



May 2, 2011

Dear Parent,

The 2011-2012 registration materials are provided on the next several pages. Please complete all of the forms and send them to the school your child will attend in the fall. If you are unsure of the building, please send the forms to the Administration Center, 525 Belmont Road, Bettendorf, IA 52722. A building will be assigned and forms forwarded to the school office. Your child will be considered registered upon receipt of this material and payment of fees. For Pleasant Valley High School, return completed forms to 604 Belmont Rd, Bettendorf, IA 52722.

You will find a calendar with key dates for the 2011-2012 school year as the next page of these registration documents. In addition to these dates, please note the following:

Elementary:

A Back-To-School Night will be held on Wednesday, August 10 from 4:00 p.m. to 7:00 p.m. The purpose of this event will be to learn your child's teacher and homeroom assignment and to provide parents an opportunity to sign up for important school and PTA activities. The PTA sponsored "Stash and Dash" will be on Tuesday, August 16 from 5:00 – 6:00 pm. This is an opportunity to drop off your child's backpack prior to the first day of school.

Junior High:

A Back-To-School Day will be held on Wednesday, August 10 from 9:00 a.m. to 6:00 p.m. On this date, students and parents will have a chance to pick up their schedule, find lockers, locate classrooms and sign up for important school and PTA activities. **Again this year, Life Touch will be taking school pictures during this time.** In addition, on Monday, August 15, there will be a 7th grade parent-student orientation seminar titled "Transition to Success," to begin at 6:30 p.m. in the junior high gymnasium.

High School:

The high school will have two designated registration days for **seniors only** on Monday, August 8 from 9:00 a.m. until 4:00 p.m. and Tuesday, August 9 from 9:00 a.m. until 5:30 p.m. Senior ID pictures will be taken at this time. Registration for students in grades 9 through 11 will be Wednesday, August 10 from 9:00 a.m. until 6:45 p.m. and Thursday, August 11 from 9:00 a.m. until 3:00 p.m. Registration days present high school students and parents the opportunity to pick up schedules, locate lockers and classrooms, and sign up for important PTA and Booster Club activities. Counselors are available to seniors during all days of registration. **Again this year, Life Touch will be taking school pictures for all students in grades 9-12 on August 10 and 11.** In addition, on Monday, August 15, there will be a 9th grade and new student orientation to begin at 7:30 p.m. in the high school theater.

Thank you for your cooperation and support of Pleasant Valley Schools. Please contact me or your building principal with any questions or concerns.

Sincerely,

James R. Spelhaug, Ph.D.
Superintendent

Pleasant Valley Community Schools

2011-2012 Calendar

High School Registration

August 8 – 9:00 a.m. to 4:00 p.m. Seniors Only

August 9 – 9:00 a.m. to 5:30 p.m. Seniors Only

August 10 – 9:00 a.m. to 6:45 p.m. Gr. 9-11 and new students

August 11 – 9:00 a.m. to 3:00 p.m. Gr. 9-11 and new students

August 12 – 9:00 a.m. to 3:00 p.m. Make-Up

Back to School Day

August 10 – 4:00 to 7:00 p.m. Gr. K through 6

August 10 – 9:00 a.m. to 6:00 p.m. Junior High

August 17 – First Day of School

K-12 Early Outs for Professional Development:

September 5 – K-12 No School

Times:

HS Dismiss @ 12:30 pm

JH Dismiss @ 1:00 pm

Elem Dismiss @ 1:30 pm

October 21 – K-12 No School

November 23-25 – K-12 No School

Dates:

December 23 – January 3 – Winter Break

August 31

September 14

January 16 – K-12 No School

October 5

December 7

February 17 – K-12 No School

February 1

March 21

February 20 – K-12 No School

April 18

May 9

March 9-16 – Spring Break

April 6 – K-12 No School

May 25 – K-12 Last Day of School

K-6 Dismiss @ 11:30 am

JH Dismiss @ 2:25 pm

HS Dismiss @ 3:30 pm

May 27 – Graduation

PVCSD STUDENT HEALTH AND EMERGENCY INFORMATION

****IN AN EMERGENCY IT IS VITAL THAT THIS INFORMATION BE AVAILABLE****

STUDENT _____ AGE _____ GRADE _____ BIRTHDATE _____
PARENT(s) NAME _____ PHONE _____
ADDRESS _____
FATHER'S WORKPLACE _____ PHONE _____ CELL _____
MOTHER'S WORKPLACE _____ PHONE _____ CELL _____

*****IN AN EMERGENCY WHEN PARENTS CANNOT BE REACHED, PLEASE NOTIFY*****

1. _____ RELATIONSHIP _____ PHONE _____
2. _____ RELATIONSHIP _____ PHONE _____
PHYSICIAN _____ PHONE _____ DENTIST _____ PHONE _____

HEALTH INSURANCE? YES _____ NO _____

HEALTH CONCERNS: INCLUDING ALLERGIES _____

****MEDICATIONS****

I request that the following prescription or over-the-counter medication(s) be given to my student during school. I understand that I must provide the medication(s) and dosage information in the original container and that **all medication is to be kept in the Health Clinic.** (See Student Handbook for clarification of the district policy.)

