

# Valleyview Elementary School



2025-2026

Student and Family  
Handbook



## Vision Statement

A world-class model of public education that prepares all students to be Portrait-ready graduates and reach their full potential.

## Mission Statement

Each student is highly educated, prepared for leadership and service, and empowered for success as a citizen in a global community.

## District Goals and Priorities

Columbus City School has established District-wide goals that are focused on the three principles below:

Each student reaches the student's full potential; to continue education, serve in the military, go to college, start a business, and enter the workforce as a life-long learner.

The District creates safe, student-centered, innovative learning environments and recruits, develops, and retains world-class talent.

The District is accountable to our communities and customers; confidence in the district is maintained through strategic, responsible and transparent leadership.

Priority 1: Whole Child Focused

Priority 2: Equitable Opportunities for All

Priority 3: Strong Learning Communities in Every Region

Priority 4: Authentic Engagement



### Valleyview Vision

To create a community where learning goals are accessible and achievable for all students.

### Valleyview Mission

To collaborate as a community to support each student's academic, social, and personal success.

## Important School Information

Phone Number 614-365-6312

Language Interpreter Line 614-365-8802

Attendance Email [Valleyview@columbus.k12.oh.us](mailto:Valleyview@columbus.k12.oh.us)

School Website <https://www.ccsoh.us/valleyviewes>

Lunch Menu: <https://www.ccsoh.us/domain/225>

Class Dojo: <https://www.classdojo.com/invite/?s=521a4ffcc9a7c9642c00073c>

School Website <https://www.ccsoh.us/ValleyviewES>

School FaceBook <https://www.facebook.com/ValleyviewES/>

Parent Portal help: [parentportalaccess@columbus.k12.oh.us](mailto:parentportalaccess@columbus.k12.oh.us)

## Daily Schedule

8:30	Students enter the building for breakfast
9:00	Announcements and Attendance
9:01	Tardy Bell
11:00-12:00	Grades K and 4 Recess /Lunch
11:35-12:35	Grades 1 and 3 Recess /Lunch
12:10-1:10	Grades 2 and 5 Recess /Lunch
3:30	Dismissal

## The Valleyview Ways To Be

At Valleyview Elementary School, we believe that our role is to prepare each and every one of our students for success today and in the future.

These “Valleyview Ways to *Bee*” are our daily reminders of how to stay focused on the growth and success of ourselves and others.

### Be Safe

I will make choices with my words and my body that are safe for myself and others.

I will take care of my belongings and my environment.

### Be Respectful

I will use kind words and I will be honest to myself and others.

I will treat everyone as I want to be treated.

### Be Responsible

I will care for the health of my body and my mind so I can achieve my goals and help others to achieve their goals.

I will care for my schoolwork and the supplies that help me to complete my schoolwork.

### Believe in Yourself

I will try my best, even when facing a challenge.

I will take risks to learn new things and make new friends.

