

Pleasant Valley Elementary School

2026-2027

Electronic Student Handbook

Pleasant Valley Elementary School

405 Surrey Drive

Reno, NV 89521

Phone: (775) 849-0255

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School Contacts:

Principal-Derek Cordell (dcordell@washoeschools.net)

Secretary-Kim Vetrano (kvetrano@washoeschools.net)

School Email-pleasantvalley@washoeschools.net

Counselor-Chelan Williams (chewilliams@washoeschools.net)

Clinical Aide-Tanya Lenon (tmlenon@washoeschools.net)

Nutrition Services-Sarah Martucci (pleasantvalleykitchen@washoeschools.net)

Head Custodian-Cody Lerma (cody.lerma@washoeschools.net)

Night Custodian-Lee Smith (lee.smith@washoeschools.net)

Welcome to Pleasant Valley Elementary School!

Dear Pleasant Valley Families,

Welcome to another year at PVES! We're excited to welcome you and your family to our Pleasant Valley Elementary School Family!

As a staff we understand we are responsible for your most precious and prized possessions on earth...your children. It is a privilege and an honor to have this opportunity to assist in molding the future, helping shape the lives of your children, laughing and learning the entire way. This is a task which we cannot successfully accomplish alone. It will take involved parents and families, hardworking students, and a dedicated school staff for our students to reach their full potential each day. We are looking forward to engaging in a successful partnership with you and to having another amazing year at Pleasant Valley Elementary School!

Within the pages below you will find important information regarding district and school policies and procedures. As a family, please discuss this information and be aware of the policies and procedures that are in place for the 2026-2027 school year!

If you have any questions or concerns, please call (775) 849-0255.

Thank you,

Derek Cordell, Principal

Teachers

Pleasant Valley ES Website- <https://pleasantvalley.washoeschools.net/>

Kindergarten:

Mrs. Erickson (merickson@washoeschools.net)

Mrs. Jones (hajones@washoeschools.net)

1st Grade:

Mrs. Brown (MLBrown@washoeschools.net)

Mrs. Mothershead (tmothershead@washoeschools.net)

2nd Grade:

Mrs. French (nfrench@washoeschools.net)

Mrs. Hurlbert (ahurlbert@washoeschools.net)

Mrs. Jukes (cdavis@washoeschools.net)

3rd Grade:

Mrs. Aker (aaker@washoeschools.net)

Mr. Turner (patrick.turner@washoeschool.net)

4th Grade:

Mrs. Demosthenes (gdemosthenes@washoeschools.net)

Mrs. Frost (lmfrost@washoeschools.net)

5th Grade:

Mrs. Tesoro (Shannon.Tesoro@washoeschools.net)

Ms. Montgomery (anmontgomery@washoeschools.net)

Special Education:

Resource-Ms. Loader (lisa.loader@washoeschools.net)

Resource-Mrs. Esch (mesch@washoeschools.net)

Early Childhood-Mrs. Renfro (mrenfro@washoeschools.net)

Speech/Language-Mrs. Stralla (tstralla@washoeschools.net)

Music:

Mr. Patrick (apatrick@washoeschools.net)

Library:

Mrs. Lazzari (clazzari@washoeschools.net)

Art/PE:

Mrs. Kreuzer (abby.kreuzer@WashoeSchools.net)

Computers:

Mrs. Bruemmer (erbruemmer@washoeschools.net)

Early Learning Assistant:

TBA

Hours and Schedules

School Hours:

Office: 8:30-4:00

Teachers: 9:00-4:00

Students: 9:30-3:30

Breakfast: 9:00-9:25

****Wednesdays are Teacher Professional Development Days. Students will be dismissed at 2:45 pm.****

Students should not be on campus before 9:00 (for breakfast) and should leave promptly at 3:30 pm-No supervision is provided for students before or after these times.

Please make pick-up arrangements prior to school hours. If you *MUST*- for emergencies only-make changes, please call prior to 3:00. *Do not email teachers* as they may not have an opportunity to check their email prior to the end of the day. We cannot guarantee that changes will get to the students if we are notified after 3:00.

If dropping off or picking up your child, please stay in your car and drive through the parking lot to pick up your child. If you do not see your child, you may park in designated areas and come in to pick up your child. Please do not call your child to your car, wait until you are next to the building and a staff member will release and monitor them.

