

# Riverview Elementary

**RIVERVIEW ELEMENTARY**



**WORLD CLASS SCHOOL**

**ENGAGE EMPOWER COLLABORATE**

## **Home of the Rams, Make Your Mark, Make it Matter!**

*Welcome to Riverview Elementary, a world class school. We engage, empower, and collaborate and are ready to change the world.*

*The aim of schooling at Riverview is for every student to gain at least a year's worth of learning for a year's input.*

**At Riverview Elementary, there are three messages we say, model, organize for, protect and reward:**

- *What we are doing here is important.*
- *You can do it!*
- *We're not going to give up on you-even if you give up on yourself.*

## SCHOOL POLICIES AND INFORMATION

We desire to protect students while they are at school and to provide a safe and orderly climate for learning. Our general policies and information detail steps we are taking to accomplish that. Parents and children should review these items together.

### ATTENDANCE

Regular on-time attendance is a critical factor in achieving academic success. Students who are frequently absent or tardy will miss valuable instruction. Students with excessive absences or tardies may be referred to the Nebo District for enforcement. Obviously, students that are ill should not attend school.

#### **Tardies**

**Utah Code:** The Utah State Compulsory Education Requirements (Utah Code, Section 53A-11-101.5) is the law regarding elementary school attendance. Part of that law reads as follows: (2) A person having control of a minor between 6 and 18 years of age shall send the minor to a public or regularly established private school during the school year of the district in which the minor resides. (3) It is a class B misdemeanor for a parent to intentionally or recklessly fail to prevent the school-age child from being absent without a valid excuse 5 or more times in a school year. (5) It is a class B misdemeanor for a parent of a school age minor to intentionally or recklessly fail to enroll the school age minor in school, unless the school age minor is exempt from enrollment under Section 53A-11-102 or 53A-11-102.5. (7)...the school district shall report violations of this section to the appropriate county attorney...

**Nebo District Policy:** The Board of Education has approved Elementary School Attendance Policy No. JDI which defines an excused absence as an illness, family death, approved school activity, absence permitted by the student's IEP plan or any other excuse established as valid by a local school administrator. If the student has excessive unexcused absences, the school will make earnest and persistent efforts to remedy the situation by making phone calls, sending letters, holding meetings with parents and children, making referrals to the district social worker and, possibly, to local law enforcement. A letter will be sent home to parents after 5, 10, and 15 unexcused absences. If a child is excused due to illness more than 10 times the school may require a doctor's note to verify the seriousness of the illness.

**Excused Absences:** When a child is absent, the parent/guardian should call the office to excuse the child from school within five school days. Parents are welcome to meet with the principal to discuss extended absences.

### BUSES

Students are expected to demonstrate good manners and appropriate behavior while riding on school buses. Disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation. Students may be refused transportation for use of obscene, vulgar or foul language, loud talk, and disturbing noises. Although the school is not directly involved in the transportation of students, we are concerned that students arrive at school and return home in safety. Should there be a persistent problem, please notify the principal. If there is a problem with busing you should contact the **Transportation Office at 801-465-6005**.

### CHECKING CHILDREN OUT OF SCHOOL

If a child is to be taken from school during school hours, District policy requires that the parent or a responsible person (Someone 18 years or older and named on the Emergency Contact Form) sign the child out in the office before removing the child from class. **We are not allowed to release a student based on a note, telephone call, or the child's statement.** The school must have proper documentation on file if any individuals are legally restricted from contacting a particular student at school.

On special occasions, parents often check a student out to take him/her to lunch. Please be cautious about making this a regular occurrence, as students are often checked out before lunch begins and arrive back at school after lunch ends. This can be very disruptive to the classroom teacher and other students.

## **SAFETY**

The safety of your child cannot be stressed enough. Review with your child safe practices to follow when traveling to and from school. During the year we will review safety procedures and practices at school. Students who ride bicycles to school should take every precaution to prevent theft. Bikes are to be parked and locked in the racks provided.

## **IMMUNIZATIONS**

Utah State Law requires all children enrolled in a public school to complete all required immunizations and have dates on file before admission to school.

## **SCHOOL BREAKFAST and LUNCH**

Children are encouraged to participate in the school breakfast and lunch programs. These meals are planned, prepared and served by experts.

