

Parent/Student Handbook

2021-2022



890 Field Avenue
Cañon City, CO 81212
Website – www.mvcks.org

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Mission Statement

The mission of Mountain View Core Knowledge School is to stimulate wonder and curiosity, engage the mind, and promote vision and understanding of the world to all students. Goals include giving students the opportunity to maximize potential by exposure to a common foundation of an organized body of knowledge sequentially presented by grade level. Character values including integrity, respect, responsibility and compassion will be strongly encouraged. The school achieves these goals through emphasis on a structured educational philosophy, strong encouragement of parental involvement, and commitment to treating each child as a unique individual in a safe environment.

Our History: Mountain View Core Knowledge School

Development of the charter for Mountain View Core Knowledge School (MVCKS) began in the summer of 1995, by an enthusiastic group of founding parents, their appointed Governing Board, and local citizens, with valuable input from members of the Fremont RE-1 Administration and Board of Education. Our goal was to establish a charter school to complement the public school programs already in place in this county. The academic programs chosen were *the Core Knowledge Sequence Curriculum* and *Saxon Mathematics*, both proven to provide outstanding academic instruction to elementary and middle school students, as measured by standardized testing and lifetime achievement. The school opened in the fall of 1996 in rented premises.

The *Core Knowledge Sequence Curriculum* offers an annual progression of detailed, sequential curriculum, with specified content in language arts, mathematics, science, history, geography, fine arts, and world cultures. Critical thinking skills and use of technology are taught. The curriculum for grades K through 8 inspires all students to achieve academic success by offering a clearly marked path for consistent study, providing the foundation for adult success.

The educational program at MVCKS differs from other public schools in the District by providing the following: the Core Knowledge Sequence Curriculum, Spanish in all grades, a phonetic-based spelling and reading program, and literature-based character education with an emphasis on discipline, respect, responsibility, and citizenship. Additional differences include a full-day kindergarten program, direct instruction in the classroom, a limit of under 30 students per class, a full-time teaching assistant in every classroom, a traditional dress code to focus students' attention on education, and an emphasis on parental involvement in all aspects of the school's operation.

The success of MVCKS is firmly based on the outstanding commitment of the Governing Board, Administrators, staff, and parent volunteers. The volunteers have been crucial in establishing and maintaining MVCKS and have given countless thousands of hours of their time and efforts to our school. Volunteers continue to contribute hundreds of hours weekly, to advance and broaden excellence in educational opportunities at MVCKS. We are proud to provide an alternative educational experience in Fremont County, with a success record that has earned us a national recognition. MVCKS has served as a model for many other charter schools not only in Colorado, but nationally as well.

- The granting of a 25 year Charter, the longest in the nation, by the RE-1 School Board of Education to the MVCKS Governing Board.
- The planning, financing, construction, and moving into the new school building, with no capital funding provided by either the School District or the State. The incredible volunteer effort of the Governing Board, Administrator, teachers, staff, their family members, and the school parents in this endeavor are

- without precedent in Fremont County.
- Governors Recognition for Growth and Excellence
- John Irwin School of Excellence Award

Welcome from the Governing Board

It is our pleasure to welcome you to Mountain View Core Knowledge School. Central to our mission is the commitment to provide a content-rich education to your children. In addition, every student's abilities and talents are encouraged and supported, to provide a foundation for success in school and life.

Our education program is centered on the *Core Knowledge Sequence Curriculum*, which has a highly proven track record nationwide for excellence in student academic growth and achievement. The curriculum is structured to build from year to year in a logical, comprehensive progression, without duplication or omission.

Parental involvement is at the highest level for any school in the county, and is a key component of success for our students. Parents are encouraged to participate in many facets of the school: in the classroom, in extracurricular activities, at special events and celebrations, and most importantly, in encouraging your child in the joy and adventure of learning.

The combined skills, dedication and hard work of the Governing Board, staff, parents, students and community volunteers continue to provide a unique experience at MVCKS. In addition, many thousand hours have been logged this past year in a myriad of volunteer tasks and activities to maintain a strong, supportive school community.

We look forward to another highly successful year, as MVCKS students grow in knowledge, confidence and expertise. Welcome to the MVCKS family. Your children come first, and their educational success, happiness, fulfillment, and safety are our primary concern and responsibility. We look forward to your participation in continuing the traditions on which the school was founded.

Sincerely,

MVCKS Governing Board

Letter from the Administration

I am honored to once again serve as the principal of Mountain View Core Knowledge School. It is truly a privilege to be a part of a school community in which parents, teachers, and students care for each other and strive to build positive relationships that support academic and socio-emotional growth. I am excited to see how we continue to grow together during the 2021-22 school year!

Our Mountain View core virtues are *Responsibility, Respect, Compassion & Kindness, Integrity, and Gratitude*; these values have been carefully considered so we can reach our goals and fulfill our mission of promoting vision and understanding of the world to all students. We promote these values in the way that we interact with our students, and they are a big part of each day's goals and expectations. We also choose a special monthly character trait to focus on that reminds each of our students what it means to be a Wolf.

In closing, our administrative team would like to thank you for partnering with us in educating such a wonderful group of children. We strive to engage families in creating a community that nurtures students and fosters curiosity and love of learning, guides them to become quality community contributors, and helps them achieve their highest potential. We know you want what's best for your children, and so do we. The opportunities that we can provide are greatly enhanced by your support and involvement. We love your children and appreciate you for sharing them with us every day. Know that we believe that you and your families play an integral part in making our school so special. Together – with our amazing teachers and devoted staff – we can continue to achieve great things.

Please contact my office at (719)275-1980 if you have any questions or need assistance.

Sincerely,

Karen Sartori
Administrator/Principal

John Pavlicek
Administrator/Assistant Principal

General Information

School Day

Elementary
7:40 a.m. – 3:45 p.m.

Middle School
7:40 a.m. – 3:45 p.m.

