Emotional Focus
- E—Engage | Our Operational Focus
- A—Assessment | Our Data Literacy Focus
- T—Technology | Our 21st Century Skills (and beyond) Focus

It’s meant to be a guiding document that manages the tension between information and accountability and is complementary to Jeffco Public Schools’ [Student and Family Handbook](#).

Finally, if there’s only one thing that 25 years as a public school educator has taught me, a well-run organization has leadership who understands the value of guidelines AND knows there is almost an exception in there somewhere. I look forward to the continual refinement of *Our G.R.E.A.T. Family Handbook*, and I encourage you to be an active part of your school community by participating in our School Accountability Committee and/or Parent Teacher Association.

Sincerely,
Ryan Lucas
Principal

TABLE OF CONTENTS

WELCOME FROM THE PRINCIPAL	2
GROW OUR ACADEMIC FOCUS	5
Art, Music, and Physical Education (AMP)	5
Conferences	5
Field Trips	5
Homework	6
Literacy (Reading and Writing)	6
Math	6
Report Cards	6
Science and Social Studies	6
RELATE OUR SOCIAL/EMOTIONAL FOCUS	7
Health and Medication	7
School Visitations	7
VOLUNTEERS	7
GRE School Accountability Committee (SAC)	8
Parent Teacher Association (PTA)	8
WATCH D.O.G.S. (Dad Of GREat Students)	8
ENGAGE OUR OPERATIONAL FOCUS	9
Arrival and Dismissal	9
Arrival	9
Dismissal	9
Late Arrival	10
Picking Up Students Early	10
Hug and Go	10
Before/After School Care	10
Attendance	10
Pre-Arranged Absences	11
Homework for Pre-Arranged Absences	11
Behavioral Expectations	11
Overview	11
Bullying Behavior	12
Behavior at Events Scheduled Outside School Hours	12
Breakfast and Lunch	13

Dining Room Expectations	13
Communication	13
Dress Code Expectations	14
Overview	14
GRE Dress Code Expectations	14
Cold Weather Attire	15
Emergencies	15
Overview	15
Inclement Weather	16
Playground Expectations	16
School Safety	17
Overview	17
Animals	17
Bike/Scooters, etc.	17
Personal Items	18
ASSESSMENT OUR DATA LITERACY FOCUS	18
Classroom Assessments	18
District Assessments	18
Dynamic Indicator of Basic Early Literacy Skills (DIBELS)	18
Measures of Academic Progress (MAP)	18
Social Skills Improvement Program (SSIS)	18
Teaching Strategies Gold (TS Gold)	19
State Assessments	19
TECHNOLOGY OUR 21 ST CENTURY (AND BEYOND) FOCUS	19
Chromebooks	19
iPads	19
Mimeo Boards	19
Software	19

Art, Music, and Physical Education (AMP)

Students participate in creative arts classes on a regular basis. The education of the “whole child” is important at Governor’s Ranch, and participation in Art, Music and Physical Education should be approached in the same manner as the regular classroom. Students in grades K-6 always participate in AMP classes, and students in preschool have these subjects embedded in their classroom learning.

These classes may require additional supplies to support the program. P.E. class requires athletic shoes, socks, and comfortable clothes. Students can bring their gym shoes if they are not worn to school. Children that have a condition that limits physical activity should provide a note from home explaining their limitations. Prolonged conditions must be confirmed by a physician’s note.

Conferences

All teachers at Governor’s Ranch welcome conversations with their students’ families. However, in order to provide quality time and attention, please be sure to set up an appointment any time you would like to talk with your child’s teacher. Conversations that occur on a “drop-in” basis during the instructional day usually do not provide the quality time that you deserve and are not honoring of teachers’ time. Please use the teacher’s email or voicemail to contact him/her to set up your appointment. The staff at Governor’s Ranch strongly encourages all parents to call and request a conference at any time, if you feel one is necessary.

All families are expected to review their child’s assessment data and attend the fall Goal Setting Conference with their child’s teacher(s). Mid-year Goal Review Conferences are typically held in January to review middle of the year assessment data and are by invitation or family request.

