

# ‘Ohana Handbook: SY 21-22



Mountain View Elementary School

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Aloha Kakou!



We welcome you to a new school year!

This Hawk Handbook was created to assist you in finding information on our policies and procedures. Additional information can be found on the Parent Portal at <http://bit.ly/mvesparent> for current announcements and information. Please feel free to contact your child's teacher via ClassTag, or call our main office should you have additional questions.

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## **About Our School**

**History:** Our school was founded in 1905 primarily to serve the children of the sugar plantation workers of Ola’a Sugar Company. In 1932, the school was moved to its present site. During World War II, the school was commandeered by the military for use as a hospital in 1941. After the attack on Pearl Harbor, the school and gymnasium were converted to a 500 bed hospital in 1942. Temporary barracks and houses were used to accommodate students while the military was in residence. In 1946, the army moved the hospital and returned the facilities to the school. In early years, our school had students through the 9th grade; currently we service students up to the 5th grade, after which they transition to Kea’au Middle School in Kea’au.

**Vision:** We are a community of innovative lifelong learners striving toward excellence.

**Mission:** Our mission is to provide a safe and nurturing environment in which we build a productive and successful community of learners with:

Respect (Ho’ihi)

We treat others the way we want to be treated.

Responsibility (Kuleana)

We take care of ourselves, others, and the environment.

Cooperation (Laulima)

We work well with others.

Pride (Ha’aeo)

We feel good about the choices we make.

**Location:** We are located halfway between the town of Hilo and Hawaii Volcanoes National Park, approximately 15 miles from the town of Hilo and 15 miles from Hawai’i Volcanoes National Park. The Mountain View area is known for high precipitation and cooler temperatures. Students in our school district come from the area between Volcano and Kurtistown.

**Mascot:** The Hawaiian Hawk (‘Io)

**Motto:** “Take Flight and Soar”

School Colors: Green and white

Enrollment: We have approximately 500 students on average and have around 40 teachers and 50 other staff members to support students. We serve students from Preschool through the Fifth Grade.



## **Daily Operations**

### **Arrival & Dismissal**

#### **FOR SAFETY REASONS, VISITORS ON CAMPUS WILL BE STRICTLY LIMITED**

**We have a SATELLITE Main Office located in the front of the campus, near the main gate which can be accessed between the hours of 7:15am-9:00am and 1:30-3:00pm, daily.**

Drop Off & Pick Up Times: Please do not drop your child off before 7:15 am since there is no active supervision until that time. Please pick up your child at 2:10 pm (1:05 pm on Wednesdays) dismissal time, unless your child is in an after school program.

Please come during your child's grade level pick-up time. If you have multiple children, please come at the time of your eldest child. Also, a reminder to parents to stay in their vehicles and to drive around to pick up your child or children. We will be making dash tags with your ohana's name for your car dashboard to help speed up the pickup process.

### **Pick-Up Schedule:**

Monday, Tuesday, Thursday, Friday

- 1:50-2:00 pm Kinder and 1st grade
- 2:00-2:10 pm will be 2nd and 3rd grade
- 2:10-2:20 pm will be 4th and 5th grade

Wednesdays

- 12:45 – 12:55 pm Kinder and 1st grade
- 12:55 – 1:05 pm will be 2nd and 3rd grade
- 1:05 – 1:15 pm will be 4th and 5th grade

Drop Off & Pick Up Loading Area: Since parking is at a minimum, please be courteous and patient when dropping off or picking up your child.

1. For safety reasons, cars are not permitted to go to the back of the school campus.
2. Please do not park in the drop off zone.
3. Parking is available only in the front of the school.
4. Parents, please stay in your cars

Pick Up Authorization: Students can only be picked up by the parent, guardian, or person(s) listed on the emergency card.