### Always Be Kind

I will treat others as I want to be treated

If I have nothing nice to say, I won't say anything



## Valleyview Common Area Expectations

	Hallway	Playground	Lunchroom	Assembly	Restroom
<b>Be Safe</b>	<p>Safe hands &amp; feet – keep to yourself</p> <p>Safe hands look like: hands to side</p> <p>Safe feet look like: on the floor</p>	<p>Follow rules for equipment use</p> <p>Stay inside the fenced area</p>	<p>Stay seated/ on your bottom</p> <p>Do not share food</p>	<p>Sit on your bottom</p>	<p>Safe hands &amp; feet on the floor – keep to yourself</p> <p>Wash hands</p> <p>Water off when finished</p> <p>No climbing</p>
<b>Be Responsible</b>	<p>Eyes forward</p> <p>Walking Feet</p> <p>Walk in a straight line</p> <p>Carrying a Hall Pass</p> <p>Stay to the right (follow floor visual)</p>	<p>Walk to your line when you hear the whistle (bell)</p> <p>Follow the rules of the games</p> <p>Put equipment away</p>	<p>Sit down and wait to be called to line</p> <p>Clean your area</p> <p>Clean up spills/ let a grownup know</p> <p>Raise your hand if you need help</p>	<p>Listening ears</p> <p>Level 0 voices</p>	<p>Level 0 voices</p> <p>Take care of business quickly - no visiting with friends</p> <p>One squirt of soap &amp; dry hands</p>
<b>Be Respectful</b>	<p>Level 0 Voice</p> <p>Do not stop at other classrooms</p> <p>Hands off bulletin boards/ posters in the hallway</p>	<p>Go directly to your class line and wait to be dismissed</p> <p>No equipment in mulch</p> <p>Wait your turn for the equipment (20 swings)</p>	<p>Walk quietly</p> <p>Eat food</p> <p>Don't talk with food in mouth</p>	<p>Sit only in your space</p> <p>Everyone is special</p>	<p>Flush when finished</p> <p>Paper towels in TRASH CAN only</p> <p>Stay in your space</p>
<b>Believe in Yourself</b>	<p>"I can follow hallway expectations... so others can learn"</p>	<p>I can follow playground expectations.</p>	<p>I can follow lunchroom expectations</p>	<p>I can follow assembly expectations</p>	<p>"I can follow bathroom expectations"</p>
<b>Always be Kind</b>	<p>Use nice words and be nice to others</p>	<p>Use nice words and be nice to others</p> <p>Be a Friend</p>	<p>Use nice words and be nice to others</p>	<p>Use nice words and be nice to others</p>	<p>Use nice words and be nice to others</p>

## Safety

We will be following district guidelines with fidelity:

- A. As per district guidelines, students will be released only to adults (18 or older) who are listed on the emergency medical card.
- B. All parents, families and visitors must enter the building through the front doors of the building into our school lobby which is located on Valleyview Drive.
- C. As per district guidelines, when you arrive at school you will be asked by office or school personnel to provide your identification. Your identification will be compare it to the information found in Infinite Campus. Please know that even if we recognize you, we will ask to see your identification. If you are visiting the building, you will receive a visitor tag.
- D. Due to federal food program guidelines and allergies, other than packed lunches, outside food (McDonald's, Wendy's, etc.) is not allowed to be brought into the cafeteria.
- E. If you are here to visit your student's classroom, please reach out to the teacher at least 24 hours in advance of your visit. As per the teacher contract, they are required to have a minimum of 24 hours notice.
- F. Our Valleyview 'Ways to Bee' include the following: Be Safe, Be Respectful, Be Responsible, Believe in Yourself and Always Be Kind. It is our expectation that each and every person who enters the building will model these expectations.

## Attendance Policy

Your student's regular attendance in school is vital to student learning. Please make every effort to ensure promptness each day. When students are late to school repeatedly, those minutes add up to make a big difference in learning! Ohio Law (HB 410) recently changed how schools must track missed class time. No longer are absences tracked by the number of missed school days. Lost time is now measured by how many hours your student is not in class (excused or unexcused).

Students are required to attend school every day. If your child must be absent from school, you are required to send a written note upon your child's return to school. The note should state the reason for the absence, the date(s) of absence, and the signature of the parent or guardian. For your convenience, blank student absence forms can be found in the back of this handbook.

Students are expected to be in class the entire school day. HB 410 requires the District to send families an official written notice when your student has 'excessive absences.' An excessive absence is defined below:

\*Absent 38 hours or more in one school month with or without a legitimate excuse

\*Absent 65 hours or more in one school year with or without a legitimate excuse

We need your help by ensuring that your student arrives on time each day and regularly attends the entire school day. If your student is excessively absent without a legitimate excuse, HB 410 labels her/him as 'habitually truant.' Habitually truant is defined below:

\*Absent 30 hours or more consecutive hours without legitimate excuse

\*Absent 42 or more hours in one school month without legitimate excuse

\*Absent 72 hours or more in one school year without legitimate excuse

Please note that when your student is absent, if a note is not received, then the absence is considered to be unexcused. Students are responsible for all assignments missed during the absence. Failure to make up assignments may affect your child's grades.

Columbus City Schools accepts the following excuses as legitimate for student absences:

Personal illness or quarantine

Illness or death in the immediate family

Emergencies or any other occurrence or situations which in the professional judgment of the principal may necessitate absence from school as a last resort

Observance of a religious holiday.

