



**SKYVIEW CALENDAR AND HANDBOOK  
2018-19 SCHOOL YEAR**

**5021 E 123<sup>rd</sup> Ave.  
THORNTON, CO 80241  
[skyview.adams12.org](http://skyview.adams12.org)  
720-972-5620**



# SKYVIEW

## ELEMENTARY

### OUR MISSION



To engage and inspire all students to innovate, achieve, and succeed in a safe and supportive environment by ensuring high quality instruction in every classroom, every day.

### OUR VISION



Skyview aspires to develop the whole child: healthy, productive, critical thinkers of the 21st century.

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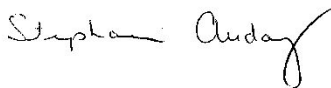
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Comet Families:

Welcome to the 2018-19 school year! I am very excited to lead our Skyview Elementary School Comets. I look forward to partnering with our Skyview families and community to provide the best learning opportunities for all students, supporting the whole child: healthy, productive critical thinkers of the 21<sup>st</sup> century. Following this letter is our 2018-19 school handbook. This handbook is updated each year and is loaded with important information aligned directly to district policies to ensure clear communication, organization and a wonderful learning experience for your child here at Skyview. If changes to policies occur, these will be noted in the district handbook insert, all located on our website at [www.skyview.adams12.org](http://www.skyview.adams12.org).

At Skyview, we are committed to high levels of achievement and growth for the whole child. We believe that in order to support your child in this growth, we work as partners in your child's education. We value communication and will provide multiple opportunities for us to dialogue and work together throughout the year. This will include our monthly electronic newsletter which will be emailed (also located on our school webpage), opportunities to partner, plan and create new opportunities for students at our monthly PTO meetings, Auto Dialers, Skyview Facebook Page, school marquee, school events, joining our School Accountability Committee, and of course in person each morning and afternoon, community events and . I look forward to getting to know each of your children and providing a high quality and joyful learning environment for all. To support your child's success, you are always welcome to set up a time to meet individually, please contact our Office Manager, Cecilia Hyer at (720) 972-5621 to schedule a time. I look forward to a wonderful year with our Comets!

Sincerely,

A handwritten signature in cursive script that reads "Stephanie Auday".

Stephanie Auday

Principal

**Adams 12 Five Star Schools**

[www.adams12.org](http://www.adams12.org)

1500 E. 128<sup>th</sup> Avenue  
Thornton, Colorado 80241

**BOARD OF EDUCATION  
2017-18**

**Ms. Kathy D. Plomer- President-District 3**

**Ms. Laura P. Mitchell- Vice President- District 5**

**Mr. Norman L. Jennings- Secretary-District 1**

**Mr. Brian M. Batz- Director- District 4**

**Ms. Jamey L. Lockley- Director- District 2**

**Mr. Chris Gdowski- Superintendent of Schools**

## IMPORTANT PHONE NUMBERS

SCHOOL OFFICE	720-972-5620
SCHOOL FAX	720-972-5639
<b>ATTENDANCE</b>	<b>720-972-5638</b>
KITCHEN MANAGER	720-972-5632
BEFORE & AFTER SCHOOL ENRICHMENT	720-972-5637
ADAMS 12 ADMINISTRATION CENTER	720-972-4000

## SCHOOL HOURS

*Monday, Tuesday, Thursday, Friday*

Extended Day Kindergarten/1st-5th

A.M. KDG.

P.M. KDG.

7:35am - 2:30 pm

7:35am - 10:40am

11:25am - 2:30pm

Wednesday (Early Release):

Extended Day Kindergarten/1st-5th

A.M. KDG.

P.M. KDG.

7:35am - 1:15pm

7:35am - 10:00am

10:50am - 1:15pm

- The first bell will ring at 7:30am; the final bell will ring at 7:35am. Students arriving after 7:35 will be marked tardy.
- Students should not arrive on school grounds prior to 7:20 when teacher supervision begins.
- PM Kindergarten students should be on school grounds by 11:20 am MTTHF, 10:45 Wednesdays, in order to arrive on time.

## *Comet Community Hours:*

OFFICE HOURS

BEFORE SCHOOL PROGRAM

AFTER SCHOOL PROGRAM CLOSURE

7:00am - 3:15pm

6:30am - 7:35am

end of school until 6:00pm

## ARRIVAL AND DISMISSAL PROCEDURES

**IMPORTANT-** The parking lot will be closed to traffic flow daily from 7:25-7:40 and 2:20-2:40 (M,T,Th,F), 1:10-1:30 (W) for both incoming and outgoing vehicles (excluding school buses and daycare vans)-this procedure was put in place to ensure student safety at our crosswalks and within the parking lot. This will mean that any cars entering the lot prior to 7:25 will not be released from the parking lot until 7:40. In the afternoon cars entering the lot prior to 2:20 will not be released until 2:40. On Wednesdays cars will not be released until 1:30. The parking lot is a one way. The exit will be closed.

The only flow through the front of the school will be the hug-and-go lane on 123<sup>rd</sup> Avenue. Traffic entering the hug-and-go lane must remain in the **single lane** of traffic. If you need to park, please arrive prior to 7:25 or park in designated locations within the community. Students must be dropped off in this lane, and may not exit onto the street.

- When dropping your student you must pull all the way forward in the hug-and-go lane, as far as you can, before letting your student out. This will allow more cars in the lane at a time.
- Do not stop your vehicle or let students out in the crosswalk area or the street.
- Do not park your car or get out of your car to let students out.
- Do not allow your student to exit or enter the car unless in the hug and go lane or along a safe roadside location.
- Students should always exit/enter on the passenger side of the car, do not allow them to exit on the driver side. They could be injured by another car.

### PARKING ON THE STREET

- You may park along Fairfax or 123<sup>rd</sup> Ave. in designated locations. Please respect our community driveway space as you park.
- Drop your child safely at the sidewalk and then they may walk into school using the crosswalks.

### WALKING TO SCHOOL

- Skyview is a neighborhood school and **walking is encouraged**. Walking students must use the sidewalks, crosswalks and designated paths. Students will then line up at their grade level designated location. At the end of the day, students will be dismissed from their outside classroom doors.

### PARKING LOT

- Limited parking is available in the Skyview Parking lot, being planned as a walk-in school; please remember to arrive prior to 7:25, as all incoming and outgoing traffic will be closed from 7:25-7:40 and 2:20-2:40 each day (M-F) and 7:25-7:40 and 1:00-1:15 (Wednesdays only). Traffic is one way- there is no exit from the east side.
- Students crossing at the entrance of the parking lot will instead be directed down the sidewalk to the crosswalk located at the center of the parking lot. Here they will cross safely. Parents and students need to walk their bikes, scooters and skateboards through the crosswalk.

### BICYCLE RULES

- The school does not assume liability for bicycles, scooters or skateboards. All bikes ridden to school should be locked in the bicycle racks. Each student should individually lock his/her bike. Larger bikes are to be parked in the middle of the bike racks and smaller ones on either end. No bikes are to be locked to the fence. Be considerate of other students when parking your bike. Bring all helmets/safety gear inside.

