

GRAND VIEW

E L E M E N T A R Y

Parent Guidebook

2019-2020

6601 Aggregate Blvd. Frederick, CO 80516

Phone: 303.702.8000 Fax:

School Hours

Office: 7:30 a.m. – 4:00 p.m.

Grades K-5/ 9:00 a.m.-3:40 p.m.

Preschool: 9:00-11:40 (a.m.) 1:00-3:40 (p.m.)

Before and after school care: 7:00-9:00 a.m. and 3:40-6:00 p.m.

Late Start: Schools starts at 11:30 a.m.

Dear Grand View Families

Welcome to our second year! I'm sure everyone had a wonderful summer break full of fun vacations and basking in the sunshine. We are eager to start a new year of learning and growing "AsOne". I promise to strive every day to be the best leader I can be for your students. We have created a strong community here at Grand View and I am excited to see where the future takes us. I know, together, "AS ONE" we can maintain high expectations and a caring environment that our families expect and deserve.

This Handbook has been designed to provide you with helpful information about Grand View and it can answer questions that you may have regarding procedures and policies for the daily operation of our school.

Please read through this handbook and keep it handy throughout the school year. If you don't find the answer to your question in this handbook, please contact me!

Warmly-
Kirsten McNeill-Principal



Table of Contents

Mission, Vision, and Core Values	3	Report Cards	23
Calendar and Schedules	4	Schedules	23
Important Dates	5	School Pictures	23
School Closing Information	6	Snacks	23
Behavior Expectations	7-9	Personal Property	23
Building Security and Safety Procedures	10	Volunteers	24
Assessment	11	Recess	24
Attendance	12	Yearbook	25
Traffic and Pedestrian Safety	13	Extended Learning Opportunities	25
Communication Between School and Home	14-15	Successful Students	26
Instructional Materials	16	Illnesses, Immunizations, Medications, Due Process	27
Programming for Success	17-19	Reports and Special Investigations by Social Services, Sexual Harassment	28
Lunch Program	20		
Bison Brigade (Parent Teacher Organization)	21		
School Parties	21		
Dress Code	22		
Field Trips	22		
Registration	22		

Grand View Elementary School

Mission

Together, as one, Grand View Elementary empowers all learners to grow as scholars, innovators and leaders.

Vision

Together, as one, we are a community of lifelong learners igniting passion through:

Discovery: problem solving, critical thinking, resiliency

Innovation: empowerment of dreams, risk taking, rigorous academic pursuits

Collaboration: cultivating community by honoring, and interacting with, the world at large

Empathy: focusing on the whole child, joyful learning, diversity

Core Values

Outcomes for Students

We will:

- achieve exemplary academic growth through innovation and active involvement in learning
- embody consistent, positive behavior expectations and interactions

Conditions for Learning

We will:

- be a school of one, with the belief that every student is **our** student
- provide an innovative learning environment that allows all to succeed
- respectfully interact with each other to create an environment where everyone feels safe
- work collaboratively toward a common goal of developing the whole child
- reflect on, and learn from, our failures and accomplishments

Commitments to Each Other












We will:

- support a culture of innovation and mindfulness
- be consistent with scholastic expectations
- build relationships with our school community
- exhibit positive intentions
- model learning for our students
- be respectful regarding time and resources
- celebrate accomplishments
- honor and respect all ideas
- commit to our shared mission, vision and core value

ST. VRAIN VALLEY SCHOOLS

academic excellence by design

CALENDAR LEGEND

-  **Professional Learning Community Day/Late Start - 7 Total**
All students in schools begin the school day 2.5 hours later than normal. All teachers/staff will be engaged in collaborative professional development.
-  **Non-Student Contact Days**
9 Total - 5 Work, 4 Compensation
-  **Schools Closed**
3 Split Days (Aug 7-8, 2019; Apr 27, 2020)
-  **Beginning of quarter**  **End of quarter**  **Beginning of trimester**  **End of trimester**
-  **New Teacher Orientation**  **Graduation**  **Denotes Day 1**
For Middle & High School Schedules
-  **Summer school, academic enrichment opportunities and community schools programming.** For a complete schedule go to www.svvsd.org/summerlearning