In an effort to monitor the safety of students and to maximize your child's educational time at school, we need your support to keep distractions and interruptions to a minimum. If possible, please schedule medical appointments outside of school hours. When it is necessary for a child to be dismissed from school early, please avoid signing students out between 3:00 p.m. and 3:30 p.m., as this time of day is focused on ensuring the safe dismissal of all students. If there are extenuating circumstances, please speak with the principal.

## Communication

To keep you informed of upcoming events, every staff member will use Talking Points and email. Parent Newsletters and other information will be sent home with students frequently. You may also receive telephone messages. Additionally, important updates and information will be posted on the school's website, which can be accessed at <http://valleyviewes.ccssoh.us/>.

## Parent Portal

It is through the Parent Portal that you will update your phone numbers, address and other household information. The Parent Portal is also where you will find emails from school, information about transportation and your students' attendance and grades. Please make sure that you are registered on our CCS parent portal. This is where you will update your information as we are not able to do this in the school.

## Dress Code

Our students are expected to follow the Columbus City Schools Dress Code policy as shared on page 16 in the Columbus City Schools Student Guide to Success.

The Columbus City Dress Code Policy includes:

- Shirts with sleeves and shirt long enough to cover the stomach
- Shorts and skirts are knee-length
- Slacks, skirts, and shorts are to be worn firmly at the waist
- Students ARE NOT allowed to wear slippers, flip-flops, or shoes that have wheels.
- Neatness, cleanliness, and good taste are expected.
- Clothing should not distract or interfere with the learning environment.
- Suggestive pictures, writing across the seat area of skirts, pants, shorts, and clothing that advertises alcohol, drugs, gangs, and/or violence/death are not permitted.
- Clothing should support regular school activities and allow your child to run and play safely in the gym and on the playground.
- If a student is wearing inappropriate clothing, you may be asked to bring them a change of clothes. Further information regarding the student dress code can be found in the student guide to success located at

This document can be located at <https://www.ccssoh.us/domain/4283>. Please let us know if you need support accessing this document.

## Free Meals

Breakfast and lunch are free for all students who attend Columbus City Schools. Breakfast is served each day beginning at 8:30 a.m. We provide a nutritious breakfast and lunch for students each day.

## Arrival

Please help us keep classroom distractions to a minimum and allow students the opportunity to take full advantage of instructional time with teachers, by being on time every day.

To ensure the safety of all pedestrians, we ask that students who are transported to school in personal vehicles be dropped off on the west side of Valleyview, before the stop sign on the sidewalk near Valleyview's parking lot entrance. Once your child has exited your vehicle and safely reached the Valleyview sidewalk, please proceed so as to not block the flow of traffic.

Please remind students to only cross the street where there is a crossing guard.

## Safety Patrol/Crossing Guards

Supervision of children does not begin until 8:30 a.m. Due to safety issues, students should NOT arrive on school property before 8:30 a.m. Please instruct your child to follow the safest route to school.

- Every effort is made to provide safety patrol at areas around the school to ensure that students get across busy streets safely.
- Students and adults are expected to follow the direction of the safety patrol workers.
- Safety patrols may not be on duty due to unexpected absence and/or inclement weather. Please make sure that your child can cross the street safely with or without a safety patrol.

## Dismissal

Dismissal is at 3:30pm. Students will be escorted from their classrooms to their designated dismissal areas. If you would like to pull in and have your student load and go, you will pull into the parking lot near our school building and wait in the line and your student will be brought to you. Please arrive no earlier than 3:15 to get in the car line as this will hinder the dismissal of the middle school on our campus. Please place the student name plate that you will be given on the first day in the driver side of your front windshield so that we may call your student for pickup. Your student will be brought to your car. If you would like to walk to the doors to pick your students up, please park in the Westmoor Park Parking Lot, exit your car and proceed to the sidewalk on the side of Westmoor Middle School and your student will be brought to you. For safety, please do not cross the lot and wait by the school doors. Students will only be called from the sidewalk next to Westmoor.