School Colors

Maroon, Forest Green, Gold

School Mascot

Wolf

MVCKS Governing Board

Holly Coleman
Jeff Piquette
Amy Banker
Rachel Shelver

2021 – 2022 MVCKS Staff

| | | |
|------------------------------|---|--|
| Administration | Karen Sartori John Pavlicek | Administrator Administrator |
| Office | Susie Fish Jody Enderle Dinah Navarette | Office Secretary Health Services Coordinator K-8 Counselor |
| Maintenance/Custodial | James McDaniel Debra Hartman Bob McCain | Custodian Custodian Maintenance Director |

| | | |
|--------------------------|-------------------------------|--|
| Elementary School | Pam Caprio | PreSchool & PreK Teacher |
| | Kathy Slattery | PreSchool & PreK Teacher Assistant |
| | Ellie Brown | Kindergarten Teacher |
| | Kathi Heckart | Kindergarten Teacher Assistant |
| | Tobias DeHerrera | First Grade Teacher |
| | Regina Perkins | First Grade Teacher Assistant |
| | Gina Tomar | Second Grade Teacher |
| | Lindsay Cook | Second Grade Teacher Assistant |
| | Ashley Milam | Third Grade Teacher |
| | Frances Carochi | Third Grade Teacher Assistant |
| | Dana Horne | Fourth Grade Teacher |
| | Cheri Reish | Fourth Grade Teacher Assistant |
| | Julia Zamarripa | Fifth Grade Teacher |
| Denise Lallemand | Fifth Grade Teacher Assistant | |
| Middle School | Toby Swisher | 6th-8th Writing/Literature Teacher |
| | Matt Schwindt | 6th-8th Science/Math Teacher |
| | Kyle Middleton | 6th-8th Social Studies Teacher |
| | Lynn Martin | 6th grade Teacher Assistant/GT Teacher |
| | Alec Cantley | 7th grade Teacher Assistant |
| | Diana Phillips | 8th grade Teacher Assistant |
| Special Education | Jacob Blackwell | Special Education Teacher |
| | Courtney McDaniel | Special Education Paraprofessional |
| Specials | Meg Olsen | Art Teacher |
| | Brad Mitchell | P.E. Teacher |
| | Sandra Kerr | Spanish Teacher |
| | Alicia Smith | Music Teacher |

School Calendar 2021-2022

School calendar will be posted on the website. Please watch for changes and updates throughout the year.

Attendance

Consistent attendance is important for the education of each child. For this reason, the state of Colorado has defined the **Colorado School Attendance Laws** very clearly. We encourage families to schedule their vacations in an effort to coincide with days off and holiday periods listed in the school calendar. Parents may excuse student absences up to ten times per school calendar year without a doctor's note. A doctor's note or other form of professional documentation will be required to excuse subsequent absences. Additionally, a Canon City Schools approved warning letter will be sent out upon that student's 3rd, 6th, and 10th unexcused absence or upon the 4th unexcused absence within a 30 day period.. Please note that students showing up to class more than 30 minutes late will be counted as absent for that class period. Furthermore, six unexcused tardies will equate to one full unexcused school day. Excessive tardies and/or unexcused absences will be turned over to the Canon City Schools Truancy Board for support and/or remediation. Students may also be placed on an attendance plan to assist them with being prompt and present at school.

Lunch

| <u>Grades</u> | <u>Lunch and Recess</u> |
|---------------|-------------------------|
| K | 11:00 -- 11:40 |
| 1st/2nd | 11:00 -- 11:40 |
| 3rd/4th/5th | 11:35 -- 12:15 |
| MS | 11:55 -- 12:30 |

Students may bring a sack lunch or purchase a lunch. Pizza may be purchased on Wednesday of each week. A hot lunch is offered every day that RE-1 schools are in attendance. Meal accounts are set up for each student and meals may be purchased online or through the classroom. The hot lunch menu will be sent home each month. Microwaves are available for those students who wish to bring something from home that needs to be heated. Milk is included as part of the hot lunch program and is also available for those bringing their own lunch. Free or reduced lunch applications are available in the office.

Students are permitted to leave school grounds for lunch with their parents during **designated lunch/recess times only**. Parents must sign out their child at the office prior to their leaving school grounds.

Health and Safety

Parents should keep students home if they have a fever, cough, sore throat, or any other symptoms of illness. A student who has had a fever should not return to school until body temperature has been normal (approximately 98.9 orally) for 48 hours. Likewise, a student should not have vomited or have had diarrhea within 48 hours prior to returning to school. This is state law and is not negotiable.

It is imperative that the health and safety of all MVCKS students be protected at all times. Therefore, parents will be contacted by the school nurse to take their child home if the child is sent to school with a fever or develops a fever or other illness while at school. If this happens, that student's absence will be excused. ****It is the expectation of administration that parents and guardians respect the professional and medical opinion of our nurse if the recommendation is made for a student to leave school because of illness or other medical concerns.****

Our school will comply with FERPA, which is the school's equivalent to HIPPA. These are the regulations that deal with a patient's right to privacy. We only give information out on a need-to-know basis such as staff who work with the lunches will know which students have food allergies and staff who work on the playground will know which students are allergic to bee stings. Otherwise, all medical information will be held in strict confidentiality.

Mountain View Core Knowledge School is an asbestos-free school. However, to comply with state and federal requirements, we have an asbestos management plan. If you wish to see it, please contact the school secretary.

Special Health Problems

It is extremely important that parents notify the school nurse, the student's teacher, and the office of any health problems their child may have such as diabetes, asthma, seizures, life threatening allergies, or any other serious medical condition. Please inform administration of other medically-diagnosed conditions such as attention deficit disorder or Irlen's Syndrome that may substantially limit one or more major life activity to see if the creation of a 504 plan is appropriate and/or necessary. The school nurse will provide a health care plan that will be filled out by the student's physician and signed by the parent on a yearly basis. We want to provide the best

care for your student by complying with their doctor's orders.

Please be aware that students are not allowed to self-carry any type of medication without a care plan signed by a primary care physician or an authorized medical care provider.

Students who cannot participate in Physical Education classes or routine school activities should provide a doctor's note for it to be excused.

Immunizations

Colorado State law requires any child entering a Colorado school to be immunized against polio, diphtheria-pertussis-tetanus (DPT), both red and German measles, chickenpox, and mumps. In addition, students entering kindergarten must have completed the series of three hepatitis B vaccinations. Immunization forms are available at the school and physicians' offices. The form provides for exemptions on religious, personal, or medical grounds where applicable. Failure to comply with the law may result in a student being suspended from or denied admittance to school.

All seventh grade students are required to have completed the series of three hepatitis B vaccinations, and MMR (measles, mumps, rubella)

Emergencies at School

The office must have at least one current emergency contact -- preferably two -- and a working telephone number on file. It is to your child's benefit that you keep the school up-to-date on telephone numbers, emergency numbers, and other pertinent information. If you are going away for the day, please let the office know, or give your child the telephone number where you can be reached. ****Please note that a stipulation of your student's enrollment at MVCKS is that school staff be able to consistently make contact with the emergency contacts listed on file.****

Please notify the secretary and the child's teacher or advisor if you have made special arrangements for someone to pick up your child at school. Unauthorized persons will not be permitted to talk to a child or remove a child from school. If there is any question, the parent/guardian may be called. Please inform MVCKS of any potentially dangerous situations for your child.

