

STUDENT/PARENT HANDBOOK

2015-2016 School Year

ACADEMY
SCHOOL
DISTRICT 20

MOUNTAIN VIEW ELEMENTARY SCHOOL



10095 Lexington Drive
Colorado Springs, CO 80920
719-234-4800
Principal: Jill Hooper
Assistant Principal: Victory Molina

Mission Statement

The family of Mountain View Elementary, a school of innovative learning and technology, is committed to preparing and cultivating our learners through transformational practices to become compassionate and digitally connected leaders who embrace their full potential, utilizing interdependent goal setting and problem solving skills to create a vision and leave an extraordinary legacy to their community, nation and world.

Guiding Principles

Academy School District 20 is an educational community dedicated and committed to:

- Doing what's best for students
- Treating individuals with dignity and respect
- Encouraging purposeful creativity and innovation
- Preserving and promoting excellence

In recognizing the unique characteristics, strengths, and talents of each child, we believe that the best learning environment includes the following important beliefs:

- Children are accepted wherever they are as learners and encouraged to meet high academic standards.
- Children's learning, creativity and cooperation are celebrated.
- Interventions are implemented when learning difficulties arise.

In order to realize these beliefs, we will:

- Model respect, kindness and compassion to help children become positive community members.
- Provide a safe learning environment, emotionally and physically.
- Maintain a strong partnership between the school, the family, and the community.
- Model lifelong learning by continuing to grow in professional skills and knowledge.

Student Character Traits

Students at Mountain View Elementary School work on the character traits of: **Citizenship, Honesty, Responsibility, Integrity, Compassion, Respect, Hope, Perseverance, Excellence and Courage.**

Students practice:

- Being Kind
- Being Safe
- Being Fair

Attendance

Mountain View school days begin at 8:35am. Attendance will be taken within the first 15 minutes of class. If your child arrives after 8:35am, he/she will be marked as tardy and a Parent or Guardian is required to sign them in at the front office.

- If you know that your child will not be in school or will be late due to an appointment, please call the school at (719) 234-4800. You can call anytime (day or night) and leave a voicemail or you may send an email to mve-attendance@asd20.org
- If your student is going to be late and needs to order a school lunch, please call the office and leave the student's name, name of the teacher and the lunch option he/she wants. The office submits the lunch count at 9:30am.
- If the office is not notified of an absence, a phone call will be made to the parent(s) to inquire about the reason for the absence. If parents are not reached the absence remains as unexcused in the system.
- If you are planning a vacation that is 3 days or longer please notify the front office a minimum of 3 days in advance. Vacations are not excused absences.

Habitual Truancy

- Four unexcused absences in one month may result in a student being labeled *habitually truant*.
- Ten unexcused absences in a school year may result in a student being labeled *habitually truant*.
- *Habitual truancy* requires a meeting between the school and parents, to develop an attendance plan.

Arrival and Departure Procedure

The first bell rings at 8:30. The tardy bell rings at 8:35. Students will be allowed into the building at 8:20 and can wait in the halls and will be supervised by staff. Students should not arrive on school grounds before 8:20 as there will be no supervision for students other than students attending a school sponsored activity. Siblings who are not part of the activity must remain with parents until the normal start of the school day.

Accident or illness at school

The emergency information that parents provide in Infinite Campus will be used in the event that your child becomes ill or in the event that an accident occurs at school. We will make every effort to notify you by phone. If you cannot be reached, the emergency contacts you designate in the Parent Portal will be notified. It is critically important that you:

- Keep the information in Parent Portal up to date.
- Change the information on-line at the district web site: www.asd20.org. Parents/students, Infinite Campus Parent Portal.
- If a student feels ill and needs attention, the student shall be sent to the office with a pass. Office staff will assist students. If warranted, children who are sent to the office because of illness will be sent home.
- Students are not allowed to attend school if they have one or more of the following symptoms:
 - A temperature of 101° or higher in the past 24 hours
 - Undiagnosed rash
 - Vomiting in the past 24 hours
 - Diarrhea in the past 24 hours
 - Frequent cough and/or continuous nasal drainage with yellow/green color

Communication

General Information and Questions

During the course of the school year, questions or concerns may arise. We encourage parents to communicate directly with the staff member most appropriate to address the question or concern. We also invite parents to contact individual teachers or administration to let us know how we may assist you and your student.

