2023-2024 SCHOOL YEAR



First Day of School - - August 22, 2023

9:00 a.m.-4:00 p.m.

Pleasant View Elementary 417-523-2100

Elementary Meet the Teacher Monday, August 21

Between the hours of 7:30-9:00 a.m.

Meet your teacher, visit your classroom and bring your school supplies

Elementary Breakfast Price \$1.70 - full pay \$3.05 - full pay \$0.30 - reduced meals \$0.65 - milk \$0.65 - milk

Please go to sps.org and fill out the meal application for free/reduced meal pricing. Applications must be filled out yearly.

On the first day of school, your student will receive a health inventory from the school nurse. Please fill out the form and send it back to school with your student to give to his/her teacher.

First Day of School	Tuesday, August 22
School Start Time	
School Dismissal Time	uld be gone from school/picked up by 4:15 p.m. de of the building by door #29.

If you are interested in purchasing a Pleasant View shirt or hoodie, we are offering a Pleasant View online apparel store through Team-Wear Solutions. Please visit the link below.

The online store will open on August 1 and closes at midnight on September 17 (no late orders will be accepted).

*Items purchased will be delivered to students around the first part of October.

https://pvsfall23.itemorder.com/



Students are encouraged to bring water bottles to school if they would like to carry water with them throughout the day. Beverages other than water (except for lunch) will not be allowed in the building.

ATTENDANCE

We know it is sometimes necessary for a student to be absent from school. Parents are requested, on those occasions, to inform the office by phone prior to 10:00 a.m. of their child's absence. You can call the school at 523-2301, or email amlitchy@spsmail.org. Students should ask their teacher for makeup work when they return to school. If the student is absent for three or more days, you may request homework by calling the school office or emailing the teacher. Students who arrive at school after 9:00 a.m. are considered "tardy" and should report to the office. Note: All absences (except those which are school related) do count against the student's attendance.

BUS TRANSPORTATION

If you have questions concerning buses or bus routes, please call the Transportation Office at 523-0500.

For information on bus delays, click here.

At this time, students will not be allowed to ride the bus home with other students.

Please do not have balloons or glass flower vases delivered to the school. Students may not take these items on the bus.

CELL PHONES

At 9:00 a.m. (when school begins), cell phones must be powered off and in the student's backpack until the end of the school day.

COMMUNICATIONS

• Pleasant View Website: Check out the Pleasant View website at http://www.sps.org/pleasantview. This is a great place to get valuable and timely information throughout the school year.

• Connect 5: Connect 5 is our automated phone messaging system we use throughout the year to get important information out to all students and parents/guardians. Please make sure to update this information in the Home Access Center so you can receive timely and important messages from the school.

• Email Blasts: We would like to send you other important information via an email blast. In order for you to receive these emails, we need your current email address. Please make sure that information is updated in the Home Access Center.

Twitter: @PViewSPS

· Facebook: Pleasant View

Instagram: pv_k8school

To minimize classroom interruptions and to assure that your child gets your message, we request that you do not call
the school office to leave a message for your student after 3:00 p.m. After that time we cannot guarantee that the
message can be delivered.

EARLY CHECK-OUT/PICK-UP

The following procedure for early check-out/pick-up of students will be strictly enforced to ensure the safety and security of vour child:

The parent/guardian must first enter the school through the front doors into our entryway.

- The parent/guardian will communicate with the office staff via the intercom system (Any other individual representing the parent must be cleared by the parent through the Pleasant View Office in writing).
- The parent/guardian or designee must sign the student out in an early dismissal log.

Any visitor entering the building <u>must show the office staff a photo I.D.</u>

- The office will notify the teacher and the student will be released to leave the building.
- Early check-outs do count against a student's attendance.

HOME ACCESS CENTER

Through this portal, you can check your student's grades, discipline, attendance and demographic information. Please update your student's demographic information prior to August 21. Please keep in mind if you are changing an address, you will need to provide the school with proof of residency. If any of this information should change throughout the year, please make all updates using the Home Access Center (HAC) and notify the school office.

