



Valley Intermediate School



***“Our Vision is to Mold the Learners
of Today into Leaders of Tomorrow”***

**PARENT HANDBOOK
2011-2012**

Dear Parents,

Welcome to Valley Intermediate School ...a great place to be!!! Our vision is to **mold the learners of today into the leaders of tomorrow**. In keeping with this vision, we will continue our 21st Century Learning Initiative in which we align teaching and learning to the skills students will need to be successful in the 21st Century. The world is in the midst of a big shift from an industrial society to an informational and knowledge society. Education has to sync up with the demands of our times and focus on building the skills students need to be able to compete globally. We, at Valley Intermediate, do this by integrating these skills throughout the standards of the core subjects.

We have five main areas of concentration:

- Collaboration and Communication
- Technology Literacy
- Global and Cultural Awareness
- Information Literacy
- Creativity and Innovation

For several years, through the support of our PTO, the City of Pelham, and grants from our state senators and representatives, we have been purchasing technology equipment for our classrooms to make them 21st Century classrooms. We will continue to build upon this with future fundraisers and donations. We have also provided professional development for our teachers and will continue to do this as well.

Our goal through this initiative is for students to learn more deeply when they apply classroom knowledge to real-world problems. Research proves our belief that students learn at higher levels when they are involved in active and collaborative learning practices. Our faculty and staff are dedicated to providing these experiences to ensure that our students acquire the skills they need to be successful in school as well as equipped to further their journey to be life-long 21st Century Learners.

There is no better time than now to join the global movement to become 21st Century Learners! Join our partnership to provide the best possible education for the students of Valley Intermediate School. Be involved and active in the process in any way possible. We want to share our vision and goals with you. Our door is always open. Together, we can make this another incredible year at VIS!!!

Sincerely,
Dana Payne
Principal

Our motto at VIS is “PAWS: Positive Attitudes Win Success”

We focus on this every single day with our faculty, staff, and students.

We want to ask our parents to join us in this effort! We feel that we have the best parents around, and you can help us extend this attitude from school to home and to the Pelham community.

Please remember that we ALL want what is best for the students at Valley Intermediate School. The teachers and all of our staff want to work with students and their parents in an affirmative manner. The population of this school is diverse but the environment is very friendly and accepting. We hope that all our parents feel welcome at our school and also feel that we take your concerns seriously. We truly want to work with you in a positive environment!

Parents, teachers, students, staff...we are all representatives of Valley Intermediate School wherever we are: here at school, at home with our families, and in the greater community! We would love for all of our parents to join us in our efforts to be the best ambassadors we can be for the betterment of our school.

VALLEY INTERMEDIATE SCHOOL 2011-2012 PARENT-TEACHER ORGANIZATION

We would like to take this opportunity to welcome each of you and your families to Valley Intermediate School. We invite you to become an active member and encourage you to get involved in our school. Since this may be the first time at Valley Intermediate for many of you, please let us explain what the VIS PTO is all about.

What is the Valley Intermediate School PTO and who can be a member?

The Valley Intermediate School PTO is an independent organization and all funds that are raised stay here at our school. We strive to enhance each child's educational experience as well as promote open communication and understanding between parents and the staff. VIS PTO Membership is \$20 per family.

PTO Programs and Fundraising

Our primary objective as a PTO is to provide our school with funds, programs, resources and services that will enrich and maximize the education of every child. To meet this important objective, and afford services that are no longer covered by our school budget, we must fundraise. Though it may not be our favorite responsibility, it is a necessary one.

This year we are holding three main fundraisers.

- **Spirit Cup Sales** 4-packs of cups in a variety of teams (Collegiate, MLB, NFL, etc.) will be sold. Information will be sent home August 19th and orders are due September 2nd.
- **Panther Fun Run** This event takes place in late February or early March and is one of our largest fundraisers. Both sponsors and volunteers are needed for this event to be successful.
- **School Supply Sales** Each April-May, school supply kits are sold. Leave the shopping to us and your child's supplies will be waiting for them on the first day of school.