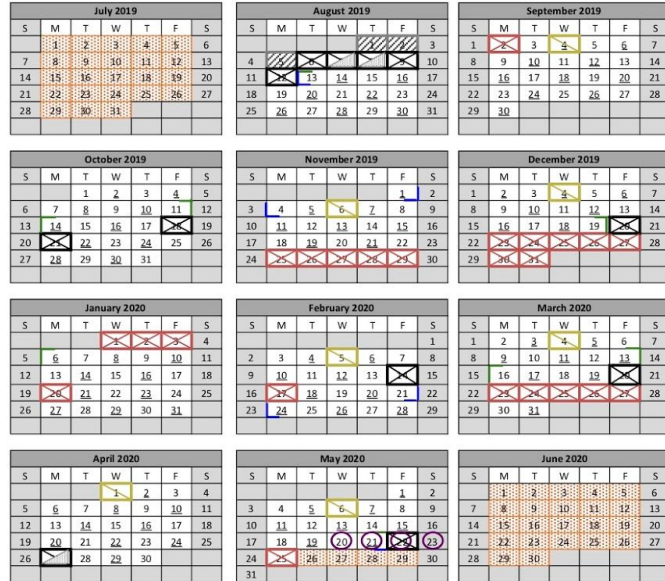
IMPORTANT DATES

- Aug 1-2, 5, 2019: New Teacher Orientation
- Aug 6-9, 12, 2019: Non-Student Contact Days (Aug 7, 8, 2019 - Split Days)
- Aug 13, 2019: First Day of School for Students
- Sep 2, 2019: Labor Day
- Oct 18, 21, 2019: Non-Student Contact Days
- Nov 25-29, 2019: Thanksgiving Break
- Dec 20, 2019: Non-Student Contact Day
- Dec 23, 2019 - Jan 3, 2020: Winter Break
- Jan 20, 2020: Martin Luther King Jr. Day
- Feb 14, 2020: Non-Student Contact Day
- Feb 17, 2020: Presidents' Day
- Mar 20, 2020: Non-Student Contact Day
- Mar 23-27, 2020: Spring Break
- Apr 27, 2020: Non-Student Contact Day (Split Day)
- May 20, 2020: Graduation - Life Skills ACE Completion Ceremony
- May 21, 2020: Last Day of School for Students
- May 21, 2020: Graduation - Olde Columbine HS, Universal HS
- May 22, 2020: Non-Student Contact Day
- May 22, 2020: Graduation - St. Vrain Online Global Academy
- May 23, 2020: Graduation - Erie HS, Frederick HS, Longmont HS, Lyons M/S, Niwot HS, Silver Creek HS
- May 23, 2020: Graduation - Mead HS, Skyline HS - Staggered
- May 25, 2020: Memorial Day

If for any reason this calendar must be altered the Board of Education may schedule makeup dates on Saturdays, during scheduled school breaks, and/or at the end of the present calendar.

Adopted by the Board of Education on 01/24/2018

2019-2020 Academic Calendar



STUDENT CONTACT DAYS

Quarters/Semesters
 1st Quarter: 43
 2nd Quarter: 42 1st Semester: 85
 3rd Quarter: 47
 4th Quarter: 42 2nd Semester: 89
 174 Total Days

Trimesters
 1st Trimester: 56
 2nd Trimester: 61
 3rd Trimester: 57

NON-STUDENT CONTACT DAYS

5 Teacher Work Days
 3 Split Days
 4 Teacher Compensation Days for evening parent conferences. Conferences are frequently scheduled in the evening to accommodate the schedules of working parents. Please check with your student's school for specific dates and times for their conferences.

Schedules			
Daily Schedule		Late Start Schedule	
Student Bell	9:00	Student Bell	11:30
Tardy Bell	9:05	Tardy Bell	11:35
Dismissal	3:40	Dismissal	3:40

Important Dates

August 12	Meet the Teacher Open House 5-6pm Grades 1-5
August 12 & 13	Kindergarten Assessments
August 13	First Day of School Grades 1-5
August 13 & 14	Preschool Orientation
August 14	Kindergarten Meet the Teacher 4-5pm
August 15	First Day of School for Kindergarten
August 15	First Day of School For Preschool
August 28	Parent Information Night 6-7pm
September 2	No School/Labor Day
September 4	Late Start
September 9	Full Evacuation Drill to Legacy Elementary
September 19	Individual Picture Day
October 1	Vision/Hearing Screenings
October 2, 8, 10	Parent-Teacher-Student Conferences
October 18, 21	Non-Student Contact Day/Comp Day
November 6	Late Start
November 7	Picture Retake
November 25-29	Thanksgiving Break
TBD	2020/2021 Open Enrollment Window
TBD	2020/2021 Kindergarten Registration
December 4	Late Start
December 20	Non-Student Contact Day/Comp Day
December 23-January 3	Winter Break
TBD	2020/2021 Preschool Registration
January 15	Vision/Hearing Rechecks
January 20	No School/Martin Luther King Jr. Day
January 29, Feb. 4 & 6	Parent-Teacher-Student Conferences
February 5	Late Start
February 14	Non-Student Contact Day/Comp Day
February 17	No School/Presidents Day
March 4	Late Start
March 17	Classroom Group and Spring Individual Photos
March 20	Non-Student Contact Day/Work Day/Flex Day
March 23-27	Spring Break
April 1	Late Start
April 3	Cap & Gown Pictures for Kinder and 5th Grade
April 27	Non-Student Contact Day/Split Day
May 4-8	Teacher Appreciation Week
May 6	Late Start
May 15	All School Field Day

May 20

Last Day for Preschool

May 21

Last Day of School/Family Picnic

Late Start Days (Students arrive at 11:30am)

School Closing Information

District Website:

<http://www.stvrain.k12.co.us>

District Newsline:

303.682.7387

Weather

Our normal school day can be affected by the weather. School closures and delays are made with student safety foremost in mind.

School Cancellation

In the event of inclement weather or other circumstances, school may be canceled for the day. The Superintendent makes this decision. Announcements are made on television, radio stations, the district website, texts, telephone messages, and email. Parents are responsible for learning of school cancellations through these sources. Staff will also be notified via the Phone Tree and/or a Shout Point message.