The username and password assigned to you will carry over from year to year until your student graduates from high school.

Quarterly grade cards will still be printed and sent home with students. However, they can also be viewed in the Home Access Center.

To access the Home Access Center web page, go to the district's website: sps.org and click on "Home Access Center" in the list of Quick Links.

*If you have forgotten your user name and/or password, on the login screen, you can select the "Forgot My User Name or Password." An email will then be sent to you (the parent/guardian), from an account named "DoNotReply." That email will contain a link which will allow you to assign/reset your password. You will then enter either a User Name or Email Address. NOTE: If email address is selected, you will need to match the email address currently on file with the school.

**If you need to create a new Home Access Center account, on the login screen you can select the "Click Here to Register for HAC." Enter your name, city, zip and click the "Register" button. The system updates hourly. You will receive an email at the email address the school has on file for you with the instructions to complete your HAC account registration.

For more information click here.

MEDICATION

Prescription and non-prescription medication to be taken at school shall be **delivered and picked up by a parent/guardian**. Medication must be in the current prescription bottle or original container. A medication permit and administration form must be completed and signed by a parent/guardian. The first dose of any medicine <u>will not</u> be given at school. Over-the-counter medications may be given at school for a period of (3) three days with a permission form signed by a parent/guardian and must be in the original container. Administration for more than (3) three days requires a written standing order from a doctor or authorized prescriber for the individual student, which can be faxed to the school. Over the counter medication such as Tylenol cannot be carried by students and should follow the same policy as stated above. Any remaining medication must be picked up by a parent or designated adult within one week after the final date on the medication form or by the end of the last day of school. Medication will not be sent home with students. Please call the week before school starts to set up an appointment to drop off medication for the school year. The first day of school is not the best time to do this and would be more beneficial for the nurse and student to have this done the week prior.

MySchoolBucks

Create your free MySchoolBucks account to conveniently and securely pay for your student's school fees online or with the mobile app.

With MySchoolBucks you will be able to quickly browse school items in our School Store, be notified when fees are due, and make payments from anywhere!

For more information, click <u>here</u>. Get Started Today:

1. Go to myschoolbucks.com or download the mobile app.

2. Create your free account and add your student(s) using their school name and their student ID.

3. Add school items or invoices to your cart.

4. Check out using your credit / debit card or electronic check (a program fee may apply).

NUTRITION SERVICES INFORMATION

This year, lunches will be \$3.05 for elementary students. Students who bring their lunch may purchase milk in the cafeteria for .65 cents. Breakfast will be \$1.70 this year and is served from 8:35-9:00 a.m.

The Free and Reduced Lunch Application will be mailed to your home before the start of school. All family members may be listed on one application. Please fill out the form and mail it back in the envelope provided or you may fill out the application online at sps.org. Meal applications must be filled out yearly.

PICKING UP STUDENTS AFTER SCHOOL

- Parents are asked to wait outside in their car, in the car line, for students to be dismissed.
- Teachers will bring students out to meet parents in the car line.

SHINE

Parents/guardians may now register their students for SHINE, the newly expanded before- and after-school program. To provide this service, SPS is partnering with SPARC. Any SPS student can attend SHINE and those who qualify for free or reduced price meals may be eligible for scholarships. For more information or to register, visit sps.org/SHINE.

TARDY POLICY - Grades 4 and 5

1st -5th Tardy - Warning

6th Tardy - Parent Notified

7th Tardy - Parent Notified/Lunch Detention

8th Tardy - Parent Notified/Lunch Detention

9th Tardy - Parent Notified/After School Detention or ISS

10th Tardy - Parent Notified/After School Detention or ISS

11th Tardy - Progressive Discipline

Tardy accrual starts over at the beginning of each new quarter.

VOLUNTEERS

Any parent/guardian wishing to volunteer or attend a field trip must fill out a volunteer application yearly, register with the Family Care Safety Registry and have had a Springfield Public Schools background check within the last six years. The application process can be found on the Pleasant View website (http://www.sps.org/pleasantview). For more information, click http://www.sps.org/pleasantview).