### **Attendance Plan & Procedures**

At Mountain View Elementary School, we strive to ensure the success of every student. One of the ways your child can be successful is to be in school every day. You are responsible for your child's attendance at school. Please ensure that your child is brought to school on time. Your child is tardy after 8:00 a.m. When your child is tardy, or leaves school early, (s)he misses important learning experiences and slows the learning progress of all students in the class. Regular, prompt attendance builds a sense of responsibility in students and provides consistency in learning.

**Tardy Procedures:** Students who arrive after 8:00 a.m. will be marked Tardy and need to get a pass from the Main Office before reporting to class. If students are chronically tardy, and there is insufficient improvement, even after interventions have been offered, a petition to Family Court may be submitted.

**Absence Procedures:** If your child is absent, call the Main Office, 313-3200, by 10:00 a.m., to report the absence OR have your child bring a note to her/his homeroom teacher the first day that they return to class. This note is forwarded to our attendance clerk, who adds it into the attendance records. A written parent note **does not** excuse an absence.

**Excused Absences:** Although the Hawaii Department of Education Policy doesn't distinguish between excused and unexcused absences, Mountain View Elementary will allow the following:

1. Illness or injury – with a signed note from the doctor or dentist.
2. Medical or dental appointment - with a signed note from the doctor or dentist. **Please attempt to schedule appointments outside of school hours.**

**Unexcused Absences:** Trips or vacations are highly discouraged during the school year. A written note from the parent/guardian is requested at least a week prior to the absence.

**Any requests for non-attendance over 2 weeks will require the parent/guardian to withdraw the child(ren) and re-register upon return.** (Exception: medical emergency with doctor's note)

**Early release:** It is very important for students to be in school so that classroom instruction is not interrupted. In cases where it is necessary, students can be released early from school **up to** 1:30pm on Monday, Tuesday, Thursday, and Friday, and **up to** 12:30 pm on Wednesdays. After that time, you must wait until the bell rings at 2:10 (M, T, Th, F), or 1:05 (W). Students who leave before 11:00 will be marked absent for the day. **Early releases are processed through the**

**front office. Parents must contact the front office to request an early release, prior to 1:30 M, T, Th, F, and 12:30 on W.**

**Make-up work:** Work will be given upon request for absences more than 3 days. This request must be submitted to the Main Office 24 hours before the pick-up date.

**Every absence and tardy is monitored, recorded, and verified. The procedures\* are as follows :**

<b>1. At the beginning of the year</b>	All families will receive a flyer informing them of the importance of coming to school. They may also receive a synervoice call.
<b>2. After 2-3 absences (excused and unexcused)</b>	Parents will receive a phone call home
<b>3. If your child has missed 5-8% of their school days</b>	Parents will receive a synervoice message and students will be placed into a mentor program.
<b>4. If your child has missed 8-13% of their school days</b>	Parents will have a conference with a counselor and administrator.
<b>5. If parents do not attend the conference</b>	Home visits and a court petition may be filed.

\* Attendance procedures are followed for all students at MVES. Nonattendance petitions to Family Court are not filed for preschool students, as attendance is not mandatory by law.



**Bell Schedule:**

Students should be dropped off no earlier than 7:15 am (we do not have supervision before 7:15 am)

First bell rings at 7:50 am. Instruction begins at 8:00 am daily.

School ends at 2:10 pm on Mondays, Tuesdays, Thursdays, Fridays, and at 1:05 pm on Wednesdays.



**Bus Information:**

Roberts Hawaii School Bus Company provides transportation for students in grades K-5.

Bus applications: At Mountain View Elementary School, **there is no fee for bus services.**

Please submit your bus application to the school as soon as possible.

Bus Pass: All students need to have a bus pass in order to ride the school bus. If a bus pass is lost or damaged, please come to the main office to complete a request for a duplicate pass.

**Free bus recipients will receive UP TO TWO replacements for free. After that, a \$5 fee will be required.**

Change in Riding Bus: In case you need your child to be picked up rather than ride the bus, a note must be submitted to the office, or you may call the office before 12:00 p.m.