Early Dismissal

On rare occasions, it is necessary to dismiss school early. The decision to dismiss early is made by the Superintendent. In the rare event of school being closed early, students and staff will follow the instructions parents provide on the Emergency School Closure form that is completed at the beginning of every school year. This information should be kept in the Emergency Folder in the plastic pocket by the classroom door.

As part of our H.E.R.D we strive for...
Honor Excellence Resilience Dedication
Behavior Expectations

Staff

All staff members are expected to honor our Core Values and Commitment Statements to create a positive, respectful environment at Grand View Elementary.

Students

Successful schools, like successful societies, must have a code of behaviors that are accepted, communicated, and supported. The staff at Grand View is committed to providing a safe, secure, positive and productive learning environment where our students, parents and staff can be successful.

These expectations provide focus for our behavior expectations. We recognize that all people, children and adults are faced with choices everyday. These choices impact individuals as well as others. We believe that it is important for each member of our community to make choices that support the positive growth of our students and environment where strong teaching and learning can occur.

Students are given explicit instruction regarding the H.E.R.D. and the expectations in all locations in the school. These expectations are outlined on the H.E.R.D. Matrix included at the end of this guidebook. Families are encouraged to utilize the same language of the H.E.R.D. at home, creating consistency between school and home! Families may choose to create their own matrix of expectations for home, as well.

At the classroom level, teachers incorporate the character traits into their classroom expectations and instruction. Class meetings are held as needed to teach & reinforce appropriate behavior, celebrate student's demonstration of the traits, and discuss areas for growth. Our school counselor will participate in these discussions as necessary to provide support and encouragement.

Grand View Discipline Plan

The Grand View Staff strives to provide a school environment that supports academic achievements as well as the growth and development of positive student self-esteem. We are committed to supporting students in the development of self-discipline and to accept personal responsibility for their actions. In accordance with District policy and state law, we have developed a school discipline plan that outlines important responsibilities of the entire Grand View school community, including students, teachers, staff and parents.

Responsibilities of the Students:

1. Demonstrate the character traits
2. Be on time and be prepared to learn
3. Use your public voice (school appropriate language and tone)
4. Give your best effort at all times
5. Keep all inappropriate non-school items at home (*e.g. gum, candy, toys, electronic devices, etc*)
6. Follow behavior guidelines for the school and all school related locations

Responsibilities of the Teachers/Staff:

1. Review, reinforce and recognize the character traits
2. Create and maintain a positive learning environment
3. Collaboratively develop, and then post classroom expectations
4. Teach students about school appropriate language & tone (Public Voice)
5. Clearly communicate the classroom discipline policy
6. Enforce the discipline plan fairly and consistently
7. Frequently communicate with parents in an honest and professional manner
8. Document inappropriate behavior for trends and frequency of violations

Responsibility of the School Administrator

1. Review, reinforce and recognize the five character traits with students and staff
2. Establish the school wide discipline plan
3. Work closely with Grand View community to promote and reinforce the school discipline plan
4. Provide support and guidance

Responsibilities of the Parents:

1. Review, reinforce and recognize the five character traits
2. Review the District Discipline Policy with your child
3. Emphasize to your child the importance of appropriate behavior at school
4. Make sure your child is in school, on time and ready to learn every day
5. Contact the classroom teacher to discuss concerns and celebrations
6. If corrective measures are necessary, parents are encouraged to work with teachers and the administrator to design and implement a course of action to be initiated at school and reinforced at home.

Assembly Behavior Expectations

1. Display behavior that demonstrates the five character traits.
2. Walk in quietly and sit down where directed
3. Watch for the signal to get quiet (hand held up by the adult in charge)
4. Be attentive during the assembly and stay seated
5. Clapping to show appreciation is acceptable

Behavior on District Buses

Students who utilize district transportation services are expected to demonstrate behaviors that exemplify the character traits listed above. It is critically important to remember that the safety and welfare of all who are on the bus is the bus driver's responsibility and every student plays a role in that safety. Please reference Board Policy JICC-R and EEAEC-R for specific details regarding expected behavior and disciplinary measures.

Disciplinary Action

When a student does not exhibit behaviors that demonstrate the expected character traits listed above, consequences will be given. The type of consequence and time frame depends on the nature, seriousness and/or frequency of the problem. Staff should focus on the positive to help students learn from the incident; however it is important to know that certain behaviors will not be tolerated for the safety and well-being of our learning community. A copy of the "St. Vrain Valley District Code of Conduct and Discipline" goes home annually with each student for review by parents and children. The booklet clarifies the District's discipline plan and consequences. For your convenience, a copy of the booklet can also be found on the district's website.