Maintaining the Integrity of the Learning Environment at PVES

Pleasant Valley Elementary School has a long and storied history of success and excellence. This reputation is due to the hard work and dedication of our students, families, volunteers and teachers. To honor this proud tradition of excellence and continue the academic and social growth expected at Pleasant Valley we ask that you respect the integrity of our learning environment at all times. When on our campus please observe the Quiet Zone signs, use your cell phone in areas where it will not distract students engaged in learning and please do not disturb classrooms with unnecessary interruptions. We are committed to teaching from the morning bell until the afternoon bell and would appreciate your consideration during those times. Thank you!

Other Important Information for a Successful School Year:

Dress Code:

Administrative Regulation 5102 establishes the student dress code in the schools of the Washoe County School District ("District" or "WCSD") with the intent of providing a safe and healthy learning environment for all students in which the focus is on learning; and to provide students with a clear understanding of the district's expectations with regard to dress.

School Safety Issues

Parking Lot Issues:

1. Please park in DESIGNATED parking spaces. *Red zones mean DO NOT PARK.
2. Encourage your children to use the crosswalk by being a good role model.
3. Do not encourage them to walk to your vehicle.
4. Please use the crosswalk.
5. Do not park within 20 feet of the crosswalks.
6. If waiting for your child, please wait at the front of the school in the upper/west parking lot, outside the gate. Gates will open at 3:30 for students to exit campus.

School Lunch

Cost: \$3.60

School Breakfast

Cost: \$2.20

9:00AM-9:25AM

Please report to the cafeteria for breakfast.

Volunteers

All volunteers must complete a volunteer application found on the WCSD Website. This will include chaperoning on field trips. You CANNOT volunteer in the classroom until you have been processed by the district. Please visit the volunteer section of the WCSD website for updated policy information.

Homework:

Teachers may assign homework which will be appropriate to grade level, subject area and ability. The amount and frequency of nightly or weekly homework will be determined by each individual teacher.

Parent Conference Week

Parent/Teacher conferences will be scheduled during the month of October. Your child's teacher may feel that more conferences may be needed, depending on your child. Please make an effort to attend these conferences. Parents and guardians are encouraged to confer with teachers throughout the year. School hours will follow an altered early release schedule (more information on release times will be available in October). These are district created dates for purposeful conversations with our parents. This is a time to get direct information from your child's teacher about their progress and for you to share your thoughts and concerns.

Attendance

Your child is expected to be in school every scheduled school day. If your child will NOT be in school please call PVES at 849-0255 or email tmlenon@washoeschools.net. Tardy students must first report to the office to obtain a tardy pass. WCSD Policy states that any child absent for more than 10% of school days will be considered Chronically Absent. Chronically Absent students will be placed on an attendance monitor/plan for support.

Make-up Work

Make-up work will be prepared and ready for your child when he/she returns from the absence. All schoolwork must be completed within the same amount of days absent from school.

Students Leaving School Early

When checking your child out prior to the end of the regular school day, you must report to the office to sign him/her out. Students WILL NOT be called from class until you arrive in the office to sign him/her out. Unless a WCSD release form is on file, students will only be released to person/persons listed on the child's birth certificate.

Closed Campus

Pleasant Valley Elementary School is a Closed Campus between the hours of 9:00AM and 4:00PM. No visitors, parents, guardians, etc. are allowed on campus during these hours unless pre-arranged with the office or teacher.

Visitors

We welcome visitors at our school but student safety and privacy as well as maintaining the integrity of the learning environment are our top priorities. Any adult requesting to visit a classroom must make a formal request to the principal at least 24 hours prior to the visit. When visiting, we ask that you remain quiet in the classroom for the previously agreed upon designated amount of time and ask that you do not interfere or disrupt classroom instruction. Assisting and prompting of a student, completing a student's classwork or using a cell phone are examples of inappropriate actions while in the classroom. If you have any questions regarding this policy please contact the school. NRS 393.400 makes it unlawful for a person to engage in any kind of electronic surveillance (recording) without the knowledge of the person being observed while on school property. Recording students could also violate FERPA and IDEA laws. Please contact the principal if you wish to record anything or anyone in a classroom.

