

PARK VIEW ELEMENTARY SCHOOL

**300 Minnis Road
Cleveland, TN 37312
Phone: 423-476-6622
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**School Web Address: pves.bradleyschools.org
On Twitter: [@ParkView_Knight](https://twitter.com/ParkView_Knight)
On Facebook: Park View Elementary
On Instagram: [parkviewelementary](https://www.instagram.com/parkviewelementary)
Bradley County Web Address: www.bradleyschools.org**

**Principal: Jodie Grannan
jgrannan@bradleyschools.org**

Administrative Assistant:	Shemayah Heron
SRO:	Deputy Richard Allman
Cafeteria Manager:	Tara Davis
Guidance Counselor:	Shannon Nelson
Instructional Coach:	Stephanie Rountree
Instructional Support Specialist:	Buffy Frazier
Nurse:	Christie Norris

Bradley County Schools Mission
is to provide an educational opportunity for every student to excel.

Bradley County Schools Vision
Growing Students – Building Futures

PVE Mission

To build the foundation for 21st Century learners by equipping students to excel in all areas with a focus on science, technology, engineering, and mathematics (STEM) while fostering leadership, respect and responsibility in the pursuit of excellence.

PVE Vision

To be a dynamic and relevant learning community where 21st Century learners are developed as leaders and prepared to respond to tomorrow's challenges locally and globally.

Dear Parent/Guardian:

Welcome to Park View Elementary School where STEM (Science, Technology, Engineering, and Math) is a focus and learning is innovative and challenging. Our school is here to provide the most academic, safe learning environment possible. Park View Elementary students participate in the county wide "Leaders for Life" program designed to help every child develop skills and character traits which will empower them to be leaders throughout their lives. Thank you for your support and working with us to ensure success for your child. We are excited about a meaningful year full of wonderful learning opportunities. We are looking forward to working with you. We encourage you to take an active part in your child's education. Park View Elementary is a center of educational excellence, and we are delighted to be able to serve your child.

Principal Grannan

Please see the school calendar for 2024-2025 for important dates.

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ATTENDANCE BCBOE Policy 6.200 [Calendar 2024-2025](#) (For abbreviated days, PVE will dismiss at 11:00 a.m. This is a change from previous years.)

Attendance is a key factor in student achievement, and therefore, students are expected to be present each day school is in session. All enrolled students will begin in Tier 1. Please contact your child's teacher or the office if your student will be absent and bring in a note the day the student returns. 3 parent notes are allowed each semester and after that the State Law requires a note from a Physician. At 6 unexcused absences the student will be cited to campus court. The Progressive Truancy Plan is in the District Student Handbook on-line. Be in contact with our school nurse for health related absences.

SCHOOL HOURS

Please DO NOT drop students off in the front before 7:15. (Those parents that need to report to work can drop off in the back at 7:00)

7:15-7:45 a.m.	School building is open/Supervision is provided Breakfast available to take to the classroom Students report to the classroom.
7:45 a.m.	School begins/late bell rings Instruction begins
2:35 p.m.	Bus riders dismissed
2:45 p.m.	Car riders dismissed
3:00 p.m.	All students <u>must</u> be picked up

CHECK-IN and TARDINESS

It is extremely important for students to be in the building by 7:45 to begin the school day. **Students who arrive after the 7:45 a.m. bell, for any reason, must be escorted by a parent or guardian to the front door and sign in before being admitted to class.** Students who are tardy will receive a tardy slip. If tardiness becomes a problem, the

student will be referred to the attendance supervisor for appropriate action. Please cooperate with us in being on time for school.

CHECK OUT

When it is necessary for a student to leave during school, a parent / guardian **must** come to the office, present photo identification and sign them out. The office will call students from the classroom to report to the office. **Do not go directly to the classroom. All checkouts are recorded and viewed the same as a tardy.** If early checkouts become excessive, the student will be referred to the attendance supervisor and juvenile court for appropriate action.

TRANSPORTATION

No verbal transportation changes over the phone will be allowed. Students may change modes of transportation only with written permission from the parent. Please make all arrangements before school. This will help keep the phone lines open and less chance for error. Contact your child's teacher if you have a situation that requires a change in the way your child is getting home. Thank you for your help with this matter.

