

# BRIDGEVIEW ELEMENTARY CENTER

## VISION STATEMENT

Bridgeview Elementary is the Gateway to Greatness

## MISSION STATEMENT

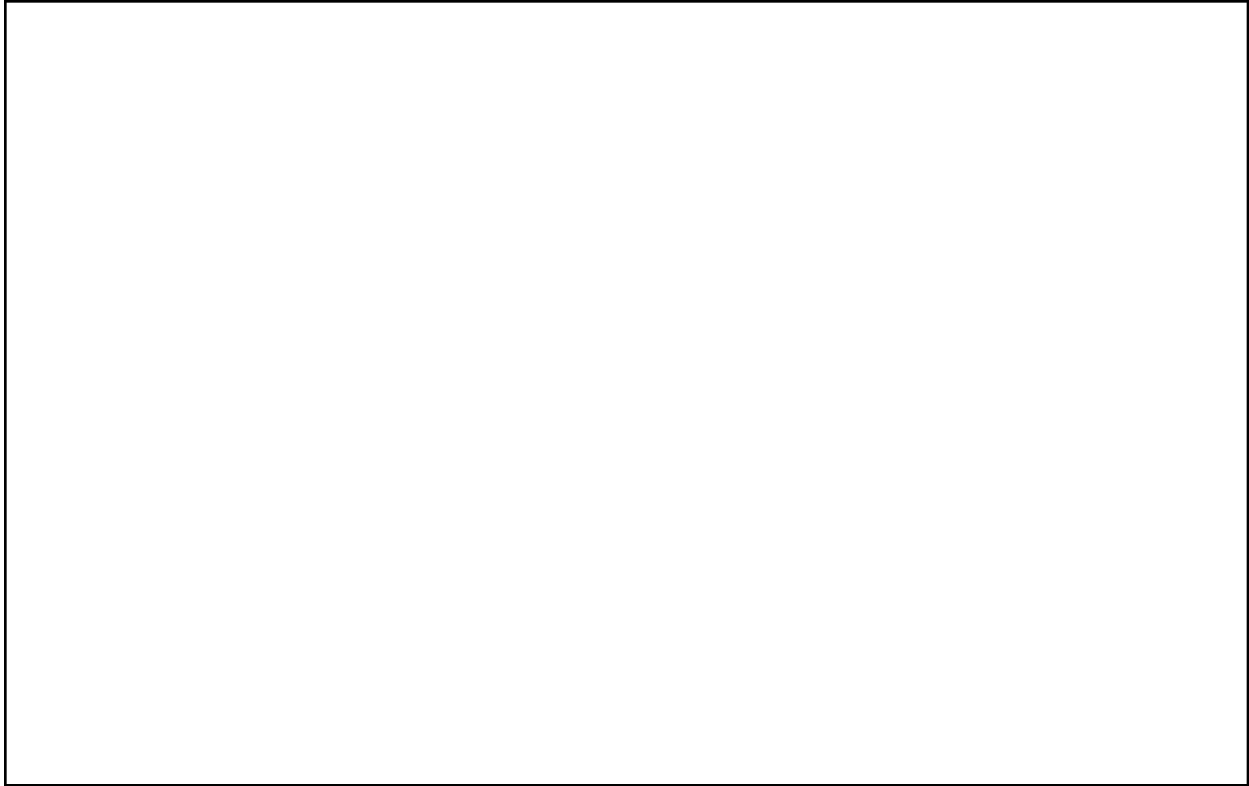
BEC

B-Broaden E-Experiences to C-Cultivate Leaders

## BRIDGEVIEW ELEMENTARY CENTER

### DAILY SCHEDULE

6:50 a.m.	Breakfast (doors are opened)
6:50 a.m.	Students go to classrooms
7:15 am	Arrival (with enough time to make it to class)
7:20 a.m.	Instructional day begins and tardy bell rings
10:00-12:10p.m.	Lunch (each group has 30 minutes)
1:50 p.m.	Bus students are walked to the bus <ul style="list-style-type: none"><li>● K-5 daycare students are walked to the cafeteria. Daycare vans will pick up on Kentucky Street.</li><li>● Walkers will go to the cafeteria where they will be dismissed.</li><li>● K-5 students being picked up are moved to west-end hallways and are seated until a parent picks them up.</li><li>● Pick up students will be dismissed once buses leave. <b>Parents do not need to come inside of the building. Parents can remain in the car line up or wait outside and students will be called to dismiss.</b></li></ul>



### Kanawha County Schools Grading Scale

Grade	Grade Average Percent
A mastery of subject	90-100
B above average work	80-89
C average achievement	70-79
D below average work	60-69
F poor work, non-mastery	below 68
I incomplete- makeup needed	no credit
W withdrawal from class	no credit

### **Kanawha County Schools Mission Statement**

The mission of Kanawha County Schools is to provide a world-class education that ensures success for every student in the 21st century.