**Lunch** prices for students are \$2.00 and \$4.00 for adults. The lunch account may be used at any time during the year. Students will be notified when their lunch account is getting low. Should you desire to apply for free or reduced (\$.40/lunch) lunches, please go <https://paypams.com/OnlineApp.aspx>. You will find the online forms available for quick and easy application.

**School breakfast** is served between 8:15-8:40 AM.. Students are expected to be back in their classrooms by the first bell. Breakfast prices for students are \$1.50 and \$2.00 for adults. Students who qualify for reduced or free lunch also qualify for reduced (\$.30/breakfast) or free breakfast.

## **STUDENT ARRIVAL AT SCHOOL**

Supervision of students begins at 8:15 AM. Students who come earlier than this time will be required to remain outside. Exceptions are handled on an individual basis.

All entry doors have a green/red paper posted on the door. At 8:10, the temperature is monitored. If the temperature is above 20 degrees, a green paper will be posted. Students will be expected to remain outside until the morning bell rings at 8:40 a.m. If the temperature is below 20 degrees, a red paper will be posted. Students will be in the gym/lunchroom hall until the morning bell rings at 8:40 a.m. If there is extreme wet weather, it will be a red day.

## **NOTES HOME**

Communication between the school and home is essential. General school information will be sent home in a weekly email. Please make sure your email address is updated through <http://www.nebo.edu/node/374>.

## **FINANCIAL CONTRIBUTION**

We will provide all basic supplies and activities to your student. We do ask that a \$20.00 contribution is made to help with field trips, assemblies, and classroom needs. If you are unable to pay this amount, any amount is appreciated. All students will be allowed to participate in all activities.

## **PARENT-TEACHER ASSOCIATION**

The PTA contributes significantly to the educational quality at Riverview. Patrons are encouraged to join, support, and participate in the PTA. Membership dues are quite reasonable and help pay for worthwhile programs at the school and local level. In order to keep the dues reasonable and still support so many programs at Riverview Elementary, the PTA will hold fundraisers.

## **SCHOOL COMMUNITY COUNCIL**

Riverview Elementary has a School Community Council consisting of seven parents and three staff members. The council will meet once a month and discuss Riverview issues. If you have questions or concerns, you may contact any of the members of the council or the school. Also, call the office if you are interested in serving on the council next year. Elections are held in May.

## **PHONE CALLS**

Parents are asked not to call their child at school or leave messages unless it is **absolutely necessary**. A student must have a phone pass from the teacher (which is given only for emergency reasons) to use the phone. After dismissal, students may call home only after 3:15 PM.

## **LOST AND FOUND**

To facilitate the return of lost clothing and other articles, please label your child's possessions with his/her name. Lost articles will be placed in the gym. Please encourage your child to check the Lost and Found regularly. Several times a year, unclaimed articles are donated to a local charity.

## **BIKES AND SCOOTERS**

Students are welcome to ride bicycles, skateboards, scooters to school if they abide by the following rules:

- Lock your bike/scooter and put it inside the bicycle rack before school begins.
- Stay away from the bicycle rack except when parking and picking up your bicycle.
- Lock your bike/scooter individually, not to another student's.
- DO NOT ride your skateboard anywhere in the building. Any student caught riding their skateboard in the building will have the item confiscated and kept in the office until a parent comes to retrieve it
- WHEN ON CAMPUS WITH A BIKE/SKATEBOARD/SCOOTER, YOU MAY NOT RIDE WHILE ON SCHOOL GROUNDS AND WALK IT AT ALL TIMES; THIS IS FOR YOUR SAFETY AND THE SAFETY OF OTHERS.

## **RESTRICTED ITEMS AT SCHOOL**

Toys interfere with the educational process and often lead to student distraction. Students should not bring toys to school. The school will not be responsible if toys brought to school are damaged, lost, or stolen. This includes but is not limited to skates, scooters, inline skates, skate boards, remote control items, iPods, tablets, game boys, etc. These items will be taken from students and will require a parent to come to school to retrieve them for their student.

Bringing weapons or drugs (including alcohol and tobacco) to school may be grounds for immediate expulsion according to district policy.

It is preferred that cell phones be left at home and not brought to school. If a student brings them to school, the phone must be turned off during school and stored in backpacks. Parents will be responsible to retrieve confiscated phones and electronic devices.

For safety reasons, Heeleys will not be allowed on the school grounds. If this type of shoe is worn the wheels will be removed from the shoe and taken to the office. The wheels can be picked up by a parent/guardian.