CAR RIDERS

Traffic Flow: Both morning and afternoon drop offs and pick-ups will be at the front and back entrances of the school. There will be a teacher on duty to assist students each morning. Please do not drop off students before 7:15 am in the morning and 7:00 at the back doors.. **PLEASE REMAIN IN YOUR CARS DURING DROP OFF AND PICK-UP! Do not line up until 2:00 or you will be asked to leave and return. All car riders must be picked up by 3:00.**

BUS TRANSPORTATION BCBOE Policy 6.308

Bus transportation is a privilege granted to the students in the Park View zone. Should a student act unsafely, impair the safety of others, or distract the driver's attention from his or her driving responsibilities, bus privileges may be revoked. If the student receives an incident report from the bus driver, the school administrator will decide on the appropriate consequence based on the Bradley County Schools policies.

If you have questions or concerns regarding bus transportation that we are not able to address we would refer you to Mr. Terry McElhaney, Supervisor for Transportation, at 423-665-4060.

Bradley County Schools Transportation

Bradley County Schools Transportation Information

2025-2026 SY

Our Commitment to Safety: Bradley County Schools is committed to providing safe and reliable bus transportation for your child. Our priority is ensuring the safety of all students during their bus ride. All school bus drivers undergo rigorous training and adhere to strict safety procedures.

Expectations and Responsibilities:

- **Bus Driver:** The bus driver is responsible for following all local, state, and federal regulations as set forth by the Department of Education and the Department of Transportation. The primary role of the bus driver is to maintain control of students and ensure a safe and secure trip during transportation.
- **Student Behavior:** Riding the bus is a privilege, not a right. Students are expected to behave appropriately on the bus, mirroring classroom behavior. Disruptive or unsafe conduct will not be tolerated and may result in the loss of the privilege to ride the school bus.
- **Parental Involvement:** Parents should discuss bus rules and expectations with their children to reinforce the importance of safety and proper conduct.

Video and Audio Surveillance: Please note that all Bradley County buses are equipped with video and audio recording devices to ensure safety and security.

Bus Rules:

1. Obey the bus driver and follow their instructions.
2. The driver may assign seats.
3. No eating, drinking, or gum chewing on the bus.
4. No loud, rude, or abusive language.
5. No possession or use of tobacco, alcohol, or drugs.
6. Keep hands and head inside the bus.
7. Remain seated at all times.
8. Do not throw items inside or outside the bus.
9. Keep the aisle clear of feet and belongings.
10. Do not distract the driver.
11. Only use emergency exits when authorized.
12. Do not adjust windows without permission.
13. Once the bus is in motion, they are to remain seated. (No seat hopping)
14. Do not vandalize or damage the bus. ***Parents will be financially responsible for any act of vandalism. Students will remain suspended from riding the bus until damages are paid.***

Student Responsibilities:

1. Cross the street in front of the bus, never behind it.
2. Wait for the bus driver's signal before crossing the street.
3. Stay 10 feet in front of the bus when crossing.
4. Never crawl under the bus.
5. Arrive at the bus stop 5-10 minutes early.
6. If a student is in a vehicle waiting, they must be ready to load the bus at the designated arrival time.
7. Stay out of the road at bus stops.

8. Never get in a car with a stranger.
9. Report any inappropriate behavior to the driver and principal.
10. Stay silent at railroad crossings.
11. Provide a bus pass signed by parents and school administration for any changes in routine.
12. Be courteous and share seats.
13. Once your student exits the bus, the student needs to move away from the safe zone of the bus to allow take-off of the bus. The safe zone is 10-12 feet from all sides of the bus. Students should follow the driver's request when exiting the bus.

Parent Responsibilities:

1. Discuss bus rules with your child.
2. Ensure your child is at the bus stop 5 minutes early.
3. Monitor your child's behavior and safety before and after bus rides.
4. Dress your child appropriately for the weather.
5. Provide a note for any changes in the bus routine.
6. Be courteous to the driver.
7. Once your student exits the bus, the student needs to move away from the safe zone of the bus to allow take-off of the bus. The safe zone is 10-12 feet from all bus sides. Students should follow the driver's request when exiting the bus.
8. Parents will be financially responsible for any act of vandalism. Students will remain suspended from riding the bus until damages are paid.
9. Avoid confrontations with the bus driver or students on the school bus.

If you have an issue with the transportation of your child, please notify the BCS Transportation Office.