From time to time, conflicts arise, and for the quickest resolution, families are encouraged to use the [Governor’s Ranch Communication Pathway](#).

Field Trips

Students at Governor’s Ranch participate in two types of field trips:

- Trips required through curriculum
- Trips that support or enhance curriculum or units of study that are not readily available in the classroom

Fees may be charged for any field trip to supplement the cost of transportation or admittance charges. Children must have written permission to go on any field trip. It is the child’s responsibility to get the permission slip (with the required fee information) home and back to school by the date requested.

Homework

Homework varies by grade, but it is consistent between same-grade classrooms. Homework may be assigned for various reasons including, but not limited to:

- Make-up work as a result of an absence (two days for each day absent); **homework is not provided in advance of an absence**
- Additional assignments designed to help children work up to their abilities
- Work that the teacher/school has determined to assist students in addressing educational goals specific to that student
- Assignments made for the purpose of encouraging students to pursue individual interest or to develop a skill or concept more fully
- Work not completed during the normal school day
- Individual research projects

Literacy (Reading and Writing)

In 2022 GRE adopted [HMH Into Reading](#) as the primary literacy resource. HMH Into Reading is approved by the Colorado Department of Education and follows the [science of reading](#). The daily instructional schedule follows the District’s guidelines:
<https://docs.google.com/presentation/d/13eq3rIhGK1yWCNlz3Dyqz7GTYkfEXcLs/edit?usp=sharing&ouid=106754744375208784069&rtpof=true&sd=true>

Teachers provide interventions using various CDE-approved resources including [Lexia Core 5](#) which is an online, interactive resource that provides exposure to new topics, lesson plans for teachers to support struggling readers, and acceleration for students who are ready for higher level instruction.

Math

In 2023 GRE adopted [Illustrative Mathematics](#) (IM) as the primary literacy resource. IM provides structures opportunities for students to collaborate as they discover core mathematical concepts that are vetted and validated by their teacher. The “catch and release” method of instruction allows students to be leaders of their own learning and receive direct instruction from their teachers. Generally, math instruction includes a daily 60-minute lesson as well as centers to discover, practice, and refine mathematical concepts.

Math Interventions may include [MAP Accelerator](#) and [Third Space Learning AI Tutoring](#)

Report Cards

Report cards are provided approximately every 12 weeks (at the end of each trimester). Students with Individualized Education Program also receive progress reports at the end of each trimester.

Science and Social Studies

Generally, science and social studies is embedded throughout the day in all grade levels. Starting in Kindergarten, students receive daily 45-minute instruction in either science or social studies.

Beginning in third grade students receive daily 45-minute instruction in both science and social studies.

RELATE | OUR SOCIAL/EMOTIONAL FOCUS

Health and Medication

The health of your child is important to all of us. Children who have definite signs of contagious illnesses should not be sent to school. If a child becomes ill or injured at school, he/she will be cared for temporarily, and parents will be notified. Jeffco follows the state guidance regarding [“How Sick is Too Sick?”](#) Of note, students may not come to school unless they have been symptom free without medication for 24 hours for the following conditions:

- Diarrhea
- Fever (greater than 100.4 degrees F)
- Flu-like symptoms
- Vomiting

Any medication—both prescription and over-the-counter— for students must be kept in the school clinic. Children are not allowed to have any kind of medication, prescription or over-the-counter, in class. All medications only administered to students with a completed Jeffco Medication Agreement. Prescription medications must be in the original pharmacy container. Non-prescribed medication must be provided in the original container.

All important forms related to student health and medication can be found at the District’s Health Services Web page: <https://www.jeffcopublicschools.org/services/health-services>

School Visitations

School visits must be scheduled of time unless part of a specific school or classroom activity (e.g. Family/Friends Lunch, Market Days, holiday parties, assemblies, etc. This allows teachers to prepare students for a guest in their learning environment.

VOLUNTEERS

Interested volunteers play a vital role as a learning support for students who are struggling to meet grade level expectations. If you are interested in helping out in the classroom, please contact any of our teachers. All volunteers and guests are required to wear a red Visitor/Volunteer lanyard for easy identification (inside and outside of the building).