It is extremely important that we maximize student learning and achievement. If you have a change of transportation home for the day please make sure to send a note to the office to make us aware of the change for the day. This ensures that all students are dismissed safely. We are aware that emergencies may arise but in order to make sure that all students are dismissed safely, we will not be able to take transportation changes after 2:30 pm. If someone else is picking up your student before dismissal, they must be listed on the emergency contact form in Infinite Campus and provide their stated issued ID upon arrival. With this being said, we will not dismiss students early after 3:00pm.

## Bus Transportation

If your child is eligible for transportation services, you'll now access their bus routing information directly through the Parent Portal. To find this information, click on the 'Transportation' tab in the portal. You'll find all the necessary details, including your child's bus number, pick-up and drop-off times, and special instructions. This shift streamlines our processes and ensures you receive timely and accurate information about your child's transportation arrangements.

Transportation Specialists (also known as bus drivers) are responsible for the safety of all students that ride the bus. Failure to follow identified expectations will result in consequences as assigned by the principal. Students must observe the following expectations while riding the bus:

# School Bus Expectations

Bus Location	<b>B</b> e Responsible	<b>U</b> se Respect	<b>S</b> tay Safe
<b>Waiting for the bus</b> <i>Keep Hands, Feet, and Objects to Self</i>	<ul style="list-style-type: none"> <li>• Be on time (5 minutes before pick up)</li> <li>• Stay in designated area and visible to driver/aide</li> <li>• Be ready at the stop when the bus arrives</li> <li>• Pay attention to surroundings</li> </ul>	<ul style="list-style-type: none"> <li>• Treat private and public property with care</li> <li>• Keep conversations respectful</li> <li>• Show kindness to others</li> <li>• Be polite to your driver/aide</li> </ul>	<ul style="list-style-type: none"> <li>• Keep safe distance from the road</li> <li>• Approach the bus only when it has stopped, doors are open, and driver/aide signals</li> <li>• Be aware of your surroundings</li> </ul>
<b>Entering the bus</b> <i>Keep Hands, Feet, and Objects to Self</i>	<ul style="list-style-type: none"> <li>• Sit quickly and clear the aisle</li> <li>• Backpack off and in lap</li> <li>• Be courteous</li> <li>• Demonstrate safe behaviors</li> </ul>	<ul style="list-style-type: none"> <li>• Leave space between you and person in front</li> <li>• Use inside voices</li> <li>• Be kind</li> </ul>	<ul style="list-style-type: none"> <li>• Wait your turn</li> <li>• Use handrail</li> <li>• One person on the steps at a time (single file line)</li> </ul>
<b>Riding the bus</b> <i>Keep Hands, Feet, and Objects to Self</i>	<ul style="list-style-type: none"> <li>• Keep food and drinks in backpack</li> <li>• Pick up trash</li> <li>• Backpack off and in your lap</li> <li>• Be attentive to your actions</li> <li>• Keep all extra-curricular supplies bagged and secured</li> </ul>	<ul style="list-style-type: none"> <li>• Use kind &amp; quiet voices</li> <li>• Use appropriate language and topics</li> <li>• Treat others respectfully</li> <li>• Be a friend, respect boundaries</li> </ul>	<ul style="list-style-type: none"> <li>• Be seated at all times</li> <li>• Face forward in seat</li> <li>• Avoid choking by not eating or drinking</li> <li>• Avoid being a distraction to the driver/aide</li> <li>• Safe hands, quiet feet</li> <li>• Be quiet at railroad crossings</li> </ul>
<b>Exiting the bus</b> <i>Keep Hands, Feet, and Objects to Self</i>	<ul style="list-style-type: none"> <li>• Be prepared for your stop</li> <li>• Take all personal belongings off bus</li> </ul>	<ul style="list-style-type: none"> <li>• Leave space between you and person in front</li> <li>• Keep aisle clear</li> <li>• Treat private and public property with care</li> <li>• Be polite to your driver/aide</li> </ul>	<ul style="list-style-type: none"> <li>• Stay seated until door opens</li> <li>• Exit single file</li> <li>• Hold the handrail</li> <li>• If crossing, wait for the driver/aide's instruction and cross in front of (not behind) the stopped bus</li> <li>• Be aware of surroundings and walk away from area of bus</li> </ul>
<b>Emergency Evacuation</b> <i>Keep Hands, Feet, and Objects to Self</i>	<ul style="list-style-type: none"> <li>• Stay calm throughout process</li> <li>• Exit quickly and safely (one row at a time)</li> </ul>	<ul style="list-style-type: none"> <li>• Assist others as needed</li> </ul>	<ul style="list-style-type: none"> <li>• Stay quiet</li> <li>• Listen</li> <li>• Follow driver/aide direction</li> <li>• Leave all belongings on bus</li> </ul>