20ALERT- Blackboard

20Alert is an email alert and news system that is designed to provide parents with the most up to date information from the school or the district. The only way 20Alert can be successful for your family is if your data in Infinite Campus is accurate! If you have problems receiving message to the numbers and emails you indicated, please contact the district help desk at: help@asd20.org

Telephones / Cell Phone Usage

- Students are not to telephone parents without teacher permission. Calls can be made from the front office.
- If it is necessary for your student to use a personal cell phone before or after school, it must be turned off and left in backpacks during the school hours. The school does not take responsibility for loss, damage or theft of cell phones. This policy applies to all school related events (i.e. Field trips, clubs, school dances, etc.) If cell phones are used during the school day they will be held in the office until parents pick them up.
- **Telephone calls will not be put through to classrooms during the school day.** Office personnel are happy to forward a message to your child should it be required.

Communication Folders

To keep parents informed and up to date with school events, notices will be sent home with your student regarding homework, special assignments, field trips, classroom and school activities, lunch menus, newsletters and school forms, etc. This information will come home in our RED Communication Folders each Wednesday. This folder is designed for you to find the information that needs to be reviewed and then return needed items in the same folder the next day.

Counseling and Character Education

Counseling Services

The mission of District 20 counselors is to help students achieve their full potential academically, socially, emotionally and physically. School counselors are advocates for students. Our elementary counseling program includes: classroom guidance; small group and individual counseling sessions; student observations; assessments; intervention plans; teacher and parent consultations and education; and crisis management and follow-up. Counseling services are delivered through collaboration among students, parents, teachers and administrators.

The elementary school counselor is trained in understanding child development and in offering comprehensive programs to enhance success at school. Our counselor is available to all students. Classroom guidance is offered every other week at every grade level and includes topics such as: friendship skills; identifying feelings; bully prevention; conflict management; personal and internet safety; and a drug education unit that draws from *Too Good for Drugs*, a research-based program from the Mendez Foundation. Aside from classroom guidance, the counselor is available to meet with students individually or in small groups. Group sessions give students the opportunity to discuss ongoing concerns, learn new skills, and create strong bonds with other students. Parent permission is required for students to participate in on-going group sessions. In some instances, children may meet with the counselor by referral or self-initiated contact to discuss concerns, set personal goals, celebrate successes or work through friendship issues/conflicts. Parent permission is not required in these situations. The privacy rights of students will be respected in the counseling setting. However, counselors shall inform parents of information that may jeopardize the health, safety, and welfare of the student or others. If parents have any questions regarding counseling services, they are encouraged to contact our counselor.

Character Education and Digital Citizenship

We believe that a quality education includes instruction on becoming an exemplary citizen. Character is taught in lessons throughout the school year. In addition, the Board of Education has endorsed character education as an essential component of education in Academy District 20. Ten core principles are emphasized: compassion, courage, excellence, honesty, hope, respect, integrity, responsibility, citizenship, and perseverance. Mountain View works to bring relevance to the character traits by teaching students the benefits of practicing the traits in their personal and academic lives. We include a special emphasis on how these traits are inherently important in our online interactions in order to teach students the importance of being responsible digital citizens. Because we believe that character is the foundation of all healthy human beings and positive relationships, character education is an integral component of our work with our students.

Bullying

The following information about bullying comes from the District 20 Board policy JICDE "... **'bullying'** means any written or verbal expression, or physical or electronic act or gesture, or a pattern thereof, that is intended to coerce, intimidate or cause physical, mental or emotional harm to any student... **Bullying can be direct or indirect, physical or verbal. Bullying does not necessarily include all conflicts between students.**"

Mountain View Elementary further defines bullying as **intentional, repeated, hurtful acts, words, or other behavior committed by one or more children against another. Bullying is hurting or threatening to hurt another person. It is teasing, saying mean and hurtful words, and name calling, as well as spreading gossip or rumors about other children or intentionally excluding someone for the purpose of causing hurt. Cyberbullying occurs when children bully one another through technology. Bullying and Cyberbullying are typically carried out over time and often occur within**

interpersonal relationships characterized by an imbalance of power. A positive and safe school culture is one where we include all students, build each other up with our words and actions by giving compliments, and giving help when needed. We listen to each other, work to understand our differences, and ask for help when we can't solve the problem on our own.