TO ENSURE SAFETY FOR PEDESTRIANS ALL BIKES, SCOOTERS, AND SKATEBOARDS MUST BE WALKED-ON AND OFF SCHOOL GROUNDS. INLINE SKATES AND HEELYS MUST BE REMOVED. ALL EQUIPMENT MUST BE CARRIED INTO THE BUILDING.



## EXCUSING STUDENTS DURING THE SCHOOL DAY

Students will only be released to their legal parent or guardian. If the student needs to be picked up by another party, the legal parent/guardian must complete a **Student Authorization** form to give this person permission. The Student Authorization form must be completed in advance; authorization may not be given over the phone. When a student is released a photo ID must be presented before a student will be called down to be signed out. If the parent/guardian has not added names to the Student Authorization form, the student will not be allowed to leave the building. To support learning for all, the office will not call students out of class until the designated adult arrives to sign them out.

## IMPORTANT AFTER SCHOOL INFORMATION

The staff at Skyview provides a caring, safe place for your child each day. Unfortunately some of our students spend extra time at school in the office waiting for someone to pick them up after school dismisses. **For the safety of our students, it is important that students are picked up from school on time daily.**

We understand that delays occur. If you are delayed, please call the office and let us know so we can have your child wait in the office for a few minutes. If you will be delayed longer than 15 minutes, you will need to make alternative arrangements for your child to be picked up. We encourage families to make connections with classmates and neighbors to support one another with daily travels to and from school. Besides our exceptional before and after school program (BASE), there are also many day care providers in the area that support before and after school care. If this becomes an issue, a building administrator will be in contact to discuss alternatives. If the issue continues after administration contact, a referral to the appropriate authorities will be made.

## DETENTION OF STUDENTS

On some occasions a student may be detained after school for up to 15 minutes to speak with a teacher or administrator. This could include an opportunity for the teacher to catch a student up on a concept or skill, to provide missing work from absences or to debrief the day. Parents/Guardians of students needing to be detained after school for discipline, make-up work; programs or other reasons for more than 15 minutes will be notified in advance.

## EMERGENCY/WEATHER DISMISSAL OF SCHOOL

In the event of a school closure, it will be announced on radio and television by 7:00 am the morning of the closure. This information will also be posted on our district website [www.adams12.org](http://www.adams12.org). **Please do NOT call your child's school as this restricts our lines for emergency use.**

## FEES

Adams 12 Five Star Schools has a mandatory textbook fee for the 2018-19 school year in place to defray or recover costs associated with classroom learning and other school-sponsored programs and/or activities. Fees are required as a condition of participation in a school-sponsored activity or program not within the academic portion of the educational program and are reasonably necessary for providing textbooks or expendable supplies. The following fees will be assigned annually in October: textbook/instructional materials fee. Adams 12 Five Star Schools has contracted with certified, secure third-party providers to give parents an option to make online payments for student fees and meals. This provider Pay For It, can be accessed on both the Adams 12 webpage, as well as our Skyview webpage. We now have a parent computer kiosk available in the lobby. Payment can also be made at the Skyview Office. We accept cash, check and credit card (excluding American Express).



## **REDUCED FEES**

Some fees will be waived, or partially waived, for any student eligible for a free and reduced meal benefit upon presentation of a completed and signed Information Release Form. To apply, please visit our <https://www.adams12.org/departments/nutrition/free-and-reduced-meals>

## **NEW STUDENT ENROLLMENT**

Students enrolling at Skyview during the school year will begin classes at the earliest possible date, typically 24-48 hours, following completed registration paperwork. This is to ensure that a student desk, chair, and materials will be available.

## **STUDENT WITHDRAWING FROM SCHOOL**

It is the responsibility of the parent/guardian to contact the office at least one week in advance of withdrawing their student. If possible, please provide the name and address of the new school. This will ensure appropriate transfer of records to the new school. Books and school materials must be returned to the classroom teacher and all outstanding debts paid.

# SKYVIEW ELEMENTARY

## ATTENDANCE POLICIES AND PROCEDURES

A significant part of a student's educational experience is derived from classroom participation, activities, discussion and relationships. Regular and punctual daily attendance is a critical factor in a student's ability to attain the maximum benefit from the educational process.

### SKYVIEW: REPORTING ABSENCES

Parents are reminded that regular and prompt attendance at school is essential to student success. A significant part of a student's educational experience is derived from classroom participation, activities, discussion and relationships, instruction that cannot be replaced by completing missing assignments. If it is necessary for your child to be absent from school, we ask that you observe the following procedure in order that we may account for your child on a daily basis:

1. Call the school attendance line - available 24 hours a day. Please call in your child's absence by 8:00 a.m. when your child will be absent. **Attendance line: 720-972-5638.**
2. When calling the attendance line to report an absence, please state your child's name, grade level, teacher's name, and reason for absence.
3. If you do not call in your child's absence, we will make all attempts to call your home or office as soon as possible to verify the reason for the absence. If we do not receive a call from you regarding your child's absence and we are unable to reach you in person by phone, your child's absence will be recorded as unexcused. Your child's safety is our primary concern.

### Superintendent Policy 5020: Student Attendance

**1.0 Regular and punctual daily attendance is a critical factor in a student's ability to attain the maximum benefit from the educational process. Frequent absences may lead to poor academic work, lack of social development and possible academic failure. Regular attendance is of utmost importance for school interest, social adjustment and scholastic achievement. No single factor may interfere with a student's progress more quickly than frequent tardiness or absence.**

1.1 Continuity in the learning process is seriously disrupted by excessive absence. Showing up for class matters. Students cannot benefit from investments in high quality instruction and more engaging, rigorous curriculum unless they are in class. In most situations, the missed classroom experience cannot be adequately replicated. Students who have good attendance generally achieve higher grades, enjoy school and are college and/or career ready after leaving school.

2.0 According to state law, every child who has attained the age of six (6) years by August 1 of each year and is under the age of 17 years, except as otherwise allowed by state law, shall attend school. 2.1 The law states that when a student has four (4) unexcused absences in one calendar month or ten (10) unexcused absences in a school year, the student is considered habitually truant. 2.2 Parents, guardians and students are all responsible for making sure students are at school daily, on time and ready to learn

### Excused Absences

6.1 Excused absences are defined as absences caused and excused due to one or more of the reasons defined in this section. For an absence to be excused a telephone call or signed note from the custodial parent/legal guardian, medical practitioner(s), or other authorized official **must be submitted within two (2) school days** of the school day absent. In the case of multiple consecutive absences, the excuse must be submitted within two (2) school days of the last school day absent. 6.2 A verified illness, injury, or physical, mental and/or emotional disability. District Policy 5020 Page 2 of 4 6.3 A religious observance generally recognized by an established and bona fide religious organization. 6.4 Absence required by the judicial system (court, juvenile authorities, police, or similar entities). 6.5 A family emergency such as a serious illness or death of an immediate family member. 6.6 Vacations or non-emergency activities should be scheduled for days or times when students are not in school. Reasonable requests for absences to be excused due to vacation or for other non-emergency reasons will be approved if the student has a 95% or higher attendance rate over the prior two (2) grading periods, and if the student is

otherwise meeting academic performance expectations as determined by school administration. 6.7 Student absences for participation in school-sponsored or authorized activities are not considered absences from school. 6.8 Absences due to suspension. 6.9 Acceptable reasons for excused absences may be restricted, or additional documentation may be required beyond the guidelines established in this policy by the building administrator or district attendance officer. Additional documentation requirements typically apply to students with a history of habitual truancy, including students on school attendance contracts or under truancy court orders. 6.10 Parents may excuse up to five (5) absences per semester without documentation. Absences beyond five (5) will be considered unexcused unless proper documentation is provided.