### **The Staff at Bridgeview Elementary believes:**

All students *CAN* achieve greatness.

All students *CAN* be leaders.

Schools, parents and the community must be partners in learning.

Schools must be safe and caring places.

## STAFF MEMBERS

Stephenie Haynes	Principal	Christina Somerville	Library
Julie Francis	Assistant Principal	Chandra Toney	PE
	Secretary	Kristi Whisner	Music
Amber Harris	Counselor	Matt Green and Sarah	Weekly Art
Christopher Wood	BARR coordinator	Lisa Bailey	Special Education
Stacy Bradley	CIS	Aaron Boston	Special Education
Jean Frame	Nurse	Sarah Dean	Special Education
Cil Payne	Nurse	Michelle Brown	Special Education
Tawonna Austin	Social Worker	Mackayla Mena	Special Education
Barbara Wilson	Speech		Parent Assistant
Lara Woodrum	Speech	Emily Bennet	K Aide
Megan Dastgheib	PK	April Taylor	K Aide
Nicole Smith	PK	Hannah Landers	K Aide
Katie Weaver	Kindergarten	Laura Fenton	Title I Reading
Chloe White	Kindergarten	Laurinda Hedrick-Litteral	Title I Reading
Kayla Young	Kindergarten	Ashley Wilmot	Title I Reading
Ashlee Austin	1 <sup>st</sup> grade	Cathy Bush	Title I Math
Kathy Dunlap	1 <sup>st</sup> grade	Jess Melton	Title I Math
Amy Southworth	1 <sup>st</sup> grade	Lisa Syner	Title I Math
Chantel Hartwell	2 <sup>nd</sup> grade	Annette Reed	1st grade Aide
Jackie McCormack	2 <sup>nd</sup> grade	Amanda Anderson	1st grade Aide
Tabitha Richardson	2 <sup>nd</sup> grade	Harriet Casto	1st grade Aide
Cori Cumberland	3 <sup>rd</sup> grade	Kim Means	ISA Aide
Frank Davis	3 <sup>rd</sup> grade	Lee Harmon	ISA Aide
Savanah Dolly	3 <sup>rd</sup> grade	Shannon Lovejoy	ISA Aide
Alli Jordan	4 <sup>th</sup> grade	Barbara Dougherty	PreK Aide
Marrlee Hammond	4 <sup>th</sup> grade/Basic Skills	Joann Baire	PreK Aide
Mckenzie Sigman	4 <sup>th</sup> grade	Bobbi Armstrong	PreK parent assistant
Daisy Fontalbert	5 <sup>th</sup> grade	Haley Dickenson	PreK parent assistant
Alauna Moss	5 <sup>th</sup> grade	Nathan Dollison	2nd grade Aide
Holli Petersen	5 <sup>th</sup> grade	Mandy Scragg	ISA Aide
Wayne Pauley	Head Custodian	Amber DeMarco	ISA Aide
Nathan Jett	Evening Custodian		ISA Aide
Denise Hinzman	.5 day Custodian	Elizabeth Barnes	ISA Aide
Jason Harrison	evening Custodian		
Brandi Lambert	Cafe Manager		
Ronda Moore	Head Cook		
Nikki Carte	Cook		
April Coleman	Cook		
Robin Haynes	.5 day Cook		

### ATTENDANCE POLICY

Students are expected to attend school every day unless prevented by illness or emergency. If there is any question on your part about whether your child should stay home when not feeling well, think in terms of a “rule of three”. If your child is experiencing vomiting, diarrhea, or fever, the child needs to stay home until they are 24 hours fever free without medication or without vomiting/diarrhea. Parents are responsible for calling and sending an excuse (doctor or parent note) to the school office (766-0383) each day their child is absent. The school will contact parents if your child is absent to check on him/her. If absences continue, the Social Worker will become involved. State law requires school attendance. Remember that absences and tardiness can easily lead to academic problems. The school encourages you to make medical/dental appointments outside the school day.