PLEASANT VIEW ELEMENTARY SUPPLY LISTS 2023-2024

KINDERGARTEN - Ms. Ballowe

4 boxes of 24-Count Crayola Crayons

24 Ticonderoga pencils (sharpened)

1 box of black pens

2 packages of Crayola washable markers

2 4-8 pack of thick black Expo markers

6 small glue sticks

2 pairs of scissors 1 plastic blue pocket folder 1 school supply box

2 bottles of GermX

1 pair of headphones

1 3-pack of Playdoh

2 plastic reusable water bottles

backpack (large enough to hold a plastic folder)

Girls- 2 rolls of paper towels

Boys- 2 containers of Clorox wipes

*Please do NOT label supplies with individual names.

*Optional Class Donations: sidewalk chalk, stickers, small trinket toys for treasure box, kid colored bandaids, extra kid plastic water bottles.

FIRST GRADE - Mrs. Moore

backpack

2 boxes of tissues

4 boxes of 24-count Crayola crayons

Crayola washable markers

Composition notebook (wide-ruled) (black and white)

1 plastic blue pocket folder

1 plastic red pocket folder

1 plastic yellow pocket folder

4 pink erasers

2-4 pack Expo markers

24 Ticonderoga pencils - plain - sharpened

4 glue sticks

2 large containers of Clorox wipes

headphones (labeled)

1 pair of scissors

1 plastic school supply box

1 spiral notebook

Girls - 2 rolls of paper towels

Boys - 1 box sandwich plastic bags

*Optional Class Donations: playdoh, sidewalk chalk, stickers.

*Please do NOT label supplies with individual names.

SECOND GRADE - Mrs. Schaffitzel

backpack

headphones

4 boxes of 24-count Crayola brand crayons

1 box of Crayola brand colored pencils

1 small enclosed durable pencil sharpener (not electric)

2 large containers of Clorox wipes

1 plastic blue pocket folder with brads

24 Ticonderoga pencils - plain - sharpened

4 pink erasers

4 glue sticks

1 pair of scissors

1 roll of paper towels

2 boxes of tissues 1 hand sanitizer

*Students will NOT need to provide a school supply box.

*Please do NOT label supplies with individual names.

THIRD GRADE - Mrs. Owens and Mrs. Harrod

backpack

headphones

2 hand sanitizers

1 pair of scissors

24 Ticonderoga pencils - plain - sharpened

1 box of Crayola crayons (24 count)

3 Composition notebooks - wide ruled (black and white on

cover) - no decorative notebooks

2 packages of loose leaf, wide ruled notebook paper

school supply box

2 boxes of tissues

2 glue sticks

3 solid colored plastic pocket folders with brads

2 containers of Clorox wipes

2 packages of black Expo markers

1 box of Crayola colored pencils

1 1-Inch binder

^{*} Please do NOT label supplies with individual names.

FOURTH GRADE

Mrs. Wommack

backpack

1 plastic folder

1 box colored pencils

1 box of crayons (24 count)

2 boxes of tissues

1 small enclosed durable pencil sharpener

1 pack small sticky notes (with 4 pads)

highlighters - 4 multipack (4 colors)

Girls - 1 box of sandwich baggies

Boys - 1 box of gallon bags

school supply box -plastic only

24 Ticonderoga pencils - plain - sharpened

1 pair of scissors

1 container of Clorox wipes

4 large glue sticks

4 pink erasers

2- 4 pack of Expo markers

3 Composition notebooks

* Please label the backpack, plastic folder, pencil box, and notebooks only with student's name.