## **DRESS CODE**

Clothing that is distracting to other students or teachers is inappropriate. Sleeveless shirts and blouses are not permitted. Shorts, which do not reach the vicinity of the knee, are not acceptable. "Grubby" clothing as well as clothing containing vulgarities, profanities, obscenities, endorsements for alcohol, tobacco, or drugs, or with images that may frighten young students are never acceptable.

In addition, baggy trousers and shorts should be worn on the waist at the beltline. As per school board policy, hats or headgear may not be worn inside the school except during special programs and activities. Students wearing clothing in violation of the dress code will be directed to the office to call home for a new set of clothing before they can return to class.

## **EMERGENCY AND HEALTH INFORMATION SHEET**

Each family should return an Emergency and Health Information Sheet to the school yearly. This sheet provides essential information that is invaluable in the event of an injury, illness, or accident. We will do everything within our power to contact either a parent or a person named on the sheet if a serious accident or illness occurs. In the event of an extreme emergency, appropriate medical assistance will be sought. In addition to the Emergency and Health Information Sheet, all parents should update the health information on <http://www.nebo.edu/node/374>.

## **EMERGENCY EVACUATION**

In the event of a major disaster affecting the community, students will be held at school and released only to family members. In the event of a disaster, school staff will remain at school and care for the students. Students will participate in drills to help prepare for emergencies.

## **HOMEWORK**

Homework varies according to individual teachers and the subject matter. Generally, students are provided time to complete many tasks in class; however, as homework is a natural part of school which helps students develop good study habits, students can expect periodic homework assignments. Teachers endeavor to send home constructive assignments with specific purposes in mind. If your child has trouble with the amount or difficulty of assignments, please contact the teacher.

## **STUDENT MEDICATION**

Any student that needs to take a medication while at school must have that medication dispensed through the office. The family doctor must fill out and sign a Student Medication Form in order for the medication to be given at school. Please work with the school nurse and office on getting the form filled out before your child needs to take the medication. Forms are available at <http://www.nebo.edu/pubpolicy/J/JHCD-F.pdf>.

## **WITHDRAWAL OR TRANSFER OF STUDENTS**

Should it become necessary to withdraw your child during the school year, please notify the office and the classroom teacher as soon as possible. This will give the secretary time to have the necessary forms ready when you come to withdraw your child.

## **RECESS**

Children should arrive at school dressed for the weather so they may safely and comfortably enjoy activities both inside and outside. All healthy children are expected to go outside during lunch recess, except when weather conditions are extreme. If you desire that your child stay inside for health reasons, please inform your child's teacher with a note. A new note is required for each day your child is to stay inside.

## **STUDENT DISCIPLINE AND CONDUCT**

We care deeply about each student at Riverview. It is our goal to encourage each child's growth of character. We feel the best way to do this is by expecting appropriate behavior and having natural consequences for inappropriate behavior. A safe, orderly climate creates a friendly, effective school.

1. Students have a right to learn. Any behavior that infringes upon that right will not be tolerated.
2. Students are expected to follow the school wide discipline plan.
3. Each student is responsible for his/her own actions and must accept the consequences of those actions.
4. Students are responsible to all teachers, supervisors, and adults and are expected to show courtesy and respect toward them. Students should treat each other with equal courtesy and respect.
5. Students are expected to treat school property with respect and care. School property that is damaged or destroyed will be replaced or repaired at the expense of the person(s) responsible.
6. State law requires that students be supervised at all times.  
Activities in the gym, halls, classrooms, or on the playground without supervision are not allowed.
7. Snowballing, tackle football, running in the halls or classrooms, fighting, roughhousing, and other activities which have a high risk of injury are not allowed at any time.
8. Possession of weapons or drugs at school may result in immediate suspension and/or expulsion.

# Daily Schedule

	<u>Regular Day</u>	<u>Monday, Early Out</u>
First Bell	8:40	8:40
School Begins	8:45	8:45
School Dismissed	3:00	2:15
Kindergarten AM	8:40-11:20	8:40-11:00
Kindergarten PM	12:20-3:00	12:00-2:15
	<u>Lunch Schedule</u>	<u>Outside To Play</u>
First	11:10-11:45	11:25
Second	11:25-11:55	11:35
Third	11:35-12:05	11:45
Fourth	11:45-12:20	12:05
Fifth	11:55-12:25	12:10
Sixth	12:05-12:40	12:25

If students need additional time to finish their lunch they are instructed to inform their teacher when the teacher comes into the lunch room to pick them up. Students are allowed additional time if needed.