### TARDIES TO SCHOOL

School instruction begins at 7:20. Please have your child here by 7:15 so they have time to grab their breakfast and get to class. Students are to be in the classroom and prepared to work. When a student is tardy, it disrupts the entire classroom. If your child is late, he/she must sign in at the office and get a tardy slip to class. ***If a tardy pattern is established, a conference will be scheduled with Tawonna Austin, Attendance Director. Students who are tardy will not be eligible for the perfect attendance award. Perfect attendance means coming to school on time every day. A student is permitted 5 tardies.***

### EXCUSE NOTES

Parents must send a signed note upon their child’s return to school with their child’s name, date of absence, and reason for absence within 3 days of the absence. If your child was absent due to a doctor or dental appointment, please obtain an excuse from the physician and send it to the school. These excuses may be faxed from the doctor’s office to the school at 304-766-0388.

### EMERGENCY CARD/ILLNESS AT SCHOOL

On the first day of school, your child is given a student emergency medical information card. If your child becomes ill or injured at school, the information on this emergency card is vital for the proper care of your child. Therefore, it is very important that you complete and return the card to school with your child as soon as possible. Advise us of the specific people who can pick up your child. Parents are responsible for informing the school throughout the year of address and phone number changes as soon as they occur. If you are not picking up your child, the person who will be picking him/her up should be listed on the emergency card.

### ARRIVAL PROCEDURES

Students must enter the building through the main doors located on Ohio Street. Parents may drop students off from 6:50-7:20. Instruction begins at 7:20. Your child is tardy if they arrive after 7:20. Staff will be outside during drop off times of 6:50-7:20 and will walk students to the sidewalk/school. **If a staff member is not present, please let student passengers out of the cars at crosswalks.** Please do not pass cars if they are dropping off students. Please do not stop or park in our bus lane or the staff parking lot. Parking is available on Kentucky Street or Maple Street.

- Students are to arrive at 6:50 if they are to have breakfast. Breakfast is FREE!!! Upon arrival, students go to the cafeteria to get a grab and go breakfast bag to take to their classroom.

- At 6:50, students are permitted to go to class. Parents are asked to leave students at the door. If you need to speak with someone, you MUST sign in at the office. Should you need to speak to the teacher, please call the school to arrange a time during the teacher's planning period. Arrival and dismissal aren't appropriate times to meet because teachers are supervising students.
- If your child walks or is transported to school by car, arrival should be between 6:50 a.m. and 7:20 a.m. Children cannot be admitted to the building prior to this time as adequate supervision is not available.

### DISMISSAL PROCEDURES

1:50 pm – K-5 bus students are walked to the buses.

1:50 pm – K-5 students (Parent pick-ups) are walked to the west-end hallway.

K-5 students (Day Care and Walkers) are walked to the cafeteria.

1:50 pm – (Or when buses exit school) – Students being picked up and walkers will be dismissed to parents outside and walked to the appropriate car.

For student safety, all parents/guardians picking up students should remain outside. Please stay parked and remain in the car line behind the bus. Students will be dismissed upon seeing the parent or the appropriate car. This is the same procedure that was established last year. Please be patient at the beginning of the year because there will be new students and parents that are unaware of the process. Your child's safety is of utmost importance. Should you need to speak with a staff member, you must sign in at the office and wait there. Thank you for your assistance with this process.

### BICYCLES

Students are welcome to ride their bikes to school. We do not have a bike rack at this time.

Bridgeview Elementary and KCS are not responsible for lost, stolen or damaged bicycles.

### CROSSING GUARDS

The school crossing guards will be on duty at Chestnut/Ohio, MacCorkle/Chestnut, Ohio/Maple streets and at Lincoln/ Village Drive every morning and afternoon. For your child's SAFETY, please instruct him/her to:

- Cross only where the crossing guards are located
- Arrive to cross after 6:50 a.m. (when crossing guards are on duty)
- Not to return to school or home for forgotten items
- Obey the crossing guards and patrols
- The school crossing guards are very active and important persons. They are concerned with the safety of our students at all times. Please advise your children to treat them with respect.

### MAKE-UP WORK

There is no substitute for being present in the classroom. However, students will be given an opportunity to make-up all possible assignments when they are absent. If a child is to be absent for an extended period of time, and you wish to pick-up assignments for him/her, please call the school. Teachers need 1 school day (24 hours) to gather the assignments, which can be picked up the following day. Likewise, your child will have an equal number of days to turn in work. If they are out a day, they will have a day to make up the work. Teachers are very willing to work with you as needed.