Summary of TN Code 49-6-2008 for Transportation:

1. **Authorized Access:** Only assigned students, school staff, parents, and persons with valid business are allowed on school buses during school hours.
2. **Unauthorized Presence:** Unauthorized individuals must leave the bus immediately when requested by the bus driver or school personnel. Remaining without authorization is a Class A Misdemeanor.

Violation Levels and Consequences: The bus drivers will make a written report of violations to the principal or his/her designee. The principal (or designee) will investigate and determine appropriate consequences. Only the principal (or designee) may reduce or suspend a student's bus-riding privilege. The director of transportation can recommend discipline according to the severity of the offense.

- **Level I Violations:**

- Examples: Not obeying the driver, failing to remain seated, and eating/drinking on the bus.

- Consequences: Written reprimand, bus riding suspension (3-5 days), or out-of-school suspension.
- **Level II Violations:**
 - Examples: Tampering with bus equipment, fighting, and destruction of property.
 - Consequences: Bus riding suspension (5-10 days), out-of-school suspension.
- **Level III Violations:**
 - Examples: Assaulting the driver, possession of illegal substances, and unapproved use of emergency exits.
 - Consequences: Bus riding suspension (30-180 days), out-of-school suspension, possible expulsion.

Excessive repeat offenses by your child could result in the loss of the privilege to ride a school bus.

Procedure for Non-Regular Bus Riders and Alternative Stop:

1. The parent or guardian will write a note permitting the child to ride the bus.
2. Submit the note to the school administration.
3. The administration will check the bus capacity and approve the request.
4. The administration will issue a bus pass.
5. The student will present the bus pass to the driver.

Elementary School Bus Stops:

- Students must wait with a guardian in their vehicle until the bus arrives.
- They must ride the same bus in the morning and afternoon.
- Parents must be there to pick the student up in the afternoon when the bus arrives.
- Violating this rule may result in the loss of bus stop privileges.

Parent-Student Reunification Plan for Schools

To ensure the safe reunification of students with their parents during emergencies or bus incidents, BCS will develop a detailed Parent-Student Reunification Plan in collaboration with local emergency management agencies.

1. **Accessibility:** Ensure the reunification site can be easily accessed by school buses.
2. **Evacuation Capacity:** Coordinate with transportation officials to confirm the system can evacuate all students safely and conduct regular drills.
3. **Special Needs:** Address the needs of students with disabilities with appropriate facilities at the site.
4. **Safety and Comfort:** Provide shelter, restrooms, and food at the reunification site.

5. **Parent Parking:** Ensure ample parking for parents at the site.
6. **Traffic Management:** Choose sites with multiple access points to reduce congestion.
7. **Communication:** Test and ensure the reliable operation of the school's communication systems.
8. **MOUs:** Consider agreements with local colleges as reunification sites for their comprehensive resources.

BCS prioritizes student safety during bus accidents or incidents by ensuring a smooth transition for students to be reunited with their parents. This involves collaboration between the director of transportation, the director of schools, and local emergency service agencies to establish a safe exchange process. It is the goal of the BCS staff to reunify students with their families at a safe, designated area determined by the BCS staff. Parents are urged to follow the instructions provided to them to facilitate this exchange. It is our goal to get your student to and from school in a safe manner.

Procedures for Parent Notification of Bus Delay and Route Change Notifications

Parents will be notified by their child's school, in coordination with the BCS Transportation Department, if there are any changes to bus routes or modifications to transportation services. The Transportation Department aims to provide families with as much advance notice as possible to allow for alternative travel arrangements.

Bradley County Schools Procedures for Reporting Unsafe Bus Driving Incidents

In accordance with HB 322 (amending TCA, Title 49, Chapter 6, Part 21), Bradley County Schools has established the following procedures for reporting unsafe driving by any BCS Bus Driver:

1. How to Report:
 - By Phone: Call the Bradley County Schools Transportation Department at 423-476-0620 Ext. 2026.
 - In Person or online, use the Complaint Form available on the Bradley County Schools website and bring it to the Bradley County School Central Office located at 800 South Lee Highway, Cleveland, TN 37311.
2. Information Required for Reporting:
 - Time of the incident.
 - Location of the incident.
 - Bus number.
 - Type of bus (e.g., large or small passenger bus, conventional or snub nose).
 - Detailed description of the incident, including as many specific details as possible.
3. Timing of Reports:

- Reports should be made immediately or on the day of the occurrence to ensure accurate and prompt investigations.
 - All reports will be investigated, regardless of when they are received.
4. Contact for Questions:
- For any questions concerning these procedures, contact the Bradley County Schools Transportation Department at 423-476-0620 Ext. 2026.