### **Unexcused Absences**

7.0 Unexcused Absences. 7.1 All absences that are not excused as defined elsewhere in this policy will be considered to be unexcused. 7.2 A student that has four (4) unexcused absences in one (1) month or ten (10) unexcused absences in a calendar year is considered habitually truant. If school and/or district intervention efforts fail, sanctions for habitual truancy may include a referral to the Truancy Court of the 17th Judicial District and / or a referral to a social service agency. 7.3 Students who are on campus but truant from a scheduled class pose a safety and supervision concern. Students on campus but truant who refuse to comply with staff directives to attend class are considered defiant and are subject to sanctions as described in the student discipline policy.

### **Chronic Absenteeism**

8.1 A student will be considered chronically absent if he or she has missed 10% or more of the days enrolled in the public school year during the school year. A student is absent if he or she is not physically on school grounds and is not participating in instruction or instruction-related activities at an approved off-grounds location for the school day. Chronically absent students include students who are absent for any reason (e.g., illness, suspension, the need to care for a family member), regardless of **whether absences are excused or unexcused**. Chronically absent students are subject to school and district attendance interventions. 8.2 In an effort to prevent a student from becoming chronically absent, schools may use attendance teams, District attendance protocol, and/or attendance achievement bands to determine when to intervene. District Policy 5020 Page 3 of 4 8.3 Individual student needs and circumstances will be considered in determining appropriate interventions for chronic absence. For students with disabilities, the student's Individual Educational Team or Section 504 Team shall be consulted regarding appropriate interventions.

### **Partial Absences/Tardies**

9.3 A partial absence for elementary schools is defined as a student entering class more than 60 minutes late but before the midpoint of the attendance period. This also applies to students being in class beyond the midpoint, but departing more than 60 minutes early. 9.4 Excessive tardies and partial absences that negatively impacts the student's achievement and/or ability to complete make-up work comparable to in-class activities may result in consequences at the discretion of school officials, and may include the initiation of an attendance contract.

### **HOW SKYVIEW WILL SUPPORT FAMILIES REGARDING ATTENDANCE CONCERNS:**

- Step 1: After 4 absences, staff will make all attempts to notify families in writing of student's absences and attendance policy. Our purpose is to open lines of communication and determine the root cause of any absences and provide any support that may be needed.
- Step 2: After 5+ absences, you will be sent a letter from the school offices. Our purpose is to open lines of communication and determine the root cause of any absences and provide any support that may be needed.
- Step 3: After continued absences following a school attendance letter, a meeting will be scheduled with administration to complete an attendance contract. Our purpose is to open lines of communication and determine the root cause of any absences and provide any support that may be needed. To support learning, all future absences following the contract need to be documented as excused.

\*Once an attendance contract is developed, if additional unexcused absences occur, they will be referred to the Adams 12 District Intervention Services.

# PARENT PARTNERSHIP

## COMMUNICATION

Skyview believes that our parents are essential partners in their child's education. With this belief, it is our goal to provide regular communication to our families. We provide many sources of communication, including:

- Monthly Electronic Classroom Newsletters available via email, paper and at [skyview.adams12.org](http://skyview.adams12.org)
- Monthly School Electronic Newsletter available via email and at [skyview.adams12.org](http://skyview.adams12.org)
- Infinite Campus- Campus Porta/Online Check-In! is our tool for parents and students to access instant, online, timely and secure student information: attendance, discipline, report cards and gradebook. Get signed up at : [www.ic.adams12.org/campus/portal/adams12.jsp](http://www.ic.adams12.org/campus/portal/adams12.jsp)
- Skyview Facebook Page
- Auto Dialers- important reminders of upcoming events
- School Marquee- updated regularly
- Monthly PTO Meetings, 1<sup>st</sup> Tuesday of the Month 2:30
- School Improvement Team, December/March Meetings
- Parent to Parent Partnership, ongoing communication for incoming Kindergarten families

All electronic newsletters are easily accessed on the web, accessible on your phone/tablet We welcome your communication and recommend our webpage to access email to all staff members directly. This is the quickest mode of communication. Please allow a 24 hour turn-around time, as the teacher may need to gather information or may have a guest teacher for the day.

Parents are of course, welcome to call the school at any time. Any calls for students or teachers during the school day will be forwarded directly to the classroom. During the school day, all classrooms phones will be forwarded to voicemail. Please leave a detailed message. Teachers will try to check their messages periodically throughout the day, but may not receive all calls prior to school release if late in the day. Please make sure that **day-to-day decisions, such as pick-up and drop-off are taken care of before the day begins.** To ensure minimal disruptions to learning, office personnel will communicate EMERGENCY CALLS only to classrooms during the school day. To support these efforts in communication we encourage all calls to teachers/staff between 7:15 and 7:30am or 2:35 and 3:00pm. This is when staff is usually available. .

Students will be allowed to use the telephone in their classroom to request clean clothes, lunch money, etc. at the discretion of their teacher. We want to work with students on learning responsibility. Students will not be allowed to use the telephone to arrange playtime after school. Arrangements for parents to pick children up after a special activity, such as choir, art club ETC., should be made prior to the student coming to school. Students may not use personal cell phones during the school hours 7:35-2:30. If a student brings their cell phone, they will be required to have the cell phone off and in their backpack during school hours, this includes lunch and recess. Calls made for safety reason may be made in the office after school. **The office closes promptly at 3:15pm.**

## PARENTAL SUGGESTIONS/CONCERNS

Skyview Elementary recognizes that parents may have questions and suggestions about their child's education, knowing their child the best. To ensure the best communication and resolution, we ask that you first speak directly to your child's teacher if you have a concern. This could include a formal meeting, email or telephone call. Following this direct communication, if you would still like to discuss the question/suggestion further, please contact the office to schedule a time to meet with our principal or assistant principal. To allow the very best communication, we ask that you schedule meeting times with teachers. Although before and after school times can be good for a quick update, communication is not at it's best when the teacher is responsible for their whole class. We value your contributions and appreciate your involvement in your child's education and look forward to ongoing communication.