### EARLY DISMISSAL

If school is dismissed early because of inclement weather or other emergencies, information about the closing will be communicated by Schoology, call/text, radio or television. Every parent should discuss with their children where they should go if school is dismissed early and no one is at home. Please make sure your child knows of this predetermined plan. Do not plan for your child to use the telephone as lines become very busy during early dismissal situations. An emergency dismissal form for you to complete and return to school will be sent home on the first day of school. Please complete this form and return to school immediately. Also, please make sure you give more than one contact person in case of emergency and we have up to date phone numbers. If your number is not up to date, you will not receive the proper phone calls to let you know school is dismissing early.

### SPECIAL DISMISSAL

Students may be excused for medical and dental appointments. They WILL NOT be counted as unexcused if a note is returned to the school from the doctor. When a child is to leave school early, please wait in the office. To minimize classroom disruption, we will call the student to the office. Students WILL NOT be permitted to leave school during or after school hours with anyone other than parents or guardians unless the parent grants prior permission. Please send or bring written permission for your child to go any place other than your home or daycare provider. Telephone permission should be limited to emergency situations because it is often not possible to deliver last minute messages. Please call **before** 1:15 if you have a change in dismissal. It is very hard at the end of the day to locate students once dismissal starts.

**CHILDREN WILL NOT BE DISMISSED BETWEEN 1:20-1:50pm WITHOUT A NOTE SENT THAT MORNING. DISMISSAL IS TOO CHAOTIC TO GET STUDENTS FOR CHECKOUT IF PRIOR NOTICE ISN'T GIVEN.**

Family education trips must be approved by the school before the trip and will be subject to Kanawha County Board of Education guidelines.

### RIDING THE SCHOOL BUS

South Charleston Bus Garage – 304-766-0373

Riding the bus is a privilege, not a right. Good conduct on the school bus is necessary and mandatory for the safety of all riders. If the bus driver has any severe problems with a child, he/she will notify the school principal. The principal talks to the child and contacts the parent if necessary. If the problem continues, the child may be excluded from riding the bus. A conference between parent, child, driver and principal is then required before riding may resume. The driver has the same authority as a teacher while the child is on the bus. Misbehavior on a school bus cannot be permitted.

Children who ride a school bus are assigned to a certain bus and must ride that bus at all times. If it becomes necessary for him/her to ride a different bus or go home by any other way than usual, then we must have a dated, signed note, giving details. Children without notes will be sent home on their regular bus.

Please remind your child to go directly home after leaving the bus. This will prevent anxious moments by parents and school personnel in locating a missing child. If your child does not get off the bus, you may call the school (766-0383) or the bus garage (766-0373).

Children who are on school-sponsored field trips transported by buses are expected to obey all rules and regulations of regularly transported students. Every student will be bringing home a pamphlet, "How To Be A Star Player On The School Bus Safety Team." Please read this material and discuss it with your child.

### LUNCHROOM VISITS

Parents are welcome to have lunch with their child at school and/or volunteer to help during lunches. Please notify the school secretary by 8:30 am of the day you will attend. There is a limit of 5 parents per lunch due to seating availability and fire codes.

Cost is as follows:

Breakfast for kids	Free
Lunch for adults	\$4.25
Lunch for kids	Free
Extra milk or juice	\$0.45

### BIRTHDAY AND SCHOOL PARTIES

**Please do not bring items such as cupcakes, etc., for your child's birthday. This is a guideline we have from child nutrition and the amount of sugar students are supposed to consume at school in a day. ALL BIRTHDAY TREATS WILL BE DENIED AT THE DOOR.**

**Birthday invitations may be passed out as long as there is one for every student. They can be passed when the teacher says it is an appropriate time.**

**No latex balloons or flowers are to be delivered to school. ALL FLOWER AND BALLOON DELIVERIES WILL BE DENIED AT THE OFFICE.**

### MIDTERMS/REPORT CARDS

Progress reports will be posted on Schoology. Report cards will be sent home at the end of each nine weeks. Students in kindergarten and first grades will earn S's and N's. "S" indicates satisfactory progress and "N" indicates that improvement is needed. Students in grades 2 through 5 will earn traditional letter grades (A-E). You can check Schoology weekly for up-to-date grades.

### LIBRARY AND TEXTBOOKS

Children are taught to take proper care of books. Lost or damaged books are the financial responsibility of the parents of the pupil who checks them out.

### LOST & FOUND

The school maintains a lost and found department where articles may be claimed. It is advisable that parents mark their children's clothing for easy identification. If your child has lost anything, please check with the school secretary. All jackets and clothing that is brought into the office is hung up in the cafeteria. Unclaimed items will be given to someone who needs them at the end of each nine weeks. School officials will not assume responsibility for lost articles or money. It is suggested that

children bring only the amount of money necessary for any given day. Please send money in an envelope with the child's name and their teacher's name on it.