In addition to these fundraisers, we have small ways you can give back to the school. **Santa Shop, Box Tops for Education, school shirt sales, PTO Membership, etc.**

As you can see, we are a busy group. This is where you come in! We need your help, and so do your children. **Independent studies on parental involvement show that when parents get involved in their children's education grades go up, test scores improve, children are more likely to attend college, they have fewer discipline problems and they're less likely to use drugs and alcohol. Get involved TODAY!**

Complete a VIS Volunteer Form today! Volunteering does not have to mean a huge time commitment. We understand it is increasingly more difficult to find time to give, but whatever your time schedule allows, we have a need for you. We have tasks that can be performed in the evening, during the day or that can be done from home.

*****Every Volunteer Makes a Difference*****

In conclusion

Our PTO is certainly about more than bake sales! We're about women and men working together towards a common goal. That goal, simply stated, is creating a better school and a better educational experience for our children. We strive to create an atmosphere where teachers, administrators, and support staff can do their best work – and so can our children.

On behalf of the Valley Intermediate School PTO, we would like to extend a warm welcome and best wishes for a successful school year! Please feel free to contact any of us with questions or concerns.

Sincerely,

Brenda Rottier
VIS PTO President, 2011-2012

VIS PTO Board 2011-2012 SCHOOL YEAR

President	<u>Brenda Rottier</u>
Vice-President	<u>Melanie Rehovsky</u>
Treasurer	<u>Vickey Letson</u>
Parliamentarian	<u>Shannon Patterson</u>
Secretary	<u>Jennifer Ganesh</u>
Volunteer Coordinator	<u>Marie Morgan</u>
Fundraising Coordinators	
	School Supplies Coordinator - <u>Brenda Rottier</u>
	Spirit cups - <u>Emily Boutwell</u>
	Santa Shop Coordinator - <u>Brenda Rottier</u>
	Box Tops 4 Education - <u>Amanda Miller</u>
	Panther Fun Run Coordinators -
Membership Coordinator	<u>Jane Germek</u>
Hospitality Coordinator	<u>Melanie Rohovsky</u>
Lay Advisor	<u>Shannon Patterson</u>
VISION Newsletter	<u>Michelle Hall</u>
Fifth Grade Parent Representative	<u>Karen Camlic & Jennifer Ganesh</u>
Fourth Grade Parent Representative	<u>Bonnie Gailey & Stacey Watts</u>
Third Grade Parent Representative	<u>Kelly Bjornstad</u>

SUPERINTENDENT,
EVAN K. MAJOR, JR.

SHELBY COUNTY SCHOOLS
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POST OFFICE BOX 1910 (35051-1910)
COLUMBIANA, ALABAMA
TELEFAX (205) 682-7005
TELEPHONE (205) 682-7000
www.shelby.k12.al.us

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Notice to Parents

As a parent of a student in a Shelby County school, you have the right to know the professional qualifications of the classroom teachers who instruct your child. Federal law allows you to ask for certain information about your child's classroom teachers, and requires us to give you this information in a timely manner if you ask for it. Specifically, you have the right to ask for the following information about each of your child's classroom teachers.

- Whether the Alabama State Department of Education has licensed or qualified the teacher for the grades and subjects he or she teaches.
- Whether the Alabama State Department of Education decided that the teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances.
- The teacher's college major; whether the teacher has any advanced degrees and, if so, the subject of the degrees.
- Whether any teachers' aides or similar paraprofessionals provide services to your child, and if they do, their qualifications.

If you would like to receive any of this information, please call your local school principal.

INCLEMENT WEATHER SCHOOL CLOSING PROCEDURES

Due to the fact that we have had inclement weather on several occasions, the following procedures are **VERY** important!