## VISITORS

For the safety of our students, **ALL visitors must report to the office upon entering the building.** This includes our morning routine, even for a quick pick-up or drop off of a student to the classroom. To enter the building, a valid state issued ID will be required to run through our V-Soft system. The system will create a badge to wear

while you are in the building. This pass should be visible during your visit to help us protect your children. To ensure safety, all staff are asked to request your badge upon seeing visitors within the school. PLEASE accept this as our foremost responsibility to protect your child, not cause any inconvenience. **Please check out when leaving.** Visitors who fail to abide by district and school guidelines for visitors may be requested to leave school property and may be subject to future restrictions regarding school visits. Law enforcement or district security staff may also be contacted.

Parents are welcome visitors at school; it is suggested visits have specific goals and not be of great duration; that is, come to visit a reading class, math class, etc., but please limit the visit (not including volunteer experiences) to a maximum of 30 minutes. In order to avoid conflicts with conferences, scheduling, planning, substitutes and other contingencies, a courtesy call or email to your child's teacher to set up a time to visit would be appreciated. Please minimize visits during the first three weeks of school so that students and teachers have a smooth transition into the new school year. Younger brothers, sisters and friends are not permitted to visit the classroom unless approval has been obtained from the principal and teacher involved.

## **VOLUNTEERS**

The success of Skyview is dependent upon partnership! We welcome community support. There are many opportunities throughout the school to make a positive impact. If you are interested in volunteering opportunities, please see your PTO Committee, classroom and teacher specialists during our Back to School Events, where you will be able to sign-up for classroom parties, classroom support, at home projects, reading with students and much more. Besides the general classroom, there are many opportunities to volunteer across the school community, please see Kathie Shea in the office or contact her at 720-972-5620. A yearly volunteer agreement will need to be completed prior to your first day. An orientation for office/workroom volunteering will be held throughout the fall to prepare for a successful year. Thanks for supporting our Comet students!

# STUDENT SAFETY

To ensure supervision and safety at Skyview, students are not to be on school grounds before 7:20 a.m. and are asked to leave school immediately upon dismissal. The playground is unavailable after a.m. Kindergarten, due to supervision for lunch recess.. The playground is closed after school for the BASE program and is reopened to the public at 6:00 p.m.

Encourage your child to come home immediately after school is dismissed and to use extreme caution when crossing the street. Students are not allowed to cross the parking lot without adult supervision. Students must remain on sidewalks and use crosswalks at all times to and from school. **If you would like to volunteer as a regular crossing guard to support, please contact the office to find out more.**

Talk with your child about:

- A daily pick-up plan prior to the start of the school day. Determine who will pick the student up and where you will meet daily.
- Never accepting rides or gifts from strangers
- Reporting to a teacher, police officer, bus driver or parents any strangers seen loitering on foot or in a car near schools, playgrounds or other places where children assemble
- Police officers- as a child's friend and that he/she can go to the officer at any time he/she needs help.

Within the school year, students will have regular opportunities to practice safety procedures including: arrival and dismissal procedures, fire drills, severe weather, lockout and lockdown.

**School Messenger- In the case of an important safety alert impacting the Adams 12 Five Star School System, be the first to know. Receive priority alerts on your cellphone. Text "Yes" to 68423. You can opt out from alerts at any time. Reply HELP if you need assistance.**

## PROHIBITED ITEMS

We do not allow gum, candy, toys (fidget spinners), weapons, dangerous items or facsimiles of weapons at school. Please do not bring balls, toys, athletic equipment, electronic games or trading cards of any kind to school (unless for special events or rewards). Prohibited items will be held in the office for parent pick-up only.

**Cell phones and electronic devices**, whether for personal, recreational, communication or instructional purposes, are permitted as follows: In the classroom such devices must be in the "off" or "silent" position and stored out of sight (backpack) except as permitted by the classroom teacher throughout the entire school day. Examples of devices which may be permitted for instructional purposes under staff supervision include but are not limited to calculators, tablets, smart watches, laptop computers, voice recording devices and cell phones. Personal electronic devices are not permitted during the school day in the hallways, lunchroom, restrooms or playground. Failure to follow Skyview and Adams 12 Policy and disruption to the classroom environment can result in device confiscation and up to school suspension. Skyview is not responsible for lost, stolen or damaged items/devices brought from home.

## PETS

We enjoy our beautiful open space and know your pets do too! Pets (even new puppies) are not, however, allowed on school grounds, including before and after school at any times. If you want to walk your pets, please stay on the city sidewalks outside of the school boundaries. Pets are not allowed for show-and-tell. If your child would like to share a pet with his/her classmates, they may bring pictures to share. This policy is in place to protect our students from injury and harmful situations, including several children who have animal allergies. Thank you for your support.

## **STUDENT LEARNING** Living Our Vision- Developing the Whole Child!

### **CURRICULUM**

Adams 12 Curriculum has been developed to support students K-5 in meeting and exceeding the expectations of the Colorado Academic Standards. These standards include the areas of Reading/Writing/Communicating, Mathematics, Science, Social Studies, Visual Arts, Music and Physical Education. These standards clearly define the concepts and skills students need to master to help ensure they are successful in college, careers and life. To take a closer look at these standards, please check out:

<https://www.cde.state.co.us/standardsandinstruction/guidestostandards> .

### **ART**

Art is a part of our cultural heritage and delivery system in an integrated, educational program. The art program at Skyview Elementary School utilizes the Colorado Visual Arts Standards to develop the skills and aesthetic sensitivity of elementary students through a process of integrated experience. Through awareness, understanding, creativity and self-expression, the program fosters and embraces life-long learning, while developing and enhancing an interest and commitment to art.

From crayons to paint, clay to wire sculpture, students are exposed to many different media in their Skyview art classes. We study the art of many cultures and challenge our own imaginations to express ourselves visually. We strive to provide many options of communication and self-expression in order to create richer and more fulfilling lives.

### **MUSIC**

The overall goal of Skyview's music program is to support the mastery of the Colorado Music Standards to provide joyful music-making opportunities for children. Taught from a combined Orff and Kodaly perspective (2 of the leading music education philosophies), children experience music through singing, movement activities, dancing, and instrument playing. Students exiting the program will have a broad base of musical understanding that will enhance their lives whether or not they continue to pursue music. An extra-curricular 3rd, 4th, and 5th grade choir is offered, which allows those interested in music to put their skills into practice. Also, other musical opportunities include the Skyview talent show and grade level programs.

### **PHYSICAL EDUCATION**

Physical Education creates the opportunity for individuals to learn and understand the Colorado Physical Academic Standards. Physical education involves and benefits all students. This process is individualized to provide educational experiences that are movement-based and contribute to a student's comprehensive health status as well as other areas of academic performance and achievement.

Developmentally-appropriate physical education programs are designed for every child from the physically gifted to the physically challenged. The intent is to provide students of all abilities and interests with a foundation of movement experiences that will eventually lead to active and healthy lifestyles.

There are a variety of before and after school programs available at Skyview. Examples of P.E. Club Activities with Mr. Crouch may include: Cup Stacking Events, Gymnastics, Soccer, Floor Hockey, Bicycle Safety and The Lion's Club Relay. Information will be available during the year to parents specifying the time and place of these movement opportunities. Some Comet Clubs may include a minimal charge.

