

## Welcome to Mountain View School

**School Address:** 801 West Peoria Avenue  
Phoenix, Arizona 85029

**School Web Site:** [mountainview.wesdschools.org](http://mountainview.wesdschools.org)

**Facebook page:** [facebook.com/mountainviewschool](https://facebook.com/mountainviewschool)

### Important Telephone Numbers:

**Office** 602-347-4100  
**Health Office** 602-347-4110  
**Attendance** 602-347-4111  
**Special Needs Preschool** 602-347-4850

### Office Hours

The office is open from 7:00 a.m. until 3:30 p.m.

Wednesday: 7:00 a.m. – 2:30 p.m.

### School Schedule

Below is the schedule for the 2018-2019 school year.

#### SCHOOL HOURS

Monday, Tuesday, Thursday, Friday

K-8 7:30 a.m. – 2:30 p.m.

Wednesday PLC Early Release

K-8 7:30 a.m. – 1:00 p.m.

Students are not to be on campus before 7:15 a.m.

#### PRINCIPAL'S MESSAGE

As the principal of Mountain View School, it is my pleasure to welcome everyone to the coming school year. We will embark upon a "journey to excellence" as we work to provide the most effective teaching and learning environment to support your students and community.

Your support of our students and staff is very valuable for us as we continue to build our "**HAWK PRIDE.**" Please plan on attending at least one school function throughout the year in order to be a part of our positive focus in supporting our students. These events will be communicated via newsletters, flyers, and dial-outs.

All rules and expectations are put into place to ensure a safe and inviting environment in which all students will learn. It is our desire that all students feel safe at school and feel empowered to achieve academic excellence. We ask that you support our efforts to provide the best educational experience for all students at Mountain View School.

#### Child Drop Off and Pick Up

When dropping off or picking up your child, you must use the car bay located on 9<sup>th</sup> Ave. on the west side of the school. No students may be dropped off or picked up in any parking lot. **DO NOT GET OUT OF YOUR VEHICLE WHILE YOU ARE IN THE CAR BAY.** Please remember that handicapped parking spaces are only for vehicles with a handicapped plate.

Student safety will determine the exact dismissal area for students who walk home. All students and parents who live west of 9<sup>th</sup> Ave. and north of Mountain View must cross at 9<sup>th</sup> Ave. and Cheryl, 9<sup>th</sup> Ave. and North Lane, or 9<sup>th</sup> Ave. and Peoria crosswalks.

### Bicycles

Bicycles must be locked and parked in the racks provided. Mountain View cannot assume financial responsibility for bicycles that are lost or stolen. Bicycles are to be walked across major streets. Bicycles are not permitted on the sidewalks or in the building area of Mountain View. Riders who violate school bicycle rules will lose the privilege of riding their bike to school.

### School Attendance

Mountain View School pays strict attention to the attendance of our students. State law mandates that the school record reasons for all student absences. Therefore, when a student is absent, it is necessary for the parent to call the school (602-347-4111) on or before the day of absence in order to advise the school as to the reason for the absence. **All absences not verified by parental or administrative authorization will remain unexcused.** If a parent does not have access to a phone, either at home or at work, a note will be accepted for verification purposes. For absences greater than one day in length, the school should be notified each day of the absence.

### Truancy

In order to assure students are successful and meet current state legislation, which requires all students to attend 90% of the school year, WESD has a Truancy Prevention Unit (TPU). The TPU will work in conjunction with the Justice Courts to identify students who are chronically absent or are truant.

### Tardies

All campus gates are locked at 7:30 a.m. Students arriving to school after 7:30 a.m. are considered tardy and must report to the front office to get a tardy slip. Tardiness will not be a problem for students who use their time wisely, have a positive attitude toward being on time, and make being on time a habit.

### Breakfast and Lunch

Once the gates open at 7:15 a.m., students will report to their homeroom class for breakfast. Students arriving after 7:30 a.m. will not be guaranteed breakfast at school. Breakfast and lunch are free for all students.

### Lost and Damaged Textbook/Equipment Charges

It is important that our students take proper care of all books and equipment assigned to them during the school year. If books or equipment are lost or damaged, the cost of that item will be billed to the parent.