Pick Up at the Bus Stop: Please be advised that the bus company policy is to drop off students even if a parent/guardian is not waiting at the bus stop.

Request for Route Changes: Requests for route changes (either permanent or temporary) **can only be made by the parent/legal guardian** coming into the school office and submitting a new bus application.

School Bus Safety Policy: **Please review the School Bus Handbook and Application Form.** Students who misbehave on the bus pose a serious health and safety risk to all passengers and are therefore subject to disciplinary action by the school's administration. When an incident occurs, the bus driver is required to report it to the school administrator within two school days. The administrator will conduct an investigation of the incident and notify you of the outcome. The Passenger Safety Code (see page 5 of the School Bus Handbook) is a set of rules that all bus riders are expected to comply with before the ride, during the ride, and after the ride. **Please discuss these rules with your child.**



**Cafeteria: At Mountain View Elementary School, the Community Eligibility Provision Program (CEP) enables all students to receive ONE free breakfast and lunch, per day.**

Cafeteria Hours: Breakfast is served from 7:15 am until 7:50 am. Lunch is served according to your child's grade level.

Food Allergies: Please indicate any allergies on the emergency card and notify the health aide.

**Meal Calendar:** Visit our website at [www.mveshawks.k12.hi.us](http://www.mveshawks.k12.hi.us), you should also receive a hard copy, monthly, from your child's homeroom teacher.

**Purchase Policy:** We accept **CASH ONLY** for any school purchases.

**Contraband Items:**

Banned Foods: candy and gum, li hing mui products and powder, or snacks such as raw saimin and other foods that are deemed unhealthy (We are a Blue Zones Approved Site).

Acceptable Drinks: Water is appropriate if your child needs to bring something extra to drink; water fountains are always available and milk is available at lunch and breakfast. Sugary drinks such as sodas, energy drinks, etc. are not allowed in school.

Electronics & Phones: All electronics such as cell phones and games are not allowed to be used on campus. If used on campus, the item(s) will be confiscated and sent to administration where a

parent or guardian must retrieve the item.

Toys: Fidget Spinners, and any toys from home.

Gear: Skateboards, wheeled footwear, hats, sunglasses (except on spirit days, end of the year water day or field trips).

Inappropriate Logos/Symbols: All logos, words, or symbols promoting violence, drugs, explicit sexual scenes/pornography, or discrimination.

Dangerous Items: Such as firecrackers, bullets, fishing or hunting knives, or any item that can cause physical harm. (Refer to the Department of Education Chapter 19, Discipline Policy)

### **Communication from School to Home**

Student Planner: Each child (Grades 1-5) will be given a School Planner through which parents and teachers will communicate with each other.

ClassTag: An electronic method of communication between teachers, families, and school.

Synervoice Messages: Synervoice and text messages will be sent out to inform parents of upcoming events and activities. Please be sure to update your phone number with the front office when it changes so that you can receive the latest messages.

Website & Parent Portal: Check our website and Parent Portal for current information at [www.mveshawks.k12.hi.us](http://www.mveshawks.k12.hi.us).

Weekly Newsletters: Weekly newsletters will be posted on our school website. Hard copies are available in the front office.

Marquee: Upcoming events will be posted on the marquee.

### **Counseling Services:**

School Level Counselor: Counseling services are available for all students. The counselor can be reached by phone at 313-3230.

**Discipline:** Chapter 19: Student Misconduct and Discipline. All DOE schools follow Chapter 19: Student Misconduct, Discipline. See front office for a hard copy or visit our website at [www.mveshawks.k12.hi.us](http://www.mveshawks.k12.hi.us)



### **Dress Code:**

School uniforms: School t-shirts are required on all regular school days except Fridays. Uniform shirts may not be altered. Fridays are free dress days.