### **EXCLUSION FROM P. E., OUTDOOR RECESS OR COMPULSORY SCHOOL ACTIVITIES**

P.E., music, art, computer and recess are a full part of the Adams 12 curriculum. We expect participation by all students; therefore, we DO NOT generally excuse children from these activities. Should they be unable to perform in these activities, however, A DOCTOR'S NOTE IS REQUIRED TO EXCUSE AN ABSENCE.



## **MEDIA CENTER MISSION STATEMENT**

The mission of the Skyview Media Center is to maximize learning opportunities for each student utilizing appropriate resources as tools to further learning and celebrate the joy of learning! The media center's operations focus on integrating information, technology, digital citizenship and digital literacy skills into the daily lives of the school population.

## **GOALS/OBJECTIVES**

- The teacher librarian will collaborate with staff members utilizing the district's Digital Information Literacy Standards, to provide materials, lesson design and instruction in order for students to master 21st Century digital literacy skills.
- The teacher librarian will design and administrate the library program to provide patrons with a collection that is diverse and appropriate for the community of Skyview.
- The teacher librarian will update professional knowledge and current technological information by participating in growth opportunities.
- The teacher librarian will provide activities to promote a love of reading.

## **HOMEWORK POLICY**

Skyview Elementary School, along with all of the Adams 12 schools, believes that homework should be purposeful and extend the learning beyond the school day. Homework is a scholarly habit of successful learners, giving students the opportunity to practice skills, prepare them for a new topic or to elaborate on introduced material. Homework should not include the learning of new information. The student should be self-sufficient and able to complete the work with little guidance. Parental involvement should be facilitative and limited in scope.

- A general guideline is for students to expect to have 10 minutes of homework per grade level. This does not include nightly reading.
- Students should be engaged in nightly reading (being read to, read with, or reading independently). This can include Waterford or electronic sources such as RAZ Kids, which can be found on our Skyview Webpage links.

### Student Responsibilities:

- **Listen for directions** - Students need to listen for/or read directions or have the teacher re-explain an assignment so the student can complete the work without parental help.
- **Record daily homework in student planners (3<sup>rd</sup>- 5<sup>th</sup> grade)**
- **Take work home** - Students will need to make sure they take the homework home with all of the needed materials to complete the work and return the completed work by the due date.
- **Stay Focused** - Students need to apply themselves for the amount of time to make the homework session productive. Daydreaming or loss of focus can stretch homework and create situations that prevent learning.
- **Complete legibly** - Students will make sure work is complete and legible for the teacher to read and correct.

### Parent Responsibilities:

- **Provide a quiet place and any needed supplies to do homework** - Provide a quiet place for your child to complete work away from television/radio/cell phone-devices not supporting learning- and with minimal distractions. Supplies should include, but are not limited to: pen, pencil, paper, scissors, crayons, colored pencils, markers, rulers, calculators, etc.
- **Provide a set schedule** - Set a schedule that works for your family that gives your child a set amount of time to complete homework.
- **Provide encouragement, motivation and prompting** - Parents should be there for support, not to sit and monitor. Students should be able to complete the work independently with minimal help from the parents (i.e. reading instructions). However, parents are encouraged to review and provide feedback before the work is turned into the teacher. Parents need to contact the teacher if their child struggles with their work on a regular basis.
- **Monitor time commitments** - Children should not be spending hours a night on homework. Please contact the teacher if your child is spending more extended time nightly. Set a regular bedtime. Make sure your children receive plenty of rest. Late night studying only creates challenges for learners the next day.

### Teacher Responsibilities:

- **Purpose of assignments** - Teacher will clearly explain the purpose of the assignment to students, ensure students are prepared to complete independently, coordinate the schedule and timing (when and how often) of the assignment. Rubrics may be provided at the higher grade levels for long term assignments.
- **Classroom expectations** - Teacher will provide due dates and routine information to all families at Back-To-School Night and any updates through monthly newsletters.
- **Provide Feedback** - Teachers will provide feedback on all homework in a timely manner. Feedback may be provided through a variety of means (i.e. graded, verbal, or written comments, sharing among peers, student self reflection, or use of homework to continue other projects).

## **MAKE-UP WORK AFTER ABSENCES**

**Completion of Make-up work** - Students will have one day for every day missed plus one additional day (i.e. Absent 2 days = 3 days for make-up, 5 days absent = 6 days to make the work up) to complete make-up work from any absence. The work will be provided after the student has returned to school. Sometimes homework is not able to be made-up, but students are still expected to understand the concepts. It is the parents/students responsibility to ask for make-up work when their child has been absent. Parents might need to ask for handouts, notes, etc. to cover the missed concepts.

## **ASSESSMENTS**

The District administers a variety of assessments to measure student learning of our Colorado Academic Standards and continually improve our instruction to meet the needs of the students that we serve. We strive to implement a balanced system that provides an understanding of how well the student, the school and the school district are achieving. With several common assessments, we have a great picture of your students' academic progress and areas of growth. This information will be shared regularly with students and in partnership with our parents.

Common assessments include:

- *Assessment FOR LEARNING* occurs during teaching and learning and focuses on ongoing improvement. Teachers check student understanding through in-class work, homework, quizzes and other check in progress. This information is shared through Infinite Campus on a regular basis and is an excellent place to check in with your child.
- More formalized assessments FOR LEARNING include MAPS (online Measures of Academic Progress Assessment), PALS and DRA assessments. These assessments are given on our Assessment Days three times per year in the areas of Reading, Writing and Mathematics. This information will be shared with you following assessment days through conferences, in Infinite Campus or in the weekly homework folder. This information supports teachers in modifying lessons to make sure students are growing and meeting our State Standards. Students receive feedback and set goals on an ongoing basis about how well they are doing, where they are in their learning and where they are going.
- *Assessment OF LEARNING* gathers information about how well students have mastered what they should know at their grade level. CMAS is our state-mandated testing program which measures what students have already learned and provides accountability. The online CMAS Literacy and Math assessments are administered in the spring of each year in grades 3 through 10. The CMAS Science/Social Studies assessment is administered in grades 4/5. This information is provided to the district from the State of Colorado and then sent to families following the official release. If you have questions regarding your student's results, feel free to contact the classroom teacher or administration at any time and we will be happy to review the results and set goals in partnership.

## **SOCIAL/EMOTIONAL LEARNING**

Skyview implements a Positive Behavior Intervention System, school-wide. These tools will support your child in achieving important social/emotional and learning outcomes in our school community each day. We believe that PBiS along with social/emotional learning opportunities are essential to a quality instructional program and to students overall success in school and beyond. All staff is responsible for consistently teaching, modeling and reviewing

school-wide expectations and social skills throughout the year and across multiple environments. All students will have the opportunity to receive rewards and recognition for demonstrating positive behaviors within the classroom and across the school. These include daily Comets, Class Comets and Positive Office Referrals.