Prevention of Bullying: At Mountain View, we use a comprehensive approach to prevent bullying. The counselor teaches a developmentally appropriate bully-proofing curriculum to all grade levels each school year. This curriculum defines bullying to the students and outlines expectations for a safe school. We teach students strategies on how to de-escalate volatile situations as well as practical ways of dealing with a bully. Our goal is to create a safe learning environment, both emotionally and physically.

Simply put, bullying will not be tolerated in District 20 Schools. Bullying will be treated as a disciplinary matter and handled accordingly. All substantiated bullying incidents will be documented and will result in parent/guardian notification. Acts that meet the definition of bullying may result in one or more of the following disciplinary actions; Detention, Suspension, Notification of authorities, Recommendation for expulsion.

Safe2Tell

Academy District 20 participates in the Colorado Safe2Tell program. The Safe2Tell program ensures that every student, parent, or community member has access to a safe and anonymous way of reporting information that involves threatening or dangerous behaviors. Students use Safe2Tell to report bullying, theft, threats, fights, drugs, alcohol, weapons or any other types of violent or dangerous situations that threaten their safety or the safety of others for the purpose of prevention and intervention. Safe2Tell helps keep students safe and healthy. Mountain View Elementary formally introduces students to Safe2Tell in fourth grade. If you have any questions or would like more information, please call the Safe2Tell -toll free number: 1-877-542-7233 (SAFE). For more information on the Safe2Tell program visit: <http://safe2tell.org>

Drop-off and Pick-up/Lunch Prices/School Hours

Drop-Off and Pick-Up Procedures

Students are not to be on the school grounds prior to 8:20 (unless they are in a school sponsored activity) as there is no supervision for students before this time. The doors will open at 8:20.

Kiss-N-Go

We have 2 Kiss-N-Go drop off areas. Kiss-N-Go is designated as the pull through in the front of the building and the drive between MVE and Challenger MS in the back of the building. The procedure for both lines are the same:

- Drivers - Please do not get out of your vehicle in the Kiss-N-Go line
- Pull forward as far as possible to allow more cars to enter the drop off area.
- Students exit/enter the vehicle in the designated area on the sidewalk side of the car **ONLY**. Staff will be there to help students exit and proceed to the building.
- Wait for cars to come to a complete stop before loading or unloading students.

- Please do not drop students off in the parking lot unless an adult is bringing the student into the building.
- Please do not block the crosswalk in the front of the building.
- **Safe, kind and courteous behavior is expected.** Please remember that we all model for the students around us.
- **Do not drop off children before 8:20.**

Lunch Prices

Daily Lunch Price (Student): \$2.30
 Daily Lunch Price (Adult): \$3.00
 Milk or Juice Price: \$.55

Academy District 20 participates in the National School Lunch Program and provides free or reduced lunch prices to eligible families. Free and Reduced Lunch forms can be requested at the school office. All information provided on the Free and Reduced Lunch form is strictly confidential.

SCHOOL HOURS – Doors open at 8:20 a.m.

Grades K-5..... 8:35 a.m. to 3:35 p.m.
 Office Hours.....8:00 a.m. to 4:00 p.m.
 Teacher’s Hours.....8:15 a.m. to 3:45 p.m.

Health

Medication Policy

No medication is allowed in the classrooms (this includes cough drops or other over the counter medications). Medication should never be brought to school by a student, only by a parent/guardian due to safety concerns. Medication will be given to students by school staff once we have received the completed D20 permission to administer medication form (available in the office). Medication must be in the container provided by the pharmacy, or in the original “over-the-counter” container and have a form signed by the physician indicating dosage, time of day medication is to be administered and the approximate length of time the student is to be on the medication. All medicine meeting the above guidelines will be kept in the Office in locked drawers.