GRE School Accountability Committee (SAC)

The accountability committee serves in an advisory role to the principal in implementing the accountability/accreditation process at GRE. This role includes adopting plans to improve educational achievement, address urgent challenges, and provide for school safety.

Also, at each meeting, the agenda provides time to:

- Convey Information – Discuss issues impacting GRE and the District; detail upcoming calendar events; and report on progress by GRE Staff Committees.
- Identify Issues/Concerns – Parents, staff, students, and people from the surrounding community are encouraged to identify problems or concerns regarding actions, activities or behaviors at GRE. Discussion of the issues and identification of possible corrective actions are made with the principal for consideration.
- Share Topics of Interest - Other topics can be presented. The committee appreciates suggestions and comments to improve the school environment.

Everyone is invited to attend the meetings and participate in the discussions. Monthly meetings are held on the second Monday of each month and dates are listed on school calendar.

Parent Teacher Association (PTA)

Governor’s Ranch has an active Parent Teacher Association. PTA goals are to support the needs of the students’ academic and social development. Membership in PTA is available to all parents and staff. Monthly meetings are typically held on the second Monday of each month and are listed on the school calendar. All members are eligible to vote or serve in any of its elective or appointed positions. All parents are strongly encouraged to join PTA and participate in one or more activities during the school year. Through participation, parents will have a better understanding of how the school functions. It is an easy way to meet other parents and teachers. PTA sponsors many Governor’s Ranch and Columbine area service projects, fundraisers and activities and encourages parent support in volunteering time to those projects that may interest them. PTA information is available on their Web site at <http://www.grepta.org>.

PTA coordinates/sponsors the following:

- Boys’ Event
- Carnival
- Gala and Silent Auction (every other year)
- Guys and Gals Dance
- Raccoon Run
- Room Parents
- Senior Breakfast
- Spirit Wear
- Watch D.O.G.S.

WATCH D.O.G.S. (Dad Of GREat Students)

This is a unique program of the [National Center for Fathering](#) for increasing the involvement of fathers and father-figures in their local schools. Watch D.O.G.S. provides the school with positive male role models for students, as well as an extra set of eyes and ears for added safety in and around the building. Male mentors are encouraged to sign up to be a WatchDog on the school’s [Web site](#).

ENGAGE | OUR OPERATIONAL FOCUS

Arrival and Dismissal

	Arrival	Dismissal
Preschool	Arrival procedures will be shared by the preschool teachers. Preschool starts at 8:00 a.m.	Students are dismissed using their exterior classroom doors and must be signed out by an authorized individual (18+) Preschool is dismissed at 2:30 p.m.
K-5	Students should not arrive at school before 7:30 a.m. There is no supervision. Soft Start occurs between 7:30 - 7:45 a.m. Students who are not eating breakfast enter through the main school doors and should go directly to their classrooms Students who are eating breakfast enter through the picnic table/gym door and should go directly to the cafeteria. All food must be consumed in the cafeteria. Breakfast is served from 7:30-7:40 a.m. Students are not allowed to play on equipment or other areas of the playground before school.	Students are dismissed using their exterior classroom doors Students may be kept for up to 10 minutes after school before contacting parents; parents will be contacted if students are kept after class longer than 10 minutes In the event of severe weather at dismissal time, children may be detained until weather conditions improve. ALL students must leave the school grounds directly upon dismissal. Students may NOT remain at school after 2:45 p.m. without a specific reason or written permission from a parent. Students who are unsupervised after 2:45 p.m. are brought to the main office and parents are contacted. If parents cannot be reached, emergency contacts are called. Kindergarten students are not released without the teacher having “eyes on” an authorized family member or adult.

		Students may not cross the street unless they are at the crosswalk and the walk light is on.
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Late Arrival

Late arrivals cause students to miss crucial teacher instruction and should be avoided. Students must check in at the front office and receive a pass to class.