Zero-Tolerance Infractions requiring referral to the building administrator include:

- injury or intent to injure another student or adult
- theft
- possession of a weapon, or presenting benign objects as such
- vandalism
- possession, usage or distributing of a controlled or illegal substance, or presenting benign substances as such
- harassment or bully behavior – sexual, gender, racial, ethnic, religious, etc.
- inappropriate touching
- consistent disrespect or defiance of authority
- purposeful destruction of property
- repetitive use of foul or offensive language
- fire play

Staff members will handle infractions such as:

- non-completion of work
- disruption of the learning environment
- disrespect of another student or adult
- violation of the school's five character traits

Suspension

"Suspension" means the exclusion of a student from attending school and participating in school activities for a specified and limited period of time. Suspension may be 'in school' or 'out of school'. In-school suspension means that the child remains in the office and completes assignments provided by the teacher, and does not participate in any other activities.

Out-of-school suspension means that the child stays at home. Out-of-school suspension may require a re-entry meeting between the parents, student, teacher and administrator before the student can return to school. The purpose of the meeting is to determine next steps so that the child can be successful in the school environment.

Building Security and Safety Procedures

Visitors

For safety reasons we must know who is in the building at all times. We require all guests in our building to sign in at the office and wear a visitor badge (or district ID) during their visit.

Parents are asked to not seek access at any other door, and staff is asked to not allow anyone to enter the building through exterior doors.

If someone is in our building and not wearing a visitor sticker or district ID, they will be escorted to the office to obtain a visitor sticker. The best security system we have are your eyes!

Animals

Due to health and safety concerns, pets may not come into school or be on school property at any time. Please also note that this applies to student drop off and pick up times.

Animals in classrooms for instructional purposes are allowed but only if they do not have fur or would not present any danger to students and staff.

Assessment

District Standards

St. Vrain Valley is a standards-based school district. Teachers collect various forms of assessments throughout the school year to monitor each student's progress against the district standards for each content area. Parents are kept informed of their child's progress through the Elementary Report Card which comes out once per trimester.

Classroom Assessment

Teachers will use a variety of formal and informal measures to assess student needs and guide their instruction. These include, but are not limited to, reading inventories, writing samples, pre- and post-tests, mid-unit assessment, daily assignments and observations. Teachers collect student work to compile a Body of Evidence to demonstrate a student's proficiency on district standards. Teachers use the Elementary Report Card to communicate with students and parents about proficiency levels, as well as work habits, study skills and behavior expectations.

Colorado Basic Literacy Act (CBLA)

Students at every grade level receive ongoing reading assessments to ensure that they are reading at grade level or above. For those students who are not reading at grade level, a READ plan is put in place to provide additional support from school and home to help meet grade-level proficiencies.

Colorado Measures of Academic Success (CMAS)

The State of Colorado has implemented an assessment program to monitor individual students and school districts in the implementation of their standards. In the elementary school, students in grades 3-5 complete assessments in English/Language Arts and Math. Fourth graders also complete an assessment on Social Studies, and Fifth graders also complete an assessment in Science. Individual CMAS results are shared with students and parents, and are monitored by teachers. The school uses the data to develop school improvement goals.

Attendance

Students:

Excused Absences (see Board Policy JH for details)

Students will be excused for absences in cases of illness or whose absence is approved by the administrator on a prearranged basis. Prearranged absences shall be approved for appointments or circumstances of a serious nature only which cannot be taken care of outside of school hours. Family vacations are encouraged to be taken on non-school days. If a student has poor attendance or poor academic performance, the administrator may deny excused absences for vacation purposes. A list of additional allowed excused absences is found in **Board Policy JH** on the [District web site](#).

Unexcused Absences (see Board Policy JH for details)

An unexcused absence is defined as an absence that is not covered by one of the approved excused absences. Students who are expelled or suspended shall be considered unexcused. Parents/guardians are required to furnish an explanation for student absenteeism either in writing or orally. Absences not explained within two days after returning to school shall be recorded as unexcused. In accordance with law, the District may impose academic penalties, which relate directly to classes missed while unexcused.

The minimum number of ***unexcused*** absences a student may incur before judicial proceedings are initiated to enforce compulsory attendance is four (4) days in one month or ten (10) days during any school year.

Tardy (see Board Policy JH for details)

Tardiness is defined as the appearance of a student without proper excuse after the scheduled time a class begins **or** if they leave before the end of the school day. It is important that children arrive on time to school. Children are tardy after 9:00 a.m. or if they leave after 2:00 p.m. A child that is tardy not only disrupts the class when arriving late/leaving early, he/she also misses valuable instruction. When it is unavoidable for a child to be tardy he/she must sign in/out at the office. Please note: Children leaving before the end of the school day are also considered tardy.

Extended Absences

Parents should notify the Attendance Clerk regarding extended absences. Teachers will keep a folder of the missed work for a student who is absent. **Homework will not be provided prior to the absence, as per Board Policy.** Students will be given two days for every day missed to complete make-up work.

Dismissal from School During the School Day

Parents may request that students be excused from school prior to dismissal. Parents are asked to send a note stating who will be picking up the child and at what time. The person picking up the child must be listed in Infinite Campus for us to release the child to them. The student must be signed out at the front office. Students leaving early will be recorded as 'tardy' for the time missed if they leave after 2:00. Leaving prior to 2:00 will be recorded as a half-day absence.