### PHYSICAL EDUCATION

All students are required by state law to have physical education. We have a full-size gymnasium and a full-time instructor for our students. Children are required to wear tennis shoes for Physical Education. If you need assistance in purchasing shoes, please see the school CIS or social worker. Tennis shoes may be left at school to change into if they are marked with the child's name. Girls should wear shorts under their dresses for physical education classes. If your child cannot participate for any reason, a note of explanation or a doctor's slip should be sent to the teacher.

### DRESS CODE

Students' dress should be comfortable and in good taste. Clothing advertising alcoholic beverages and tobacco products or containing inappropriate language or messages will not be permitted. Students' dress cannot create a distraction in the classroom.

Please read the Kanawha County School Policy regarding dress. Examples of dress rules include the following: Students may not tie jackets and coats around their waist, students may not wear shirts with spaghetti straps and students may not wear flip-flops or soccer sandals as shoes. T-shirts must cover the midriff area and "muscle man" shirts are not permitted.

### TRANSFERS

If your child is transferring to another school, please give us advance notice with the name and address of the new school. We realize the importance of speed in sending student records to the new school and make every effort to expedite the transfer process quickly.

### SCHOOL SOCIAL SERVICES

Parents, life is full of challenges for both children and adults. How we cope with those challenges can affect the amount of physical and emotional well being we enjoy as an individual and as a family, on a daily basis. Everyone in life, regardless of who we are, experiences problems in their lives at one time or another. Even when seemingly only one person within the family is having problems, the other family members often feel the effects. Sometimes children and/or parents need new skills in order to learn coping techniques or to make needed positive changes in their lives. We encourage you to call the school CIS or social worker for referral assistance.

### NON-CUSTODIAL PARENT

When only one parent has custody, please inform the school. A copy of the settlement or court order is **REQUIRED** for verification. A copy of court orders will be kept at school. Children's school records are available to both biological parents unless restricted by a court order.

### E-MAIL

Parents, please provide the school with your email address. All school newsletters, important messages, and information will be sent to parents via email upon request.



### SPECIAL SERVICES

A student can be referred by the school or parents to Exceptional Children's Services for any of the following reasons:

- Does not seem to benefit from regular classroom instruction and may need a special program.
- Does not achieve at a level commensurate with his ability.
- Appears to be maladjusted emotionally and/or socially as seen in his individual and/or interpersonal behavior.
- Exhibits exceptional ability or talent and would benefit from a special program.

### DAYCARES SERVING BRIDGEVIEW

Third Base (after school until 5:40pm) You may call 304-766-0378 or email KCSCEP@mail.kana.k12.wv.us for more information.

Other day care services that will pick up your children after school:

- Kiddie College 304-768-7417
- South Charleston Enrichment Center 304-414-4420
- Oakhurst DayCare 304-746-0099

### PARENTAL/COMMUNITY INVOLVEMENT

Research shows that children have an advantage in school when their parents continuously support and encourage their school activities. Please feel free to volunteer to serve on PTO/LSIC. We meet 4 times a year. A committee of parents oversees classroom assistance, library assistance, obtaining resource persons, homeroom parents, communications with business partnerships and other volunteer activities. Volunteers are needed to pop popcorn, be homeroom mothers, run off teachers' papers, assist with the book fair, assist with field day, and jump rope for heart. Please be aware that the school's strategic plan is available in the office for continual review, feedback, and updates. We encourage you to view it at your leisure and make suggestions on ways our school can improve.

### ADDITIONAL INFORMATION/RULES

Kanawha County Schools publishes a handbook with information that is pertinent to all elementary students. This information includes bus regulations, policies and procedures, and code of conduct. You will receive this in your First Day of School Packet. We hope you will find this information helpful. The Kanawha County Schools discipline code is available on our school website. We follow the WVEIS discipline system for major offenses.

### BUSINESS PARTNERS

Our school is fortunate to have seven business partners to offer support and help. We feel privileged to work with Calvin Broyles Jewelers, Wendy's, Kroger at Riverwalk, South Charleston Fire Department, South Charleston Housing Authority, Springhill Baptist Church, Lester Raines Mazda, South Charleston Women's Club and the West Virginia National Guard. Please support our business partners as we work with them to make our school a better place.