In cases of serious illness or accidents at school, the first priority will be for medical attention. Every attempt will be made to contact the parent and family physician. If such contact cannot be made, the administrator, teacher, or health aide will exercise reasonable judgment in acting in such an emergency. If the parent/guardian cannot provide transportation to a hospital, an ambulance may be called. MVCKS will not be responsible for any medical or transportation expenses involved.

Insurance

A student accident insurance plan is available to parents on an optional basis. The RE-1 District sponsors this plan by arrangement with a private insurance carrier.

Reporting Child Abuse

Colorado State law requires Mountain View Core Knowledge School to comply with the Child Protection Act. Any school employee who has reasonable cause to know or suspect that a child has been subjected to abuse or neglect must immediately inform the administrator. Either the administrator or his/her designee will then report to the Fremont County Department of Social Services. Law does not permit school officials to investigate the

report or to contact the child's family or other persons to determine the cause of the suspected abuse or neglect. Once a report has been made to the Fremont County Department of Social Services, the responsibility for investigation and follow-up lies with that agency.

Parties

Children wishing to provide treats for the entire class on their birthday may do so provided the teacher is given prior notice. We ask that parents inquire about possible food allergies prior to providing a whole-class treat. No birthday party invitations are to be handed out at school unless all classmates are receiving one. We prefer flower arrangements and balloon bouquets be delivered to the home rather than to the school.

Visitors

Mountain View Core Knowledge School welcomes and encourages parents, guardians, and guests to visit the school. To ensure a safe and secure environment for each student, a log of all visitors and volunteers will be maintained in the school office.

- Visitors should enter the school by using the main entrance located near the offices, report to the school secretary, and register in the visitor sign-in book. Visitors will be issued a visitor's badge, which should be worn at all times in the school. The badge should be returned to the office when the visitor leaves the school.
- School volunteers are requested to enter their names, hours worked and tasks performed in the volunteer log book. This record is important when grant funding is sought. Volunteers will receive a volunteer badge from the school secretary, which must be returned before leaving the school.
- Parents/guardians who need to deliver an item to their child should enter the building by using the main entrance near the offices, report to the secretary for identification purposes, and then proceed to deliver the item to the child.
- Parents volunteering in the classrooms are urged to leave younger siblings at home so as not to disrupt the educational process.

Student Visitors

Students not enrolled at MVCKS may not attend classes as visitors during instructional time. This is a distraction from learning and a possible liability for our school. Students attending for educational purposes will need to be accompanied by parents and pre-approved by administration in advance.

Parent volunteers with younger children may check with administration for permission to bring them, and parents will be expected to supervise their younger children while they are at school or on school field trips.

Pets in School

Due to very impacting allergies, we ask that animals are not brought into the school building. Please arrange a time with classroom teachers to bring pets as guests and we can set up for them to greet outside the building.

Lost and Found Articles

All small lost and found items, such as eyeglasses and jewelry, are to be turned into the school office where they will be kept in a box where students may come to claim them. Bigger items such as coats and lunchboxes will be collected in the lost and found area in the cafeteria. At the end of each trimester, unclaimed articles will be displayed and, if unclaimed, will be donated to a charitable organization. Valuables, unless required for a class project, should be left at home. **The school is not responsible for any lost or stolen items.**

Emergency School Closing

Emergency school closings will be announced on KRLN and posted on the RE-1 website either before the school day begins or during the day.

Fire Drill and Building Evacuation Procedures

When the fire alarm rings, children must immediately stop what they are doing and evacuate the classroom (walking, not running) using the closest primary exit as illustrated on the building map located near the exits of each classroom. In the event that the primary exit is blocked or inaccessible, the secondary exit should be used as illustrated on the classroom map. The fire department has requested that both classroom doors be closed and the lights turned off. If there is time, the windows should be closed as well.

The teacher or designated person should be the last to leave the room, checking for all students. The students should quietly assemble in the designated areas outside the building. Once all the students are assembled, a count should be taken, class by class, to ensure that all students have evacuated the building. The names of missing students should be reported to the administrator immediately.

Students will remain quietly standing in their designated areas until the all clear bell (lengthy regular school bell) has rung, at which time they may return to their classrooms under the supervision of their teacher.

It is recommended that the teacher appoint a classroom monitor to turn off lights and close doors. An alternate person should be selected in case the primary monitor is unavailable.

After School Activities at Harrison School

In order to participate in Harrison School sports and drama activities, students must be eligible academically and model good behavior and responsibility.

All athletes must be passing all of their classes to participate in a contest and/or travel with the team. Eligibility will be checked and sent to coaches every Thursday by 4:15 pm. If a student is deemed ineligible (failing one or more classes) on a Thursday, he/she will remain ineligible until the next Thursday eligibility check. Ineligible athletes will be allowed to practice with the team unless otherwise decided by the coach. Students may only be removed from the ineligibility list by the teacher who reported the grade.

Arrival and Dismissal Procedures

As a precaution for the personal safety of your child, no student will be released from school prior to the completion of their normal day except by request of the parent/guardian made in writing or in person. Please sign students out at the office before leaving.

Neither a teacher nor the administrator may permit a student to leave school in the custody of any person other than the child's parents/guardians unless that person has the authorization of one of the parents/guardians.

Your cooperation and assistance are important as you drop off and pick up your children.

- Kindergarten through fifth grade students should not arrive at school before 7:30 a.m. and should enter their classroom through its exterior door no earlier 7:35 a.m., to allow the teachers time to prepare for class. Parents, please refrain from visiting with the teachers at this time.
- Middle school students should not arrive at school before 7:30 and should enter their classroom through its exterior door no earlier than 7:35 a.m.
- Students walking to school should cross at the crosswalks and obey the crossing guards.
- All students should be picked up promptly at 3:45 p.m. Staff members are not available for supervision after 4:00 p.m. Students should wait with classmates in their designated areas for pick up. Students that are not picked up by 4:00 will wait for parents inside the building.
- Please do not drop off your student in the middle of the drive. Please DO NOT park or leave your vehicle in front of the school. Please observe all “no-parking” and “no-waiting” zones. We also ask that you never leave your vehicle with the engine running as this presents a safety hazard to our students.
- Please drive slowly when entering and driving through the school zone and the school driveway.

