
Valley View Adventist Christian School



2023-2024

School Handbook

264 Hwy 200 S

Glendive, Montana 59330

406-687-3472

[**valleyviewchristianschool@midrivers.com**](mailto:valleyviewchristianschool@midrivers.com)

[**www.valleyviewadventist22.adventistschoolconnect.org**](http://www.valleyviewadventist22.adventistschoolconnect.org)

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264 Hwy 200 S
P. O. Box 389
Glendive, MT 59330
(406) 687-3472

School Hours

8:00_{AM} to 4:00_{PM} - Monday through Thursday

Principal - Teacher

Joyce Freese

H: (406) 687-3075
C: (406)-987-7631

School Board Chair

Kathy Ree

H: (406) 687-3794
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Treasurer

Joan Marlow

C: 406-939-3357
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Accreditation

- * Valley View Adventist Christian School is accredited by the Seventh-day Adventist Education Department of the North Pacific Union Conference and the National Council for Private Schools Accreditation.

Non-Discrimination

- * Valley View Adventist Christian School does not discriminate based upon race, religion, color, or gender.

Purpose of Handbook

- * The purpose of this handbook is to establish guidelines and regulations to facilitate accomplishing the mission of the Valley View Adventist Christian School.

Mission Statement

- * The mission of the Valley View Christian School is to introduce and develop each student's relationship with Jesus Christ and provide a strong basic academic foundation. Such an education begins to equip the student to be useful to God and to humanity. It is our purpose to provide a safe learning environment.

Philosophy of Education

- * True Christian education is more than the completion of an academic curriculum. It is the harmonious development of the physical, mental, spiritual, and social powers of a student. It is the preparation for successful citizenship throughout life, and seeks to instill the joy of unselfish service for others.

Standards of Conduct

- * Everyone at the School is expected to uphold the rules and to be considerate of the rights of others. In other words, treat others as you wish to be treated.

Discipline

- * If a student continually disregards the standards of conduct, the teacher will contact a parent to discuss and seek a solution. In an emergency, the teacher may suspend the student until the School Board reviews the matter. Dismissal is by action of the School Board.

School Property

- * Everyone is expected to treat the school building and equipment with care. Property that is misused, broken, destroyed, or lost will be charged to the student's account.

Admission

- * The school welcomes any student who desires a Christian education and is willing to support the regulations of the School. The school board reserves the right to refuse admittance or dismiss a student to safeguard the scholastic, spiritual, and social atmosphere of the school.
- * Admission is also based on state requirements.
 1. The State of Montana requires medical examinations for all students entering grades 1, 4, and 7 and for all new students. Parents should state special conditions that would exclude a student from normal school activities.

2. Parents must sign a record release for all students transferring from another school so the School can obtain previous academic records.
3. The State of Montana requires students entering the 1st grade to be 6 years old by September 10, Kindergarten to be 5 years old by September 10.

Attendance

- * The School follows the attendance requirements of the Montana Conference of Seventh-day Adventists and the State of Montana.
- * Students are expected to be in the school building a few minutes before school begins. Parents should see that the students attend and are punctual.
- * Supervision on the playground is not provided before or after school hours. Students will remain in the classroom until school begins or their ride arrives. It is expected that students arrive no earlier than 15 minutes before school and be picked up no later than 15 minutes after school dismisses. Please make prior arrangements when the need arises for extended time at school.
- * It is appreciated when parents inform the teacher ahead of time about scheduled appointments and/or extended absences. It is essential that parents arrange for any class work that may be missed.

Illness

- * Students who have been absent due to illness may return to school when they are fever free for 24 hours without the aid of medication.

Financial Information

- * The School is a nonprofit organization operating on a tuition basis with additional contributions from the Glendive Seventh-day Adventist Church, the Montana Conference of Seventh-day Adventists, the North Pacific Union of Seventh-day Adventists, gifts and donations.

Tuition

- * Grades 1-8
 - Each Child - \$325.00 per month
- * Following payments are due on the first day of each month through May 1 for a total of 10 payments.
- * If parents are unable to make tuition payments or have not made a payment arrangement, the student may be denied continued enrollment.
- * Tuition payments may be placed in the mailbox on the wall next to the classroom door or mailed to the school.

Student Insurance

- * The School carries a general liability insurance policy that may cover accidents that occur at school. Claims are made through the teacher as soon after the accident as possible.