School Closings:

- Inclement weather or emergencies will be announced by BCS via One Call Now communication
- School closing will be made available to local TV and radio stations.
- Posted on all BCS social media platforms

Contact Information:

- Terry McElhaney, Director of Transportation
- Bradley County Schools Transportation Dept.
- 800 South Lee Highway, Cleveland, TN 37323
- Phone: 423.665.4060

Your cooperation is vital in ensuring a safe and pleasant transportation experience for all students. Thank you for your attention to these guidelines.

STUDENT HEALTH SERVICES

If a student is required to take medication during school hours and the parent cannot come to the school to administer the medicine, then the school nurse will give medicine under the following certain guidelines:

- The parent/legal guardian is required to deliver the medication to the school nurse and sign a district medication form.
- Medication that is to be taken 1 to 3 times per day is to be given at home unless physician order states a specific time during school hours.
- **Do not send medications on the bus or into school with a student.** All medication must be brought in by an adult in the original prescription container labeled with the following typed information:
 - Student's name
 - Name of medication
 - Time(s) to be administered
 - Dosage
 - Route or directions for use

- Approximate duration of use
 - Physician's name
 - Date
 - Pharmacy name, address, phone number
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- A non-prescription (over the counter) medication must also be accompanied by the medication form and in the original container with the ingredients listed for the medication. The parent must provide the same type information as that of the prescription drugs (dates, times, dosage, etc.).
 - The only non-prescription (over the counter) medications allowed to be given at school without a medical doctor's order are Tylenol, Ibuprofen, TUMS, cough drops, and Benadryl (for allergic reactions only).
 - Over the counter medications combined cannot be provided to students more than twice a week without a physician's order.
 - No more than 1 month's supply of any medication should be brought to school.
 - If a student needs to self-carry an emergency medication at school, a parent/legal guardian must come in and fill out the required authorization form along with supplying a physician's order. Self-carry requires a school nurse evaluation and may be denied due to safety concerns.
 - Any changes in medication must be accompanied by a new form and a new label indicating the changes. A faxed or hard copy physician's order to change the administration of a drug is required.
 - A parent/guardian must pick up all medication by the last full day of school. Any medication left in the nurse's office after the last full day of school will be destroyed.
 - Above and beyond the school registration form, it is the parent/legal guardian's responsibility to notify the school nurse of any medical problems. All medical and authorization forms must be updated at the beginning of each school year.
 - School personnel and employees cannot be responsible for the adequacy of prescribed medications or medical treatments recommended by physicians or related medical professionals and/or supplied by pharmacist or other sources outside of the school and, therefore, will assume no responsibility for the effects of such medications or treatments upon students.
 - **ALLERGIES:** Please note all student allergies on the registration form. In accordance with the TN Department of Education and the TN Department of Health guidelines, Bradley County Schools will adhere to procedures for Life-Threatening Allergies. A documented diagnosis is required for an individual student health plan. Bradley County Schools will not serve peanut butter in the Child Nutrition Program. Students are not to trade or share snacks or food. Students are encouraged to practice hand-washing and self-advocacy.
 - Per school discretion, all outside food for school events or classroom parties must be store bought with ingredients/nutrition label listed. Please check with your school principal and or school nurse to confirm whether store bought foods can be brought in for school related occasions.
 - Floral deliveries or latex balloons are per school discretion due to extreme allergies. Please check with your school principal and or school nurse to confirm whether floral deliveries or latex balloons are permitted.