Mrs. Randall

backpack

1 plastic folder

1 box colored pencils

1 box crayons

2 boxes of tissues ***

1 small enclosed durable pencil sharpener

1 pack small sticky notes (with 4 pads)

highlighters - 4 multipack (4 colors) ***

Girls - 1 box of sandwich baggies

Boys - 1 box of gallon bags

1- 4 pack of dry erase markers *** pencils (24 pack; pre-sharpened)

2 big glue sticks ***

zipper pencil pouch (3 ring)

1 box of 10-count broad point markers

2 Composition notebooks

1/2 in. white binder (one)

1 package of 5 binder dividers

1 roll paper towel (not mandatory, but nice to have)

FIFTH GRADE - Mrs. Percival

backpack

48 Ticonderoga sharpened pencils

1 package colored pencils

1 box small crayons

1 small package of markers

4 plastic folders with prongs

1/2 -inch binder (one)

2- 4 pack of dry erase markers

4 Composition notebooks (wide ruled)

1 hand sanitizer

1 stick deodorant

2 black sharpies

2 pink erasers

1 adult scissors

highlighters (4 multipack)

4 large glue sticks

3-ring zipper pencil pouch

1 small enclosed pencil sharpener

2 boxes of tissues

2 Clorox wipes

Girls - 1 box sandwich bags

Boys - 1 box of gallon bags

^{*}Students will not need a school supply box.

^{*} Please label the backpack, zipper pouch, and notebooks only with student's name.

^{*}Any extra supplies on the list are always welcome, but please do not send in supplies that are not listed, as they will be sent home.

^{***} These are always in demand and extra are always welcome.

^{*}Students will not need a school supply box.

^{*} Please label the backpack, zipper pouch, and notebooks only with student's name.



Cell Phone Violation Policy

Cell phones are **NOT** to be in use or cause a disruption during the school day. A school day is considered from 9:00 am until 4:00 pm. **All cell** phones should be powered off and put away in a student's bag or backpack (not on person).

1st Violation: Student can pick up device at the end of the hour from the teacher.

2nd Violation: Student can pick up device at the end of day from the office.

3rd Violation: Student picks up device at the end of the day from the office & parent/guardian contacted. Will also serve lunch detention.

4th Violation: Parent/guardian will have to pick up device from the office. Will serve 2 days of lunch detention.

5th Violations: Student will be required to check in the device in the office every morning before 8:55 a.m. (after a conference with the parent). Will serve 3 days of lunch detention.

PLEASE RETURN THE ATTACHED HEALTH INVENTORY TO THE SCHOOL NURSE



Welcome Bluejay Family!



My name is Brooke Turner and I am the School Nurse here at Pleasant View. If your child needs to take medication at school or has any special health concerns, please do not hesitate to contact me or stop by the Health Office. My goal is to keep students at school, as safe as possible, so they can be healthy and effective learners, while promoting independence with self-care and healthy habits.

If you are unsure if you should send your child to school or not, call me and I can help you decide.

Health Care Policy Reminders:

Fever:

100.4 degrees and greater. The student may return to school when they have had

NO FEVER FOR 24 HOURS without using Tylenol or Motrin to lower their

temperature.

Vomiting/Diarrhea: Students may return to school when they have not vomited or had loose

stools for 24 hours.

Strep throat: Students may return to school after 24 hours from the first antibiotic dose; and

when they have been fever free for 24 hours.

Pinkeye:

Students may return when there is no longer crusting or drainage from the eye when they wake up, AND it has been 24 hours after the first dose of antibiotic OR

if they have a note from a doctor.

Head Lice: Students must be free of head lice and nits.

Medication: If possible, medications should be given at home. If medicine (prescription or over the counter) is needed to be given during the school day, an <u>adult</u> is required to bring the medicine to the health room, complete the form(s), and visit with the nurse. Over the Counter Medication (Tylenol/Ibuprofen/ etc.) a physician's note is REQUIRED after the 3rd dose. Please contact your doctor and have the orders ready.

Brooke Turner, BSN, RN, NCSN

baturner@spsmail.org

Phone: 417-523-2330

Fax: 417-523-2395

2210 E. States Hwy AA

Springfield, Mo 65803

I look forward to being a part of your child's education and health needs. If there is ever anything you may need please reach out and I will attempt to help you and your child as much as I can.