Picking Up Students Early

- Please use either the Parent Portal app to request early dismissal by 8:30 a.m. when attendance is reconciled or have your child bring a note to the office from an authorized family member stating the time to be released and the purpose. This will be exchanged for a dismissal sticker to be brought to the teacher. After 8:30 a.m., please call the main office and we'll deliver an early dismissal sticker to the classroom. (new Aug 2024)
- Whenever a student leaves school before the regular dismissal time, he/she must be signed out in the main office by an approved adult. (Please keep your child's Emergency Contacts up-to-date in [Parent Portal](#)).
- To ensure the safety of students and staff, please wait in the secure entry while waiting for your child.
- All early dismissal requests must be made through the office and not through individual teachers for liability reasons.

Hug and Go

- Please reference this map for Hug and Go:  [Hug and Go Procedures 2025-09-19.pdf](#)
- Parents must remain in their vehicle
- K-5 students must be able to buckle and unbuckle themselves as well as open and close the vehicle door independently (if either of these requirements are not met, families may not use the Hug and Go lanes and should park either in the parking lot or across the street at the Clubhouse)
- Preschool families may park in the Hug and Go between the hours of 7:45a and 2:35p.
- Drop off or pick up is not permitted on northbound Field Street per Jeffco Sheriff

Before/After School Care

Foothills Parks and Recreation

- Provides onsite before and after school child care and is located in the tan building just north of the main building
- Care is provided for students 5+ years of age
- Kindergarten students are picked up by Foothills staff
- First through fifth grade students are dismissed as usual and walk to the tan building just north of the main building independently

G.R.E.A.T. FAMILY HANDBOOK 2023-2024	PAGE 11
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Off-side Child Care Providers—Please have your child care provided contact the school to coordinate pick up location and logistics.

Attendance

Student absences are governed by [District Policy JH](#).

Student attendance and tardiness are recorded daily. If your child is going to be absent or more than 15 minutes late, you MUST let us know using the absence notification in the [Parent Portal app](#) before 7:45 a.m. You may use this feature in the app at any time, any day, including weekends. Please avoid calling the main school number to report absences as the office team is very busy each morning as school starts. If you do not notify us via the Parent Portal app, you will receive a call at home or work to verify your child’s absence. If we can’t reach you, we will attempt to contact your child’s emergency contracts. This protocol is a safety precaution to ensure that your child has arrived at school.

Unnecessary absences and tardiness should be avoided. Missing school impacts learning and grades. It is impossible to duplicate the discussion and interactions that occur daily in each classroom. If habitual absences or tardiness become a concern, the following process will be used:

- 1. Contact by classroom teacher and/or principal or designee
- 2. If a student accumulates ten absences or tardies, a letter will be sent home and placed in student’s cumulative file.
- 3. Continued absences may result in the development of an Attendance Plan with teacher, families, and principal as well as partnering with the Jeffco Schools Student Outreach Office.

Pre-Arranged Absences

Absences not specifically covered by District Policy JH such as family vacations or other extended absences must have the [Pre-Arranged Absence form](#) completed and approved by the principal for the absence to be considered approved. Pre-Arranged Absence forms must be submitted at least three days prior to the absence. Absences are marked unexcused for:

- 1) Students who are not at grade level in one or more subjects
- 2) Students who have more than four excused absences in a semester or more than seven excused absences in a school year

Homework for Pre-Arranged Absences

Makeup work shall be provided for any class in which a student has an excused absence. It is the student's responsibility to pick up any makeup assignments on the day he or she returns to class. Homework is generally not available prior to absences. There shall be two days allowed for makeup work for each day of excused absence. Makeup work shall be allowed following an unexcused absence with the goal of providing the student an opportunity to keep up with the class and as an incentive to attend school.

Behavioral Expectations

Overview

A quality school depends upon mutual respect between students, families, and staff. At GRE we are known for our Creed:

 Governor's Ranch
ELEMENTARY

C R E E D

Today is a new day at GRE.
Everyone is welcome here.
As Raccoons we will:
Grow, Relate and Engage.

EVERY DAY WE:

 Persevere in all
that we do

 Invest deeply in
ourselves and others

 Are leaders of our
own learning

We honor each other and are
thankful for our GRE Family.
GRE is GREat!