## Classroom Visitation

Valleyview has an open-door policy and team members would like to invite family and friends of students to volunteer in classrooms. We ask that you follow this general visitation policy:

- All visitors must check in at the office immediately upon entering the building
- We ask that classroom visitations do not disrupt the school environment or the learning process. Please check with the classroom teacher at least 24 hours in advance of your visit.
- Please contact your child's teacher to schedule a time to speak/meet with him/her outside of the 9:00 to 3:30 timeframe. We appreciate your support in allowing team members to focus their attention on students during school hours.

## Volunteers

Students feel a sense of pride when they see their parents and others helping in their school. Parent volunteers are eagerly sought and much needed at Valleyview. We can find volunteer opportunities in any area in which you feel comfortable. Whatever your talents or skills are, we can use your assistance. Please let us know if you are able to help!

Below please find a copy of our Parent Involvement Policy:

Valleyview Elementary will involve parents in two-way communication addressing student achievement and ensuring:

- That parents play an important role in assisting their student's educational success
- That parents are encouraged to be actively involved in their student's education
- That parents are full partners in their student's education and are included in school decision-making and on advisory committees to assist in the education of their student

In compliance with the community relations policy of the Columbus City Schools Board, Valleyview Elementary agrees to implement requirements to:

- Involve parents in the planning and development of effective parent involvement activities through representation on the school site based council
- Build both the school and family capacity for parent involvement by:

Providing parents with information on state standards, assessments, requirements of Title I, monitoring student progress and working with educators. Information will be provided during annual meetings, including parent teacher conferences, newsletters, on our school website and information throughout the school year.

Providing materials and resources to help parents work with their student to improve academic achievement. Resources will be provided in school/classroom newsletters, through teacher communications and curriculum-related events.

Communicating regularly with parents in clear and understandable terms. This will include opportunities for parents to participate in decision making roles, volunteer opportunities, Title I meetings, newsletters, conferences and surveys. Parent teacher meetings can be scheduled at any time as requested by parents and with the availability of staff members

This policy was approved by the Building Leadership Team of Valleyview Elementary in the Columbus City School district. The school will make this policy available to all parents.

## Lunchroom/Cafeteria Expectations

For the safety and well-being of all students, we observe a relatively quiet lunch period at Valleyview. We serve approximately 150 students per lunch period and must monitor each for health and safety needs such as illness or choking. Due to food allergies, students are not permitted to share items from their lunch with others.

### *Cafeteria Expectations*

- Listen for and respond to Cafeteria Staff directions
- Face forward while eating
- Keep hands and feet to yourself
- All food remains in the cafeteria (leftover packed lunch can be taken home)
- Eat only your own food
- Clean your space before leaving the lunchroom
- Raise your hand if you need help

## Playground Expectations

It is the expectation that all parents and family members support our efforts to create and maintain a safe and peaceful school environment. Outside

recess is provided daily, weather permitting. Our playground rules are created in order to promote fair play, cooperation, and safety. Students are supervised during recess and should always ask a team member for permission before re-entering the building. Students are expected to follow general playground rules identified below. If necessary, expectations will be adjusted to ensure safety for everyone. Students are to adhere to the following expectations:

- Stay in the playground area and within identified boundaries stated by team members
- Use playground equipment for its intended purpose
- Keep hands and feet to yourself (no tag or touch games are permitted)
- Tell an adult if a dangerous object is on the playground (do not touch it)
- Walk to your line quickly and quietly when directed by playground staff

### Homework

Homework is a learning activity related to instruction and may be assigned at all grade levels. The purpose of homework is to reinforce, supplement, and enrich work done in the classroom. Homework can also provide opportunities to express personal interests, promote competency in skills and content learning, help students develop time management skills, apply learning, and enable them to use a variety of sources of information.