- Listen to local TV stations for announcements of school closings.
- Check Valley Intermediate website for announcements of school closings.
- Check Shelby County website www.shelbyed.k12.al.us
- Listserve will send an email announcement.
- Discuss with your child what he/she should do in case of an early dismissal. Send a note to the teacher if you want them to do something other than his/her normal dismissal procedure. Remember the After School Care Program is closed on early dismissal days due to weather. If your child normally goes there after school, he/she will be a car rider unless we receive written notification otherwise.
- Please do not call the school office unless you have an emergency. The office staff is very busy trying to do their job during an early dismissal.

Remember unless we are notified in writing, your child will be dismissed the normal way on an early dismissal day.

All children who normally go to ASCP will be car riders unless a written note is sent changing it.

SCHOOL DONATIONS

The donation of \$60.00 which we ask per child is necessary to meet basic budget needs.

Your donation will help pay:

Nurse, additional clerical salaries and computer lab aide.

Money for these necessary services are dependent on donations.

PARENT GUIDELINES

1. Please allow your children to walk in the building and to their classrooms without parent assistance from the first day of school.
2. Unannounced classroom visits will not be allowed. If you need to talk to your child's teacher, schedule a conference 2 days in advance.
3. Please pick up and drop off your child at the appropriate area – the front of the school. Wait in cars outside the building to lessen congestion in the front entry and to help with safety. Students will not be allowed to meet a parent in the parking lot. **This includes band students. Parents picking up band students in the afternoon need to line up in carpool line. DO NOT EVER BLOCK THE BUS LANE FOR DROP-OFF OR PICK-UP.**
4. Volunteers and room mothers, please plan to meet with your child's teacher during his/her planning time, not instructional time.
5. Volunteers, please follow school dress code.
6. As a safety precaution, do not bring young children to parties, field trips and volunteer activities.
7. If a child is absent for 2 days, please call the school by 9:00 a.m. to make arrangements for make-up work. This will be ready in the office to pick up by 3:00 p.m.
8. If you have a problem or concern, first consult with your child's teacher, then, if problem persists, you may contact Ms. Payne. Ms. Payne will relay major concerns to appropriate people at the Central Office, if necessary.
9. Please check & sign weekly folders and return on the following day. Report cards should be signed and returned ASAP.
10. Each teacher has an e-mail address that will be given to you at orientation. Please correspond with the teacher by using that address, or call the office to request a call back.
11. Birthday Invitations may only be passed out at school if an invitation is provided for every child in the class. (School cannot provide phone numbers and addresses.) School parties - See page 14.
12. Field Trips – Students must ride with the entire class to the field trip site and must return with the class to the school on the bus. Parent chaperones may ride the bus when space is available and reservations have been made in time to order lunches. No siblings or guests (regardless of age) will be allowed to accompany classes on field trips.
13. **Transportation changes cannot be made over the telephone. A note must be written by the parent and given to the teacher.**
14. A picture ID is required for anyone checking out a student.

TELEPHONE

The telephone in the office is for school business and may be used by students **ONLY IN CASE OF EMERGENCY**. You should make arrangements for your child before he/she leaves home as to transportation, after school plans, etc. In extreme cases, we will deliver messages to students, but this should seldom be necessary. Your help in this matter will be appreciated.

EXTENDED DAY PROGRAM

The Extended Day Program will operate from 3:00 p.m. until 6:00 p.m. each day. Registration forms are available in the office.

For more information concerning this program, please contact Cindy Warner (682-5966) or call 682-5559 after 3:00 each day. Pickup will be at the door nearest the EDP trailer on the north side of the building.

GUIDANCE PROGRAM

Valley Intermediate School provides Guidance services for all students. One full-time counselor will work to enhance the educational process of all students.

The counselor will work with students to help them develop academically, personally and socially. She will work closely with parents, teachers, school administrators and other professionals to provide students with the best possible resources and services. The counselor will help students to succeed in school by building positive self images, teaching them how to develop relationships with others, and establishing good feelings about work, family, and society.

Valley Intermediate has a Problem Solving Team (PST). The team is headed by the school's counselor. The PST team is a school-based, problem-solving group formed to discuss specific needs of teachers and student and to propose various strategies to solve problems. This team provides support and assistance to teachers as they seek to help students learn more effectively and efficiently.