We believe that nearly all behavior is communication. Further we believe that explicit teaching of behavior (just like explicit teaching of reading, writing, math, etc.) is critical to the development of students into productive American citizens. Teachers develop and implement procedures and routines in their classrooms to keep students safe, ensure that students learn, and help students have fun. At the school level, we use several strategies to teach or re-teach students about expected school behavior including:

- [“Paws” for Recognition](#): This is our highest level of positive communication with families. If your child earns a “Paws” for Recognition, please stop everything and celebrate your child’s recognition!
- [GREat Day Sticker](#): Students receive a GREat Day Sticker for a GREat day (not a good day). Please ask your child how they earned a GREat Day Sticker and celebrate accordingly!
- Raccoon Stickers: Students receive a small raccoon sticker for in the moment celebrations that do not rise to the level of a GREat Day Sticker.
- [Creed Infraction](#): Students receive a Creed Infraction for level 1-3 behaviors (see Raccoon Matrix). This is the primary form of communication between school and home about unexpected behavior and it typically goes home without prior family contact.
- [Office Referral](#): Students receive an Office Referral for behaviors above level 1 (see Raccoon Matrix). Families can expect to hear from school staff prior to the Office Referral going home.

Classes can also earn GREAT week magnets from [Art](#), [Music](#), and [PE](#) classes to hang in their classrooms.

Bullying Behavior

All families are encouraged to visit <https://www.stopbullying.gov/bullying/what-is-bullying> for clarification on what bullying is and is not. Bullying is serious and often traumatic. The principal reviews bullying with students each year in the annual school culture and discipline presentation.

Behavior at Events Scheduled Outside School Hours

All students attending special events at Governor’s Ranch (PTA sponsored activities, meetings, musical programs, concerts, etc.) are expected to adhere to school behavior expectations. Students should not wander through hallways or enter classrooms without permission from school personnel. All school expectations/rules apply during before and after school events.

When attending special events, students must always be accompanied by an adult (unless the specific event indicates otherwise. All adults attending musical programs are asked to keep any non-performing children seated with them or at the front of the gym on the floor. Children are not permitted in the hallways or allowed to exit and re-enter the performance unattended.

Breakfast and Lunch

Breakfast and Hot Lunch are available to all students for free thanks to voters who approved the Health School Meals for All (HSMA) legislation in November 2022. A la carte items (e.g. snack cart) are available for purchase and money can be added to students’ accounts using School Café. All families are encouraged to complete a Meal Benefits Application on School Café to be considered eligible for fee waivers). This application must be completed every year after July 1st. All of this and more information is available at <https://www.jeffcopublicschools.org/services/food-nutrition-services>.

Dining Room Expectations

While in the school dining room, all students will:

- Prioritize food consumption in the time allowed (typically 15-20 minutes)
- Clean up their own eating space
- Talk at a reasonable noise level with peers at their own table
- Immediately stop all talking/noise when the overhead lights go are turned off in order to hear important instructions
- Stay in their seat, moving only when it is necessary to clean up their eating space, throw away items, etc.
- Raise their hand and wait for an adult to dismiss them
- Use restaurant-appropriate behavior

When weather permits (generally above 20 degrees, but depending on the conditions such as precipitation and wind velocity), students in K-5 may eat outside at the picnic tables and/or grassy area.

Communication

The monthly family newsletter is published through the school office and distributed via email. It contains a calendar of upcoming events, as well as important information regarding your child’s

educational experience, health and safety. Please be sure to read this newsletter thoroughly. A hard copy is available in the main office.

All teachers send home regular electronic communication. Please refer to the appropriate grade level Raccoon Video for more information.

On the last day of school each week (typically Friday) families can expect to receive an email titled Friday Flyers which contains extra-curricular information as well as reminders about school events.

Families are encouraged to follow us on Facebook, Twitter, and Instagram by searching for *GovRanch*.

To resolve misunderstandings, conflicts, etc., families are encouraged to follow the [GovRanch Communication Path](#).