If you find that your child is having difficulty with homework even after your help, please inform the teacher so that he/she can provide additional support as needed. Please support your child by providing a special time and place for homework, checking his/her work, going over the material assigned, and encouraging him/her to do their very best without giving them answers.

### Field Trips

During field trips, all students must follow staff expectations for safety and courtesy. Field trips are an integral part of the instructional program. The purpose of a field trip is to provide educational experiences related to a student's study which are beyond the immediate school environment. If there are concerns around the safety of an identified student, a parent/guardian will be asked at least a week prior to the trip to serve as a chaperone during the field trip.

### Emergency Closing of Schools

The scheduled school calendar will not be changed during the school day or school year unless unforeseen circumstances arise, or conditions exist which threaten the safety of students and employees. The decision to close an individual school because an emergency has occurred is made only by the Superintendent or his/her designee. An emergency closing that would take place once the school day has begun will be announced on local radio and TV stations. It is important that all parents complete and return the emergency plan form that will be sent home with your child on the first day of school.

- It is essential that we have an emergency card and a medical authorization card on file for each student. This will help us contact you in the event that your child is ill or injured. PLEASE KEEP YOUR INFORMATION UPDATED IN OUR SYSTEM THROUGH THE PARENT PORTAL AND INFORM THE SCHOOL IMMEDIATELY IF YOUR CONTACT INFORMATION CHANGES.
- We must have at least two people listed on each emergency card, other than the parent, who can be responsible to reach you or to pick up your child if you can't be reached. Please select those who can be reached by telephone.
- Please let your child know where he/she can go if you are not home and school must be dismissed early due to an emergency, such as a power failure or severe weather. It is not possible for us to contact every parent by phone, so it is your responsibility to make sure that your child knows a safe place to stay, should an event occur. You will be asked to fill out a form indicating this information. Please return it to the school ASAP.

### Personal Property

The Valleyview Team will not assume responsibility for any personal property of students. Therefore, cellular phones, personal devices, video games, excess money, and other toys should not be brought to school. Items of clothing and lunch boxes should be clearly marked so they can be quickly identified and returned to the rightful owners. All items that are found are kept for a limited amount of time in the "lost and found" box.

### Medications During the School Day

Prescribed medication for use by a student will be permitted only when verified by a physician that the medication must be taken during school hours. All students taking medication must have a statement, provided by the school nurse, signed by both the physician and the parent. All medication is to be brought to the main office and given to the nurse, secretary, or the principal. All medication bottles are to be officially labeled with the child's

name and dosage of medication. Non-prescription medications are not to be brought to school by students and will not be administered by school personnel. If a child requires non-prescription medication during the school day (for example, aspirin), a custodial parent or guardian must come to the school to administer the medication to the child.

### Reporting Abuse and/or Neglect

Incidents of child abuse or neglect must be reported to the proper authorities as outlined in the Ohio Revised Code. The Ohio Revised Code (ORC) 5105:2 – 35-05 identifies persons required to report suspected child abuse and neglect. The staff at Valleyview Elementary School will report any suspected incidents of abuse or neglect to Franklin County Children’s Services.

### Guide to Student Success

It is the expectation that all parents and family members will support our efforts to create and maintain a safe and peaceful school environment. The policies and procedures of the Columbus City Schools support schools, parents, and students by providing the Guide to Student Success. During the first week of school, your child will be bringing home this document. Please read it carefully and keep it for future reference. PLEASE SIGN AND RETURN THE SIGNATURE PAGES LOCATED AT THE END OF THE GUIDE that is located online.

At Valleyview Elementary, we view discipline as a positive part of our day. Our goal is to move from imposed consequences to self-management and responsible decision-making by all of our students. This requires that students be given choices and the opportunity to experience both the positive and the negative consequences of their choices. In most cases, choices and consequences will be worked out between the student and teachers. Some circumstances, however, may also require principal, counselor, and/or parent involvement.