In conjunction with the guidance program, the Pelham Police Department assigns an officer, Carrie Bowman, to work with 5th grade student on drug prevention. The program is called D.A.R.E.

CITY OF PELHAM - Partners in Education

The City of Pelham works very closely with our staff to insure an excellent program for our students. The following services are provided by the City of Pelham under the leadership of Mayor Don Murphy:

- D.A.R.E. Officer
- Youth Government Day
- Emergency Service
- Dollar Donations
- Paramedics for D.C. Trip

Appeal to Pelham Businesses

***Show your support to our children
by joining the Valley Intermediate Foundation.***

What will a Valley Intermediate Foundation Membership do for your business?

1. Signage in front of the school.
2. Advertising in the newsletter, on the school website.
3. Plaques in business and school honoring your commitment to the education of our children.
4. Counselor to help you and your workers with the stressful job of raising children.
5. Education liaison to work with business leaders in planning for the better education of tomorrow's employees.
6. Use of Valley Intermediates computer lab for employee training.
7. Grateful parents, children and faculty supporting your business.
8. Your business will not be bombarded with fundraisers.

What will your Membership in Valley Intermediate Foundation Do for our school?

1. Provide the latest updates in technology hardware.
2. Provide the housekeeping and cleaning of the building.
3. Provide for the maintenance of the grounds.
4. Provide for a nurse for the children.
5. Provide book sets for guided reading programs.
6. Provide for high quality professional development for teachers.
7. Provide for incentives and rewards for high achievement.

Cost of Foundation membership is \$500. Please call Dana Payne at 682-5530 or send your check to:

***Valley Intermediate School
2200 Highway 33
Pelham, AL 35124***

VALLEY INTERMEDIATE'S INSTRUCTIONAL PROGRAM

Through collaboration of the faculty and administration, an excellent instructional program is planned for VIS children. In an integrated language arts program, children participate in activities that improve their abilities to read, write, speak and listen effectively. All teachers have been trained in Alabama Reading Initiative strategies. Writing is integrated into reading activities and other aspects of the curriculum as well.

Teachers are trained in the Alabama Math, Science, and Technology Institute (AMSTI). This institute included training in math and science modules that are hands on strategies for learning in these content areas. Students will have math and science journals in which writing will be an integral part of the curriculum. They will explore concepts through investigation, experimentation, discussions, group work, and writing. Problem solving with real life data and activities will prepare our students to be thinkers and function in a global society.

Classrooms have been equipped with digital projectors, Interwrite pads and Elmo projectors, which will enhance multimedia capabilities for instruction in all content areas. We have purchased two laptop carts with 15 laptop computers each to be used in classrooms. We will have a 21st Century Learning Skills Initiative in which skills needed to make our students global learners will be incorporated into all curriculum areas.

The media center serves as the "hub" of the instructional program, providing access to books, periodicals, computers and videos. All classrooms are networked to the media center file server, which, in addition to offering many instructional programs to the classrooms, offers internet access. A computer lab near the library is used for whole class computer instruction.

The physical education program stresses the development of eye-hand coordination, fine and gross motor control, and lifelong fitness. Team decision making and development of social interaction skills are integral parts of each day's activities.

The Special Education Department serves children with special learning and behavioral needs including gifted and speech impaired.

The ELL Department addresses the needs of our English language learners. They provide resources, programs, and support for these students.

WORDS OF WISDOM

The Character Education program we are using with your children introduces a new character trait each week. Ms. Payne and sometimes guest speakers relay "Words of Wisdom" related to the weekly trait each morning on the intercom. A statement is placed on the back of the marquee each week to remind parents and students of the trait of the week so they will live it at home. We encourage you as a parent to ask your children about traits they are learning and reinforce those traits at home.

TESTING PROGRAM

Children in grades 3-5 will be given the ARMTPlus in the spring. Attendance during the testing period is most important. Test results are used to determine instructional needs each year.