School Telephone

Students are discouraged from using the school telephone for anything other than school business or emergencies. After-school arrangements should be made ahead of time.

Parental Support and Involvement

Parental involvement is one of the most important guiding principles at Mountain View Core Knowledge School. By enrolling your child, you have chosen to participate in a unique educational experience. Parents are expected to be actively involved in the school and are a necessary element in the success of the students and the school.

- Ensure that your child arrives on time and attends school regularly.
- Encourage good hygiene, nutrition, and rest.
- Ensure your child adheres to the dress code.
- Provide a quiet place to study and monitor homework assignments.
- Attend Parent/Teacher Conferences and communicate with staff.
- Read and return in a timely manner all informational materials sent home.
- Encourage your child to participate in special projects and events.
- Read with your child and visit the public library regularly.
- Model reading at home.
- Model a respect for education and for teachers.

Parental Volunteer Opportunities

Volunteering in any of the areas listed below is encouraged. We would like to especially promote our excellent PTO and Advisory organizations which give our school tremendous support.

| | |
|----------------------------|--------------------------------|
| Booster Club | Classroom helper |
| Accountability Committee | Landscaping volunteer |
| Room parent | Sharing of knowledge/expertise |
| Bulletin board preparation | Mailings |
| Book Fairs | Lunchtime Helper |

| | |
|-------------------------------------|--|
| Playground Helper | Crossing guard |
| Library helper | Committee membership |
| Field trips | Tutoring |
| Science Fair | <i>Reading is Fundamental</i> distribution |
| Art Show | Donations of funds and equipment |
| Recycling | School Store |
| Watch DOGS (Dads of Great Students) | |

Curriculum and Academic Information

The Core Knowledge Foundation describes the *Core Knowledge Sequence* as “a consensus-based model of specific content guidelines that can provide a solid, coherent foundation of learning for students. The *Sequence* offers a planned progression of specific knowledge in history, geography, mathematics, science, language arts, and fine arts. It should be emphasized that the *Core Knowledge Sequence* is not a list of facts to be memorized. Rather, it is a guide to coherent content from grade to grade, designed to encourage steady academic progress from one year to the next.”

A copy of the *Core Knowledge Sequence*, containing the content guidelines for Grades K-8, as well as the *Core Knowledge Resource Series* (What your First – Sixth Grader Needs to Know), are available for review at the school office and the Canon City Public Library. The *Core Knowledge Resource Series* is available for purchase at the local bookstore, and the *Core Knowledge Sequence* may be purchased through the Core Knowledge Foundation (CKF). Also available through the CKF and many bookstores is: Books to Build On, A Grade by Grade Resource for Parents and Teachers. This is a guide to books recommended by the CKF and helps parents and teachers select excellent books for their children. The CKF telephone number is 804-977-7550.

CREDIT POLICY FOR MVCKS MIDDLE SCHOOL

All classes count towards after-school activity eligibility. Eligibility reports are pulled on Thursday of each week. Any students earning a failing grade on that report will be ineligible to participate in after school athletics and/or activities for the following eligibility period (Friday through Thursday).

Credits are earned by receiving a passing grade. For all middle school math classes, passing is considered 70% or better. For all other classes, passing is 60% or better.

6th, 7th and 8th Graders can earn 3 Core Credits per trimester and 1 Specials credits per trimester.

That calculates to 9 Core Credits per year and 3 Specials Credits per year.

Middle School Credit Intervention and Recovery

If a student fails to earn two or more credits in a single content area (e.g. student fails to earn any two credits in mathematics), he or she must make up at least one of those credits through our Credit Recovery Program to earn at least two-thirds of the possible Core Credits in that content for the school year and to promote to the next grade level. Students will be charged a fee of \$50 per failed class with a \$100 maximum for two or more failed classes in the same core class. Sixth grade students and students new to Mountain View will have one free opportunity (one class) for credit recovery prior to being charged for the purpose of honoring the transition process. Parents who refuse to allow students to take part in the Credit Recovery Program should understand the

risk of grade level incompleteness. Students who have accumulated more than one missing credit in the same class at the close of second trimester will be required to participate in our credit intervention program. Note, too, that students must score at least a 70% to pass their middle school math class and receive core credit for that course.

During credit intervention, the teacher(s) will provide all assignments that were missed/incomplete/failed for the student to satisfactorily complete in order to recover one or more core class credits at the close of second trimester.

Students identified to require remediation and/or intervention and who successfully complete all requirements developed in such a plan may be promoted to the next grade level at the discretion of the administration.

Middle school students who do not earn their required core credits will be retained at the administration's discretion. If the parents/guardians of that student do not support the administration's decision of retention, they can elect to place their student in the Canon City School's summer credit recovery program to earn up to five missing credits. Upon completion of those summer school requirements, that student will be required to disenroll from Mountain View and enroll in one of the other district middle schools. ****Eighth graders needing to make up credits may be required to enter the district 89ers program before enrolling in high school classes.****

Parent conferences will be held regularly with parents and students in danger of not earning enough credits for promotion to the next grade.

Academic Assessments

MVCKS students may be assessed in basic academic areas throughout the year. Students participate in statewide assessments annually.

Books and Materials

Books and educational materials are loaned for students' use during the school year. These materials must be kept clean and handled with care. Lost, damaged or marked books or materials must be replaced or purchased by the student.

Parent/Teacher Conferences

Elementary Parent/Teacher conferences are scheduled at the completion of each of the first two trimesters and all parents are expected to attend. If a parent wishes to schedule a conference with a teacher at any other time during the school year, the parent should call the teacher to arrange an appointment.

Middle School Parent/Teacher conferences are scheduled for first and second trimesters at mid-term. Two afternoons are available for parents to visit with teachers. Parents should call the teacher if they would like to arrange an appointment for a conference at any time during the school year.

Report Cards

Report cards will be issued at the end of every trimester. The MVCKS grading system reflects the developmentally appropriate and unique needs of students. The grading scales are as follows:

Kindergarten- 3=Meets or Exceeds Grade Level Expectations
Second Grades: 2=Progress Towards Expectations

Academic & Specials 1=Developing Foundational Skills

Kindergarten-Second: O=Outstanding
S=Satisfactory
N=Needs Improvement

Work Skills, Social Skills, Conduct
Third – Eighth Grades: A = Excellent
B = Very Good
C = Satisfactory
D = Needs Improvement
F = Fail

Specials Skill Levels: Level 1 = Expanded use of grade level skills
Level 2 = Consistently uses grade level skills
Level 3 = Developing grade level skills

Conduct Marks: E = Exemplary (an example to others)
S = Satisfactory
N = Needs Improvement

Make-Up/Late Work for Absences

We ask that students collect work upon returning from absences. Students are given two school days to make up work missed for every one day of an excused absence.

