



# 2020-2021 Lake View Elementary School

School Supplement to the  
District Policy Guide

# School Overview

Dear Parents & Students:

Welcome to another great school year at Lake View! On behalf of the Lake View staff and school community, it is my pleasure to welcome you to Lake View Community School. My name is Nkauj Nou Vang-Vue (first name pronounced gau-nu), and I am the school principal. I go by Nou and students can call me Ms. Vang-Vue.

We look forward to working with you to guide your children in their social and academic learning based on their individual strengths and needs. Academically, we will continue to focus on a rigorous curriculum based on Common Core State Standards in the areas of Literacy and Math. We will take the time to teach children the skill sets they need in order to be successful socially and emotionally at school. In addition, we have an amazing outdoor learning environment! Children will have opportunities to take their learning outdoors in our school forest, nature station, garden and our outdoor learning pavilion.

As we head into year three of our technology plan, we are excited to continue to provide monitors in the classroom and one-to-one devices for students in grades second through fifth. We also will provide opportunities in the arts with concerts, choir, and strings. We look forward to presenting multiple opportunities for students to excel in many areas to ensure they will thrive, and we will be able to set the stage for them to be college, career, and community ready in the future.

This handbook is designed to provide you with a better understanding of our school so you may feel better informed about your child's school day. Please do not hesitate to call the school office if information that you need is not included in the handbook. In partnership with you, we will provide your child with a rewarding, enriching and safe educational experience.

On behalf of the Lake View staff and myself, I would like to extend an invitation to you to visit with us and participate with your child in his/her learning experience. We encourage parents to talk to their child every day about what their child has learned at school. We hope that parents will become actively involved in our school. This can look like participating during parent-teacher conferences, being a part of the parent-teacher association, supporting your child's learning while at home, communicating and providing feedback to teachers and staff regularly, or contributing your ideas or time where you can.

Please feel free to contact me should you have any questions or concerns at any time, as we are here to serve you and your child. I look forward to hearing from you as well as seeing you at one of our great school events this year. Let's make it a great year because together, we are Lake View!

Respectfully,

Nkauj Nou Vang-Vue  
Principal

**Telephone**

OFFICE: (608) 204-4040

FAX: (608) 204-4099

ATTENDANCE / SAFE ARRIVAL: (608) 204-4042

**Address**1802 Tennyson Ln  
Madison, WI 53704**Web address**

Facebook: Lake View Elementary School

Instagram: Lake View Community School

**School Hours**

Mondays 8:40 a.m. - 2:05 p.m. (Early release)

Tuesdays-Fridays 8:40 a.m. - 3:37 p.m.

**Equity Vision**

“At Lake View we value our diverse community where students, families and staff have a voice. We work together to create a sense of belonging and meaningful learning opportunities for our scholars every day. We actively stand up for equity. Together, we are Lake View!”

A community school, Lake View is a kindergarten through 5th grade school with a diverse student body. Our 260 students come from a variety of neighborhoods with about two-thirds walking to school. Our goal is to provide the best possible learning experience for every child. We are continually expanding our environmental opportunities with the school garden, school forest and outdoor classroom. We also focus on student leadership through the teaching of social emotional skills that will help create future leaders. In partnership with families and community organizations, we strive to provide services to meet the needs of our school community as well as contribute to its growth and strengthened practices.

As a community school we build on the assets of the community to help serve the identified needs of scholars, families and community through well integrated and coordinated strategic partnerships. In partnership with our families and community, our goal is to create a culture of college, career and community readiness for all! We look forward to working with you in providing an excellent learning community for every student at Lake View Community School.

**Important School Contact Information**

|                    |                   |          |
|--------------------|-------------------|----------|
| Nkauj Nou Vang-Vue | Principal         | 204-4043 |
| DeShala Walker     | Social Worker     | 204-4046 |
| Sarah Mark         | Psychologist      | 204-4045 |
| Chase West         | MSCR              | 204-4055 |
| Rachel Deterding   | Community Schools | 204-4051 |
| TBD                | Parent Liaison    | 204-4051 |
| Main Office        |                   | 204-4040 |
| Martha Fillinger   | Nurse             | 204-4050 |

[nvangvue@madison.k12.wi.us](mailto:nvangvue@madison.k12.wi.us)  
[dlwalker@madison.k12.wi.us](mailto:dlwalker@madison.k12.wi.us)  
[sjbeckman@madison.k12.wi.us](mailto:sjbeckman@madison.k12.wi.us)  
[cbwest@madison.k12.wi.us](mailto:cbwest@madison.k12.wi.us)  
[rdeterding@madison.k12.wi.us](mailto:rdeterding@madison.k12.wi.us)

[mfillinger@madison.k12.wi.us](mailto:mfillinger@madison.k12.wi.us)

# Key Policies and Guidelines

## Attendance

If your child will be absent from school due to illness or is arriving late, please be sure to call our school's safe arrival phone line to inform us. You can leave a message with your child's name, grade, homeroom teacher, and reason for the absence or tardiness. The safe arrival phone number is 608-204-4042.