1. _____ dose _____ time(s) _____ reason _____
2. _____ dose _____ time(s) _____ reason _____

****OVER THE COUNTER MEDICATIONS****

_____ I request that the school nurse or a designee give my student over-the-counter-medication(s) during the school day for non-emergency complaints. I understand that the school district is not responsible for any reaction that may occur as a result of my student's taking this over-the-counter medication. The following medication(s) may be given to my student:

Tylenol _____ **Ibuprofen** _____ **Midol** _____ **Decongestant** _____ **Other** _____

_____ I do not give permission for my student to be given any over the counter medication(s).

******* I hereby authorize the school to administer first aid as needed, to dispense medications as directed above and to refer to the above named persons in the event that my child needs emergency care and I cannot be located immediately. I understand that I am responsible for any expenses that may be incurred in referral or treatment.

PARENT SIGNATURE _____ **DATE** _____

9/05

PLEASANT VALLEY COMMUNITY SCHOOL DISTRICT HEALTH HISTORY

Dear Parent,

Please help us update your student's health records by giving us the following information.

Student's name: _____ Grade: _____

Student medical history: (Past chronic illness, injuries or surgeries, please include dates):

Does the student have any allergies? ☐ Yes ☐ No

If Yes, what type of allergy (include allergies to medications)?

Allergies: _____

If an allergic reaction occurs, what steps should be taken? _____

Please list all medications your child is now taking:

<u>Name</u>	<u>Reason</u>	<u>Given At School?</u>	
		Yes	No
		Yes	No
		Yes	No

Please check any conditions that apply, explain onset, severity and limitations. Use lines below for specific information such as medications.

<input type="checkbox"/> ADHD/ADD Medications _____	<input type="checkbox"/> Seizures _____
<input type="checkbox"/> Asthma Medications _____	Type & Meds _____
<input type="checkbox"/> Diabetes _____	Last Seizure _____
<input type="checkbox"/> Digestive Problems _____	<input type="checkbox"/> Speech difficulty _____
<input type="checkbox"/> GERD _____	<input type="checkbox"/> Visual Problems _____
<input type="checkbox"/> Constipation _____	<input type="checkbox"/> Color Blindness _____
<input type="checkbox"/> Irritable bowel _____	<input type="checkbox"/> Glasses or Contacts _____
<input type="checkbox"/> Headache Medications _____	<input type="checkbox"/> Psychosocial/Behavioral concerns _____
<input type="checkbox"/> Hearing _____	_____
<input type="checkbox"/> Tubes _____	_____

Please use this area for additional information: _____

Parent signature _____ Date _____

If you have any questions, please contact the school nurse.

Joette Strobbe, RN BSN
Email: strobbejoette@pleasval.k12.ia.us
Bridgeview Elementary 563-332-0215
Hours: 9:45 – 2:15pm

Melinda Whigham, RN BSN
Email: whighammelinda@pleasval.k12.ia.us
Pleasant View Elementary 563-332-5575
Hours: 8:15 a.m. – 2:15 p.m.

Ann Harris, RN BSN
Email: harrisann@pleasval.k12.ia.us
Cody Elementary 563-332-0210
Hours: 9:30 a.m. – 2:00 p.m.

Stacy Schick, RN BSN
Email: schickstacy@pleasval.k12.ia.us
Riverdale Heights Elementary 563-332-0525
Hours: 8:15 a.m. – 2:15 p.m.

Fee Billing Statement

08/17/2011

Page 1 of 1

11-12 Bridgeview Elementary
316 S 12th St, LeClaire, IA 52753
Phone: (563)332-0215 Fax: (563)332-0218

Student Name _____

Fee (Type)	Due Date	Course Fee	Pay Date	Payment		Credit
				Amount	Type	
*School Fees 11/12 (School Fees)	08/17/2011					Balance Due: \$70.00
Amount: \$70.00				Total Balance Due for Fees: \$70.00		

Optional Items:

Please circle any of the additional items your student is interested in.