## RECESS AND HEALTHY SNACKS

Kanawha County School policy requires recess each day. We schedule 15 minutes for each grade level class. In addition, parents and school staff are encouraged to promote healthy snacks for students. Please do not send sugary types of snacks. Also, we have students with food allergies. You should check with the teacher before sending peanut products to school. In addition, no energy drinks are permitted at school. These are not considered nutritional. No student can be denied the regular 15 minutes of recess. Students will have the opportunity to earn extra recess. Not all students may earn this extra time.

## FIELD TRIPS

Grade level teachers will try to plan at least one field trip for students. The field trips will be of educational value and relate to the standards. All students will be permitted to attend. If a student misbehaves or has behavioral issues, the child may not be permitted to attend the field trip or a parent may be asked to accompany their child as their chaperone. The student may be denied the privilege of going if they misbehave. Permission slips must be returned before a student can attend the trip. All school rules apply on the trips.

## WEAPONS

According to the WV Code of Conduct, a student **WILL NOT** possess a firearm or deadly weapon on any school bus, education building, structure, facility, and school sponsored function or on route to school. A “deadly weapon” means any device intended to cause injury or bodily harm, any device used in a threatening manner that could cause injury or bodily harm, or any device that is primarily used for self protection. For a purpose of this policy-deadly weapon also includes any instrument which is designed to be used to produce serious bodily injury or death, or is readily adaptable to such use. Examples of such weapons include, but are not limited to, pellet guns, BB guns, razors, mace, chains, pipes, fake bombs or any size knives.

## LICE

Head lice is an infestation by a parasite. It does not indicate that a child is dirty. The most important factor to remember is that the infestation should be treated quickly, because delays will only help spread the infestation throughout your family and the community. Head lice are difficult to see, but the signs to look for are:

- Scratching the head or back of neck
- White specks (nits) in the hair (that cannot be brushed off as dandruff can)

If infestation is confirmed:

- Contact your physician or school for suggested treatment. It is very important that you let the school know. The name of the infested student will remain confidential. If you need help getting medicine to treat head lice, please let the school know.

Some things you can do to help:

- Do not let infested children use any combs/ brushes except their own.
- Do not let children wear any hat/headgear except their own.
- Please check your child's head at least every other night for a while.

- Children with extremely long hair should keep hair braided or pulled back and hair spray applied.
- Make sure that you treat the child's hair and follow instructions regarding clean up of bedding and home.

Children will no longer be excluded from school due to live lice or nits per school policy. Your cooperation would be much appreciated if such an issue occurs. Together we can try to prevent or decrease infestations to the school and your home.

#### **BRIDGEVIEW ELEMENTARY CENTER POSITIVE BEHAVIOR SUPPORT (PBS) POLICY**

The faculty and staff at Bridgeview Elementary Center believe in a supportive learning environment, with consistent and respectful approaches to managing behavior and encouraging character development. We recognize that student behavior is the shared responsibility of the school, student, and parent/guardian.

Students at all grade levels will be instructed in the proper procedures, routines, and expectations. Our long-term goal is that the students will become kind, respectful, responsible, and productive citizens. Throughout the year, we expect students to demonstrate the virtues of respect, responsibility, perseverance, trustworthiness, empathy, honesty, and self-discipline. These virtues are taught in the classroom and emphasized through our Character Education Program. Our staff has received training in positive behavior management strategies, which are used to support our school discipline policy and encourage students to demonstrate good citizenship. The discipline system stresses positive, versus punitive, interventions. This school wide Positive Behavior Support (PBS) is intended to reduce challenging behaviors and teach more appropriate self-discipline behaviors, resulting in responsible student citizenship. In order to maintain a safe, orderly, and productive school environment, the PBS system incorporates expectations and guidelines for all areas of the school. The student expectations and related consequences are in accordance with the Kanawha County Schools and the WV Board of Education Policies. The policy can be found in the "Kanawha County School Handbook" published by Kanawha County Schools. Students in all grades will have an opportunity to earn rewards.

#### **TITLE 1 – PARENTS' RIGHT TO KNOW**

Federal law allows parents to ask about the professional qualifications of their child's classroom teachers, and requires school systems to provide the information in a timely manner if they request it. Specifically, parents have the right to ask for information regarding teacher certification, a college major and advanced degrees. Parents also have the right to request information about aides and paraprofessional personnel who provide services to their child. Parents who desire this information may contact the school principal or the Department of Human Resources, Kanawha County Schools at 304-348-7712. This form is also on our website and a hard copy will be sent home with students in September.

#### **TITLE 1 – PARENT COMPACT**

The parent compact is an integral part of our home to school collaboration effort. The compact signature page should be returned to school. Please post the compact on your refrigerator as a

reminder of what you promise to do to help your child be a successful BEC Knight. This will be sent home in the Title I packet after school begins.