Thank you, Nurse Brooke



School:				'ublic Schools	Studen	t #:	
Grade:		ST	UDENT HEAL	TH INVENTORY			
Student's Name:				Date of Birth:		_ Sex:_	
Emergency Contact Name:				Phone Number:			
Emergency Contact Name:				Phone Number:			
Has student previously atten	ded and	other Pu	iblic School? N	oYes→Name of			
				Name of	school (OR previo	us program
For concerns, please circle "ye	es" or "r		f yes, provide a com COMMENTS	ment: CONCERN	YES	NO	COMMENTS
ADD/ADHD	Y	N	COMMENTS	Developmental Delay	Y	N	COMMENTS
Allergies (food, insects,	Y	N		Diabetes	Y	N	
latex, other)	•	.,		Diagotto .			
Allergies (environmental, seasonal, meds)	Y	N		Genetic Disorder	Y	N	
Assistive Devices	Y	N		Head Injury/Concussion/TBI/ABI	Y	N	
Asthma (history or under treatment)	Y	N		Hearing (aids/FM device)	Y	N	
Autism	Y	N		Heart (not innocent murmur)	Y	N	
Behavioral and/or Emotional	Y	N		Migraines	Y	N	
Bladder	Y	N		Neuromuscular (cerebral palsy, muscular dystrophy)	Y	N	
Bleeding	Y	N		Nutrition (feeding issues)	Y	N	
Bone or Joint Problems	Y	N		Seizures (history of or under treatment)	Y	N	,
Bowel	Y	N		Sickle Cell Disease or Trait	Y	N	
Cancer (history or under treatment)	Y	N		Speech	Y	N	
Cystic Fibrosis	Y	N		Surgeries: (please list)	Y	N	
Dental	Y	N		Vision (glasses/contacts/blind)	Y	N	- HW-5
Additional information rega	rding y	our chil	d's health:		1000		
NoYes → (Name	e of med	lication(s)/reason for taking)	er) for any of the above concerns?			
***Medication	to be t	aken at	school requires add	ditional forms. Contact school nurse	for pol	icy guide	elines.
				ion, ostomy care, suctioning, tube fee			, etc?)
Provider			Name	Approx. d	ate of la	st visit	
Pediatrician/Primary Care Pro	vider_		The second second second second				
Specialist							
Hospital Preference							
Dentist/Orthodontist							
Outside Counseling; PT; OT;	or Spee	ch					
Case Worker (if applicable)_	7 282			Phone	Numbe	er	
Health Insurance	None	P	rivate Health Insurar	mceMedicaid (MoHealth	Net)→_		
SPECIAL EDUCATION or	SERV	ICES stu	dent receives:	IEP504Dietary 504	Modifie	Numed PE	PT OT
Transportation to/from scho	ool: _	Wali	kCar	Bus (#)	_Daycar	e (Name	of daycare/program
I understand if my child is in	jured or for my	become	s seriously ill and the	e school nurse, principal or designee ca vices if necessary. I also understand the	nnot no	tify me by	y telephone, they
Signature of legal parent/gu	ıardian			Relationship		D:	Revised 3/13/17

2023 - 2024 SPS Student Nutrition Information Sheet

Meal Prices for Elementary Students
Reduced Price Breakfast .30¢

Reduced Price Lunch .40¢
Full Price Breakfast \$1.70

Full Price Lunch \$3.0

For a nutritious meal, choose all 51

\$3.05

Meal Prices for Secondary Students Reduced Price Breakfast .30¢ Reduced Price Lunch .40¢ Full Price Breakfast \$1.70

Full Price Breakfast \$1.70 Full Price Lunch \$3.30 Adult Meals

Breakfast \$2.50 Lunch \$4.50

Ala Carte 8 oz. milk carton .65¢



←The 5 Components for school meals

For Offer vs. Serve Breakfast-OVS (non-BIC) – We must offer 4 food items from above, student must take at least 3 items: one item must be a fruit or vegetable plus 2 other items to make it a meal.

Breakfast in the Classroom-OVS (BIC) – We must offer 4 items and student must take 3 of the items, one must be a fruit or vegetable plus 2 other items to make it a meal.