Traffic and Pedestrian Safety

Please use caution when bringing children to school and picking them up after school. The “Hug and Go Lane” at the front of the school (student drop off lane) should only be used to drop students off, and **not** be used to park for any length of time. The parking lot should never be used for student drop off unless parents park their car and walk their child to the school. Grade level teachers will pick up their teachers at the front or back of the school, depending on their class location in the building. The bus lane should **never** be used for parent parking or student drop off by parents.

Bicycles/skateboards/scooters

Students (and staff) may ride to school. It is the responsibility and decision of the parents to determine whether or not to allow their children to ride to and from school. For safety reasons, bicycles/skateboards/scooters must not be ridden on school property. Locking their bicycle/skateboard/ scooter in the school bike rack fenced in area is required FOR STUDENTS AND STAFF and is the responsibility of the student and staff to secure their belongings appropriately. Helmets should be worn and all safety and traffic rules must be obeyed.

Doors

All exterior doors will be locked during the school day. The front door has a buzz-in system that alerts the office staff that a guest is requesting entry into our school. Anyone that is not recognized will be asked to provide a photo ID prior to entry. All guests are required to sign in at the front office and get a visitor sticker.

Emergency Plans

Grand View has emergency plans for fire, natural disasters, and unwanted intruders. All procedures are provided for staff in the Safety Handbook. Drills are conducted regularly so that students and staff will know what to do should an emergency arise. Quiet, orderly behavior is expected during all drills and during the implementation of a safety plan.

Communication Between School and Home

We believe that communication between school and home fosters the partnership vital to the success of our students. To support this belief, we use numerous methods to keep the lines of communication open, including, but not limited to:

- Teacher website
- Weekly Email Updates from the office
- Frequent contact with families to share celebrations (Twitter, Seesaw, Facebook page)
- school website (<http://gves.svvsd.org>)
- Weekly Friday Take Home Folders
- Email
- Parent Conferences (twice per year scheduled, more frequently as needed)

NOTE: The building administrator must approve any written communication sent out to all families in a class or grade level.

Teacher's' voicemail is active 24 hours a day. Teachers are expected to access their voicemail a minimum of once per day (during M-F) and respond within 24 hours.

If parents have an urgent message, they are requested to contact the school office directly and not rely on email or voicemail to communicate the urgent information.

District staff email addresses mostly all follow this pattern: last_first@svvsd.org

During the workweek staff members are expected to read their email at least once a day and respond within 24 hours. Parents may call the office to leave a message for their child **before 3:00 p.m.** when unforeseen circumstances arise. These messages will be delivered prior to the end of the school day.

Conferences

Time is set aside twice each school year for the purpose of meeting with the parents to discuss student progress and set goals. Parents, or teachers, may request additional meetings, as needed. Conferences are scheduled in the evenings to accommodate parents' work schedules. This results in a trade off of comparable hours on the dates indicated on the calendar as "conference comp days". Please see the calendar for specific conference dates that is included with this document as well as on the school's web site.

Community Schools

We are fortunate to have a Community School Program at Grand View! This program supports the following opportunities for our students:

- Before/after school child care
- Enrichment Classes (before and after school)

Please contact the Community Schools Specialist at the school office for additional information.

Telephone System

Students may only use classroom telephones with supervision of a staff member.

Cell phones

Cell phones must be **turned off** in the building. Students should secure their cell phone in their backpack during the entire school day. The school will not be responsible for any loss of or damage to personal property.

Office telephone

The school telephone is a business phone; therefore, student use is limited to emergencies. Students making long distance phone calls must charge the call to their home phone number. Students need to make prior arrangements with parents to stay for an after school activity or to go home with another student.

Instructional Materials

The district-approved instructional materials are provided for every teacher. Building funds can be used to purchase supplemental materials that are approved by the building administrator.

It is expected that instruction is based on district content standards and teachers utilizing the district adopted curriculum as the foundation for instruction. Staff will formulate the implementation of the school's Instructional Focus integrating district standard adopted curriculum.

Creative Curriculum

ReadyGen (Literacy)

EnVisions Math 2.0

FOSS Science kits

Preschool

Kindergarten – 5th grade

Kindergarten – 5th grade

Kindergarten – 5th grade

Curriculum information can be found at:

<http://www.svvsd.org/about/departments/curriculum/curricular-resources>

Students can access content through Ceran at: <http://ceran.svvsd.org/es/>

Programming For Success For Each Student

Grand View Elementary School of innovation, design thinking and inquiry expects every child to be involved in rich, rigorous, exemplary learning opportunities every day. To this end, a variety of programs are offered.

Standards

All instruction will be standards based. A list of each grade level's standards can be found on the CDE web site: http://www.cde.state.co.us/cdeassess/UAS/Printable_Standards.html

Instructional Support documents can be found on the district intranet site.

Classrooms

Every student at *Grand View Elementary* will be provided with a wide variety of rich learning experiences that are challenging and differentiated to support our school mission. It is our expectation for students to become critical thinkers and problem solvers, supported by a strong foundation of basic skills. The daily use of instructional technology will not only support, but enhance their learning.