Report Cards

- * Grade reports are issued every nine weeks. Parent-teacher conferences will be held at the end of the first and third nine-week periods.
- * At any time, parents who have questions may arrange a conference time with the teacher.
- * All students receiving an eighth grade diploma shall receive passing grades in the following studies: Bible, English, Spelling, Mathematics, Reading, Physical Education, Social Studies, Science/Health, Fine Arts, and Keyboarding.

Fundraiser Information

Amazon Smile – Choose Valley View Christian School to receive the credit from your purchase.

Procedure for Severe Weather and Emergencies

- * Parents will be notified by phone call or text from the teacher when the weather creates situations that make cancellation of school necessary.
- * In the event of an emergency the teacher will call the parents of each student involved.

Field Trips

- * Regular field trips are taken throughout the year. A permission slip for each field trip must be signed for a student to participate.
- * Parents who drive for a field trip will need to provide a copy of the vehicle insurance card and their driver's license.

Volunteers

- * Volunteers who help in the classroom and on fieldtrips will need to complete a child protection training module and authorize a background check prior to the time of assisting.
- * The required course and background check information can be found at the following link: <https://www.ncsrisk.org/adventist/index.cfm>.
- * Each driver for field trips, including parents who take only their own children in their vehicle are required to provide proof of insurance. Driver forms are available at the school.

Phones

- * The school telephone is for school business. It is to be used by the student only with the permission of the teacher.
- * Personal phones that are brought to school will be turned off and kept by the teacher until the end of the day.

Lunches

- * Each student must bring his/her lunch to school. Please do not include caffeinated drinks or gum.

Dress Code

- * School attire should be consistent with the principles of modesty, health, and appropriateness for school activities. The following is a guide for parents and students in planning a school wardrobe:
- * Clothing should be clean, neat, practical, and appropriate for school.
- * Grooming should be without unnatural makeup, unnatural nail polish, or jewelry. We have found jewelry to be distracting and unsafe at school.
- * Footwear is to be worn at all times. No flip-flops are to be worn at school.
- * Clothing should be suitable for weather conditions as outdoor play is required.
- * Pictures and expressions on T-shirts should not be against Christian standards.

Computer Use Policy

All students are asked to take time with their parents to openly discuss, understand, and commit to the following guidelines for acceptable use of technology resources at school.

- * Uphold the Christian standards of our school when I use any electronic equipment.
 - * Use computers, keyboards, and printer only with the supervision and permission of an adult.
 - * Use all equipment and networks carefully and appropriately to avoid any damage or change to the computer system or its software.
 - * Do not change, delete, add to, or download any software.
 - * Respect others and agree not to open, copy, change, delete, or damage files or folders that are not mine.
 - * Keep my password and login name private and only use my own accounts.
 - * Never give out personal information over the internet.
 - * Only use permitted areas of the internet. My parents and my teacher need to know what I'm doing online at all times.
 - * Be respectful of others in the way I use the internet and computer.
 - * Understand that the use of computers and other technology is a privilege that comes with specific responsibilities.
 - * Personal phone devices, video games, or other electronics should not be brought to school. If such items are brought to school they will be kept in the school's possession until students leave campus.
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Asbestos Notification

Asbestos is an issue we have been dealing with for many years. The Asbestos Hazard Emergency Response Act of 1986 (referred to as AHERA), was enacted to determine the extent of, and develop solutions for, any problems schools may have with asbestos.

Asbestos has been used as a building material for many years. It is a naturally occurring mineral that is mined primarily in Canada, South Africa, and the USSR. It has also been mined here in Montana. Asbestos properties made it an ideal building material for insulating, sound absorption, decorative plasters, fireproofing, and a variety of miscellaneous uses. There have been over 3,000 different products and most uses of asbestos products such as building materials were banned in 1978.

As required by AHERA a certified asbestos inspector inspected all facilities at Valley View Adventist Christian School, and rated the condition and hazard potential of materials in the school facilities suspected of containing asbestos.

The facilities are officially inspected every three years, along with surveillances being completed every 6 months to see that all aspects of the management plan are being carried out.

This notification letter, education of our employees, and a set of plans and procedures designed to minimize the disturbance of the ACM, and plans for regular surveillance of the ACM are a part of our efforts to meet government regulations. (AHERA)

A copy of the asbestos management plan is available for your inspection at the school during regular school hours. Inquiries regarding the plan should be directed to the school's principal or board chairperson.

It is the school's intent to comply with federal, state, and local regulations in this area. Steps are and will be taken necessary to ensure your children and our employees have a healthy and safe environment in which to learn and work.