PROMOTION AND RETENTION

Shelby County requires the implementation of formal promotion standards for each grade. Students will be promoted to the next grade based on the following criteria:

- Satisfactory report card grades
- Daily classroom attendance
- Regular attendance (Students can be retained because of too many absences)

During the school year all students will be evaluated for promotion or retention based on the above criteria. If you would like more specific information, feel free to confer with your child's homeroom teacher. To set up a conference, please send a note to the homeroom teacher.

SCHOOL DAY SCHEDULE

The school day will begin at 7:50 A.M. - 2:40 P.M. this year. Since school begins promptly at 7:50, it is extremely important for all children to be on time.

If, on rare occasions, your child arrives after 7:50, the person transporting the student should sign the proper form in the office to assure that the student is marked present for the day. Students who arrive after 11:30 will be counted absent.

ATTENDANCE

No child can be expected to successfully do required classroom work if attendance is irregular. A child should be in school every day that he/she is physically able. To miss a day may mean that the child will miss the introduction or development of some necessary skills.

The following are Shelby County Attendance and Policy Regulations:

Students who are absent should bring a written explanation of their absence from the parent or guardian within 3 days after returning to school. While a parent's note stating this student was ill is acceptable for the purpose of make-up work, only those absences with a doctor's excuse, a court subpoena, or administration approval will be exempt from the 12 days allowed for promotion/retention decisions.

Valley Intermediate will comply with the Shelby County Attendance and Policy Regulations by sending warning letters to students having 2 unexcused absences. A letter will be sent after 10 total excused or

unexcused absences. A conference will be scheduled with an administrator after the 3rd unexcused absence. The 5th unexcused absence will result in a referral to Early Warning Court, and a court appearance will be scheduled for the child and parent. All letters are form letters provided by the Central Office to keep parents informed. **Family trips and vacations will be not be excused.** Students with Perfect Attendance (no absences, tardies or check in/out) and Exemplary Attendance (no absences and no more than 3 tardies or check in/out) will be recognized on Awards Day.

EARLY MORNING SUPERVISION

BUS RIDERS begin arriving at approximately 7:15 A.M. They are to go directly to the gym where they will be supervised by a staff member. Those eating breakfast will be dismissed from the gym to go to the cafeteria at the designated time period.

Earlybird care will be provided from 6:45-7:15 for the cost of \$1 per day. Any student arriving at school prior to 7:15 should be dropped off by the front door and report to the Library. Students will be dismissed at 7:15 to report to breakfast or to the gym until 7:40.

LATE ARRIVAL/EARLY DISMISSAL OF CHILDREN

If a parent wishes to remove his child from school during the day because of a doctor/dentist appointment or other valid reasons, the parent is requested to come into the main office to sign the child out of school. Should a parent send another person to pick up his child, written authorization from the parent is required and the person authorized by the parent must follow the above-mentioned sign-out procedure. Those persons with permission to pick up students must be listed on the back of the child's card. Anyone listed must be 18 years of age or older and **present a photo identification.** Since the safety and well-being of our children are always our most important concerns, this sign-out procedure is a policy we strictly enforce. Proper I.D. will be requested. Check-outs will not be arranged over the phone. Students will be called when parents come to the office.

Tardy students must be checked in at the office by the person transporting the students.

Dismissal schedule:

- Early Bus Students: 2:35 P.M.
- Car Riders: 2:40 P.M.
- Late Bus Students: 2:45 P.M.
- Band Students: 3:15 P.M. on Wed., Thurs. & Fri., 3:30 on Tues.

Parents will be notified of any changes made to this schedule after school begins.

STUDENT WITHDRAWAL FROM SCHOOL

If a child's family changes residence outside the Valley attendance area, it will be necessary to withdraw the child from school and enroll him/her in the school of the appropriate attendance area. Parents withdrawing a child from Valley are asked to formally inform the school of the withdrawal and receive a Notice of Transfer Form from the office at least 1 day prior to withdrawal. This form has extremely important information recorded for the new school to facilitate proper placement.