We believe that planned teaching, positive rewards and recognition will support and shape your child's behaviors; however, time to time students make mistakes that provide an opportunity for valuable life lessons. TO support students we provide lessons , this may include, Second Step, a social-emotional curriculum to teach skills needed at each grade level on a regular basis, along with a monthly trait focus. When a student struggles with their behavior, your child will also have opportunity for reteaching, redirection and restoring relationships. When a difficulty arises, you may receive a Refocus Form. This is a place for your child to stop and think about their actions and impact on themselves and others. This is not an office referral, but an opportunity to discuss the behavior with your child and offer support with how they can handle the situation differently the next time. We BELIEVE elementary school is the best place to LEARN these skills.

In the circumstance that a student's negative behavior continues to impact themselves or others, student discipline will be directly aligned to District 12 Policy Student Conduct/Due Process, 5000/5010. The discipline guidelines are based on the rights and responsibilities of the students, teachers, parents and administrators. The goal of ALL discipline is to support student's learning and growth in partnership with families.

## **ACADEMIC/BEHAVIORAL CONCERNS**

Skyview utilizes a Multi-Tiered System of Support to ensure all students are growing both academically and behaviorally at adequate rates, through our Support our Students Team. Working collaboratively, Skyview Educators will select Universal, Targeted and Intense Instructional Practices/Interventions to support teachers in meeting the needs of small groups of students or individuals that are not responding to Universal Instruction, including the success of gifted and talented learners. Within this process, an examination of instructional practices within the classroom is completed to determine if the established structures are available for our students to ensure adequate growth and achievement. This study includes regular analysis of student growth and achievement with a team that can include both student and parent. Based on the study, an action plan will be developed to support differentiation, intervention or referral for other services to ensure ALL students are successful.

### **Intervention**

Skyview utilizes a variety of intervention tools and programs to support all learners. Decisions for intervention are based on recommendations from the above SOS Team as well as state mandated READ Plans. At Skyview we implement highly impactful intervention programs and practices, including:

*Classroom Intervention-* Specialized small group targeted instruction utilizing best practices in literacy and mathematics for students who are performing below grade level.

*Waterford Early Reading Program™* a software-based curriculum designed to promote reading, writing, and typing, incorporating literacy skills such as letter mastery, language stories, spelling, basic writing skills, reading and listening development, and comprehension strategies.

*Reading Interventionist -* A specialized reading teacher providing small group instruction and collaborating with classroom teachers utilizing best practices in literacy with students who are reading below grade level

*MobyMax-* An adaptive curriculum for reading, writing and mathematics that creates an individualized education plan for each student, allowing gifted students to progress as quickly as they like while simultaneously ensuring that students needing remediation in a content get the extra instruction they need.

## **SKYVIEW GIFTED AND TALENTED PROGRAM**

Our mission is to maximize learning opportunities for each student. Skyview staff works diligently to provide appropriate educational opportunities that will enable all students to reach their potential. We are dedicated to instruction that challenges and motivates gifted and talented students to achieve at an optimal level. In order to

provide the best possible educational opportunities to gifted children, Adams 12 advocates a variety of gifted best practices.

Gifted and Talented students need extension and enrichment which is provided in the classroom through a variety of strategies, aligned to their area of strength.. Teachers may group students in their class based on their abilities and also differentiate for each child's particular strengths. Each year we administer the Cognitive Abilities Test to students who are referred by teachers or parents. The student's scores from this test and other evidence of high performing academics are how students are identified for GT. Once a student is identified they will be put on an Advanced Learning Plan (ALP) in partnership with parents to accelerate and support their areas of need.

## **SPECIAL EDUCATION**

Under the IDEA, eligible children with disabilities are entitled to a free appropriate public education ("FAPE"). FAPE means special education and related services that meet the standards of the Colorado Department of Education ("CDE"), conform to your child's individualized education program ("IEP"), and are provided at public expense, under public supervision and direction, and without charge. You have a right to participate in meetings with respect to the identification, evaluation, educational placement, and provision of FAPE to your child. At Skyview, we have a strong team of special education providers and district Student Support Services that work collaboratively to support our student's success. Our school team includes Learning Specialists, Psychologist, Social Workers, Speech/Language Pathologist/SLPA Assistant, Structured Learning Specialist, Occupational Therapist, Physical Therapist and Registered Nurse.

Vision: Students will attain the knowledge and skills necessary to pursue the future of their choosing and are equipped to navigate and thrive in our rapidly changing world.

We Believe:

- ★ All students are learners; those with disabilities require a balance of challenge and compassion to maneuver the complexities of the educational environment and to access opportunities to demonstrate learning in every interaction.
- ★ Students with disabilities require cohesive and coherent instruction intentionally facilitated by collaborative adults who leverage their strengths and believe in their possibilities.
- ★ Systemic, purposeful planning and monitoring ensures continual growth for students with disabilities
- ★ The analysis of comprehensive data serves as the foundation for determining students' unique specialized instructional programs.
- ★ Cultivating independence ensures students make decisions, problem-solve, and demonstrate personal responsibility.

## **STUDENT WELLNESS**

### **Classroom Celebrations Living Our Vision- Supporting Healthy Students!**

Good nutrition and the value of healthy food choices are encouraged in our classrooms. However, treats served for birthday or class parties are often low in nutrients and high in calories. This sends a mixed message - that good nutrition is just a part of their education and is not important to their health. To send the right message and to keep our children healthy, teachers, staff and parents are encouraged to work together to offer healthy classroom treat alternatives. This includes student recognition when demonstrating a "Rainbow" on their plates in the lunchroom, on an ongoing basis.

From birthday parties to holiday celebrations, there are many celebrations in schools. Along with the fun usually come pizza, juice, cake, and chips and as many as 500 EXTRA calories in a typical classroom party. Offering so

many treats so often can contribute to unhealthy eating habits. At Skyview, it is our goal to shift the focus of school parties from unhealthy food to healthy fun. This could include alternative activities:

- Use active games or activities as a main focus.
- Play games inside or out.
- Extra recess can be EXTRA special.
- Talk to your school's PE teacher about using the gym, or some PE equipment.
- If favors are given - try to include non-food items, and if

Food is included, make it healthy.

- Have a dance party.
- Read children's books related to the party theme.
- Celebrate creatively by setting up craft stations.
- REMEMBER always refer to your district's policy regarding store-bought food

#### **Or Healthy Food Ideas:**

- Fresh fruit kabobs
- Dried fruit (with little or no added sugar)
- Vegetable trays with hummus or low-fat dip
- Sunflower seeds
- Fruit smoothies
- Low-fat granola bars
- Pretzels
- Graham crackers
- Low-fat cheeses
- Whole grain crackers
- Baked tortilla chips and salsa
- String cheese
- Low-sugar yogurt parfaits
- Light or low-fat popcorn
- Applesauce

Instead of serving sweets, please consider healthy, nutritious snacks in appropriate portion sizes.