Clothing Guidelines: all clothing and accessories must follow these guidelines:  
No high heels more than 1 ½ inches.



The length of skirts, dresses and shorts need to be appropriate for school (hem must extend beyond the fingertips).

**Loaner Shirt:** If your child comes to school in violation of the dress code, he/she will be required to change. Loaner shirts are returned at lunch. Clothing borrowed from the health room is to be laundered and returned to school.

**Purchasing Information:** Uniform T-Shirts may be purchased at the satellite office between the hours of 7:15am-9:00am and 1:30-3:00pm daily. Shirts are available in Youth: S, M, L and Adult, S, M, L, and XL. The cost of a youth shirt is \$7.00/\$11.00 long sleeve, each, and an adult shirt costs \$8.00/\$12.00 long sleeve.

We are working on establishing an online platform for purchasing uniform shirts and school gear through Creative Arts. Stay tuned for more information.

### **Emergency Cards Information**

**Updating Emergency Cards:** Revisions to the cards must be made in person at the satellite office between the hours of 7:15am-9:00am and 1:30-3:00pm daily, by the legal guardian(s).



**Enrollment & Registration:** All enrollments and registrations must be done by legal guardians at the satellite office between the hours of 7:15am-9:00am and 1:30-3:00pm daily.

**New Students Entering School:**

**Preschool Enrollment:** Each preschool program has specific requirements and procedures for enrollment. Acceptance is first come, first served, and based on available space and eligibility. The Student Enrollment process begins ONLY when all of the following items are received.

- State Issued Birth Certificate
- TB Clearance
- Physical Examination by US licensed MD, DO, APRN, PA
- Immunizations: Copy of immunization record. Must meet minimum age and interval requirements between vaccine doses.

DTaP or DTP (Diphtheria, Tetanus, Pertussis); 4 doses  
Polio (IPV or OPV); 3 doses  
MMR (Measles, Mumps, Rubella); 3 doses  
Hib; 1 dose

Hepatitis B; 3 doses  
Varicella (Chicken Pox); 1 dose

Forms:

Student Enrollment (Green registration form with attachments)  
Student Health Record (State, Form 14)  
Teacher's Questionnaire

**K-5 Students:** By the **First Day of School**, all new students to any public or private school in the State of Hawai'i must have:

Tuberculosis (TB) clearance, *and*

A completed Student Health Record (Form 14) including a physical examination and all required immunizations *or* a signed statement or appointment card from your doctor. ***Students missing either of these requirements will NOT be permitted to enter school on the first day***

Students coming from another school will need a transfer paper from the school they are exiting. Please bring the transfer paperwork to the front office to register your child. **Please inform the office if your child receives special services.**

**Geographic Exception Requests:** Geographic Exception paperwork is available in the the satellite office between the hours of 7:15am-9:00am and 1:30-3:00pm daily,

**Federal Survey Cards:** Federal Survey Cards are sent out in the beginning of September. Your completion of these cards is vital to bringing needed services and funds to our school and community.

**FERPA:** Family Educational Right & Privacy Act. Each year, Hawai'i public schools are required to notify parents of their rights under the Family Educational Rights and Privacy Act. For additional information, you can visit the website: <http://ferpa.k12.hi.us>.



## **Field Trips**

**Field Trip Forms & Funds:** Turn in your child's permission form and any required monies to your child's classroom teacher by the deadline.

**Chaperones:** Chaperones are required to complete the necessary paperwork. Your child's teacher will give you the form to fill out when asking you to chaperone.

Lunch: The cafeteria will not provide lunches, students must bring a home lunch with them on the field trip.



### **Health Room Information**

Advanced Practice Registered Nurse (APRN): On campus, we have an APRN and health clinic. In order to access services, parents must fill out a form. Services include checking students when sick, prescribing medicine, giving shots, etc.

Ukus and Nits: You will be contacted by the health room if your child has live ukus (head lice) or nits. If you have questions about how to control ukus, please ask for assistance at the health aide's office: 313-3250.