Dress Code Expectations

Overview

Jeffco School District Policy JICA states:

The Board of Education recognizes that responsibility for the dress and appearance of students generally rests with individual students and their parents, and that students may wish to express themselves by the manner of their dress and appearance. Students shall not, however, wear clothing or effect an appearance at school or school-sanctioned activities or events that is or will be disruptive to the educational environment. Districtwide standards on student attire are intended to help students concentrate on schoolwork, reduce discipline problems and improve school order and safety. Students also shall not wear clothing or effect an appearance that compromises the maintenance of a safe and orderly school. The following general standards shall also apply:

- Any manner of grooming or apparel, including clothing, jewelry, emblems and/or badges which by virtue of color, arrangement, trademark, or other attribute is associated with, or denotes membership in or affiliation with, any gang, is not allowed. The prohibition on gang-related apparel shall be applied at the discretion of building level administrators, after consultation with the superintendent or designee, as the need arises at individual schools.
- To avoid injury and disease, shoes, boots, sandals, or other footwear must be worn in school buildings.
- Reasonable cleanliness of student clothing is required as a matter of general health and welfare.

Subject to approval of the superintendent or designee, principals may establish additional specific standards for their schools. Any such standards must be published and distributed to students and their parents, and a copy shall be filed with the superintendent or designee.

Disciplinary action for violation of the student dress code shall include notifying the student of the violation and a requirement that the dress or appearance be corrected before the student reenters the classroom, school environment, and/or school-sanctioned activity or event. At the discretion

of the building level administrator, a parental conference may be held. More serious consequences, including suspension or expulsion, may result from repeated or serious violations.

GRE Dress Code Expectations

At Governor's Ranch the following are examples of clothes or jewelry that are inappropriate (regardless of gender):

- Clothes that display offensive words, phrases or graphics
- Clothes that advertise colors or phrases which are gang affiliated or cause a substantial disruption
- Clothes that advertise illegal or restricted substances (alcohol, tobacco products or drugs)
- Clothes that exposed midriffs, chests and buttocks; (halter tops, tube tops, low-cut pants, spaghetti straps, open back tops, large cut arm holes, see-through shirts)
- Clothes that are torn or ripped excessively
- Clothes that are sagging, or worn too small/large to cover the body appropriately

Clothing must also comply with the following:

- Hats of any kind are not allowed in classrooms (but may be worn in the hallways to/from class and the playground as well on special occasions)
- Hoodies may be worn, but hoods must remain down in classrooms
- Underwear/undergarments must be worn but may not be visible
- If leggings/tights are worn, a top should be worn that is long enough to cover the buttocks
- Shorts must be of modest length and may not reveal undergarments during the course of sitting, standing, or bending over
- Skirts may be worn, but must either be "skorts" (skirt and short combined) or shorts must be worn underneath to ensure proper coverage of undergarments
- Pajamas and other night clothes may not be worn to school unless approved for a specific day (e.g. Pajama Day)
- Costumes may not be worn unless approved for a specific event (e.g. Colonial Day, Halloween, etc.)

Clothes that are violation of the expectations must be changed. The health room has a limited number of options for students to select from. Violation of the dress code may result in disciplinary action.

Cold Weather Attire

Students are expected to be properly dressed during cold weather to allow them to be comfortable during outside recess times. Students will go outside for recess on most days. Variable air temperature, snow, wetness, wind velocity, and the amount of sunshine are all taken into consideration when determining if students should go outside.

Emergencies

Overview

It is vitally important in times of emergencies that we are in possession of information that will enable us to contact parents immediately and directly. All messaging during emergencies will come from the school/district via Messenger. For this reason we ask all parents to keep emergency information

G.R.E.A.T. FAMILY HANDBOOK 2023-2024	PAGE 16
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up-to-date by using [Parent Portal](#). A change in your address, work phone, home phone or phone numbers of other contacts (relative, neighbor, day care, or family doctor) etc. can be made through [Parent Portal](#) from any computer that has internet access or through the phone app. All contact information is pulled from [Parent Portal](#) so keeping your information up-to-date is vital.

Jeffco schools follow the Standard Response Protocols developed by the [I Love You Guys Foundation](#). All families are invited to the annual Safety and Security at GRE parent seminar that is typically held in September to learn more.