Illness Guidelines of Academy District 20

Students should remain home and may be excluded from school in the following cases:

- A temperature of 101 or above. **Temperature should be normal for 24 hours before returning to school.**
- Constant runny nose.
- Constant or unusual cough that is not the result of asthma or allergies.
- Frequent sneezing (unless allergy related).
- Lung or nasal congestion.
- Diarrhea or vomiting in the last 24 hours.
- If antibiotics are prescribed, they should take them for 24 hours before returning to school.
- Lice or other parasites.

Please note that these guidelines were written with the children's welfare in mind. If there is a question, the school nurse or an administrator will make the final decision.

If your child becomes ill at school and you are telephoned to pick up your child, please do so as soon as possible.

Allergies

At Mountain View, we follow the established District procedures to ensure that students with allergies have the least opportunity for exposure to those allergens.

Allergies are serious and have the potential to be fatal. Anaphylaxis, a potentially life-threatening allergic reaction, can be triggered by exposure to one or more allergens, including foods, insect stings, drugs, and latex products. It can affect multiple areas of the body (such as skin, respiratory tract, gastrointestinal tract and the cardiovascular system). Symptoms can include severe headache, nausea and vomiting, sneezing and coughing, hives, swelling of the lips, tongue and throat, itching, and anxiety. The most dangerous symptoms include difficulty breathing, a drop in blood pressure, shock -- and can be fatal.

The risk of accidental exposure to allergens can be reduced in the school setting if schools partner with students, parents and physicians to provide a safe educational environment for severely allergic and food-intolerant students. Academy School District 20 cannot guarantee that a student will never experience an allergy-related event while at school. Nevertheless, District 20 has created these procedures to reduce the risk that children will experience an allergy-related event at school.

The most common life-threatening allergy is to peanuts and tree nuts. For this reason, these procedures outline steps for schools regarding nut allergies. Certainly, these steps can be followed for any other life threatening allergy, as appropriate. The only way to protect children who are highly allergic to nuts or nut products is to minimize the nut product exposure in their environment.

1. All hot lunch menus have a nut-free option each day.
2. Nut-free tables in the cafeteria. Children who bring lunch from home may bring in nut products, but they may not sit at the nut-free tables.
3. Students whose lunches contain nut products are encouraged to wash their hands after eating with soap and/or wet-wipes to remove the allergen.
4. Our staff washes tables after each lunch rotation to prevent cross-contamination. Nut-free tables are sanitized using cloths only used on nut-free tables in order to minimize potential nut exposure.
5. Reasonable efforts will be made to keep the classroom nut-free. That is, nuts will not be used as part of any classroom projects or lessons. Children who bring snacks to school containing nuts may not eat them in the classroom. In order to raise awareness, signs designating nut-free zones (such as a severely allergic child's classroom) are displayed.

Policies and Procedures

Arrival and Departure Times

- School begins promptly at 8:35 am each day, with first bell ringing at 8:30 am.

- **Students should not be dropped off before 8:20 am.** There are no provisions for supervision of students who arrive before 8:20 am unless they are involved in a school-sponsored activity.
- Students who arrive at school after 8:35 am need to be signed in at the office by a parent before proceeding to their classroom.
- If it is necessary for you to pick up your child during the day or before the normal 3:35 pm dismissal time, you may park your car in the parking lot and go to the office to sign your child out. Office personnel will call your child's classroom and have them meet you at the office.

Birthday and Other Celebrations

- Please contact your child's classroom teacher in advance if you plan to send in birthday treats.
- Birthday celebrations are scheduled at the discretion of the teacher.
- Invitations to birthday parties or other celebrations outside of school should **not** be sent to school for distribution unless the entire class is to be invited.
- Many students have severe allergies, so it is imperative that parents coordinate with the classroom teacher in order to provide safe treats for the students.

Bicycles

- Bicycles should be walked while on school property, especially on sidewalks, playgrounds, or near bike rack
- Bicycles must be locked to the bike rack located on the southeast side of the building next to the playground.
- Privileges may be revoked if unsafe behavior is observed.

Change of Address

Please keep student information updated the Infinite Campus. Please report any changes promptly to the school office so that records may be corrected. **Current information is very important in case there is an emergency.**

Community Use of the Building:

Community organizations are allowed to use the building under D20 Rules and regulations for a rental fee. Please contact the main office (234-44800) for more information.