Activity Card (Allows entry into PVHS home sports and fine arts events) \$35.00

PTA Memberships (\$5 per membership; cards will be handed out in August) \$5.00 x _____ members = \$ _____

Member Name(s) _____

Total Enclosed \$ _____
(Include payments towards "Balance Due"
above as well as optional items)

Please make checks payable to Pleasant Valley Community School District. If you have multiple students, please include a separate check for each building represented.

<i>Office Use Only:</i>	
Date Paid: _____	Amount: \$ _____
<input type="checkbox"/> Cash	Check #: _____

Dear Parents/Guardians,

If your child has outstanding fees for the current school year, a separate list of those fees is enclosed. Applications for Free and Reduced meals for the 2011-2012 school year will be sent to all parents in early August. If you will be submitting a Free and Reduced Meals application, you may delay payment of the school fees until you are notified of the status of your request.

If you have any questions, please contact the Bridgeview Office at 332-0215.



**Pleasant Valley
Community
School District**

JAMES R. SPELHAUG, Ph.D.
Superintendent

MS. STEPHANIE JUDKINS
Curriculum Coordinator

MICHAEL L. CLINGINGSMITH, C.P.A.
Chief Financial Officer

Belmont Administration Center

Dear Parent:

In an effort to provide communication to our parents and students, we are pleased to offer several electronic sources of information:

eNEWS School and district communication of a non-confidential nature is sent via email (eNews) instead of paper. Information that is specific to a student or groups of students or is confidential in nature will not be sent via eNews. If you provided us with an email address on your child's enrollment form, you will be enrolled in eNews automatically. If you wish to sign up for eNews with additional email addresses, go to the district's webpage at <http://www.pleasval.k12.ia.us> and click on the registration link, **Pleasant Valley Schools Electronic News Online Registration (eNews)**. A confirmation email will be sent to you to verify your registration

Pleasant Valley will not give email lists to anyone outside of the district. Also, your email address will not appear anywhere in the communications distributed. Both of these protocols will insure that you will not receive spam/junk email. If you do not have access to email, information is available in the school office.

PARENT/STUDENT PORTAL The Parent/Student Portal from Infinite Campus (the Student Information System) allows students in grades 7-12 and parents of K-12 students to view

- Student lunch account balances (updated daily at 5:00 p.m.)
- A weekly calendar of school events which includes PTA events and activities
- Weather-related, emergency school closings and other district notices
- Student schedule (with day pattern for elementary student art, music, physical education and science classes) with an email link to contact teachers
- Student attendance record
- A fee statement for the current school year
- For students in grades 7-12 and their parents, detailed information about grades and assignments.

Instructions for activating your Parent Portal account will be sent prior to the start of the school year.

STAFF EMAIL On the District's webpage is a link to Staff Email addresses.

While we encourage you to use this system for communicating with us, there are still instances where best practice will be for you to use the telephone. We have included some guidelines for your convenience.

Use normal phoning procedures in the following circumstances:

- Reporting absences
- The need to pick-up a student at a time other than dismissal
- When a student should not go home as regularly established
- Requesting that homework be sent home that particular day
- An item that would require you to talk to a staff member that day

Please consider using e-mail for the following:

- Checking on student progress
- Requests for the teacher to call other than that particular day
- Correspondence that would not need a reply that given day
- Correspondence that is not of a highly confidential nature
- Arranging a classroom visitation

Sincerely,
James R. Spelhaug, Ph.D.
Superintendent
spelhaugjim@pleasval.k12.ia.us

Ladonna Czachowski
Technology Facilitator
czachowskil@pleasval.k12.ia.us



**Pleasant Valley
Community
School District**

TRANSFER OF STUDENT RECORDS

Please return a copy of this form with the information requested. Pleasant Valley encourages sending requested documents electronically to: noackmary@pleasval.k12.ia.us.

To: _____
School: _____

Address: _____

Phone: _____

City: _____ State: ____ Zip Code: _____

Fax: _____

The following student(s) have enrolled in Bridgeview Elementary School:

Student: _____ Grade: _____ Birth Date: _____

Student: _____ Grade: _____ Birth Date: _____

Student: _____ Grade: _____ Birth Date: _____

Student: _____ Grade: _____ Birth Date: _____

Please forward the following information:

Registrar contact's email address: _____

1. Cumulative records (grades, test scores, attendance records, discipline records)
2. Health and immunization records
3. If applicable, forward all Special Education records, current IEP, social worker report, and psychological report.

Please send records to:

Bridgeview Elementary School
316 S 12th St
LeClaire, IA 52753
Phone: (563) 332-0215
Fax: (563) 332-0218

To electronically send files, please email:
noackmary@pleasval.k12.ia.us

Office Use Only:

Date Requested: _____

Date Received: _____