



RANCHO SIENNA ELEMENTARY SCHOOL

751 Bonnet Blvd. • Georgetown, TX 78628 • Phone: 512-260-4450

Rancho Sienna Elementary Quick Reference Guide 2021-22

Welcome to Rancho Sienna Elementary School! We have detailed below some campus specific information that we encourage you to keep and use as reference throughout the 2021-22 academic year.

LHISD Vision

Building Champions in Character, Academics and Community

Campus Schedule

Doors Open: 7:10am

First Bell (students report to homeroom): 7:10am

Tardy Bell and Announcements: 7:40am

End of Day: 2:55pm

First Day of School - August 19th

PK-2nd Parent Orientation - Aug 31st

3rd-5th Parent Orientation - Sept 2nd

Cafeteria Schedule

Breakfast: 7:10am - 7:30am

PreK Lunch - 10:00am - 10:30am

Kindergarten Lunch: 10:30am - 11:00am

1st Grade Lunch: 10:50am - 11:20am

2nd Grade Lunch: 11:10am - 11:40pm

3rd Grade Lunch: 11:30pm - 12:00pm

4th Grade Lunch: 11:50pm - 12:20pm

5th Grade Lunch: 12:10pm-12:40pm

Prices

Breakfast: student \$1.65, visitor \$2.50

Lunch: student \$2.75, visitor \$4.00

Online Meal Payments: <https://libertyhillisd.revtrak.net/>

Note: Please put both your student's first and last name and teacher's name on all cafeteria correspondence.

Pick-up and Drop-off Routines:

Mornings:

Doors will open at 7:10am. Morning car drop-off will be at the front of the building. Parents wishing to come into the building with their child should park in the parking lots along Via de Sienna Blvd., or Bonnet Blvd. Students will go directly to their homeroom class when arriving on campus unless eating breakfast. Students eating breakfast will go directly to the cafeteria upon arrival. Please do not drop-off students in the back parking lot as this is reserved for buses only. Staff will be assisting students in the front car rider line from 7:10am until 7:40am. After 7:40am, please park your vehicle in the front lot and personally walk your child into the office for an entry/tardy pass.

Afternoons:

Classes end at 2:55pm. Following the 2:55pm bell, students will be dismissed. Students who are **car riders** will proceed to the front driveway through the library and front doors where vehicles will be double-lined, with ignitions off, prior to loading students. All students will exit the building with staff supervision. Students will only be loaded into vehicles displaying the assigned numbered hang tags. If you do not have the assigned hang tag in your vehicle, park and proceed to the office to secure a tag and then proceed to the car line. Students who are **bus riders or day care students** will load into buses in the back bus driveway off Montalcino Ln. Neighborhood **bike riders and walkers** will be dismissed and directed towards three crossing guards: 1)Via de Sienna Blvd/Montalcino Ln (Purple), 2) Bonnet Ln/Via de Sienna Blvd (Gold), 3) Lazio Ln/Montalcino Ln.(White), 4)Bonnet at playground (Green).

Changes to the Routines:

Safety First. We are very strict about transportation changes. We will send your student home exactly as you indicated in the student's Skyward Family Access profile. You will be able to make a change to your student's transportation if switching from bus rider to a car rider or vice versa via email before 1:00pm and within 24 hours of the change request. The transportation email is: RSEStransportationchanges@libertyhill.txed.net Notes, phone calls, text messages, and emails sent to any other party other than the transportation email indicated above, will NOT be accepted. DO NOT submit an email after that time, it will not be processed by the campus. Visit the [Transportation page on the LHISD district website](#) for additional instructions and information.

Visitor Routines:

Before entering the school beyond the foyer, visitors (including parents and guardians) must check in at the school's front office. Parents should carry some form of valid government issued photo identification and check in through the Raptor System. The Raptor Security System has the ability to scan driver's licenses or state-issued ID cards and perform sex offender checks. All visitors must successfully complete the check before they will be allowed to enter the school beyond the foyer. District employees may show their active LHISD employee badge as ID.

All classroom visitors must make arrangements/appointments with classroom teachers or administrators prior to a visit. No unscheduled visits are allowed. This complies with state law, prohibiting the interruption of classes during the school day. Our goal is to minimize distractions and maximize student learning, as well as, to ensure confidentiality and the safety of our students.

First Days of School

On the first day of school, all parents are able to walk their child to the classroom beginning at 7:10am. You will not be able to conference with teachers during this time, as the supervision of children is the first priority. Please prepare your children ahead of time, letting them know you will not be staying. Building independent learners takes planning and practice. We find that minimizing the "good-bye" time spent between parents and children during these first days greatly reduces the anxiety of most children. If concerns arise, we will contact you.

Beginning on the second day of class, all parents/guardians wishing to enter the building will need to provide a valid government issued photo identification and receive a visitor's badge from the office before entry is allowed. Parents/guardians may walk their child down the main corridor to the entry of their child's classroom wing. Students will walk independently and be supervised by staff as they proceed to class down their hallway.

Rancho Sienna Staff to Know

Melanie Bowman, Principal	mbowman@libertyhill.txed.net
Heather Wright, Assistant Principal	hwright@libertyhill.txed.net
Barbara Payne, Counselor	bpayne@libertyhill.txed.net
Jennifer Carpenter, Nurse	jcarpenter@libertyhill.txed.net
Susan Hussey, Administrative Assistant	shussey@libertyhill.txed.net
Beth Hart, Registrar	bhart@libertyhill.txed.net
Marissa Haun, Receptionist	mbparker2@libertyhill.txed.net

Please visit our campus website to review our [Elementary Parent-Student Handbook](#), our [District Code of Conduct](#), and our [Student Dress Code](#).