Medications: If your child requires medication (including asthma inhalers) during the school day, you must have a doctor's consent form (**Form SH 36**) filled out by a doctor and approved by the public health nurse. Forms are available in the health aide's office. Your child will not be allowed to take medication at school without consent from a doctor and approval from the public health nurse. This includes cough drops and any over the counter medication. **To set up an appointment with the public health nurse, call 974-6025.**

Illness: You are encouraged to keep your child at home if they have a fever or any contagious illness (e.g. strep throat, pink eye, impetigo, scabies), or are very sick (e.g. flu, cold).

Illness or Injury while at school: If your child becomes ill or injured at school, you will be contacted. Ensure your emergency numbers on the emergency card are current.

Serious Health Conditions: Be sure to inform the school if your child has a serious health condition such as severe allergies, asthma, a heart condition, epilepsy, seizures, severe diabetes, etc. so an emergency action plan can be created.



**Library Information:** The Mountain View Public Library is separate from our school, even though it is situated in the middle of our campus. If you will be visiting the library, patrons must sign in at the front office and wear a visitor's pass while on campus. If you have any library questions, their phone number is 968-2322 and you can contact them directly. Parking for the library is in the main front parking lot in the designated stalls; **there is no library parking in the back of the campus.**

**Lost & Found:** Please contact the main office right away if your child has lost an item. Please

label your child's items with their name so lost items are easily redistributed. Unclaimed items will be donated to the health room, for student use, at the end of each school year.

**Report Cards:**

Distribution: Report Cards will be sent home by your child's homeroom teacher. For more information, please visit the DOE website: <http://reportcard.k12.hi.us>.



**Safety Drills:** Our school is required to conduct regular safety drills. You will be notified in advance of the Annual Campus Evacuation Drill; all other drills, however, will be unannounced. We request your kokua and patience should you come to the school during one of our drills. We ask that you wait in the front parking lot until the all clear signal has been given before proceeding to the front office during a drill.

**Monthly Fire Drills:** Unannounced drills where students and staff are evacuated from the buildings. One drill a year will be done with the Fire Department on hand.

**Annual Campus Evacuation Drill:** Yearly, all of our staff and students are required to practice an off campus evacuation, so that they may be prepared in the event of a serious chemical spill or other serious emergency. We have two designated areas of evacuation: the Mountain View Gym and Ekena Street. You will be notified prior to the evacuation drill.

**Shelter In Place, Lockdown, Earthquake:** Our school also conducts regular drills to practice in case of an intruder, earthquake, or the need to shelter in place (often due to vog).

**Supplies:** Each grade level will have a specific list of items for students to bring.

**Visitors to the School: FOR SAFETY REASONS, VISITORS ON CAMPUS WILL BE STRICTLY LIMITED** All visitors (including parents) must sign in at the school office and wear a mask and a Visitor's Pass at all times while on campus.



**Campus Life:** (for safety reasons these events may be virtual) Please join us!

**Ohana Nights:** As part of our family engagement initiative, we hold monthly ohana nights, at the school. For safety reasons, these may be virtual. Please join us!

**After School Activities:** We encourage participation in extracurricular activities. After school activity forms will be available at the office. This is yet to be determined for this school year.

**Assemblies:** Awards Assemblies are held quarterly, we also have an annual **May Day Ho’ike**.

**Costume Parade:** Our school has an annual costume parade, each October.

**Birthday Celebrations:** If you would like to celebrate your child’s birthday at school, we ask that you make arrangements ahead of time with the homeroom teacher.

**Fifth Grade Graduation:** We like to honor our fifth grade class with a graduation celebration. Parents and family will be invited to the Fifth Grade Graduation; there may be an event which will be just for the students and the grade level staff. More information will come to you from the fifth grade regarding specific times and details closer to the end of the year.