It is the philosophy of MVCKS that students take the initiative to follow up with teachers after an absence for any make up work.

Students who are absent should meet with teachers upon their return to school to determine what work they missed. Students should pick up a blank homework form from their homeroom teacher. This form should be filled out on the first day of the students' return to school. Students should meet with each teacher outside of class time to find out what work was missed. If students fail to take responsibility for accessing/completing their make-up work after they return, they will receive zeros for all assignments they missed.

During times of extraordinary circumstances when large numbers of students are absent or when a student has to be absent for three or more days, assignments from all classes (both in-class work and homework) will be written down for the day and left at the front office.

Middle school make-up work from the first academic school day of the month through the 15th of each month will be collected by the 15th of each month. Any work from that time period not submitted by the 15th will not be accepted for credit by the classroom teacher. Make-up work from the 16th of the month through the last academic school day of the month will be collected by the final academic school day of each month. Any work from that time period not submitted by the final academic school day of the month will not be accepted for credit by the classroom teacher.

Middle school work that is not turned in during the class time when it is due is considered late and is subject to a 15% deduction in earned credit.

Middle School/No Name Policy

Students who do not put their name on a turned-in assignment may re-submit it with their name on it and will receive a 10% deduction to their earned grade. Students will adhere to the Make Up/Late Work policy for dates when No Name assignments will be accepted for decreased credit.

Honors Assemblies and Student Recognition Awards

Honors Assemblies will be held recognizing middle school students' academic and personal achievements at the end of each trimester As COVID-19 guidelines/restrictions permit.

Elementary students will be recognized by their teachers in their respective classrooms.

Homework

Mountain View Core Knowledge School values the social-emotional well-being of its students as well as the importance of family time. After school, students should have time to be kids: to play, to explore, to create, to discover, and to participate in extracurricular activities. It is understandable that with an increase in age comes greater course loads and level of rigor. All teachers at MVCKS will consider the following guidelines when assigning homework:

- a) Homework should advance a spirit of learning, curiosity, and inquiry among students.
- b) Homework should be meaningful and assigned with purpose.
- c) Homework may be assigned that is designed to help practice on a previously taught skill or practice. Homework will not be busy-work.
- d) Homework may be assigned four nights per week and will not be assigned on weekends or during holiday periods, except in extenuating circumstances (i.e. long term assignments and projects).
- e) The actual time required to complete assignments will vary by each student's study habits and academic skills.
- f) Homework is primarily the responsibility of the student.
- g) Parents play a supportive role in monitoring completion of assignments, encouraging students' efforts, and providing a conducive environment for learning. If a student routinely reaches a point of sincere frustration, parents are encouraged to contact the teacher in an effort to work through those frustrations. If parents feel that their child is spending an inordinate amount of time completing homework on a consistent basis, they should contact the teacher in order to gain a better overall understanding.
- h) Homework will not be used as a punishment and/or as a behavioral management tool.
- i) It is expected that all Mountain View students read at least 20 minutes per day outside of the classroom and that they are assigned daily math practice.

General guidelines beyond nightly reading:

| | |
|------------|-----------------------------|
| K - 1 | Up to 10 additional minutes |
| Grades 2-3 | Up to 20 additional minutes |
| Grades 4-5 | Up to 30 additional minutes |
| Grades 6-8 | Up to 60 additional minutes |

*Students who do not complete classroom work during the school day may have to complete the work at home in addition to homework assigned.

*Student/family projects will be assigned periodically.

Teacher Contact

We appreciate and take great pride in the levels of parent involvement and communication that are present at MVCKS. We ask that you refrain from calling the classrooms throughout the school day to eliminate distractions from the educational setting. If you would like a teacher to contact you, please call the office and leave a voicemail or email that teacher. Our teachers will make every effort to get back to you in a timely manner, though it is not always possible to return your call immediately. It is the expectation of administration that our teachers respond to your voicemail or email message within a 24 hour period.

Student Code of Conduct

Dress Code

Parents are responsible to make certain their child's attire meets the code before they come to school. The goal of this dress code is to reduce the distractions and the competitive dress that often leads to bullying, to simplify the clothing attire expectations for parents and students, and to reduce the amount of time taken away from teaching in order to deal with clothing distractions. The ultimate goal of the MVCKS dress code is to allow the focus at school to be on learning in a safe environment. No student may knowingly wear an out-of-dress code piece of clothing with the intent of turning it inside out once at school and wearing it that way the rest of the day. No student will be allowed to wear clothing turned inside-out. Teachers, teacher assistants, and ultimately administrators will enforce the dress code. Failure to adhere to the dress code will result in consequences aligned in the MVCKS discipline matrix.

Shirts:

- All shirts need to have an approved MVCKS logo on them *except* for solid-colored polos and solid-colored sweaters or cardigans.
- School activity shirts (Science Fair, Choir, Band, Field Day, etc.) may be worn on **Thursdays only**.
- School sports shirts (jerseys, hoodies, etc.) may be worn on **game days**. Student athletes are still subject to adhering to dress code standards on game days. Additionally, the dress code supersedes the coach's permissions regarding dress on said game days.

Pants/Bottoms:

- Any plain, solid-colored slacks, jeans, or pants in good condition with no tears or stress marks, no patterns or prints
- No knit pants such as stretch pants, athletic/yoga pants, athletic shorts, leggings, or jeggings allowed.
- Leggings and tights are allowed to be worn underneath dress-code appropriate skirts.
- Solid-colored culottes, skirts, or shorts if they are no shorter than 4" above the knee.

Shoes:

- No open-toe, flip flops or beach sandals, slippers, or high-heels in elementary. Middle school students may wear heels that do not exceed 2 inches. Middle school students may wear open-toed shoes with a back strap for safety purposes.

Hats/Coats/Jackets:

- School-purchased hoodies or light jackets may be worn in the classroom as needed. Hoods may not be on heads in the building.

- No hats allowed in the building unless needed for a medical purpose.
- Winter coats must have an approved MVCKS logo on them to wear them in the classroom.

Makeup:

- Hair must be a natural hair color, neat in appearance, and a non-distracting style that doesn't cover the eyes. Hair accessories must be non-distracting.
- Elementary may not wear makeup or body glitter. Middle school may wear subtle makeup only.
- No visible body piercings other than the ears (no more than two per ear) or visible tattoos including rub-on, Henna, or writing/drawing on skin.