## **ADAMS 12 NUTRITION SERVICES**

### **Vision**

The Department of Nutrition and BASE supports student achievement by providing healthy meals and high quality, affordable programs that encourage learning and healthy behaviors.

### **Mission**

As a partner of education, we will provide outstanding service to our students, staff, and community members by offering healthy quality meals with a smile, and contribute to the students overall academic experience.

### **Student Meal Accounts – The Bank of Nutrition Services:**

All schools use a computerized meal system. Payments into the meal account can be via check, cash, or *on-line payments using your desired major credit card*. Similar to a bank account, money in any of these three forms is "deposited" into individual student accounts. "Withdrawals" are made when students purchase meals, or extra entree and snacks. The computer signals each account when there are two prepaid meals remaining in the student's account and we remind students in a variety of ways to remember to bring money. Students may not share account numbers, because the federal government will only allow one reimbursable meal per day. Students who share their lunch numbers for meals show up on the "Double Card Usage" report, and will be charged the meal price PLUS an

additional \$ .40 to pay Nutrition Services for the federal reimbursement that cannot be claimed. Free or reduced approved students who share their numbers may lose their free and reduced meal privilege.

<p style="text-align: center;"><b>Elementary Price List</b> Breakfast Paid \$1.80 Lunch Paid \$2.70 Adult Breakfast w/ Milk \$2.70 Adult Lunch w/ Milk \$3.85 Milk Only \$0.75 2017-18 School Year Meal Prices</p>
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**Parental Controls:**

If you want to limit your student's daily expenditures, or do not want your student to purchase an extra entree or ala carte items, contact your kitchen manager. She can make a note in your student's account.

**Charge Policy**

The school district has a charge policy for each level that applies at all schools: Elementary - 2 charges, Middle - 1 charge, and High - no charges. Nutrition Services is an enterprise fund which means it does not receive general fund support from the district, and thus must generate funds through student and adult meal sales, snack sales, and federal and state reimbursement in order to pay operating expenses and fees to the district. Therefore, unpaid charges affect the ability of Nutrition Services to support itself and its employees.

**Payment**

Beginning August, you can add money to your child's meal and snack account using certified, secure, third-party provider by click the PayForIt image. This site allows parents to make payments into their child's account via the web. To create an account you'll need a valid email address and your child's student ID which can be obtained from your kitchen manager, school office, or your Infinite Campus account.

**Here are all of the notification steps we take so you and your student know when money is needed:**

1. When your student has two prepaid lunches remaining in his/her account, the cashier will remind your child.
2. The cashier will repeat step one when your student has just one prepaid lunch remaining.
3. At the first charge, the cashier will again remind your child to bring money, and we will feed your student a full meal.
4. At the second charge (available only at elementary), we will again remind your student.
5. At the third and fourth charges for elementary, or second and third charges for middle, we will feed your student a complimentary meal. A complimentary meal is a full meal. The cashier will again remind your student to bring money. Complimentary meal are free of charge.
6. An automated call is placed to your home, and you may receive a call or letter from the cafeteria in addition to automated calls when your child owes charges.
7. Hands are not stamped at the Middle School, but verbal reminders are given.

Remember that your child may select an extra entree or ala carte items, which may reduce the amount of money left in your student's account. If you wish to prohibit these services, you may notify the manager or assistant manager at your child's school, and we will put a note to that effect in the computer.

Please help us keep meal costs down. Pay your student's charges promptly. Uncollected charges and the service costs associated with collecting those charges, increases meal prices for all students.

### **Free and Reduced Priced Meals - it's A Matter of Benefits:**

**Applications for Free and Reduced Price School Meals are available on-line in English and Spanish.**

**Applications will be accepted beginning in August.** We strongly encourage families to apply on-line at [www.applyforlunch.com](http://www.applyforlunch.com) for meal benefits as it is convenient for our families. **Applying on-line includes:**

- Quicker approval process for eligibility
- Accuracy of submitted application
- Information release form for waiving student fees
- Assisting your child's school in receiving additional funds

Although we are allowed 10 operating days to process applications, we will process the applications as quickly as possible. **Parents must pay full price for meals, until the application is approved.** APPROVAL OF YOUR APPLICATION CANNOT BE RETROACTIVE TO MEALS ALREADY SERVED.

***\*\*Please note that for up to 30 operating days into the new school year, eligibility from the last year will continue. When this carry-over period ends, unless the household is notified that their children are directly certified or the household submits an application that is approved, the children must pay full price for school meals.***

If you need assistance with your child's student ID number please call your kitchen manager at 720-972-5632 for help. They can also provide your student's lunch number.

## **Lunch/Recess Living Our Vision- Supporting Healthy Students!**

### **RECESS**

Skyview utilizes a grant-based daily recess program- Playworks. Playworks believes that every kid deserves a safe and welcoming place on the playground- a place to belong, contribute and be part of the game. Our Playworks Program creates a place of joy, teamwork and fun on school playgrounds so that kids return to class ready to do their best. This is all done through a choice of both structured and unstructured play including playground games that teach positive interaction and fun while supporting Skyview's Vision for health through increased movement.

### **PLAYGROUND SUPERVISION**

Students are supervised at all times. At Skyview, we have 2 student monitors on the playground during our lunch/recess period. During this time children play only in areas that can be seen by the supervising adults. Student monitors are engaged as playground coaches, encouraging movement, ensuring safety and increasing participation in structured games. Student monitors provide explicit instruction to support appropriate use of all playground equipment and game play. Student monitors utilize our Positive Behavior Tools to ensure student safety and fun.

For safety reasons, gum and food are not allowed on the playground. **Any student owned athletic equipment, any electronics and any toys are to be left at home.** Skyview is not responsible for damaged or lost items. No gymnastics are allowed on the playground, as proper spotting and equipment is not available.

### **OUTDOOR RECESS PARTICIPATION**

Children go outside when temperatures combined with wind chill is 20 degrees or above unless there is measurable precipitation. Children should always be prepared for going out of doors with appropriate shoes for play, appropriate coats, waterproof boots, gloves, etc. As Colorado weather can change drastically, it is very important



that children are prepared both at school as well as for the walk to and from school. If students are not appropriately dressed for the weather conditions, parents may be notified or students may borrow from the lost and found so that they can go out for recess. Students will not be kept in from recess for a medical condition unless a physician's statement is provided. In the event of inclement weather, we are excited to announce the development of Indoor Recess Equipment and Activities to support our belief in a healthy and active life style.

### **LUNCHROOM- "Cometeria"**

Lunches will be served on a schedule designed to fit the needs of the pupils within the limitations of the facilities available. A current menu will be available on our webpage each month. If snacks are available to purchase in the cafeteria, students in second through fifth may purchase only one, **they may do so only if they have eaten their lunch first**. Skyview believes that lunch is an opportunity for students to enjoy a social setting in a relaxed and positive atmosphere. Some important things to know about our Cometeria:

### **"COMETERIA" EXPECTATIONS**

- Enter cafeteria quietly, be respectful and use good manners (no sharing/trading food)
- Sit at the first available table and use level 2 voice- talking voice., all area invited to the table
- No leaving your seat without permission
- Be responsible for cleaning your area when dismissed and line up quietly
- Walk to the playground safely in line.
- \*We do not have the resources (microwaves) available to heat lunches students bring from home. Lunches that come from home should not have to be prepared at school.
- \*We do not have the resources available to refrigerate lunches students bring from home.