Instruction at Grand View will be directly related to our instructional focus of Innovation and utilizing the Design Thinking Process. Standards-based instruction allows for students to receive instruction at his/her own level, to be active practitioners and to develop independent skills. Teachers are expected to utilize higher level questioning techniques to facilitate differentiated learning for all students.

In addition to utilizing district approved materials, we use leveled books in small group Reading instruction. The foundation of writing instruction is to teach students the essential traits of writing, and how to engage in the writing process of drafting, revising, editing, publishing, sharing their work across all content areas.

In mathematics, students will develop accurate, fluent, and effective methods for solving problems, and making connections to other content areas. They will construct knowledge through the use of a variety of tools including manipulatives and technology. Instruction will be provided as a whole group, in small groups, in pairs and individually. Students are expected to become fluent in basic facts.

Our Science curriculum is based on FOSS kits which provide students with hands-on learning based on the scientific process. All students in grades K-5 will utilize Science Notebooking as a central place where language, data, and experience work together to form meaning for the students.

Specials

The Specials programs at Grand View will include Art, Music and Physical Education. Students in grades K-5 attend these classes on a rotating basis, spending 45 minutes per day in one of these classes. The instruction in Specials is based on district standards, and will also support our focus of innovation and design thinking.

Media Center

Students learn information literacy skills in our Media Center during weekly classes. Students will learn how to utilize all components in the media center and will check out books during these classes. Students will be engaged in activities that support the Instructional Focus while in the Media Center.

Students and staff will be allowed to check out materials from our Media Center, and the care of the materials becomes the responsibility of the individual who checks them out. Materials that are lost or damaged must be replaced. Please contact the Media Tech for details.

MakerSpace

Classes will visit the makerspace once a week on a specific schedule. The makerspace will also be available for specific project based classroom projects and or special events

Technology

Students will learn how to utilize technology to support their learning. They will have access to a variety of software applications as well as the Internet. Students will have access to chromebook carts, classroom iPads, a MacBook cart and the green screen room.

Special Education Services

Our school will offer special programming for students with learning, speech/language, emotional and physical disabilities. We will be implementing an Integrated Services Model where special education services are partnered with other support services to develop a customized program for identified students.

English as a Second Language (ESL)

Grand View has a program for students whose native language is not English. Students will receive English instruction and support throughout the day from both the ESL teacher and staff. ESL students are integrated fully into the regular classrooms.

Gifted and Talented

As per Board policy IHBB, students will receive appropriate programming based on their needs. Students will be supported by our Gifted/Talented teacher. Identified students will work with an intervention teacher on a regular basis to provide extended learning. Teachers will develop appropriate programming/differentiated learning for high achieving students at all grade levels.

Enrichment Opportunities

Our Community School will provide additional enrichment opportunities through before and after school classes. Topics may include, but not limited to: World languages, Odyssey of the Mind, Math clubs, Robotics, crafts, and sports. These classes will be offered as an optional opportunity to all students!

MTSS (Multi Tiered System of Support)

Concerns about a student's achievement or behavior should be addressed initially by implementing interventions developed in collaboration with other staff. If those interventions do not assist the student in finding success, parents will be invited to participate with a team of teachers to develop a formalized plan for specific content interventions and progress monitoring. Please notify your grade level representative on the MTSS Team and they will assist you with the process for starting an MTSS plan for the student.

Lunch Program

The price of a school lunch for elementary students is \$3.25 per day. Students who bring their own lunch may purchase milk for \$.50 per day. Students receiving reduced or free lunch is confidential information. A salad bar will be available daily for students and staff.

No soda pop or glass is allowed in the Cafeteria.

Lunch menus will be published in our newsletter, on the school web site and on the district website.

Families and staff are highly encouraged to work towards 'zero waste' when sending lunches with their child.

Parents are welcome to eat lunch with their child. Adult lunches are \$4.25. They should call the school by 9:30 a.m. if they intend to purchase a lunch so appropriate food will be prepared. Staff is welcome to purchase a lunch but must let the kitchen know by 9:30.

Bison Brigade (Parent-Teacher Organization)

The Grand View Parent-Teacher Organization, The Bison Brigade, is an active partner in our school. Its purposes are to support the educational mission of the school and to promote positive relationships between our parents, staff, and students. Teachers are encouraged to actively participate in this organization; the Brigade is eager to be a partner in the success of Grand View. The Bison Brigade supports Field Trips for each grade level. Additionally, they support a variety of events to enhance the school experience for our students, parents and staff.

Bison Brigade meetings are generally held once a month, and are open to everyone.

Parties – School/Holiday/Birthday

Parties within the school day will be kept to a minimum. To maximize instructional time, birthday celebrations will be 10-15 minutes with the exact time determined by individual class schedules. Holiday parties will be no more than 45 minutes and held at the beginning of the school day. Parents should contact the teacher if they have objections to their child participating in any aspect of these parties.

Birthday Celebrations

A celebration of the child's birthday will be scheduled in the classroom to honor their special day. Student birthdays are also recognized on the daily announcements! Students with summer birthdays are encouraged to celebrate on their "half birthday" or on any other day selected by the family! Parents should notify the teacher regarding the date selected for the summer birthday celebration.