## Staff Development Days

There are 2 staff development days during this school year and each will take place on a Monday.

\* STUDENTS WILL BE DISMISSED AT NOON ON THESE DAYS.\*

\* For special events, assemblies and other activities remember to check our webpage each week for updates:

**<http://riverview.nebo.edu>**





# Riverview Elementary School Rules

## General School Rules:

1. Follow directions the first time.
2. KYHFOOTY  
(Keep your hands, feet, other objects to yourself)
3. Leave distractions at home.
4. Use appropriate language and voice level.

## Hall Rules:

1. Walk in single file
2. KYHFOOTY
3. Be as quiet as a ram
4. Stay with your class

## Playground Rules:

1. Stay in playground area
2. Be outside, not in the halls
3. Use equipment safely and appropriately
4. Keep myself and others safe while having fun

## Lunchroom Rules:

1. Line up quickly, in order and in a straight line.
2. Eat only your own lunch.
3. Talk quietly.
4. Leave your eating area clean (table, seat, and floor)
5. Stay seated until your teacher comes.

## Assembly Rules:

1. Arrive ready
2. Sit assembly style
3. Show appreciation (appropriately)
4. Stay seated until dismissed.

## Bathroom Rules:

Go, flush, wash and return.

## Riverview Elementary Faculty and Staff

2016-2017

We are world-class educators who are dedicated and driven to help all students learn how to thrive and succeed in the 21st century.

<b>Principal:</b>	Angie Killian
<b>Facilitator:</b>	Cindy Porter
<b>Secretary:</b>	Tricia Nielson
<b>Office Assistant:</b>	Mitzi Rawson
<b>Kindergarten:</b>	Bunny Barnett, Lesa Hyer, Natalie Price (PM)
<b>First Grade:</b>	Amy Cook, Amy Jensen, Courtney McAvoy, Heather Parrish, Ginny Sivak
<b>Second Grade:</b>	Cassie Callister (AM), Christy Nielson (PM), Sydney Denison, Sherry Moody, Jocelyn Oviatt, RyLee Reid, Sherilyn Woodhouse
<b>Third Grade:</b>	Alyssa Mathis (AM), Mejken Lacrua (PM), Bethany Chambers, Matt Jenkins, Michele LeMmon
<b>Fourth Grade:</b>	Juliana Brassfield, Katelyn Hansen, June Lopez, Alesha Price
<b>Fifth Grade:</b>	Brianna Albertson, Heidi Bundy, Mary Hollister, Andrea Christensen
<b>Sixth Grade:</b>	Jessica Larsen, Kelsey Mortensen, Sharla Thomas, Sheri Rivera
<b>Counselor:</b>	Karen Smith
<b>Psychologist:</b>	Jesika Forbush
<b>Nurse:</b>	Lenay Porter
<b>Instructional Coach:</b>	Bonnie Dixon
<b>Specialists:</b>	P.E. – Leandra Carter Computers – Kristyne Stubbs Art - Mandy Guymon Music – RaeAnn Nelson
<b>Special Education:</b>	Caryn Covington, Hillary Andrews, Christine Johnson
<b>Speech:</b>	Witney Loftin, Jerika Carter, Ari Loerwald
<b>Mild/Moderate SpEd</b>	Abby McLeod, Rebecca Terranova, Rosemarie Holland
<b>SpEd Pre-K</b>	Kilee Heelis, Sheri Gappmayer, Emily Burraston
<b>ESL Technician</b>	Erika Campbell
<b>Technicians:</b>	Aubree Barnum, Jessi Anderson, Ceclia Worthington, Maureen Stephens, Kelly Martinez
<b>Librarian:</b>	Michelle Roberts

<b>Head Custodian:</b>	Jake Canto
<b>Head Sweeper:</b>	Karen Morrell
<b>Sweepers:</b>	Blake Nielson, Quinton Vance
<b>Lunch Manager:</b>	Jennifer Bagley
<b>Lunch:</b>	Jamie Partridge, Miranda Barton, Laura Lane
<b>Lunch Supervisor:</b>	Kerri Larsen
<b>Grandmas:</b>	Della May, Lenore Nelson