### Dress Code and Student IDs

**ID Cards:** All Mountain View students are required to wear IDs while on the Mountain View campus and on buses. Students will be provided a picture ID at the beginning of the school year at no cost. Students will be checked for compliance during first period and throughout the school day. If a student does not comply with the school dress code in wearing his or her ID card, the student will be disciplined accordingly. Students may not be allowed on the bus if an ID is not present. IDs must be visible at all times, on student's lanyard, around the neck.

IDs are required at athletic events, getting on the bus, and entering campus from the buses. If students deface, destroy, render their ID unreadable or lose their ID, they will be required to purchase a

replacement ID for \$5. Replacement lanyards and pouches are 50 cents.

### **MANDATORY SCHOOL UNIFORM POLICY**

Mountain View is a uniform-only school, as adopted by the Mountain View School Site Council and consistent with Washington Elementary School District Governing Board policies and regulations. (See District Section) The purpose of the policy is to enhance a positive, productive and safe school environment that contributes to increased student achievement. Additionally, the uniform and dress policy standards program has been determined to be in the best interest of our students.

**Uniform Opt-out Policy:** We believe that the uniform policy is what is best for all students. If you do not agree with the Mountain View Uniform policy, you may take advantage of the Arizona Open Enrollment Policy and enroll your child in a non-uniform school in the Washington Elementary School District. Note: The administrators and faculty reserve the right to evaluate any clothing for health and safety concerns and may determine on a case-by-case basis that particular clothing presents a potential safety hazard or educational disruption. Those students who are dressed inappropriately must change to more appropriate attire and will receive proper disciplinary consequences. The dress code is in effect at all school events at Mountain View regardless of the time of day. With written administrative approval only, changes may be made to the designated uniform during the school year. Apparel and accessories deemed inappropriate by the administration will not be allowed.

### **Description of Uniform Requirements**

The uniform, for all Mountain View students, shall consist of the following:

White, light-blue or navy-blue tops not containing a logo with a collar and sleeves (polo shirt, oxford-style shirt, blouse) are to be worn and may be purchased at any store. Tops must be long enough so when arms are raised, no skin can be visible. In addition, no cleavage may be exposed. Jackets may not contain inappropriate symbols, pictures, or language.

Navy-blue or khaki bottoms (pants, shorts, skirts or skorts) without labels are to be worn and may be purchased at any store. Sweatpants and athletic pants are not permitted. Shorts, skorts and skirts must be long enough to meet the student's fingertips when his or her hand is by his or her side. Bottoms must fit appropriately at the waist (not too tight or too loose) and should not have holes or rips. "Sagging" is not permitted. "Sagging" is defined as bottoms worn low enough where undergarments are visible, having to hold up the pants with at least one hand while walking, or "waddling" when walking to keep bottoms on or up. Belts of appropriate length must be solid black or brown with a solid/plain buckle. Jeans (no "skinny jeans") may only be worn on Spirit Days (see below).

Clothing cannot interfere with the normal learning process, create disorder or disrupt the educational process. Whether the condition exists shall be left to the reasonable discretion of the administration.

Shoes must be closed toed and closed heel. Sandals, flip-flops, slippers, high heels are not permitted. Students are expected to wear properly tied athletic shoes for physical education.

As with dress, hairstyles should not distract from the learning environment or other school activities.

Students will remove large hoop earrings or other jewelry that may interfere or pose a safety issue with physical education activities. Hats, caps, and bandanas are not permitted on campus.

**Spirit Days:** Administration may allow a "free dress day" or "spirit day." The District dress code will be followed on free dress days or spirit days. Administration may approve team attire for athletes, club members, performers, etc. on campus during their specific activity ONLY on the day given permission.

**CONSEQUENCES:** Parents of kindergarten through third grade students, not in uniform, will be notified by the classroom teacher and letters will be sent home reminding them of the uniform policy. After repeated infractions, students may be referred to the office. Fourth through eighth grade students, not in uniform, will be referred to the office after their third dress code violation and will receive the following progressive discipline:

### 4<sup>th</sup> – 8<sup>th</sup> Grade Dress Code Interventions:

Intervention 4	One (1) day lunch detention
Intervention 5	Two (2) days lunch detention
Intervention 6	Three (3) days lunch detention
Intervention 7	One (1) day ISS
Intervention 8+	Two (2) days ISS

**Economic Hardship:** A uniform will be provided without cost to any student whose family demonstrates that the acquisition of the mandated clothing creates an economic hardship. This arrangement must be made with our school social worker.