## **BEFORE AND AFTER SCHOOL**

### **EXTRA CURRICULAR PROGRAMS**

Skyview Elementary is proud to offer a variety of extracurricular programs which enhance students' education and support us in meeting our vision of educating the whole child. The following are a few of our many programs/clubs offered throughout the year:

Art Clubs  
PE Clubs  
Choir  
After School Tutoring  
Lion's Club Relay  
Math Club  
National Elementary Honor Society  
Student Leadership

Girls on the Run  
Battle of the Books  
Spelling Bee  
Talent Show  
Garden Club  
Grade Level Music Programs  
Honor Choir  
Lego Club

Students are provided a variety of opportunities to participate in school-sponsored extracurricular activities. Information regarding upcoming opportunities will be communicated through regular flyers and on the Skyview Webpage. Activities may occur before or after school and require parents to sign permission forms, may include a fees and/or a fee to provide transportation to and from the activity. For safety and supervision reasons it is important that students arrive and are picked up promptly at designated times. Failure to maintain positive attendance habits in extracurricular programs may result in removal from the program.

Participation in extracurricular activities including sports may require students to meet attendance, academic and behavior eligibility standards. Please visit with the administration, sponsor or coach for answers to specific eligibility questions.

### **B.A.S.E. (BEFORE, AFTER, SUMMER ENRICHMENT) PROGRAM**

The purpose of the Before, After School and Summer Enrichment (BASE) Program is to provide safe, quality, affordable child care in the school setting; whereby each individual child is enriched with various experiences conducive to their academic, social, and physical development. These self-supporting programs are offered to any child enrolled in an Adams 12 Five Star Elementary School. Special needs children are also welcome and appropriate modifications will be provided when possible. Efforts will be made to accommodate your child's individual needs in a timely manner, however, delays may occur.

We are able to use the cafeteria, gymnasium, library and computer lab to enhance our daily program. Daily activities may consist of crafts, gymnasium games, science, reading, Everyday Math, game time and homework time. The Skyview BASE program is licensed by the State of Colorado Department of Human Services. Our ratios are one staff member for every 12 children.

#### **Hours:**

- Before School Program 6:30am-7:35am
- After School Program 2:30pm-6:00pm Monday, Tuesday, Thursday, Friday and 1:15 pm-6:00 pm on Wednesdays
- Full Days offered 6:30am-6:00pm (on common release days or teacher service days)
- Summer 6:30am-6:00pm

The programs operate on all school days, half days, and full non-school days. The programs are closed on all district holidays, school closures (i.e. snow days), and school vacations. Separate vacations programs might be arranged if we have adequate staffing and interest. A full BASE calendar is available in the BASE office.

#### **Registration Fees:**

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For tuition fees and availability, please contact:

JoDean Cohn (Site Director)  
720-972-5637  
[Jodean.cohn@adams12.org](mailto:Jodean.cohn@adams12.org)

### **SKYVIEW SUMMER CAMP**

We offer an exciting summer camp; we average 3-4 field trips per week! We are open Monday-Friday from 6:30am-6:00pm.

Each day we provide 2 snacks, a wide variety of activities (crafts, cooking, science, gym games etc.).

Registration begins early in the spring but the exact day changes year to year. Check with any BASE staff for specific details.

For any additional questions please feel free to contact the program at 720-972-5637 or by e-mail at [Jodean.cohn@adams12.org](mailto:Jodean.cohn@adams12.org)

### **BUILDING COMMUNITY USE**

District facilities are made available on an equal basis for use by community organizations when the buildings are not otherwise being used for school purposes. Superintendent's Policy 1300 provides guidelines related to reservations and use of district facilities by community members. The policy is available on the District website. Questions regarding facility use and reservations may be directed to 720-972-4020.

**Skyview Elementary School**  
**2018-19 School Calendar**

**Please go to [Skyview.adams12.org](http://Skyview.adams12.org) "View Calendar" for details and updates.**

**August 10, 2018** – Class List Posted – 4:00PM

**August 13, 2018** – Back to School Night – 5:00PM to 7:00PM

**August 15, 2018** – First Day of School – 7:35AM to 1:15PM

**August 21, 2018** – PTO Chipotle Spirit Night – 4:00PM to 8:00PM

**September 3, 2018** – Labor Day – No School

**September 4, 2018** – Assessment Day – Students Attend at Assigned Times

**September 11, 2018** – PTO Meeting – 2:40PM

**September 24, 2018** – PTO Good Times Spirit Night - 4:00PM to 8:00PM

**October 2, 2018** – Picture Day

**October 9, 2018** – PTO Meeting – 2:40PM

**October 11, 2018** – Parent/Teacher Conferences – No School for Students

**October 12, 2018** – Teacher Work Day – No School for Students

**October 13, 2018** – PTO Costume Crawl 5K/Vendor Fair – Time TBD

**October 16, 2018** – PTO Skate City – Time TBD

**October 19, 2018** – PTO Trunk or Treat & Dance- 6:30PM to 8:30PM

**October 25, 2018** – Vision and Hearing Testing

**November 12, 2018** – Veterans' Day Observed – No School

**November 13, 2018** – PTO Meeting – 2:40PM

**November 19 thru November 23, 2018** – Thanksgiving Break – No School

**December 7, 2018** – PTO Holiday Child Care Evening – 6:00PM to 8:30PM

**December 21, 2018 thru January 7, 2019** – Winter Break – No School

**January 8, 2019** – PTO Meeting – 2:40PM

**January 18, 2019** - Assessment Day – Students Attend at Assigned Times

**January 21, 2019** – Martin Luther King Day – No School

**January 31, 2019** – PTO Skate City – Time TBD

**February 5, 2019** – PTO Meeting – 2:40PM

**February 13, 2019** – Parent/Teacher Conferences – No School for Students

**February 14, 2019** – Teacher Work Day – No School for Students

**February 15, 2019** – District In-Service Day – No School for Students

**February 18, 2019** – Presidents' Day – No School

**March 1, 2019** – PTO Snowball Dance – 6:30PM to 8:30PM

**March 12, 2019** – PTO Meeting – 2:40PM

**March 25 thru April 1, 2019** – Spring Break – No School

**April 9, 2019** – PTO Meeting – 2:40PM

**May 3, 2019** – Assessment Day – Students Attend at Assigned Times

**May 6, 2019 thru May 10, 2019** – Teacher Appreciation Week

**May 10, 2019** – Teacher Work Day – No School for Students

**May 14, 2019** – PTO Meeting – 2:40PM

**May 16, 2019** – Field Day

**May 17, 2019** – Field Day Rain Date

**May 23, 2019** – Last Day for Students