Jewelry/Sunglasses

- Elementary may wear a watch, a ring, small post earrings, and a necklace/bracelet if they are not a safety issue or distracting
- No excessive jewelry
- No sunglasses in the building unless for medical reasons.

Discipline Matrix

The discipline matrix is a tool for administrators to respond appropriately when students have committed serious violations, per the code of student conduct outlined in the Mountain View Core Knowledge School student handbook. This tool is designed to offer consistency at all levels across the school so that all students are disciplined fairly when their behavior requires intervention beyond the classroom.

The matrix is designed to assist all stakeholders in understanding the consequences connected to the serious violation of school rules. The matrix enables administrators to assign consequences consistently and without bias.

Rule violations at Mountain View Core Knowledge School are categorized into three levels of severity. Level 1 and Level 2 infractions, unless habitual, are to be handled by the classroom teacher per classroom guidelines and consistent with school policy. Level 3 infractions will include removal of the disruptive student and will require the immediate attention of the available building administrator. Consequences for Level 2 and Level 3 infractions may be coded as following:

- A The classroom teacher will attempt to correct student behavior through proximity, a class redirect and reference to the classroom social contract. The classroom teacher, at a later point, will record the intervention/accommodation that he or she will make in an effort to best support the student.
- B The classroom teacher will use the Capturing Kids' Hearts 4 Question technique to attempt to correct student behavior. Teacher will conference with student in the hall following the administration of the 4 Questions. Parent contact is made by the student or classroom teacher and documented in Infinite Campus.
- C Student will lose privileges and/or receive additional consequences for a BEHAVE OUT behavior. An office referral will be assigned to the student by the classroom teacher and the available administrator will conference with the student.
- D Conference will be scheduled with parent/behavior plan may be implemented for the student (RTI).

| MVCKS Discipline Matrix BEHAVIOR(s) | OCCURENCES OF BEHAVIOR & CONSEQUENCES | | |
|---|---|-----------------------|-----------------------|
| LEVEL 1 —Behaviors that do not require administrator involvement, do not significantly violate the rights of others, and do not appear habitual. | 1st | 2nd | 3rd |
| <i>Disruption of school/class activity. Examples include but are not limited to:</i> <ul style="list-style-type: none"> · Arriving tardy to class · Being unprepared for class · Being outside of designated areas · Refusing to follow directions or complete class work · Crying or yelling · Using inappropriate language (not directed at someone else) · Talking to or distracting others from learning · Being disrespectful to the teacher or other students · Off-task behavior · Dress code violations · Cell phone violation | Classroom or School Procedures Followed. | | |
| LEVEL 2 —Behaviors that do not require administrator involvement, <i>may</i> significantly violate the rights of others, and <i>may appear</i> as habitual Level 1 infractions. | 1st | 2nd | 3rd |
| <i>Deliberate defiance of school rules and/or school personnel. Examples include but are not limited to:</i> <ul style="list-style-type: none"> · Repeating Level 1 behaviors · Arguing with teacher/talking back/defiance · Inappropriate language (directed at someone specifically) · Throwing materials in class · Talking on a regular basis/insubordination · Refusing to follow directions on a regular basis | A/B | A/B/C | A/B/C/ D |
| LEVEL 3 —These are the “absolutes” that Mountain View Core Knowledge School has established as removable offenses from the classroom. These behaviors require the immediate intervention of a school administrator, significantly violate the rights of others, put others at risk or harm, or have been deemed as chronic Level 1 or Level 2 infractions. | Students will receive a mandatory in-school or out-of-school suspension of 1-5 days for all Level 3 infractions. Students will not be allowed to return to school from a suspension until they have completed an improvement plan with the | | |

Deliberate acts that violate state law or threaten the wellbeing of teachers or students. Examples include but are not limited to:

- Drawing pictures that illustrate violent behavior towards others
- Harassing others (verbal, physical, sexual)
- Bullying others
- Possessing alcohol, drugs, tobacco, or weapons
- Willfully disregarding the safety of others
- Habitually disrupting class
- Willful insubordination
- Defiance to a teacher or teacher's aide
- Fighting
- Stealing

principal, and a parent conference has been held. For certain offenses, expulsion of the student from the district will be recommended to the Board of Education.

General Rules and Regulations

- **Capturing Kids' Hearts:** MVCKS is proud to build culture and community through an approach called Capturing Kids' Hearts. As part of this approach, a social contract will be created by the students and the classroom teacher as an agreed upon set of norms that will guide how teachers will be treated by students, how students will be treated by their teacher, and how all parties will resolve conflict when it arises. It is the expectation of administration that all students sign the social contract.
- We have a strict "**Hands Off**" policy at MVCKS. This includes any/all aggressive or affectionate behavior (public displays of affection). Students who are having conflicts with their peers are to seek help from teachers, teacher assistants, the counselor or the administration for mediation.
- **Cell phones:** Cell phones are allowed on campus, but they are not to be turned on/used at any time during the school day (7:45 - 3:45). Cell phones are to remain out of sight (in backpacks, lockers, etc.) and not on the student's person. Students will not be allowed to use their cell phones at lunch or on passing periods. School personnel may confiscate the cell phones upon violation of this rule. Violations will be subject to the discipline matrix, and parents will be required to pick up the phone at the main office at the end of the school day for all violations. Please note that MVCKS is not responsible for any lost or stolen student cell phones, nor is MVCKS responsible for any damage that may occur to student cell phones on school grounds.
- **Textbooks:** In applicable grade levels, students will be issued a textbook for each class at the beginning of the year. These books are his/her responsibility. If any book is lost, he/she must pay for the missing book before another one can be issued. If any textbook is damaged, the student is responsible for any book fines. These rules also apply for library books. Students should never loan their books to another student or keep them in someone else's locker.
- **Interrogation and searches:** To maintain order and discipline in the school and to protect the safety and welfare of students and school personnel, the school administration or anyone appointed by the administration may search a student, a student's locker, book-bags, desks or storage areas, etc. when the administration has reasonable suspicion to believe that the search will result in evidence that the student has violated or is violating either the law or the rules of the school.
- **News release:** From time to time the news media is on campus for coverage of news issues, and may film, photograph, or interview students. If a parent/guardian has an objection to this occurring with their student,

please indicate this in writing to the school. The school will keep this on file for future reference. If this documentation is not on file, the school will assume your permission is granted.