Attendance at school is important and a key contribution to students' success as a learner. When a student is absent frequently, they miss out on important learning happening. The maximum number of school days a student can miss is only ten days in a semester. Tardies also add up to absences.

If you need assistance in getting your child to school, please reach out to us. Our school social worker is here to assist you.

## Behavior

Lake View strives to provide an environment where every student feels safe. Our school wide agreements (created in collaboration with staff and student voice) are: Have a Kind Heart, Let Learning Happen, Own Your Actions, and Be Safe.

Expectations are taught at the beginning of the year and re-taught throughout the year. Our teachers and staff also take time to teach social emotional skills to all students embedding into the lessons our school wide agreements. We acknowledge students' strengths and skill sets and strive to teach students' the lagging skills they need to be safe and successful scholars at Lake View.

In addition, the district's Behavior Education Plan is used as a guide to support how we teach, interact, and respond to student behavior.

## Childcare/after-school information

MSCR Afterschool provides after-school care at Lake View. For questions, contact Chase West, Director, at 204-4055.

## Family engagement

We will work to engage and support families to form partnerships and strengthen learning at home and school. Our parent liaison works with our school community to create opportunities for parents, families, and school staff to connect, create enrichment opportunities, and support one another. Classroom teachers also communicate home on a weekly basis via a classroom newsletter. Each month, our school also sends home a school newsletter that highlights important dates, events, and fun learning happening at school and within our community.

## Field trips

Teachers plan field trips to provide students with educational experiences. You will be informed of upcoming field trips throughout the year.

## Parent/teacher conferences

Parent/teacher conferences are held in November and in April. In partnership with our classroom teachers and our parent liaison, we will reach out to you to coordinate a conference date and time to talk about your child's progress.

## **Picking up your child during the school day**

To ensure the safety of your child, please send a note in advance to your child's teacher or the office. We require parents to come into our office and sign out the student. We will call the classroom to have the student sent down to the office to meet the parents. Please remember anyone picking up a student must be authorized and listed in Infinite Campus. Once school is in session, no non-school staff (including parents) will be allowed to go to a classroom unaccompanied and pick up a child.

## **Safety & Security**

Families play a key role in school safety. At [lakeview.mmsd.org/safety](http://lakeview.mmsd.org/safety), you can read about school-specific resources for helping keep students safe. You'll find more information on district safety and security, including how we communicate with you in an emergency, at [mmsd.org/safety](http://mmsd.org/safety).

In addition, when visiting Lake View during the school day, all visitors are expected to go to the main office to check in first. From there, our secretary will assist the visitor regarding the purpose of their visit.

Parents are welcome to visit the school and classrooms during the school day. These visits need to be arranged with the classroom teacher prior to the date of visit.

## **Student personal property**

We ask that students do not bring personal items to school to ensure they are not damaged and do not distract learning. Please be sure to ask your students to keep personal items at home. This includes, but is not limited to: cell phones, tablets, toys, and trinkets. If students bring personal items to school, students will be asked to hand them over to a staff member to hang on to until the end of the school day.

## **Supervision of building / grounds**

Breakfast is served starting at 8:15 am in the gym. Students who would like breakfast can come line up by the gym door to go get breakfast. If students do not wish to eat a breakfast, they can play on the playground starting at 8:15 am when there is adult supervision available. The instructional day starts at 8:40 am.

## **Traffic safety, Parking, Pick Up/Drop Off Information**

The parking lot is reserved for staff parking and bus drop off/pick up off only. If you are dropping/picking up your child in your own vehicle, please utilize the drop off/ pick up area located on the west end of the school on Tennyson Lane. You can also park in the neighborhood streets and walk your child up to the school.

When crossing Tennyson Lane, please use the crosswalk. When there are safety patrol students present, please follow their directions.

When students are present (before school and during dismissal after school), please slow down when driving through Tennyson Lane and watch for pedestrians. Safety is our top priority.

*Find more information in the district policy guide, found at [www.mmsd.org/policy-guide](http://www.mmsd.org/policy-guide).*