Non-Discrimination Statement:

The Washoe County School District is committed to nondiscrimination on the basis of race, color, national origin or ethnic group identification, marital status, ancestry, sex, sexual orientation, gender identity or expression, genetic information, religion, age, mental or physical disability, military or veteran's status in educational programs or activities, and employment as required by applicable federal and state laws and regulations. No district employee, including, without limitation, administrators, faculty, or other staff members, nor students shall engage in acts of bullying, harassment, or discrimination on the premises of any public school, school-sponsored event, or school bus in the district. Prohibited behaviors include cyber-bullying, sexual harassment, hazing, intimidation and retaliation.

Wellness Issues

Clinic:

A school nurse is on campus weekly. The nurse is responsible for completing state-mandated screenings. Pleasant Valley has a clinical aide on staff five days a week from 9:15-3:15. The clinical aide is trained in first aid and is able to attend to your child's immediate needs. When a child becomes ill at school or has a major accident or head injury, parents are notified immediately. If parents cannot be reached, emergency contacts will be called.

Illness:

Please do not send your child to school if he/she has had any of the following symptoms:

- Vomiting or diarrhea in the last 24 hours
- A fever of 100.4 or higher in the last 24 hours

Medications:

If it becomes necessary for a student to take any form of medication (including over-the-counter medicines) at school, please contact the School Nurse to make arrangements, (775) 849-0255.

Other WCSD/PVES Information

Public Complaint Forms:

We always encourage you to bring your problems or concerns to us (the teacher, the administration) so we can investigate the problem and find solutions. However, if you feel that you did not get a solution in a manner you felt appropriate, WCSD has a policy and regulation regarding public complaints. The regulation specifies the steps parents should take when they have a concern regarding the actions of any employee in the district. If you would like a copy of this policy and regulation, you can find it on the WCSD website.

Personal property/belongings:

This district is not a detective for any student and is not responsible for any loss, theft, or damage to any items when in the student's possession or stored/left on campus or other school property. This includes electronics of any kind, toys, jewelry, etc. Please leave valuables at home. All students are responsible for instruments, books, equipment or other items entrusted to them by the district.

Phone Away and Learn Today:

All electronic devices (phones, games, smart watches, etc.) must remain off and in a cubbie or backpack from 9:00-3:30. Inappropriate use of electronic devices while on campus may result in confiscation and may only be reclaimed by a parent/guardian. **Inappropriate use of any technology that threatens or harms another child will result in suspension or expulsion.**

Lost and Found:

Lost and found items are placed in bins in the cafeteria. Please check for missing items frequently. We will make quarterly runs to the Goodwill store with clothing that is not claimed.