In lieu of birthday treats at school, students will come to the office to get a birthday ribbon and pencil from the office. In lieu of treats, a student can choose from one of four menu items that involve the entire class. Extra recess, makerspace time, game time or tech time.

Invitations to private parties may not be distributed at school. By law and District policy, we are unable to provide parents with names, addresses, or phone numbers without prior permission from individual families.

Halloween

The Halloween celebration will be 45 minutes. Students may wear costumes to school. The Costume Parade will be held at the beginning of the day and the classroom celebration will be 45 minutes following the parade. Room parents will work with the classroom teacher to plan activities/games/crafts for the party, but **no treats will be provided.**

Valentine's Day

Valentine's Day party will be 45 minutes at the beginning or end of the school day. Students may bring valentines for classmates and must include everyone in their class. Candy may be

included in individual Valentine cards. Room parents will work with the classroom teacher to plan activities/games/crafts for the party, but **no treats will be provided.**

Last Day of School Celebration

Our school will celebrate the last day of school with a family picnic and a celebration to honor our outgoing 5th graders! Students may go home with their family after the picnic.

Dress Code

Our school will comply with the Board of Education policy regarding student dress. A copy of Policy JICA is available at the school office or on the district website. Board Policy JICA states: “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 order and safety. The Board recognizes that students have a right to express themselves through dress and personal appearance; however, students shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school.” Please refer to Board Policy JICA for specific details.

Students will not be allowed to wear hats in the school building but can wear them during recess time.

Field Trips

Teachers may schedule field trips that enhance and support our instruction. The cost of these trips will mainly be supported by funds raised by the Bison Brigade, but there may be times that families will need to contribute to the cost of the field trip.

Registration

Parents/Guardians will register students by completing district required forms and providing required legal documentation about the child.

Kindergarten Registration

Kindergarten registration is usually conducted between December 1 – January 15. (district wide) By District policy, all students entering Kindergarten must be 5 years old by October 1.

Preschool Registration

Preschool registration is TBD.

Open Enrollment

Grand View Elementary is currently accepting open enrollment.

Report Cards

Students receive report cards after the end of each trimester. Standards taught that trimester will receive a grade/rating, based on a collaborative decision at each grade level. All standards must receive a grade/rating at some time during the school year.

Examples of how to use the report card ratings for each grade level can be found on the district web site <http://www.stvrain.k12.co.us/academicsPrograms/reportCards.php>

Schedules

First Bell 9:00

Tardy Bell 9:05

Dismissal 3:40

School Pictures

Individual student pictures will be taken each fall and class pictures will be taken each spring. Every child's picture will be taken for identification purposes. Parents may choose to purchase these pictures. Information will be sent home prior to each scheduled picture day. Class pictures will be taken in the spring.

Snacks

Teachers will determine if a snack time will be allowed in their class. If the teacher chooses to have a snack time, students may choose whether or not to bring a snack. In order to promote healthy eating habits, snacks are limited to **nutritious foods only**. Granola bars, fruits, veggies, nuts cereal, etc. are fine. Items such as cookies, candy, cake, chips, etc, should be saved for dessert at lunch time or a snack at home. Snacks do not include beverages or food that needs to be heated in a microwave.

Students Personal Property

Problems often arise when items are brought to school that are hazardous or interfere with school procedures and instruction. Personal objects of value are to be brought to school only during special occasions when the teacher has given permission. Playground equipment is provided by the school. Toys and items such as skateboards, scooters, roller blades, radios and other electronic devices are not permitted at school. The school will not be responsible for any loss or damage to personal property.

Volunteers

Parent volunteers are always needed and welcomed at our school. Each teacher will send home a volunteer survey to their students' families within the first 2 weeks of school to determine who would like to help in the classroom and help with special events/celebrations. Teachers will create their own volunteer schedule.

NOTE: The Bison Brigade will send home a separate survey for their committees and events.

Recess

Recess is an integral part of the school day and all students will be expected to participate. Students should wear clothing and shoes appropriate for outside play. Students can be excused from recess with a doctor's note. Children will go outside for recess unless there is excessive precipitation, lightning or if the temperature falls below 20 degrees (temperature + wind chill). Please be sure your child is dressed appropriately for the weather.

Expectations of Students on the Playground

- In the field area:
 - Touch football only
 - Ok to tag... but not to pull, sit on, etc...
 - Soccer is not allowed at any time other than practicing soccer skills
 - If students have continued problems on the field, they may not be allowed to play in the field area for a period of time.
- On the play structures:
 - Ladders go up-Slides go down
 - No standing on the various connecting bars
 - Students must maintain personal space without lifting or tagging each other
 - Students may only play on spinning wheels if they can reach and twist under their own power without jumping from another part of the structure
 - Only walking on the large play equipment (no tag games here)
 - woods chips stay on the ground
 - Students not following rules are asked to play somewhere else on playground
 - kids should not play by neighbor fences
 - cement wall around structure is a boundary to the east
 - If things are slippery (ice or moisture), then students may not be allowed on the play structure with slides.
- Tetherball and Foursquare:
 - The next person in line is the judge
- Kickball:
 - Students must take turns pitching
 - Students need to stay in their kicking order throughout the recess
 - No stealing, etc...
 - If there are many st's playing, a team may need to switch sides after they complete the kicking order.
 - If there aren't as many, but half of recess has passed, they should switch sides so the other team can kick.
- Swings:
 - Students should sit correctly on the swings.
 - No jumping off, flipping, etc... on the swings
 - Students should swing straight back and forth
 - Students may not hold hands or tie swings together with jackets, etc
 - If there is a line for a swing... they should count 50 swings and then let another

person have a turn.