Emergency drills are governed by both federal and state requirements. An unannounced lockdown drill is held in the fall, and a second emergency drill (either evacuate or shelter-in-place, also unannounced) is held in the spring. Fire drills are conducted monthly.

Emergency messages from home can be communicated through the main office. To avoid classroom disruptions, phone calls are not transferred to classrooms. Please communicate after school activities with your child(ren) before school starts.

Inclement Weather

If any of the Jefferson County Schools are closed due to storms and road conditions, information will be broadcast over all major radio and television stations and a message will be sent through the school messenger system. Please make sure your contact information stays up-to-date in [Parent Portal](#).

Jeffco Safety and Security may be contacted at 303-982-2445

Playground Expectations

- Students will follow the school Creed at all times
- Students will follow/respond to all instructions given by school staff in a positive manner.
- Students will always play in designated areas of the playground in sight of a playground supervisor.
- Students will leave rocks, bark, sticks, animals, snow, ice, and or any other objects alone and will not throw or kick them at any time.
- Students will not eat, drink, or chew gum on the playground.
- Students will play on equipment appropriately and in the manner intended at all times.
- Students will share playground equipment, allowing others to take turns.
- Students will keep the playground clean at all times and return school equipment.
- Students will settle all conflicts peacefully (e.g. Rock/Paper/Scissors) and will use the Peace Path method seek the assistance of the playground supervisor, and/or Jr Coach when needed.
- Students will stay out of puddles, mud, the drainage ditch, and other inappropriate areas. Playground equipment and/or areas of the playground may be closed due to puddles or ice & snow (e.g. baseball field).
- Students will not bring hard balls, bats, skateboards, electronic devices, or other toys to recess without permission from the principal.

- Students are responsible for any personal possessions brought to school. The school is not responsible for any personal items that have been damaged, lost, or stolen. Personal items that continually cause conflict will no longer be permitted at recess.
- Students will stop what they are doing immediately and line up quickly when the whistle blows or the playground supervisor signals the end of recess.
- Students will line up quietly and keep their hands and bodies to themselves.
- Students are never to leave the playground without permission from a playground supervisor (this includes leaving with a parent or other acquaintance). Parents must check children out in the office before students will be released.
- Students may not go into the school building without permission from school staff member.
- Playground discipline
 - Recess and playground use is a privilege.
 - Students who do not follow expectations for safe and appropriate playground behavior may temporarily lose this privilege.
 - Consequences will be determined by the severity of the offense and the student's behavior record
 - Playground consequences may include but are not limited to timeout, restricted play areas, and loss of playground resources (e.g. use of scooters).
 - Whenever possible, restorative practices will be used to resolve conflicts so that students continue to develop socially and emotionally.

School Safety

Overview

The health and safety of all children attending Governor's Ranch is a high priority. Therefore, it is important that parents and students alike, abide by the following safety rules while coming to and from school:

- Students should come straight to school in the mornings and go directly home after school.
- Students should respect other people's rights, neighboring yards, and the property of others as they come to and from school.
- Students and adults alike must always use the crosswalk light when crossing Field Street
- Parents are asked to observe all traffic signs and appropriate designated "Hug and Go" areas to load and unload students. We ask that you never park in the areas designated for school buses and daycare vans or drop off on northbound Field Street.
- Students who are dropped off in the parking lot must be escorted to the sidewalk.
- GRE uses and trains staff and students on the Standard Response Protocol (SRP) to know how to react and what to do in emergencies.
- All visitors must sign in at the office and prominently wear a visitor's badge.
- All students, staff, and visitors should immediately report any safety concerns to a staff member or utilize [Safe-To-Tell](#) including but not limited to:
 - suspicious people or vehicles
 - unsafe situations such as environmental hazards or equipment defects
 - wild animals at or near the school
 - Changes in custody and other important family circumstances
 - Aggressive driving or behavior

G.R.E.A.T. FAMILY HANDBOOK 2023-2024	PAGE 18

- o Students or adults jaywalking
- o Open doors
- Cameras are in use both inside and outside the building for security purposes

Animals

In an effort to keep our school free of allergens, odors, and stains, pets are not allowed in the building at any time unless approved therapy or service pets. This is governed by [Jeffco Policy IJN: Animals in District Facilities](#).