- **Bicycles, skateboards, roller-skates and roller-blades** may not be ridden on school grounds. Bicycle racks are provided, and students are to walk bicycles onto school grounds and secure them to racks with a lock. Bicycle safety helmets are strongly encouraged. Motorized vehicles, including scooters, are not permitted.
- **Weapons on school property:** The MVCKS governing board considers safety a priority for our staff and students and has adopted the RE-1 policy for weapons on school grounds. The RE-1 Board of Education has determined that possession and/or use of a weapon by students, staff, and visitors who are on any school property within the district is detrimental to the welfare and safety of students, staff, and the school community. Although there is authority under Colorado Law whereby a chief of police or a county sheriff may issue written permits to carry concealed weapons to individuals, and those individuals may lawfully carry a concealed weapon, it is the Board's policy that any weapon in the possession of anyone on school premises is inconsistent with and detrimental to the safety and welfare of students, staff, and visitors to the District. As a result, it is the Board's policy that there shall be no weapons of any kind in any school building, on school grounds, in any school vehicle or at any school sponsored activity without the authorization of the school or the School District.
- **Students must attend at least one-half day of school** if they plan to participate in an after-school or evening extracurricular event associated with the school.
- **Students will not be allowed to participate in Student Council-sponsored activities**, ex. dances, if they have been issued two office referrals in the quarter preceding the event.

Tardies

Tardiness is defined as the appearance of a student without proper excuse after the scheduled time that a class begins (7:40 a.m. for all students). Tardiness can be classified as excused or unexcused.

An excused tardy involves a student arriving late as a result of circumstances such as a medical appointment, inclement weather, snow, icy roads, accident/injuries, illness, or car troubles. The office staff should be notified by parent or guardian prior to or upon student arrival. Excused tardies will be at the discretion of the administration.

Students showing up more than 30 minutes late to class will be marked absent. Five unexcused tardies will equal one full-day unexcused absence.

Consequences for excessive tardiness per trimester:

1. First tardy; a warning
2. Second tardy; a warning
3. Third tardy; parent contact
4. Fourth tardy; parent contact and morning detention
5. Fifth tardy, parent contact and two morning detentions
6. Six tardies become one full-day unexcused absence. Conference scheduled with parents.

Playground Expectations

Students will show respect, display positive sportsmanship, and follow instructions given by playground staff.

1. Students will play safely. Tackling, grabbing of clothes, pulling, punching, or kicking will not be tolerated.
2. Students will remain within the playground boundaries.
3. Students must be granted permission from staff to leave the playground and enter the building.
4. Students will take turns on equipment.
5. Students will use playground equipment safely.
6. Students will play appropriately and safely with balls. Teacher's aides will be responsible for retrieving balls going over the fence or sending a student for them.
7. Students are not allowed in or around the vicinity of the irrigation ditch covers.
8. Students will not play with, throw, or kick rocks, dirt, wood, or potentially harmful objects.
9. When the whistle is blown, all play will cease.
10. When a long whistle is blown, all students will quietly line up to enter the building.
11. Students will walk quietly into the building.

After School Expectations

1. At 3:45 p.m., middle school & elementary students should wait at the front of the school -- the area under the front patio and close to it -- until they are picked up. The back patio, the amphitheater, and all other areas are out of bounds.
2. Students should stay off the garden areas. The garden areas have flowers, bushes, and wood shavings underfoot.
3. Students should stay off the road until they see their vehicle or until an adult collects them. Everyone should use every caution when crossing the road.
4. Students and parents should stay on paths, crosswalks, and sidewalks.
5. Students may SIT on rocks and walls. No standing on or walking on, or jumping off rocks and walls. Rocks and walls near the art and music rooms and second, third and kindergarten rooms should not be used before 4:00 p.m.
6. Students may play in the playground with adult supervision only. Ball games and other group activities may be permitted with supervision.
7. After 3:45 p.m., middle school students will not be permitted back into school without adult supervision. Also, students must move to the front of the building due to reduced supervision at this time.

Social Media Expectations

Posting concerns and complaints on social media sites does not help resolve problems and can be detrimental to the parent/teacher relationship, ultimately negatively impacting student learning. All parents and students are asked to follow the conflict resolution process outlined in this parent/student handbook.

Conflict Resolution Process(es) for Students and Parents

Grades K-5

What to do if an issue or challenge arises at school that you feel needs additional attention in order to resolve the situation:

1. Student talks with student/staff member directly involved with the issue.
2. Student talks with the student advisor.

3. Student talks to classroom teacher assistant in charge.
4. Student and teacher assistant talk with person involved in conflict.
5. Student and teacher assistant make an appointment to talk with administrator and the person involved in the conflict.
6. Student(s), parent(s)/guardians(s) and teacher assistant make an appointment to talk with administrator and person involved in conflict.
7. Student, parent/guardian make an appointment to talk with the Governing Board.

Grades 6-8

What to do if an issue or challenge arises at school that you feel needs additional attention in order to resolve the situation:

1. Student talks with the student/staff member(s) directly involved with the issue.
2. Student talks with the student advisor.
3. Student talks to classroom teacher assistant in charge.
4. Student and teacher assistant talk with person involved in conflict.
5. Student and teacher assistant make an appointment to talk with administrator and the person involved in the conflict.
6. Student(s), parent(s)/guardians(s) and teacher assistant make an appointment to talk with administrator and person involved in conflict.
7. Student, parent/guardian make an appointment to talk with the Governing Board.

Mountain View Core Knowledge School Mobile Learning Device Parent / Student User Agreement

(Adopted/ revised from Canon City School District Fremont RE-1)

Educational Impact

Through the use of 1:1 devices, Mountain View Core Knowledge School middle school staff now have the ability, and an even greater potential than before, to transform the learning environment for students by integrating 21st Century technology skills into our daily classical curricular approach.

A technology rich classroom promotes:

- Deeper student engagement
- Quality and quantity of feedback
- Differentiation through access to resources
- Enhanced collaboration opportunity (peer to peer, student to teacher, teacher to teacher)
- Improved lines of communication
- Critically thinking and problem solving

Ultimately, our 1:1 initiative allows educators to expose students to real, relevant, and meaningful instructional experiences that focus on essential skills, so that all students can compete locally and beyond.

Canon City Schools 1:1 Initiative Mission:

The mission of the 1:1 program for the Canon City School District is ***to create a collaborative learning environment, through the use of district approved technology, for all members of the educational community. This***

environment will enable and support students and staff to implement transformative technology while enhancing students' engagement with content and promoting the development of self-directed, responsible lifelong learners and users. Students will transition from consumers of information to creative producers and owners of knowledge.