Discipline

Good classroom control and discipline are dependent upon a well-planned, interesting educational program and mutual respect between student and teacher. A calm, pleasant, positive, and orderly room environment is conducive to good discipline and productive learning. Communication between students, teachers, and staff should be positive, constructive, and productive. As a staff, we will be responsible for the behavior of all students, and may intervene when we observe a student acting inappropriately.

When a student has had multiple behavior reminders for any reason, or serious misbehavior, a Discipline Referral will be given. Serious misbehaviors include but are not limited to:

- disruption to the learning environment
- damage to property which is vandalism
- stealing
- deliberate physical injury to another person (or attempt to injure)

- violation of criminal law
- sexual harassment

Communication with the teaching or administrative staff will apprise parents of serious discipline issues. Suspension in or out of school may result from a Discipline Referral.

Dress for Success

A safe and disciplined learning environment is essential to a quality educational program. District - wide standards on student attire are intended to help students concentrate on schoolwork, reduce discipline problems, and improve school safety. The Board recognizes that students have a right to express themselves through dress and personal appearance, and that student dress has an effect on behavior, work quality and school pride. Students are not permitted to wear apparel that is disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school.

- Wear appropriate clothing to school
- Dress for the weather, layers are appropriate for our ever changing Colorado weather
- Wear hats outside and on special spirit days.
- No make-up to school except on special spirit days.
- Wear appropriate footwear for movement and physical activity. (P.E. and recess)
- Please follow School Board Policy on appropriate student dress.

<http://www.boarddocs.com/co/asd20/Board.nsf/Public#> Choose the tab for Board Policy and search for policy JICA

Drop Off and Pick Up Procedures

Please follow the procedures when dropping off or picking up your student in both the north and south “Kiss and Go” zones. These procedures are designed to provide for safety, maximize traffic flow, and minimize wait time.

- Use posted entry and exit points only.
- Pull as far forward as possible when entering the “Kiss and Go” zone.
- Release students only in the designated areas along the sidewalk between the signs.
- Wait for all cars in line to come to a stop before loading or unloading students.
- Do not leave cars unattended in the “Kiss and Go” zone.
- Safe, courteous behavior is appreciated and expected.
- **Do not drop off children before 8:20.**

Field Trips

A parental permission form will be provided by the teacher and must be signed by a parent for each event. **Participation will only be allowed if the form is returned with a parent signature.** In many cases, students will be asked to pay a fee to participate in a field trip activity, as well as to pay for the required transportation costs. Refunds will not be given for students who will not be able to participate due to last minute emergencies, etc. The cost of field trips is determined by the amount of students attending and is paid in advance of the activity or event.

- The purpose of the field trip experience is to extend the learning and support grade level curriculum. Please do not send additional funds with your child (i.e. money for gift shop, etc.)
- Please remind your student that all school procedures and policies are in effect while on field trips, to include non-use of personal electronic devices.

Homework

Regular and specific homework helps students do better in school. Homework should be practice and reinforcement of already learned skills to ensure students remember how to apply new concepts or knowledge once they have left school. These are guidelines. Individual homework assignments may vary. Please keep these times in mind when planning a student's extracurricular activities.

Homework Guidelines

Mountain View has determined the following recommended time allotments for each grade level.

<u>Grade</u>	<u>Time</u>
K-1	10-20 minutes
2-3	20-30 minutes
4-5	30-60 minutes

Students are responsible for:

- Knowing homework assignments before leaving school.
- Taking all homework assignments and supplies home.
- Doing their best on homework assignments.
- Seeking help when needed.
- Getting homework back to school when it is due.

Parents are responsible for:

- Providing a time and a place for homework completion that is well-lit and free of distractions.
- Establishing homework as a priority.
- Monitoring the child's progress in homework completion.
- Contacting the teacher if there seems to be an irregularity with homework (more than usual, less than usual, extremely difficult, etc.)

Make Up Work

Students are allowed to make up work that occurred at school in the case of an excused absence. Students will be allowed two days for each day absent to complete make up work.