#### WV CODE OF CONDUCT - J25 POLICY

Please review policy J25 about student conduct.

[https://docs.google.com/document/d/1dKZe3l\\_QsMeH-q9gi8FcBMndEktBTcOS/edit?usp=sharing&oid=105077909965853765514&rtpof=true&sd=true](https://docs.google.com/document/d/1dKZe3l_QsMeH-q9gi8FcBMndEktBTcOS/edit?usp=sharing&oid=105077909965853765514&rtpof=true&sd=true)

#### NOTICE OF NONDISCRIMINATION

Applicants for admission and employment, students, parents, employees, and sources of referral of applicants for admission and employment are hereby notified that the Kanawha County School District does not discriminate on the basis of race, color, religion, national origin, sex, age, or disability in admission or access to, or treatment or employment in, its programs and activities. Any person having inquiries concerning the Kanawha County School District's compliance with the regulations implementing Title IX or Section 504 is directed to contact: Title IX: Title IX Coordinator, Kanawha County Board of Education, 200 Elizabeth Street, Charleston, WV 25311-2119, phone 348-1379; Section 504: Section 504 Coordinator, Kanawha County Board of Education, 200 Elizabeth Street, Charleston, WV 25311-2119, phone 348-1366. These persons have been designated by the Kanawha County School District to coordinate the efforts to comply with the regulations implementing Title IX and Section 504.

## ***Bridgeview Elementary Center– Parent – Student Compact***

Bridgeview Elementary Center and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.

This school-parent compact is in effect during the school year 2023-2024.

### **School Responsibilities**

**Bridgeview Elementary Center will:**

- **Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:**
  - *SAVVAS*
  - *MyMath*
  - *Literacy Footprints*
  - *AMC*
- **Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's achievement. Specifically, those conferences will be held:**
  - *October 9, 2023*
- **Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:**
  - *Schoology*
  - *Report cards each nine weeks*
  - *Grade papers sent home*
- **Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:**
  - *During their planning*
  - *After school*
- **Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities, as follows:**
  - *Lunchroom help*
  - *Read/craft with class*
  - *Make copies*

- *Volunteer for book fair*
- *Volunteer for field day*
- *Help with special events*

### **Parent Responsibilities**

**We, as parents, will support our children's learning in the following ways:**

- *Communicate with school administration and teachers if questions or concerns arise during the school year.*
- *Monitoring attendance.*
- *Making sure that homework is completed.*
- *Support and monitor my child to maintain positive behavior*
- *Participating, as appropriate, in decisions relating to my children's education.*
- *Promoting positive use of my child's extracurricular time.*
- *Staying informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.*
- *Serving, to the extent possible, on committees and advisory groups, such as being a Title I, Part A parent representative on the school's School Improvement Team, the School Support Team or other school advisory or policy groups.*

### **Student Responsibilities**

**We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:**

- *Do my homework every day and ask for help when I need to.*
- *Read at least 30 minutes every day outside of school time.*
- *Give to my parents or the adult who is responsible for my welfare all notices and information received by me from my school.*
- *Maintain appropriate care of my iPad and display good digital citizenship.*
- *Participate and work hard in class every day.*
- *Respect adults and my peers.*
- *Have a positive impact on my school by attending school events and becoming a member of a group or club.*

**Bridgeview Elementary Center will also:**

1. *Involve parents in the planning, review, and improvement of the school's parental involvement policy, in an organized, ongoing, and timely way.*
2. *Involve parents in the joint development of any schoolwide program plan, in an organized, ongoing, and timely way.*

3. Hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements, and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a convenient time to parents, and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite to this meeting all parents of children participating in Title I, Part A programs and will encourage them to attend.
4. Provide information to parents in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.
5. Provide to parents information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.
6. On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible.
7. Provide to each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading.
8. Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not fully certified.

### **Additional School Responsibilities**

To help build and develop a partnership with parents to help their children achieve the State's high academic standards, Bridgeview Elementary Center will:

1. Work with the Kanawha County Schools Title I Office in addressing problems, if any, in implementing parental involvement activities in section 1118 of Title I, Part A.
2. Work with the Kanawha County Schools Title I Office to ensure that a copy of the SEA's written complaint procedures for resolving any issue of violation(s) of a Federal statute or regulation of Title I, Part A programs is available to parents of students.