Families are strongly encouraged to keep pets at home; pets are permitted on school property outside the split rail fence on the perimeter sidewalk and must be leashed and under control at all times. **Pets are not permitted inside the fence which includes the playground, blacktop, front door, and inner sidewalks.**

Bike/Scooters, etc.

Students are allowed to ride bicycles, scooters and skateboards to school. Please make sure your child understands and practices safe riding and follows the rules of the road. The school is not responsible for loss or damage to bicycles, skateboards, scooters. Students riding their bikes, skateboards, or scooters to school must park them at the bike cage and lock them immediately upon arrival. Bikes, skateboards and scooters may not be used again until school is dismissed. Students must always walk their bikes, skateboards or scooters onto school property once they arrive on school grounds. Students must wear a helmet when riding a bike, skateboard, or scooter. Students who do not follow the safety rules may have their riding privileges revoked.

Personal Items

The school is not responsible for loss or damage of personal items and reserves the right to confiscate items that interfere with instruction. At GRE we empower students to see personal and school items as tools (helpful for learning/solving a problem) vs. toys (for entertainment). Cell phones must be on silent or turned off at all times. Cell phones must remain in backpacks or stored in a safe location at the classroom teacher's discretion. Students may not call or text during school hours. Students may wear watches that double as communication devices; however, using a watch to communicate during school hours may result in confiscation. **Please do not text your child during the school day.**

ASSESSMENT | OUR DATA LITERACY FOCUS

Classroom Assessments

Teachers use assessments from curricular resources as well as assessments developed collectively with teammates and the instructional coach to determine what students already know prior to instruction (pre-assessments) and what they've learned (post assessment). Generally, classroom assessments are sent home and are available for families to review.

G.R.E.A.T. FAMILY HANDBOOK 2023-2024	PAGE 19
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District Assessments

Dynamic Indicator of Basic Early Literacy Skills (DIBELS)

Students in kindergarten through third grade are benchmarked in literacy using [DIBELS](#) three times each year: beginning, middle, and end. Students who are performing below grade level are progress-monitored throughout the school year, typically once every 5-10 days. DIBELS results are sent home in October and January prior to conferences and at the end of the school year with report cards. Students use their own DIBELS data to set and reflect on goals throughout the year.

Measures of Academic Progress (MAP)

Students in kindergarten through fifth grade are benchmarked in reading and math using [MAP](#) three times each year: beginning, middle, and end. MAP results are sent home in October and January prior to conferences and at the end of the school year with report cards. Students use their own DIBELS data to set and reflect on goals throughout the year.

Social Skills Improvement Program (SSIS)

This assessment is performed by teachers three times per year: beginning, middle, and end. It allows teachers to track a student’s social-emotional learning to provide individual and small group support.

Teaching Strategies Gold (TS Gold)

Students in preschool are assessed throughout the year using [TS Gold](#).

State Assessments

Students in third, fourth, and fifth grade are assessed annually against state standards using the [Colorado Measures of Academic Success \(CMAS\)](#) assessment. Results are provided by the state the following school year (usually in the fall) and are sent home for families to review. Students use their own CMAS data to set and reflect on goals at the beginning of the year.

TECHNOLOGY | OUR 21ST CENTURY (AND BEYOND) FOCUS

Chromebooks

Students receive new Chromebooks in first and fifth grade as part of the District’s [Tech for Ed](#) program. Students are responsible for charging their Chromebooks at home when Chromebooks go home.

Mimeo Boards

Thanks to GRE PTA, every classroom has an [interactive Mimio board](#). These were purchased during two school years as part of the Raccoon Run Fundraiser starting in 2021.

Software

Information about software that students may use is available on the [District's Web site](#).

The Google Education Suite is commonly used by students and includes but is not limited to the following components:

- Google Classroom
- Google Docs
- Google Forms
- Google Meet

Families are encouraged to download these apps to their phones and access using their child's login credentials (username = Student ID; password is reset each year)