Student Drop-off & Pick-up

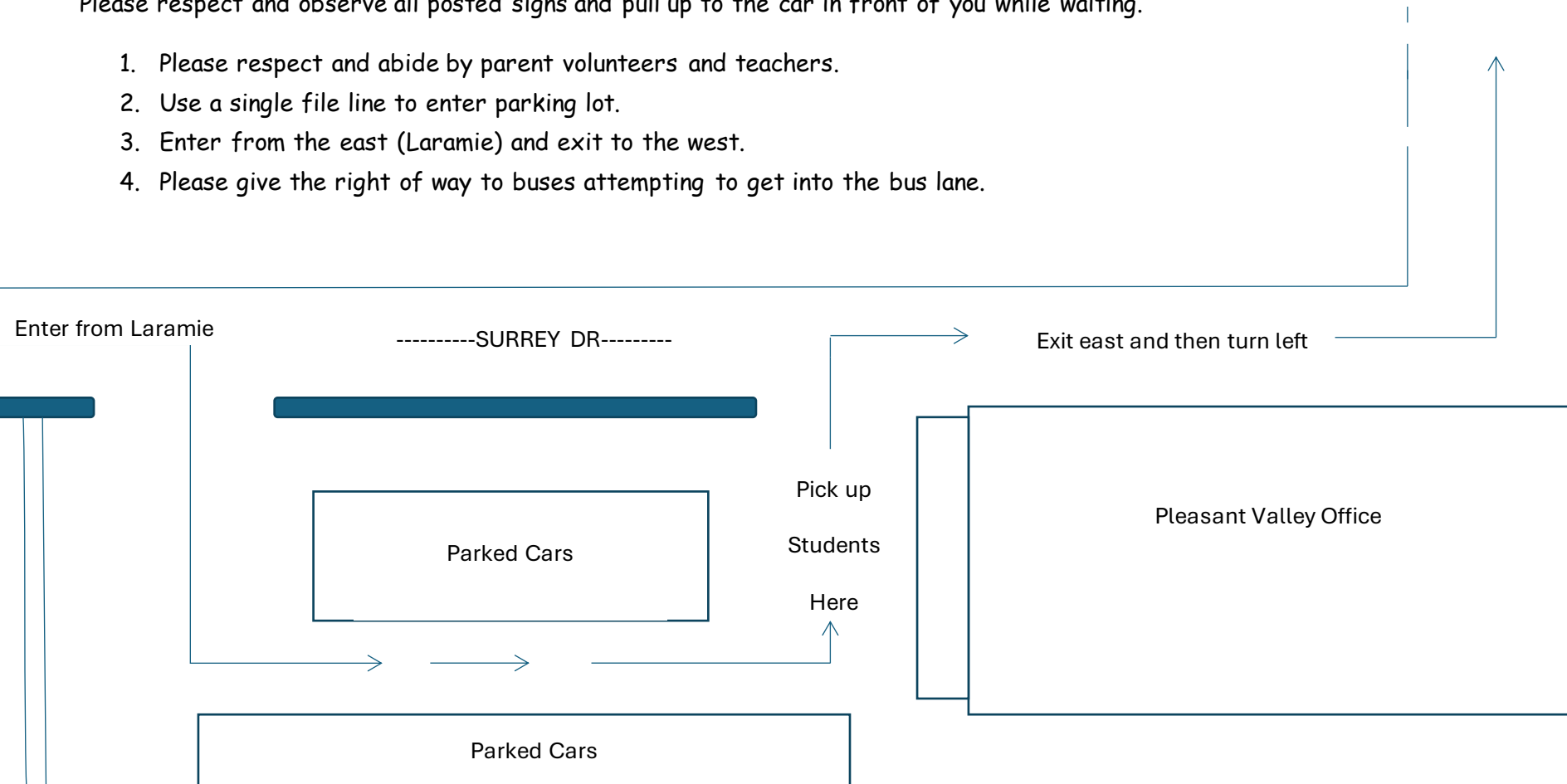
Property lines, lack of parking, bussing and general logistics limit our ability to be flexible with our pick-up and drop-off zones at Pleasant Valley ES. It is our goal to make sure all students are picked up in a safe and efficient manner. In order to accomplish this we must exercise patience and work together.

Please read the following and refer to the school map for PVES pick-up and drop-off procedures.

The upper parking lot will be closed during the school day for parent pick-up.

Please respect and observe all posted signs and pull up to the car in front of you while waiting.

1. Please respect and abide by parent volunteers and teachers.
2. Use a single file line to enter parking lot.
3. Enter from the east (Laramie) and exit to the west.
4. Please give the right of way to buses attempting to get into the bus lane.



School Wide Positive Behavioral Support (PBS)

"Be Safe, Be Respectful, and Be Responsible"
Our mantra for developing a positive climate

This year we will continue with our Positive Behavioral Support Program (PBS) that will address specific expected behaviors. We will be providing direct instruction on expected behaviors in every area of the school. Students will receive recognition for demonstrating positive behavior with a 'WOW' certificate. WOWs will provide a tangible recognition that your student is demonstrating Safe, Responsible and Respectful Behavior. We will also have "WHOAs" that will be instructional certificates provided for immediate feedback and restructuring of inappropriate behaviors. We encourage you to provide any feedback regarding this program so we can continue to evaluate and review its effectiveness.

SEL

Pleasant Valley Elementary School will also be teaching and implementing a Social and Emotional Learning (SEL) Curriculum. Social and emotional learning is the process through which children and adults acquire and effectively apply the knowledge, attitudes, and skills necessary to understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships and make responsible decisions. -CASEL

*Please refer to the WCSD Website for additional or updated information regarding any of the above policies.

**Thank you for your support in helping make Pleasant Valley Elementary
a Safe and Effective School.**

Disclaimer: The district reserves the right to revise any of these policies during the course of the school year. For the current version of any of these policies, please check the Washoe County School District website at <https://www.washoeschools.net/>