Yearbook

Grand View has a yearbook which includes class pictures as well as pictures of school events. Ordering information will be posted on the school website and will also be sent home in Thursday folders

Extended Learning Opportunities

Extended Learning Opportunities will:

Promote Innovation & Creativity

Utilize Design Thinking as appropriate

Apply learned skills

Promote academic excellence

Have multiple access points/Tiered

Have element of “choice”

Be engaging & relevant

Meet the needs of the whole child

Have clear expected outcomes (rubric)

Have a usable, clear format

Inform parents about in-school learning

Inform teacher’s instruction

What We Know About Successful Students

Successful students have many similar characteristics and our staff, in partnership with parents, will promote and support the development of these characteristics:

- desire to learn
- develop study skills
- consistent attendance
- be prepared to learn
- develop critical thinking skills
- develop ability and desire to solve problems
- are engaged in activities outside of school
- dress appropriately
- are punctual
- treat people and property with respect
- are supported by their family and are rooted in family values
- are well fed and well rested
- are optimistic about themselves and their future
- care about their physical condition
- express opinions in an appropriate manner
- accept responsibility for their actions
- maintain an environment free from emotional and physical harm
- behave in a manner which fosters a positive school environment conducive to learning
- communicates effectively
- smile and laugh often

Illnesses

Any school day your child complains of not feeling well, it is probably advantageous to keep him/her at home. If the child begins feeling better during the day, bring him/her to school. A child may NOT return to school until they have been fever/vomit free for 24 hours.

If your child becomes ill while at school, we will contact you to come pick him/her up. Please come to pick up your sick child as soon as possible. It is expected that you will arrive within an hour of receiving the call.

Immunizations

Colorado law states that children entering a Colorado school for the first time must have:

MINIMUM SCHOOL IMMUNIZATION REQUIREMENTS

NUMBER OF Doses

Vaccine	Age 0-4	Age 5+
DPT	4	5
Polio	4	4
MMR	2	2
Heb B	3	3
Varicella	2	2

Requirements: No application for admission shall be complete without a Certificate of Immunization or a Completed Exemption Form.

*Immunizations for MMR and Varicella must take place on or after the first birthday.

Medication

St. Vrain Valley School District RE-1J employees are not allowed to dispense prescription or non-prescription medication without written consent and directions from a physician.

Before medication is administered, a Permission for Medication form MUST be on file in the school. This form MUST be signed by both the physician and the parent and can be obtained at the school health office.

Parent Concerns & Due Process

If parents have a concern about their child and/or the school, they should discuss their concern with their child's teacher. In most cases, parents and teachers will be able to reach a satisfactory agreement. If parents and/or the teacher feel that a satisfactory solution has not been reached, they may ask the principal to resolve the problem. The principal will then decide how the concern may best be resolved. Parents have rights of appeal and due process beyond the building principal. If the problem is not resolved by the building principal, the principal has the obligation to inform parents of those appeal procedures and due process rights.

Reports and Special Investigations by Social Services

It is the policy of the St. Vrain Valley School Board that the District complies with the Colorado Children's Code. To that end, any school official or employee who has reasonable cause to know or suspect that a child has been subjected to abuse or neglect or who has observed the child being subjected to circumstances or conditions which would reasonably result in abuse or neglect, as defined by statute, shall immediately report or cause a report to be made to the appropriate county department of social services or local law enforcement agency. Failure to report promptly may result in civil and/or criminal liability. A person who reports child abuse or neglect in good faith is immune from civil or criminal liability. Reports of child abuse or neglect, the name and address of the child, family or informant or any other identifying information in the report shall be confidential and shall not be public information.

After the report is made to the agency, District and school staff members will cooperate with social services and law enforcement in the investigation of alleged abuse or neglect. The school will report any further incidents of abuse to the agency's representative.

As the case is being investigated, the school will provide support services for the child. Once a report of child abuse is given to the agency, the responsibility for investigation and follow-up lies with the agency. It is not the responsibility of the school staff to investigate the case.

Authorized school and District personnel may make available to agency personnel assigned to investigate instances of child abuse the health or other records of a student for such investigative purposes.

In an emergency situation requiring retention of the child at the school building due to fear that if released the child's health or welfare might be in danger, it should be observed that only law enforcement officials have the legal authority to hold a child at school. Otherwise, a court order must be obtained to legally withhold a child from their parent/guardian.

Sexual Harassment

In a safe, comfortable environment for students to learn and staff to work, sexual harassment is unacceptable. Sexual harassment includes name calling, sexual terms used as profanity, gestures, inappropriate pictures and actions, etc. Consequences will be appropriate to the offense and the age of the offender. Alleged offenders will be referred for investigation and education.