- **IMMUNIZATIONS:** No students entering school, including those entering Kindergarten, Middle or High School, those from out-of-state and those from nonpublic schools, will be permitted to enroll (or attend) without proof of immunization, as determined by the Commissioner of Public Health. It is the responsibility of the parents or guardians to have their children immunized and to provide such proof on the state required immunization certificate to the principal and or school nurse which the student is to attend.
- Please do not send your student to school if they are exhibiting the following symptoms: a temperature of 100.0 or greater, vomiting, or diarrhea. They must be 24 hours' symptom free without medication to return to class.
- Parents/legal guardians will be required to pick up their student from school if their student presents with the following: temperature 100 or greater, vomiting, excessive diarrhea, live head lice, live bed bugs, or per nursing assessment.
- Toileting assistance requires a physician's order related to a medical condition. Parents/legal guardians will be called to the school to assist with toileting if no current medical documentation is on file.
- Students must have a pass given by their teacher before they can see the school nurse. No one is to come to the nurse's office in between classes without a pass unless it is an emergency.
- All students needing to check out because of an illness or injury must do so through the nurse's office. The nurse is only allowed to call a legal parent/guardian to pick up a student. Written consent must be on file with attendance if another person may be called. **Students are not to check out for any medical reason by using the office telephone or cell phones.**
- Should a student be injured during the school day or with a school-sponsored activity, an accident report must be filed with the school nurse for school accident insurance to be used.

MATERIALS FEES

Instructional material fees are set by the Board of Education and will remain at \$30.00 for this year. Please make checks payable to Park View Elementary School. This material fee includes consumable workbooks and other educational supplies.

BCS FUTURE READY- Technology 1 to 1 devices

Three forms will need to be signed by the parent and student:

1:1 Technology Procedures and Guidelines/Student Device Contract (online)

Acceptable Use Policy (online)

Insurance Charge Form \$30 payable to Park View Elementary School

CAFETERIA - PVE is no cost breakfast or lunch school for students! Please send in your CPE forms to keep this status each year!

Students are expected to talk quietly, remain in their seats, and keep their eating area clean. Good manners will be promoted for the safety and eating pleasure of all Park View students. Visitors will not be allowed.

- Each student has a cafeteria account in which parents may deposit money for ice cream.
- **Soft drinks and fast foods are not permitted.** Please refrain from bringing these items.
- Cupcakes for birthdays will not be an option this year. Please use the option of purchasing ice cream or cookies from our cafeteria in lieu of cupcakes. Thank you. Our cafeteria manager, Tara Davis, can help you with this option.

PROGRESS & REPORT CARDS

Schoology Platform

Parents will receive report cards every nine weeks during the school year. Bradley County School's web based "Parent Vue" will provide parents of 2nd through 5th graders with up to date access to your student's grades and assignments throughout the year. Use this tool to keep informed. You can find it on the Bradley County website or a link is provided on the PVE website. A username and password will be needed to access current grades and can be generated by our office staff. The grading scale that will be used for first through fifth grade is the following: 90-100 = A, 80-89 = B, 70-79 = C, 60-69 = D, 59-0 = F



TESTING SCHEDULE

At this time, Bradley County Schools has not selected the test dates for the school year. When that information becomes available, we will inform you of the testing dates.

CONFERENCES

Student-Led Conferences will be held once in the fall and once in the spring. All parents are encouraged to attend the conference. Other conferences may be scheduled as needed. Please refrain from having a conference before school if an appointment has not been scheduled. An appointment is necessary to avoid interrupting instruction, please call 423-476-6622 to schedule an appointment. Please do not hesitate to call when any problem arises, or when we can be of assistance.

FAMILY ENGAGEMENT/ PARENT INVOLVEMENT

The Family Engagement Program of Park View Elementary School is designed to promote positive school and community relationships and to enrich the existing school program. Our volunteers from last year can remain wonderful helpers to our school. If you want to volunteer, please contact the office. Make sure you are a part of our social media to keep informed.

FIELD TRIPS

Educational field trips are allowed when approved by the principal. The parent must grant written approval on the Bradley County Form before a student may participate in any field trip. Teachers may or may not need chaperones depending on the type of field trip. A chaperone's main responsibility is assisting the teacher with the class and siblings are not allowed.

TEXTBOOKS AND LIBRARY BOOKS

The parent and child assume the responsibility for proper use and return of all checked out devices, textbooks and library books. Reimbursement will be required for lost or damaged materials.

PARENT TEACHER ORGANIZATION

Be involved in your child's education; please contact the PTO at parkviewelementarypto@yahoo.com to make a difference at PVE.