### **Homework:**

**Purpose of Homework:** Homework is a review of the learning that takes place in class. Students should be able to do their homework independently. Some homework will be activities students can do with their family. Homework is meant to reinforce learning in the classroom and to provide practice. Students should read daily.

**Homework Questions:** Students are expected to write down homework assignments in their student planner. Please take the time to check this planner to make sure your child is completing the assignments. Your questions about homework can be shared with the homeroom teacher through this planner, and through ClassTag.

### **Morning Protocol:**

**Morning Protocol:** In order to focus attention and to prepare the students’ minds for the day, our students will participate in an Oli (see appendix), pledge to the flag, and recite our school’s vision each morning at 7:55 am.

### **Positive Behavior Supports:**

**School Wide Expectations:** Mountain View has school-wide behavior expectations that encourage **Hō’ihi (Respect), Kuleana (Responsibility), Laulima (Cooperation), Ha’aheo (Pride)**. (see appendix: Expected Student Behavior Matrix).

**Hawk Pride Campaign:** Each quarter, we have a Hawk Pride Campaign. Each class will set a goal and if the class achieves their goal, they can participate in the event that occurs at the end of the quarter.

School Store: Students are able to earn Hawk Tokens when they exhibit any one of the four school-wide expectations. The tokens can be used to “purchase” items at the school store.

Attendance: Students earn attendance tokens for being on time, and in school, every day.

**Student Leadership Opportunities:**

Student Council: After the winter break, students in grades 3-4 will elect officers to represent the student body for the next school year. These students must be examples of good behavior and leadership.

Campus Service Leaders (formerly JPOs): These students will be selected to serve and assist in campus safety.



**Curriculum, Programs & Services:**

**General Learner Outcomes (GLOs):**

Self-Directed Learner: The ability to be responsible for one’s own learning.

Community Contributor: The understanding that it is essential for human beings to work together.

Complex Thinker: The ability to demonstrate critical thinking and problem-solving strategies.

Quality Producer: The ability to recognize and produce quality performance and quality products.

Effective Communicator: The ability to communicate effectively.

Effective and Ethical User of Technology: The ability to use a variety of technologies effectively and ethically.

**Core Subjects:**

**Math:**

Stepping Stones: We will continue the State adopted curriculum Stepping Stones, by Origo, in Kindergarten through 5th grade. This curriculum is aligned to Common Core State Standards (CCSS) and includes a student math journal and digital components.

Math Diagnostic, Enrichment & Intervention: i-Ready: i-Ready is a digital math diagnostic and an intervention/enrichment program. Students log on and do math problems in a game format. If you have internet, students can access i-Ready from home.

**English Language Arts (ELA):**

Reading Wonders: We will continue the State adopted curriculum, Reading Wonders, by McGraw-Hill, in Kindergarten through 5th grade. This program is also aligned to CCSS and has student workbook, literature, and a digital component.

Reading Screener: Dynamic Indicators of Basic Early Literacy Skills (DIBELS): DIBELS is a reading screener that provides data to teachers for the purpose of assisting your child in improving their reading skills.

Enhanced Core Reading Instruction (ECRI): is a multi-tiered program (Tier 1 and Tier 2) featuring a series of teaching routines designed to increase the efficiency and effectiveness of reading instruction in kindergarten, first and second grade.

ELA Diagnostic, Enrichment & Intervention: i-Ready: i-Ready is a digital reading diagnostic and an intervention/enrichment program. Students log on and practice reading skills in a game format. If you have internet access, students can work on i-Ready from home.

### **Science:**

Next Generation: State Science Standards.

<http://www.hawaiipublicschools.org/TeachingAndLearning/StudentLearning>

### **Social Studies:**

HCPS III: State Social Studies Standards

<http://www.hawaiipublicschools.org/TeachingAndLearning/StudentLearning>

### **Social-Emotional Learning Curriculum:**

Second Step: Our school has adopted Second Step to support positive behaviors in the classroom and on campus.