Indoor Recess

Children will be kept inside for recess in the following circumstances:

- Rainy or wet weather.
- Very cold weather (a wind chill of below 20 degrees).
- Lightning strikes in the area.

The weather in Colorado is unpredictable and can change dramatically in just a few minutes. Please dress children appropriately or in layers.

Lost and Found

Is located near the office in two large closets, please check it regularly for lost items. At the end of each semester, items that have not been claimed will be donated to a charitable organization.

Money at School

When it is necessary for a student to bring money to school, it should be placed in a sealed envelope, labeled with your child's name, the name of the classroom teacher, and the purpose of the funds.

Pets in the Building

For the safety of all, pets, including leashed pets, are not to be allowed in the school building or on school grounds. Dogs (other than service dogs) are not allowed on school property. This is to ensure the safety of our students.

Report Cards

Report cards will be sent out each nine weeks. Specials (Music, Art, P.E. and Spanish) grades will be given twice a year.

Snacks

- Students may bring a nutritious snack to eat at morning recess.
- Please do not send candy, gum, or soda.
- Please help us maintain a safe environment for students who may have severe reactions to nut products by checking with your child's teacher about safety considerations in the classroom.

Safety Drills

Evacuation drills, fire, lockdown, and tornado drills will be scheduled regularly. Instructions are posted throughout the building. Teachers will review safety drill instructions with their class. The Principal will give a signal when to return to the classrooms. If the need for a lock-down occurs, teachers will be notified. Drills are to ensure safe practices and prepare staff and students.

Student Threats

Any and all threats to the safety and welfare of students, staff, or school district property that are stated, written or otherwise conveyed by the student or students will be treated as a serious offense. Appropriate disciplinary action, which may include suspension and/or expulsion and notification of civil authorities, will be invoked.

Visitors

- All visitors MUST sign in and out at the front office and wear a visitor badge.
- It is always a courtesy to notify your child's teacher in advance if you plan to visit their classroom.
- Please make arrangements for child care for preschool children or infants when visiting.
- Family members are welcome to eat lunch with their children. Please inform the office by 8:45 a.m. if you plan to purchase a school lunch.

Volunteers

We value, support and encourage volunteerism in our building. We know that our volunteers have an important role in the success of our students at Mountain View.

Responsibilities of the School

- Initiate appropriate background and security checks for all persons who will interact with students on a regular basis
- Provide a volunteer orientation which will provide general information for our volunteers.
- Inform volunteers of policies and procedures which are relevant to them.

- Monitor volunteers to ensure that these policies and procedures are being followed.

Responsibilities of the Volunteers

- Attend volunteer orientation.
- Refrain from discussing confidential information with other students and/or parents.
- ***Please arrange child care for pre-school children.***
- Notify appropriate school personnel if you are unable to be at school at a scheduled time.

Weapons at School

Bringing, carrying, using, or possessing weapons as defined by district policy or the use of any object in a threatening, intimidating, violent, or improper manner is grounds for expulsion from school. Using facsimile weapons (such as toy guns, knives, martial arts toys, etc.) in a threatening, dangerous, or intimidating manner may also be grounds for expulsion from school. Such toys should never be brought to school, to a bus stop, or to any school activity or on school grounds.

Who to Call:

- Transportation: (719) 234-1410
- Central Registry (enroll your student): (719) 234-1200
- Mountain View – find answers about...
 - Parent Portal: Kathy Amoroso - (719) 234-4801
 - Watch DOGS: Andrea Brumfield (719) 234-4801
 - Lunch Account: Teru Sasaki – (719) 234-4893
 - Health Room: Estelle Jackson – (719) 234-4803
 - Assessment: Victory Molina – (719) 234-4820

Snow Days/Late Start /Inclement Weather

Snow days and late start days are called by the District Twenty Administrative Offices. On days when inclement weather is a factor, please watch for closures or cancellations on the local radio and television stations. You can also check the Weather Alert on the District Twenty website at www.asd20.org

If there is a two hour delay, school will begin at 10:35. Students will be allowed in the school building at 10:20. **On late start days, ALL before school activities, clubs and tutoring will be cancelled.** Please do not bring students any earlier than 10:20 as there will be no supervision for students.