### COMMUNICATION

Communication among parents, school and student is a shared responsibility. The "Mountain View Newsletter" is sent home with every student once a month highlighting school and District news and activities. In addition, there are regularly scheduled "Family Nights" where important information is shared with those in attendance.

Mountain View staff will make contact with parents regarding positive behavior and achievement, as well as concerns in these areas.

Midterms and report cards will be sent home eight times during the school year. Parent/Teacher Conferences will be held at the end of the first grading period and midterm of the third grading period.

For parent and teacher convenience, all teachers can be reached by phone and e-mail. Please visit our Web site, <http://mountainview.wedschools.org> for more information.

### SCHOOL SPONSORED EVENTS/ACTIVITIES/PROGRAMS

Mountain View offers the following programs for students: Student Council, NJHS, NEHS, after-school academic and enrichment classes, as well as sports for students in grades 5-8.

## Student Athletics

Students must be eligible to participate in after-school athletics. Please refer to the WESD Student/Parent/Coach Contract. These requirements are minimum requirements. Additional eligibility requirements may be added, as deemed appropriate by Mountain View administration. A participation fee of \$15 for K-6 and \$25 for 7-8 will be assessed from each team member. These fees may be used to purchase team uniforms, pay coaching stipends, replace practice or game equipment, hire officials, or other expenses. The principal is authorized to waive the assessment of all or part of the participation fee if it creates an economic hardship for a student. No student should be denied participation for their ability to pay.

## School Parties/Birthdays

ANY ITEMS BROUGHT TO SCHOOL FOR A SCHOOL PARTY MUST BE STORE BOUGHT AND WRAPPED. NO HOMEMADE BAKED GOODS ARE ALLOWED AT SCHOOL EVENTS. Please check with your child's teacher before sending any party items with your child for a list of acceptable food items that can be brought to school.

## QUARTERLY HONORS/AWARDS

### Principal's List (3<sup>rd</sup> – 8<sup>th</sup> grade)

Grading Criteria: 4.00 grade point average in academic subjects; no "U" for behavior. These students are working at or above grade level.

### Honor Hawks (3<sup>rd</sup> – 8<sup>th</sup> grade)

Grading Criteria: 3.50 -3.99 grade point average in academic subjects; no "U" for behavior. These students are working at or above grade level.

### Additional Student Recognition Awards

"On a Roll" – Teacher selects K-8 students who are demonstrating growth and effort in their academics.

"Perfect Attendance" – Students who have zero absences and zero tardies throughout the year.

"RISE" Certificate – Teacher selects K-8 students who demonstrate Respect, Integrity, Safety and Effort.

"STAR Reader" – Teacher selects K-2 students who demonstrate growth and proficiency in reading.

"Math Wizard" – Teacher selects K-2 students who demonstrate growth and proficiency in mathematics.

"Excellence in Specials" – Special area teachers select K-8 students who show excellence in PE, Art and Music.

Grade Point Average (GPA) is calculated based on following scale: A=4 pts, B=3 pts, C=2 pts, D=1 pt, F=0 pts

## Promotion Requirements

The promotion ceremony at Mountain View is a privilege that 8<sup>th</sup> grade students earn through academic performance, attendance and responsible behaviors. 8<sup>th</sup> grade students will begin receiving information regarding promotion activities in August and then throughout the school year. If you do not receive this communication that will lay out our promotion requirements and expectations, please call the school's front office.

Students must achieve a 1.0 or D average in each academic class to qualify for the Promotion Ceremony.

## MOUNTAIN VIEW DISCIPLINE POLICY

The essence of effective discipline is a respect for authority, respect for self and respect for rules. It is a self-attitude and control of behavior that begins at home, is maintained and reinforced at school, and is applied throughout life.

### Consequences

Mountain View believes that students have the freedom to make whatever choice they desire. This comes with the understanding that they are not free to choose their consequence. Consequences at Mountain View can include, but are not limited to: detention during school hours (including recess and lunch), after school intervention, community service, in-school suspension, and off campus suspension.