### **Technology & Digital Curriculum**

Chromebooks: All students K-5 have access to Chromebooks. The devices are used in all grades to support our curricula. *Chromebooks move with each child to their next grade level, yearly. Students must be ethical and responsible users of technology (GLO #6).*

### **Google Schools:**

Each student will be given the opportunity to have a Google Account; parents/guardians will need to sign the digital user agreement in order for students to access their school Google Account.

### **Student Publication & Video Release Form**

For the purpose of sharing any school work, pictures, or award presentations of your child, the completion of this form is required.

### **Comprehensive Student Support Services:**

Early Childhood:

Preschool General Education: We have received funding through the Governor's office for a Preschool (age 4 only) class for general education students that meet the qualifications. Please

call the front office for more information.

Preschool Special Education: We provide Preschool Special Education classes for qualified students. Please contact the Student Services Coordinator (SSC).

HeadStart: HeadStart services are located on our campus; please contact PACT at 961-0570 for more information.

Tier 2: **All students** use i-Ready for ELA and Math during Tier 2 and are progress monitored to determine if the interventions are working. **Students that are not at grade level, academically** receive small group instruction in their classrooms based on their academic skill area of need. **Students identified with a behavioral need** will receive targeted, evidence-based behavioral interventions provided inside and/or outside the classroom (small group/individual interventions).

Chapters 60 and 61: IDEA Special Education and Section 504: According to Hawaii Administrative Rules: The department shall annually identify, locate, and evaluate all students with disabilities residing in the State, including students with disabilities who are homeless, students who are wards of the State, and students with disabilities attending private schools, regardless of the severity of their disability, and who are in need of special education and related services.

If you suspect that your child has a disability, please contact the SSC.

English Language Learner (ELL): The school provides services to our students who are learning English as a second language. Please let the main office know when you are registering if you speak a language at home other than English.

### **Parent Participation**

Parents Welcome: Your involvement and input are vital to student success. Please consider joining our PTSA.

ADA Accommodation Requests: If you are an individual with a disability, please make arrangements with the school administration for accessibility to any school event at least 10 working days prior to the event. Reasonable efforts will be made to accommodate your request.

Translation Services: If you need assistance with documents in another language please let administration know and we will help find translation services.

Religious/Other Exemption Requests: If you and your child do not want to participate in any holiday event, or school activity, for any reason, please let your child's teacher know, and arrangements will be made by the counselor and grade level to provide an alternate activity during that time.

School Community Council: Our School Community Council (SCC) meets monthly to review the Academic Plan and the progress of the school. If you would like to volunteer for Parent Representative or a Community Representative, please contact the main office for more information.



Parent Teacher Student Association (PTSA): We have a PTSA and we welcome parent support and membership. Membership forms are available in the front office. Please join us!

**National, State, and School Testing:**

State Testing: Smarter Balanced Assessment (SBA): Students in grades 3-5 will take the SBA in Math and ELA. Grade 4 students will take the HSA (Hawaii Science Assessment).

Testing Preparation: Please make sure your child gets a good night's rest and eats well the night before. More information will be forthcoming

**Appendix:**

**Mountain View Elementary Student Kāhea (Oli)**

Auheha ' oe e ke kumu kukui  
I ka uluwehiwehi ' o ' Ōla' a  
Pā mai ka lā mai luna mai  
Ola ka hōnua ma lalo nei  
Kū mai au me ka hō' ihi, kuleana, laulima Me ka ha' aheo e  
E maliu, e maliu mai e

Translation:

Seeking out the kukui tree  
In the lush of 'Ōla' a  
The sun shines from up above  
The earth lives here below  
So shall I stand with respect, responsible, cooperative Along with pride  
Please beckon to my call