- If an early release is called, students and teachers will follow the Early Release procedures outlined in the Early Release form parents have filled out.
- Please sign up on your Parent Portal to receive updates via our Blackboard Alert System, phone calls, or text messages.

Inclement Weather at Dismissal

In the event of a severe storm at dismissal time Mountain View staff will work together to maintain the safety of all children. Please understand that the regular dismissal procedures will be delayed to ensure student and staff safety. In this event, our dismissal procedure will be as follows:

- **Students riding the bus will sit in their bus line in North Hall**

- Students that go to “ Kiss-N-Go” or are “walkers” will wait in the classroom until it is safe for them to be released.
- Due to the altered procedures and need for additional staff to supervise, the North Kiss-n-Go (closest to Challenger) will be closed. Students will ONLY be released at the South Kiss-n-Go at the front of the school.
- Parents may come in to the front office to check out their students.
- Once the weather threat has been lifted, regular dismissal procedures will be followed.

SUPPORT SERVICES

Talented and Gifted (TAG) Program

- Grades K-2, there is no formal assessment for the Talented and Gifted program. Students are selected based on teacher recommendation, classroom observation, and a body of evidence regarding a student’s exceptional learning profile.
- Grade 3-5- In third grade, ITBS and CogAT test scores and a body of evidence are used to determine participation in the TAG program.
- Students in the TAG program may be required to complete work in addition to that required in the regular classroom. This work often centers on areas of special interest of the child.
- Regular classroom assignments may be “compacted”, if it is material that the child has already mastered *and the student can demonstrate mastery of those skills.*

Communication / Social Delay (CSD) Program

- This program is for students with severe communication or social disorders, such as those needs that are often present in students identified with autism spectrum disorder.
- The CSD program provides a variety of supports so that students attend and learn in the general education environment and they interact and develop friendships with other students throughout the school. There are benefits for all students when kindness, compassion and understanding are practiced in real – life situations.

RESPONSE TO INTERVENTION (RTI)

- MVES is dedicated to meeting the needs of all children. We are committed to supporting student success and have developed a Response to Intervention (RtI) model to ensure that students are successful academically and behaviorally. Within this model of best teaching practices, teachers deliver instruction and interventions which are matched to student needs. An integral part of the RtI model is progress monitoring and data collection which are the foundation of making informed instructional decisions for students. RtI is a three tiered systems approach that connects classroom teachers with resources to assist all learners identified as needing academic or behavioral supports. Our shared goal is for all students to reach their potential. Parents are an active and integral part of this educational partnership. We value your participation and input in meeting the needs of your child in this process.

RtI Support Program

- Reading, Writing, and Math small group support is provided for students in grades K-5
- Frequent assessments are given.
- Participation is determined by teacher, parent and data from assessments.

- Parents are an important part of the support team for students who need this help.

Technology

Technology is a critical piece of 21st Century education. This inclusive tool allows all types of learners' to build confidence and skills. Our students need ample opportunity to explore, create, and design using different types of hardware and software. It is important for children to be comfortable not only using an app or typing efficiently but researching information in a discriminating way, and collaborating with others to solve real world problems. Innovation begins out of the opportunity to explore the tools available to us.

Students will visit web sites provided by a teacher or adult staff member. All district technology devices, go through the district internet filtering system. This is designed to keep students safe on the internet. However, students visiting inappropriate sites, or using computers in a way that disrespects others' work will result in disciplinary measures. Discipline may include the suspension of Internet privileges and and/or consequences related to violation of other school/district policies.

- Students are expected to treat all computers and technology equipment with care and respect at all times. In accordance with this, all students must sign an Internet agreement and follow school rules and procedures for all technology use. Click the link to read more in Board Policy about technology

Personal Devices/Cell Phones

- If it is necessary for your student to use a personal cell phone before or after school, it must be turned off and left in backpacks during the school hours. The school does not take responsibility for loss, damage or theft of cell phones. This policy applies to all school related events (i.e. Field trips, clubs, school dances, etc.) If cell phones are used during the school day they will be held in the office until parents pick them up.
- Since personal devices are not currently filtered through the district internet filter, they will not be allowed for use during the school day.