It is important that our students realize that the rules are made to ensure their safety and that of others. Please discuss with the child the importance of following school rules at all times. We will teach our students that for every action, there is a reaction/consequence. They will be taught the importance of making smart choices to improve their decision-making skills.

You can access this document online at <https://www.ccssoh.us/domain/4283>.

## Parental Involvement Policy

We involve parents in regular, two-way meaningful communication addressing student achievement.

We want to ensure the following:

- Parents play an important role in assisting their child's learning
- Parents are encouraged to be actively involved in their child's education
- Parents are full partners in their child's education and are included in decision-making

In compliance with the Community Relations Policy of the Columbus City Schools Board, Valleyview agrees to implement requirements to:

- Involve parents in the planning and development of the district's Title 1 Plan through representation on the school's Site Based Council (SBC).
- Involve parents in the planning, development and implementation of parent engagement through representation on the school's Site Based Council. Parent engagement ideas and activities will be based upon parent needs and an annual school survey.
- Involve parents in the development, implementation and review of Parent-Student compacts at the district level. The compacts are sent home in the Guide to Student Success that are developed and printed by the district. These are to be signed and turned into the school.
- Build the school's capacity for parent involvement by:
  - Providing parents with information on state standards, assessments, requirements of Title 1, monitoring of their child's progress, and working with educators. Information will be provided at the beginning of the year principal's meeting during Open House, at Parent/Teacher Conferences, in the school's newsletter, and on the school's website.
  - Provide materials and resources to help parents work with their children to improve academic achievement. Resources will be provided in the main office and during parent/teacher

conference night. They can also be provided by the classroom teacher as required by the parent.

- Collaborating with parents to set up time for a parent/teacher conference night. These conferences will be scheduled at any time depending on the availability of the parent and teacher(s).

### Title I Information

As a parent of a student attending a school that is receiving Federal Title I dollars, you have the right to know the professional qualifications of the teacher(s) and instructional paraprofessional(s) who instruct your child. Federal law requires every Title I school district to comply and to provide you with the requested information in a timely manner.

We are happy to provide this information to you. At any time, you may ask:

- Whether the teacher met state qualifications and certification requirements for the grade level and subject he/she is teaching,
- Whether the teacher received an emergency or conditional certificate through which state qualifications were waived, and
- What undergraduate or graduate degrees the teacher holds, including graduate certificates and additional degrees, and major(s) or area(s) of concentration.

You may also ask whether your child receives help from a paraprofessional. If your child receives this assistance, we can provide you with information about the paraprofessional's qualifications.

The Every Student Succeeds Act (ESSA) which was signed into law in December 2015 and reauthorizes the Elementary and Secondary

Education Act of 1956 (ESEA) includes additional right to know requests. At any time, parents and family members can request:

- Information on policies regarding student participation in assessments and procedures for opting out, and
- Information on required assessments that include:
  - subject matter tested,
  - purpose of the test,
  - source of the requirement (if applicable),
  - amount of time it takes students to complete the test, and time and format of disseminating results.

Our staff is committed to helping your child develop the academic knowledge and critical thinking he/she needs to succeed in school and beyond. That commitment includes making sure that all of our teachers and paraprofessionals meet applicable Ohio state requirements.

Together we will make a difference in your child's life.

### Anti-Harassment Policy and Procedures

The Board of Education is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community.

Harassment, intimidation, or bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes aggressive behavior; physical, verbal, and psychological abuse; and violence within a dating relationship. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property, on a school bus, or while going to or from school, and those occurring off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, in a school vehicle, or where an employee is engaged in school business. *More information*

regarding Board Policy can be found at  
<https://www.neola.com/columbuscity-oh/>.

Valleyview Elementary School

Student Absence Note

Today's date: \_\_\_\_\_

Child's name: \_\_\_\_\_ Grade: \_\_\_\_\_

My child was absent on (date) \_\_\_\_\_ due to  
\_\_\_\_\_  
\_\_\_\_\_.

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

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Valleyview Elementary School

Student Absence Note

Today's date: \_\_\_\_\_

Child's name: \_\_\_\_\_ Grade: \_\_\_\_\_

My child was absent on (date) \_\_\_\_\_ due to  
\_\_\_\_\_  
\_\_\_\_\_.

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

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