STUDENT CODE OF CONDUCT BCBOE Policy 6.300

One of the most important lessons that education should teach is discipline. Although it does not appear as a subject, it underlies the whole educational structure. We need you as parents to support our efforts to establish within the classroom an atmosphere that is conducive to learning. Please take time to discuss with your child the importance of rules. Students are expected to conduct themselves in an orderly manner at all times. NO student will be allowed to bully, harass, or make threats to another student. The BCBOE Policy 6.304 states that bullying/intimidation/harassment is an act that substantially interferes with a student's educational benefits, opportunities, or performance, and the act has the effect of: 1. physically harming a student or damaging a student's property 2. knowingly placing a student or students in reasonable fear of physical harm to the student or damage to the student's property 3. causing emotional distress to a student or students or 4. creating a hostile educational environment. The behavior may be repeated, or has the potential to be repeated, over time. These and any other unacceptable behaviors will be taken seriously and dealt with accordingly. When infractions occur and escalate beyond handling by the classroom teacher, a discipline referral will be filled out and given to the principal. The principal will address the problem and deal with the situation as necessary. The faculty, staff, and administration will encourage and recognize good behavior for all students.

THE PARK VIEW WAY

1. **Be Respectful**
2. **Be Responsible**
3. **Be Safe**

BCBOE Policy 6.309

In order to ensure a safe and secure learning environment, the following offenses will not be tolerated: Weapons and Dangerous Instruments, Firearms (as defined in 18 U.S.C. 921), Drugs, Assault, and Electronic threats.

BCBOE Policy 6.307 Drug-Free Schools

VISITORS

For the safety of our students, visitors will be limited at Park View Elementary. A photo id will be needed to produce a visitor badge that must be worn while in the building. Parents are not allowed to sit in the back of the school and watch the students on the playground.

DRESS CODE

School uniforms are not required, but students should come to school clean, appropriately dressed, and ready to learn. **Please label** all coats, jackets, and lunch boxes with students' first and last names. Lost and found items will be donated twice a year. The elementary dress code is as follows:

- a. Shoes must be worn at all times. This is in compliance with state health and safety regulations. Tennis shoes are recommended and required on days students have PE.
- b. No hats or caps should be worn inside the building except on designated days.
- c. Body piercing jewelry will be limited to earrings due to safety concerns.
- d. The top garment (blouse or shirt) must overlap the bottom garment; no halter tops, spaghetti straps, bare midriffs or backsides are permitted. Undergarments must be covered.
- e. Shorts and skirts should reach one's fingertips when arms are held to their sides. Pants or shorts should not have holes above the knee.
- f. Clothing which advertises tobacco products, alcoholic beverages, illicit drugs, lewd or inappropriate graphics may not be worn.
- g. Any form of dress that is immodest, offensive, or disruptive to the learning atmosphere may not be worn.
- h. Parents must follow the same dress code while on school property or field trips.
- i. Only natural colored hair will be permitted due to the learning distraction this causes.

SEVERE WEATHER PROCEDURES

The principal's office will be in constant contact with the Civil Defense by way of emergency weather radio so that early warning can be received concerning possible severe weather. Students will be sent home only if we are sure there is sufficient time to get them there before severe weather strikes. Parents are urged not to come to school for children if the severe weather is already in the immediate area since students would be safer at school than traveling under these conditions.

Disaster drills will be held regularly at the school so that the children will be familiar with safety areas and procedures. If it becomes necessary to send students home the Director of Schools, not the school, will make that decision. Parents are advised to listen to local radio stations in these situations. Our Connect-Ed Phone System will make a call to your home phone and emergency contact number. **Please make plans with your children for early dismissal due to inclement weather.**

STUDENT SURVEYS BCBOE Policy 6.400

Prior to the dissemination of a survey, analysis, or evaluation to students, parents/guardians shall be notified of their ability to review the materials. Following such notification and prior to the administration of the survey, analysis, or evaluation, parents may opt their child out of participation.



A comprehensive web-based incident reporting tool called TIPS has been implemented for reporting incidents and concerns. To file a report please visit the Bradley County Schools'

website (www.bradleyschools.org) and click on the TIPS incident report button. All reports are confidential, and your name will only be shared if you provide contact information. As soon as a report is made, the appropriate school personnel will receive an instant notification, review the incident and take appropriate actions. By working together, we can prevent incidents from occurring and ensure the safety and security of our students.