Lunch- Student must choose at least 3 components; one MUST be a fruit and/or a vegetable and 2 other components at a minimum. Student can choose up to 5 components for best nutrition. Meal can be as minimal as a chicken sandwich and an apple (meat/meat alternative, grain & fruit - 3 components), or as much as a deli sub, an apple, a portion of green beans, a portion of salad and milk. (1-Meat/meat alternative, 1-grain, 1 fruit, 2 vegetable and 1-milk =5 components/6 items max).

Ala Carte Items – In addition to our meal options above we do offer our students ala carte items, prices for all items are posted. All ala carte choices meet the Smart Snack Nutritional Guidelines. If you do not wish for your child to have the option to purchase ala carte items you must call the Nutrition Services office to have your child's account placed on a "Meals Only "option. They will not be able to purchase ala carte or extra items including single milk. Any student with a negative meal account will not be able to purchase ala carte snacks until the balance is paid off.

Monthly Menus and nutritional information for breakfast and lunch are located at www.sps.org/food or at https://sps.nutrislice.com ALL students eligible for free or reduced lunch are also eligible for free or reduced breakfast. Ensure your child starts their day off right with a healthy breakfast!

Payment Options

<u>Cash or Check</u> - If paying by check please ensure the check has <u>your phone number along with your students name and ID number in the memo section.</u>

Meal Pay Plus – An on-line pre-payment option that accepts MasterCard and VISA credit/debit cards; or you may pay by electronic debit from your Checking or Savings account. Please follow the step by step instructions at this link https://www.mypaymentsplus.com to set up an account. You must have your student's ID number to complete account setup.

You can check your students balance by setting up an account with Meal Pay Plus. This is a free service to view your student's account or place low balance alerts on your account to notify you when your balance is low. To place money on your students account there is a 3.99 % program fee per on-line payment transaction. Money applied to a student's account is usually available within 24 hours, please plan accordingly. If you need further assistance please contact Joyce Lancaster at ilancaster@spsmail.org or 523-1101.

Free & Reduced Meal Information — Direct Certification Notification letters AND/OR Free/Reduced meal applications will be mailed to every household at the beginning of the school year. Notification letters will be mailed to all households that apply for the free/reduced program. You may also fill out an application on line at https://horizon.sps.k12.mo.us available approximately two weeks prior to the start of school. This is a much faster option for enrolled students. A new application must be filled out EVERY school year if you have not received a direct certification letter. Students will be considered full price until meal benefit applications have been processed and approved for benefits. If you need further assistance with the application process please contact our Free and Reduced Clerk, Diane Chambers at 417-523-1130.

Student Nutrition Department Contacts * Main Office - 523-1100

Kim Keller	Director of Student Nutrition	kkeller@spsmail.org	523-1110
Joyce Lancaster	Unit Controller	ilancaster@spsmail.org	523-1101
Gayle Byrd	Operations Manager	gbyrd@spsmail.org	523-1116
Roxanne Sharp	Operations Manager	roxannesharp@spsmail.org	523-1112
Ceira Fields	Operations Manager	ccfields@spsmail.org	523-1114
Tim Williams	Operations Manager	tlwilliams@spsmail.org	523-1103
Christi Mackey	Registered Dietitian	cmackey@spsmail.org	523-1113
Diane Chambers	Free & Reduced Clerk	edchambers@spsmail.ora	523-1130

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filling

deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture,

Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov. USDA is an equal opportunity provider, employer, and lender.

SPRINGFIELD PUBLIC SCHOOLS 2023-2024

FOR MORE INFORMATION, FOLLOW SPS ON SOCIAL MEDIA





End Second Quarter: Dec. 22

District Closed

Winter Break (Students Out)

PROFESSIONAL DAY - STUDENTS OUT

DISTRICT CLOSED

BREAK - STUDENTS OUT

27-29

31

5 6 7 8 9

12 13 14 15 16

18 19 20 21 22 23 25 26 27 28 29 30

2

24 25 26 27 28 29

18 19 20 21 22

12 13

14 15

3 4 5 6 7 8

16

23

Explore Window To Be Determined