Mobile Devices

Mountain View Core Knowledge School will be supplying its middle school students with a mobile device. Use of the school-issued device(s) is a privilege, **but is also a required academic learning tool**. This device will remain the property of the school during the device's term of use by the student. The mobile device will allow student access to the G Suite for Education, Infinite Campus, Schoology as well as other web-based tools required by the curriculum. The device is not intended for gaming, social media, or high-end computing.

Ownership

The mobile device is considered school property while the student is enrolled at Mountain View Core Knowledge School. Students may be selected at random to provide their device for inspection, and it can be confiscated at any time for any purpose. Students are to turn in their assigned device at the end of each school year prior to summer break or upon leaving the school district. Upon student graduation, at the district's discretion, the device *may be sold* to the student at a nominally set, school-determined price.

Important to Know

- The following are restricted-access categories: Adult Content, Alcohol and Tobacco, Illegal Drugs, Pornography, Nudity, Violence and Terrorism, Weapons, and any other material deemed inappropriate by district administrative staff.
- Please know that no web-filtering product is 100% successful or as impactful as a conversation between a student and their parent/guardian over Internet Safety and the expectations of behavior while online, as well as active and ongoing parent/guardian monitoring of student digital citizenship. Parents/guardians will ultimately be responsible for their child(ren)'s devices where internet security is concerned.
- Mountain View Core Knowledge School or Canon City School District employees may install software onto a student's Chromebook that allows them to track or monitor a student's actions while using the Chromebook.
- Students will be required to house their Chromebooks in the school-provided cases that have been purchased for the machines. It is the expectation that student Chromebooks are transported in their cases at all times while at school.
- Mountain View Core Knowledge School is not responsible for any changes that Google makes to its system. In addition, MVCKS will evaluate and implement any options that ensure student safety and proper educational usage.
- Students are responsible for the care of their device. Devices that are broken, damaged, or fail to work properly should be taken to Mountain View Core Knowledge School's office for repair or replacement.
- Students are responsible for bringing completely charged devices to school each day.
- Students using a mobile learning device at school and at home are expected to follow any and all Canon City Schools Technology Mobile Device Guidelines and all district Acceptable Use Policies. (Files JS, JS-E, and SOP 839)

Mobile Learning Device User Agreement Repair Fees / Insurance

This user agreement outlines repair costs and may be subject to changes based on cost of repairs and/or device acquisition by MVCKS. Students must pay a \$50 insurance fee at the start of each school year to ensure damaged devices can be repaired. This covers accidental -- not intentional damage -- and will be assessed by school and/or district staff. Damage due to normal wear and tear of the device (as determined by school and/or district staff) will be replaced or repaired by the district at no cost to the student. This fee covers the following:

1. The first annual repair/replacement at no additional cost to the student. This includes replacements of verifiably stolen or broken devices, as well as broken or lost power adapters/chargers.
2. After the first repair/replacement in a school year, students and/or parents or legal guardians will be required to pay an additional \$50 insurance fee to cover the device for the next repair/replacement. Subsequent repairs will each incur a \$50 fee for the first 3 incidents during a 1 school year period (see item 4 and 5 below). The \$50 fee will also be applied for lost device chargers.
3. Insurance payment will be made directly to Mountain View Core Knowledge School.
4. If a device has been damaged accidentally more than 3 times within a one school year period beyond normal wear and tear (device charger replacements not included), whether or not the damage results in the device being rendered unusable as determined by building and/or district administration staff, the full amount of the original purchase price plus any additional associated costs will be charged back to the parent or legal guardian and/or student to replace the damaged device with a new one. Student will not receive the replacement device until all costs have been received and student and/or parent or legal guardian are in good financial standing with the school and district. Costs for device replacement will range between \$300 and \$400 depending on current market pricing. An additional \$50 insurance fee will also need to be collected for possible future reparations.
5. If any damage was found to be intentional through school investigation, the parent or legal guardian and/or student will be responsible for the full cost for replacement of the device.
6. Students or parents or legal guardians may not substitute repair parts from sources outside of the school district. Using replacement parts or power adapter/chargers not rated for a device could further damage it and may result in full replacement cost charged to the student.
7. All repairs must be completed by MVCKS or school district staff or by an approved 3rd party authorized by the district for device repairs.
8. Determining cause of damage and assessing repair/replacement costs will be the sole responsibility of MVCKS staff.
9. Students assigned specific devices for in-school use only (not to be taken off school grounds) will be held responsible damage per the terms described above.
10. If you do not wish your child to be allowed to take his/her device from school grounds, please indicate this measure on the parent/guardian contract. These devices must then be checked out from the office and the beginning/end of each school day. All homework digital requirements must still be met.

Grade Level: _____

Student Agreement

I, _____ have read, understand, and agree to abide by the Mountain View Core Knowledge School District Mobile Device Policies and Procedures Policy. Should I commit any violation or in any way misuse my mobile device, I understand and agree that my use may be revoked and disciplinary action may be taken against me.

If I am under the age of 18, I understand that when I turn 18, this agreement will continue to be in effect and I agree to abide by it.

Signature: _____ **Date:** _____

Parent Agreement

I, _____, as the parent or legal guardian of the above minor, have read, understand, and agree that my child shall comply with the terms of the Mountain View Core Knowledge School Mobile Device Policies and Procedures. I understand the use of mobile devices are a necessity in the education of my child, but can be revoked if mishandled. I am signing this policy and agree to hold harmless Mountain View Core Knowledge School against all claims, damages, losses, and costs, of whatever kind, that may result from my child's use of his or her device or violation of the foregoing policies and procedures. Further, I accept full responsibility for supervision of my child's use of the device off school property.

(All must sign) I hereby give permission for my child to use a mobile device assigned by Mountain View Core Knowledge School.

Signature: _____ **Date:** _____

(Only those who wish this option) I do not wish my student to take his or her mobile device away from school property. I understand that it is my student's responsibility to turn in the device to the media center at the end of each day and pick it up from the media center before school. I further agree that all electronic homework will be accomplished through the use of a parent provided device.

Signature: _____ **Date:** _____

Statement of Cooperation

I have read the MVCKS Student Handbook and have discussed the contents with my child. We understand and agree to abide by MVCKS policies.

Child's Name: _____ Grade: _____

Parent/Guardian Signature: _____

Student Signature: _____

Date: _____