NO CHILD LEFT BEHIND and FERPA

In accordance with the Federal Act, *No Child Left Behind*, Park View Elementary School is required to inform all parents/guardians of how to access the professional qualifications of your child's teacher. You may locate this information by going to the Parent Information section of the Bradley County Schools home web page: www.bradleyschools.org. The entire faculty at Park View is "highly qualified" and the school office has a listing of qualifications for each teacher.

PARENTS RIGHT TO KNOW

The Elementary and Secondary Education Act (Every Student Succeeds Act or ESSA) requires that school districts notify parents of all children in all Title 1 schools of their right to request and receive timely information on the professional qualifications of your child(ren)'s classroom teachers. This notice must be sent at the start of each school year. The notices does not itself contain the teacher information; it simply lets parents know the types of information they may request. At a minimum, if parents request the information must provide:

- Whether the teacher has met state qualifying and licensing criteria for the grade levels and subject areas in which the teacher is teaching;
- Whether the teacher is teaching under the emergency or other provisional status through which state qualification or licensing criteria have been waived;
- The teacher's college degree major and any other graduate certification or degree held by the teacher, including the field of discipline of the certificate or degree; and
- Whether the child is provided services by a teacher assistant and, if so, the assistant's qualifications.

In addition, if a child is assigned, or taught by, a teacher who is not "highly qualified" for four or more consecutive weeks, the parent must receive timely notice.

2022-2023 Park View Teachers are "highly qualified".

MILITARY SERVICE BCBOE Policy 6.200

In addition, in accordance with the Family Education Rights and Privacy Act, please be advised that Park View Elementary School will not release information concerning your child to military personnel without your consent.

MISCELLANEOUS PROVISIONS

1. "One Call Now" telephone messages will inform parents of any upcoming events or important announcements. Please make sure the school has a current telephone number.
2. All Bradley County Schools are tobacco free. No tobacco products of any kind will be allowed on campus at any time.
3. Chewing gum, soft drinks, & candy are not permitted. Sharing food is not allowed.
4. Knives, guns, and other dangerous objects are not permitted on the campus or the buses (real or toy).
5. Students who vandalize or destroy school property will be required to pay for any damages incurred.
6. Any vehicle on school grounds is subject to search by school officials.

7. The use or possession of drugs, alcohol or tobacco is strictly forbidden.
8. Items found in or around the school should be turned in to the office. Students may claim lost items in the gym. Please write your child's name inside his/her coat or jacket. Items will be given away two times each year to charity.
9. If you do not want your child in any picture or video for publicity in the media, please notify the school office in writing as soon as possible.
10. Students should not bring toys, trading cards or electronic equipment to school. These items will be confiscated and may be picked up by the parents.
11. Students may use the office phone only in the case of an emergency and with the permission of the office personnel. If your child has a cell phone or a smart watch, it must be turned off and remain in their backpack during school hours.

CELLULAR PHONE/DEVICES

In reference to Bradley County BOE Policy 6.312 – Use of Personal Communication and Electronic Devices

- Students are prohibited from using cell phones during school hours.
- Cell phones must be turned off and in the student's locker or backpack.
- Specific medical permission must be granted by school administrators and the school nurse.
- If the cell phone is used before/after school, students must abide by the Bradley County Schools Device Acceptable Use Policy.
- Ear buds may be used with direct teacher permission.
- In the event of illness or injury, parent contacts must be made by the school nurse.

Violation of the procedures as outlined above will result in the following action:

- 1st Offense: Confiscation of the cell phone by an administrator, teacher, or other school employee.

The incident will be documented, and parents will be contacted. The student may pick up the cell phone at the end of the school day.

- 2nd Offense: Confiscation of the cell phone by an administrator, teacher, or other school employee. The incident will be documented, and parents will be contacted. Parent/guardian may pick up the cell phone at the end of the school day.

- 3rd Offense: Retention of the cell phone for thirty (30) calendar days OR a \$30.00 fine to be paid by the parent/guardian. Parent/guardian must pick up the phone. (Money obtained from fines will be used for the betterment of the entire student body or facility maintenance.)

- Additional Offenses: Parent conferences, student contract, other disciplinary actions (including the student losing cell phone privileges while at school)

Bradley County Schools will not be responsible for the loss, damage, or theft of cell phones or other communication and electronic devices.