### Mountain View PBIS/Progressive Discipline Plan

It is the goal of Mountain View to provide all students with behavioral expectations that are clearly defined, taught and reinforced, to encourage positive relationships and exemplary citizenship. We implement PBIS (Positive Behavioral Interventions and Supports) in an effort to provide a proactive, research-based approach to prevent student behavioral problems in achieving social and learning goals.

When minor behaviors occur, staff redirect and reteach expected behaviors by providing students an opportunity to reflect on their actions. Minor behaviors often result in natural consequences and are used as learning opportunities in the classroom (Interventions 1-3 follow a step process in the classroom). When minor behaviors continue to present, students receive an office referral. The following process outlines our progressive discipline plan.

#### K-3 Interventions:

Intervention 4	Two (2) days lunch detention
Intervention 5	Three (3) days lunch detention
Intervention 6	One (1) day ISS
Intervention 7	Two (2) days ISS
Intervention 8	One (1) day OSS
Intervention 9	One (1) day OSS
Intervention 10+	Two (2) days OSS

#### 4<sup>th</sup> – 5<sup>th</sup> Grade Interventions:

Intervention 4	Two (2) days lunch detention
Intervention 5	One (1) day ISS
Intervention 6	Two (2) days ISS
Intervention 7	One (1) day OSS
Intervention 8+	Two (2) days OSS

#### 6<sup>th</sup> – 8<sup>th</sup> Grade Interventions:

Intervention 4	One (1) day ISS
Intervention 5	Two (2) days ISS
Intervention 6	One (1) day OSS
Intervention 7	Two (2) days OSS
Intervention 8+	Three (3) days OSS

## **Prohibited Items and Activities**

- Personal technology – Students may only use cell phones before or after school outside of school gates. During the school day, cell phones must be turned off and out of sight. Faculty may permit students to use cell phones during class for research or other academic purposes only. If cell phones are used for personal purposes during school hours, they will be confiscated for parent pickup and further disciplinary action may be assigned.
- Electronic games, music devices, cameras or any disruptive toys or other items – these items are not allowed on campus and will be confiscated for parent pickup and further disciplinary action can be assigned. Permanent markers (i.e. Sharpies) are not to be in a student's possession. Markers being issued by a teacher and used for classroom projects are permitted in the classroom only.
- Gum is not permitted on campus.
- Public display of affection (such as but not limited to: hand holding, hugging, kissing) is not permitted on campus and will result in following the Mountain View discipline policy.
- Profanity towards staff or students in any language is considered disrespectful and is not acceptable at Mountain View. Consequences for use of profanity can include, but are not limited to: lunch detention, after school detention, in-school suspension, or off campus suspension.
- Any other item or activity, as deemed inappropriate by Mountain View administration, is not permitted.

**Any prohibited item confiscated by Mountain View staff must be claimed by a parent/guardian or adult member of the student's family.**

### **Parent/Student/Teacher Title I Compact**

#### **Mountain View School**

***This compact pledges our school community to increase student Reading and Math skills.***

Parent/Guardian Pledge: I want to see my child succeed, to encourage him/her, I will:

- Help my son/daughter create a system to organize materials by class, to track assignments, and collect forms/information needing my attention.
- Urge my son/daughter to ask for help from the teacher if he/she is having difficulty understanding instruction or assignments.
- Require that my son/daughter completes projects and daily work.
- Urge my son/daughter to read uninterrupted for 30 minutes a day, any type of material (books, magazines, newspapers, etc.).
- Commit to attending at least one or more activities at the school, per semester.
- Help my student connect his/her learning to high school, college, and career readiness.

Student Pledge: It is important to work to the best of my ability, so I will:

- Be responsible for organizing materials by class, keeping track of assignments and giving my parent information sent home by the school.
- Let my teacher and family know if I need help.
- Read on my own every day for at least 30 minutes.
- Work on projects and daily assignments in class when time is given, and at home.
- Set goals for high school, college, and career readiness and monitor my own progress.

Teacher's Pledge: Student achievement is our priority, so I will:

- Create a partnership with every family in my class.
- Monitor student progress regularly and communicate concerns with students and parents.
- Make sure all students get help as soon as needed.
- Use effective teaching strategies to support all learners.
- Make sure students understand the assignment and what they'll learn from it, grade it promptly and re-teach as needed.
- Support academic preparation for high school, college, and career readiness for all students.