School Representative: Stephenie Haynes

Date: \_\_\_\_\_

Parent: \_\_\_\_\_

Date: \_\_\_\_\_

Student: \_\_\_\_\_

Date: \_\_\_\_\_

## **School Parental Involvement Policy**

### **PART I. GENERAL EXPECTATIONS**

**Bridgeview Elementary Center** agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will ensure that the required school level parental involvement policy meets the requirements of section 1118 of the ESEA, and includes, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- Schools will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and the school.
- In carrying out the Title I, Part A, parental involvement requirements, to the extent practicable, the school will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language parents understand.
- If the school-wide program plan for Title I, Part A, developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the local educational agency (school district).
- The school will involve the parents of children served in Title I, Part A schools in decisions about how funds reserved under this part are spent for parent involvement activities. The school will build its own and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.



- The school will provide parental involvement activities under section 1118 of the ESEA in the areas of improving student achievement, child development, child rearing and additional topics parents may request.
- The school will be governed by the following statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- A. that parents play an integral role in assisting their child's learning;
- B. that parents are encouraged to be actively involved in their child's education at school;
- C. that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;
- D. the carrying out of other activities, such as those described in section 1118 of the ESEA.

## **PART II. DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS**

NOTE: The School Parental Involvement Policy shall include a description of how the school will implement or accomplish each of the following components. *[Section 1118, ESEA.]*

1. Bridgeview Elementary shall take the following actions to involve parents in the joint development and review of its school parental involvement policy under section 1118 of the ESEA:
  - Discussion at Family Nights
  - Invitations to Parent Involvement Meetings
  - Open House Parent Meeting
2. Bridgeview Elementary shall take the following actions to involve parents in the process of planning, joint development of the program, review and improvement of programs under Title I Part A of the ESEA :
  - Discussion at Family Nights
  - Invitations to Parent Involvement Meetings
  - Open House Parent Meeting
3. Bridgeview Elementary shall hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the

Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will invite all parents of children participating in Title I, Part A programs to this meeting.

4. Bridgeview Elementary shall provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.
  - Parent Compact
  - Open House
  - Newsletters
  - Schoology
  - Kickboard
5. Bridgeview Elementary shall, at the request of parents, provide opportunities for regular meetings, held at flexible times, for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:
  - Parent Meetings
  - Family Nights
  - PTO Meetings
6. Bridgeview Elementary shall provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:
  - General Summative Assessment (when released)
7. Bridgeview Elementary shall take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not fully certified.
  - Highly Qualified Notices sent in September
8. Bridgeview Elementary shall provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described below:
  - the state's academic content standards,
  - the state's student academic achievement standards,

- the state and local academic assessments including alternate assessments,
  - the requirements of Title I Part A,
  - how to monitor their child's progress, and
  - how to work with educators
9. Bridgeview Elementary shall provide materials and training to help parents work with their children in the areas of improving student achievement, (including literacy training and using technology) child development, child rearing and additional topics parents may request.
- Math and Reading Family Nights
  - Parent Workshops/Training
10. Bridgeview Elementary shall, with the assistance of its parents, educate its teachers, pupil services personnel, principals and other staff in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:
- Parent Workshop
  - Parent Involvement Training for Staff
  - Math and Reading Family Nights
11. Bridgeview Elementary shall, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
- Parent Workshops/Trainings
  - Math and Reading Family Nights
  - Head Start Monthly Meetings
12. Bridgeview Elementary shall take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to parents of participating children in an understandable and uniform format, including alternative formats upon

request, and, to the extent practicable, in a language the parents can understand:

- School Newsletter
- Weekly Grade letter memos
- Updated school website
- Schoology
- Kickboard
- Parentlink Calls

### **PART III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS**

**NOTE:** The School Parental Involvement Policy **may** include additional information and describe other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

- involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- training parents to enhance the involvement of other parents;
- arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children, arrange meetings with parents who are unable to attend conferences at school in order to maximize parental involvement and participation in their children's education;
- adopting and implementing model approaches to improving parental involvement;
- establishing a school parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

### **PART IV. ADOPTION**

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by LSIC agenda minutes.

This policy was adopted by **Bridgeview Elementary** on **July 26, 2023** and will be in effect for the period of 2023-2024. The school will distribute this policy to all parents of participating Title I, Part A children on or before **October 1, 2023**.

I have received my copy of the 2023-2024 Bridgeview Elementary Handbook and reviewed it with my child.

Signature\_\_\_\_\_

Student's name\_\_\_\_\_

Grade\_\_\_\_\_

Teacher\_\_\_\_\_

Please return to school

Thank you.