Media access to students BCBOE Policy 6.604

Student records annual notification of rights BCBOE 6.601

Directory information BCBOE Policy 6.601

NONDISCRIMINATION POLICY FOR STUDENTS AND EMPLOYEES

It is the policy of the Bradley County School System not to discriminate on the basis of sex, national origin, creed, age, marital status, or disability in its educational programs, activities or employment policies as required by the Title VI and VII of the 1964 Civil Rights Act, Title IX of the 1972 Educational Amendment, Section 504 of the Federal Rehabilitation Act of 1973 and Americans with Disabilities Act of 1990.

Students and employees shall be provided a learning and working environment free from sexual, racial, ethnic, and religious discrimination/harassment. It shall be a violation of this policy for any employee or any student to discriminate against or harass a student through disparaging conduct or communication that is sexual, racial, ethnic or religious in nature.

Inquiries regarding compliance with the nondiscrimination policy may be directed to the principal, coordinator (compliant manager) Todd Shoemaker, or the Director of Schools. (Refer to policy 6.304, 6.305, 5.500, and memorandum of agreement: Teachers Contract Section IG Grievance Procedure).

Transfer Option for Students Victimized by Violent Crime at School

Under the Tennessee State Board of Education's Unsafe School Choice Policy, any public school student who is the victim of a violent crime as defined under Tennessee Code Annotated 40-38-11 (g), or the attempt to commit one of these offenses as defined under Tennessee Code Annotated 30-12-101, shall be provided an opportunity to transfer to another grade-level appropriate school within the district.

Additional information regarding this option may be obtained by contacting the appropriate grade-level supervisor.
Mrs. Elizabeth Kaylor -Supervisor of Elementary Instruction (423) 476-0620

Parental Notice of Meningococcal Immunization – T.C.A. 49-6-50

According to TCA 49-6-50 schools are mandated to inform parents on an annual basis about meningococcal disease and the effectiveness of vaccination against the disease. Attached to this newsletter is an updated notice prepared by the Tennessee Department of health.

Tennessee Department of Education Contact Information

Answers to many questions and much helpful information may be obtained from the State Department of Education by calling 1-888-212-3162 or visiting <http://www.state.tn.us/education/speced/index.htm>

Legal Services Division
Division of Special Education, Tennessee Department of Education
Phone: (615) 741-2851
Fax: (615) 253-5567 or (615) 532-9412
East Tennessee Regional Resource Center
Phone: (865) 594-5691
Fax: (865) 594-8909

Child Advocacy Group Contact Information

In addition to the state and local resources available to parents and children, there are many agencies and organizations that offer support information, training, and help in advocating for persons with disabilities in Tennessee.

A few of these organizations are listed below:

The ARC of Tennessee

<http://www.thearctn.org/>
44 Vantage Way, Suite 550
Nashville, TN 37228
Phone: (615) 248-5878 Toll Free: 1-800-835-7077
Fax: (615) 248-5878 E-mail: pcooper@thearctn.org

Support and Training for Exceptional Parents (STEP)

<http://www.tnstep.org/>
712 Professional Plaza
Greeneville, TN 37745

Tennessee- (423) 639-2464 karen.harrison@tnstep.org

Tennessee Protection and Advocacy (TP&A)

<http://www.tpainc.org/>
416 21st Ave. South
Nashville, TN 37212
1-800-287-9636 (Toll Free) or (615) 298-1080
(615) 298-2471 (TTY) (615) 298-2046 (Fax)

Tennessee Voices for Children

<http://www.tnvoices.org/main.htm>

East Tennessee (Knoxville Area)

(865) 609-2490
(865) 609-2543 (Fax)

These are but a few of the organizations available to help with information, training, and advocacy. For a more extensive list visit Tennessee Disability Pathfinder Database: <http://mingus.kc.vanderbilt.edu/tidir/dbsearch.asp>

Bradley County Schools provides network services to assist in preparing students for success in life and work in the 21st century by providing them with electronic access to a wide range of information and the ability to communicate with people from throughout the world. Network privileges include access to the internet. These privileges are not without responsibilities and Bradley County

Schools has developed an acceptable use policy. Students and parents are expected to have read and be aware of the acceptable use policy. Violations will be dealt with appropriately. To view this policy you can go to www.bradleyschools.org or ask your local school for a copy of the policy. Parents may specifically request that their child(ren) not be provided such access by notifying the building principal in writing.