## Mountain View School-Wide Behavior Expectations

	Classroom	Hallway and Walkways	Playground	Cafeteria	Bathroom	Bus
<p><b><u>Hō'ihī</u></b> <b><u>is</u></b> <b>(Respect)</b> I treat others the way I want to be treated.</p>	<ul style="list-style-type: none"> <li>*Being an active listener.</li> <li>*Using kind words and actions.</li> </ul>	<ul style="list-style-type: none"> <li>*Walking on the walkways and using the crosswalks.</li> <li>*Keep myself and others safe.</li> </ul>	<ul style="list-style-type: none"> <li>*Playing fair and following the rules of the game.</li> <li>*Using kind words and actions.</li> </ul>	<ul style="list-style-type: none"> <li>*Using indoor voices.</li> <li>*Practicing good table manners.</li> <li>*Using kind words and actions.</li> </ul>	<ul style="list-style-type: none"> <li>*Washing your hands.</li> <li>*Flushing the toilet and turning the water faucet off when you're done</li> </ul>	<ul style="list-style-type: none"> <li>*Using indoor voices.</li> <li>*Using kind words and actions.</li> </ul>
<p><b><u>Kuleana</u></b> <b><u>is</u></b> <b>(Responsibility)</b> I take care of myself, others, and my environment.</p>	<ul style="list-style-type: none"> <li>*Using supplies properly.</li> <li>*Staying on task and completing assignments.</li> </ul>	<ul style="list-style-type: none"> <li>*Walking in line with your eyes forward, voices off.</li> <li>*Using my hawk tails.</li> </ul>	<ul style="list-style-type: none"> <li>*Using playground equipment and supplies properly.</li> </ul>	<ul style="list-style-type: none"> <li>*Keeping your area clean.</li> <li>* Eating most, or all of your food.</li> </ul>	<ul style="list-style-type: none"> <li>*Taking care of your business and going right back to class. (No playing)</li> </ul>	<ul style="list-style-type: none"> <li>*Staying in your seat, facing forward.</li> </ul>
<p><b><u>Laulima</u></b> <b><u>is</u></b> <b>(Cooperation)</b> I work well with others.</p>	<ul style="list-style-type: none"> <li>*Taking turns.</li> <li>* Listening to adults and following directions.</li> </ul>	<ul style="list-style-type: none"> <li>*Taking turns.</li> <li>*Walking on the right side of the hallways/ sidewalk</li> </ul>	<ul style="list-style-type: none"> <li>*Taking turns.</li> <li>*Keeping your hands, feet, and objects to yourself.</li> <li>* Listening to adults and following directions.</li> </ul>	<ul style="list-style-type: none"> <li>*Keeping your hands, feet, and objects to yourself.</li> <li>*Sitting in your spot and eating your own food.</li> </ul>	<ul style="list-style-type: none"> <li>*Waiting politely for your turn.</li> </ul>	<ul style="list-style-type: none"> <li>*Keeping your hands, feet, and objects to yourself.</li> <li>* Listening to the bus driver and following directions.</li> </ul>

<p><b><u>Ha'aheo</u></b>  <b>is</b>  <b>(Pride)</b>  I feel good about the choices I make.</p>	<ul style="list-style-type: none"> <li>*Doing quality work.</li> <li>*Sharing ideas and things with others.</li> </ul>	<ul style="list-style-type: none"> <li>*Keeping my school clean and looking good. ☺</li> </ul>	<ul style="list-style-type: none"> <li>*"Freezing" on the first whistle and lining up on the second whistle.</li> </ul>	<ul style="list-style-type: none"> <li>* Listening to adults and following directions, then earning a green light.</li> </ul>	<ul style="list-style-type: none"> <li>*Keeping the bathroom clean and safe.</li> <li>*Throwing paper towels and other rubbish in the trash can.</li> </ul>	<ul style="list-style-type: none"> <li>*Walking on and off the bus and keeping the aisles clear.</li> <li>*Keeping the bus clean and safe.</li> </ul>
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