EMERGENCY SCHOOL CLOSINGS

When inclement weather occurs, the county administrators will decide if schools will open or remain closed. This decision will be announced by 6:30 A.M. on area radio and television stations.

If inclement weather or other emergencies occur during the school day, county administrators will decide if schools will remain open for the remainder of the school day. Emergency dismissal will be announced on area radio and television stations. Students will not be put on buses if we feel weather conditions will put them in danger. **See page 4 for procedures.**

STUDENT TRANSPORTATION BY AUTOMOBILE

Many students are transported to and from school each day by automobile. Parents transporting children are asked to follow the inside lane of the road circling the parking lot. The outside lane will be used for buses only, until the road splits. Buses will go to the back, and the cars can then split into two lanes. Those two lanes can move to the crossing guard as long as the stop sign is down. A stop sign being held up means children are out of the cars walking to the building, and cars must stop before reaching the white line where the lane becomes three. Remember that the lane closest to the building is a passing and a bus lane. No cars planning to stop should use that lane. This lane must remain open for emergency vehicles all day.

Students will not be released to go to the parking lot to meet a parent, but will be allowed to accompany a parent who has come to the building to pick them up. No exceptions will be made. Please understand that your child's safety is our primary concern. We do not want any of our children walking in the parking lot while cars are pulling in and out. Parents picking up band students must follow the same procedure.

In the afternoon, the crossing guard, accompanied by staff members, will assist in loading students into the cars. Cars will begin loading about 2:40 P.M., and all students should be picked up by 3:15 at the latest. Students not picked up by 3:30 will be sent to ASCP and charged a registration fee along with a daily rate.

At all times, parents are asked to obey the traffic signs and crossing guard and to drive with caution. Please park cars in the parking lots only. Do not leave cars parked in lanes in front of the school.

Remember: The lane nearest the school is for buses and moving traffic only. Never block this lane.

SCHOOL BUS TRANSPORTATION

Transportation for students attending public school in Shelby County is provided by Alabama Department of Education. All bus routes and stops are subject to the approval of this agency.

According to the regulations, school bus stops are to be set up on each route not less than two-tenths of a mile apart at safe points.

All bus drivers are properly certified and licensed.

Our goal is to assure that all school buses provide safe transportation for our children and that all children who ride the school bus exhibit good behavior. In the event the bus driver issues a disciplinary notice, parents will be contacted and asked to intervene. **A student whose behavior threatens the safety of students on the bus will not be allowed to ride the bus.** Bus stops will be listed on the Shelby County website.

www.shelbyed.k12.al.us

Children will not be allowed to change buses except in an emergency and with prior approval of the principal.

BREAKFAST AND LUNCH PROGRAM

Meals served at Valley Intermediate are of high quality and meet strict federal and state standards. Students are encouraged to eat a hot balanced meal daily.

Please help us this year by closely following these guidelines:

- Meals and a la carte items cannot be charged in the cafeteria. (Central Office Policy). Students not having money to eat will be sent to the office to call a parent.
- Watch for notices given to your child when the balance is low, so a visit to the office can be avoided.
- No fast foods are allowed in the cafeteria during lunch time.
- Lunches are \$2.00 per day and breakfast is \$1.25. This is an increase in price for the 2011-2012 year.
- All children who eat breakfast must arrive by 7:30 a.m. in order to be in class before 7:50 a.m.

If you used LunchMoney.com last year, you do not need to re-enroll. Please write the student's name, lunch account number, and teacher's name on the outside. Make checks payable to Valley Intermediate CNP.

FREE/REDUCED MEALS

Applications for free or reduced breakfast and lunch are available in the office and during orientation at the CNP table. Forms available on the Shelby County website. If your child receives free/reduced meals that *includes* breakfast.

ADULT LUNCHES

We would like to encourage mothers and fathers to eat with their children on special days. Be sure to check with your child as to lunchtime on the day you plan to come. When you arrive, you will need to get a visitor's pass in the office, then wait for your child in the main hall. Visitor breakfast cost \$2.00 and lunch cost \$4.00.

We do not allow parents to bring food for their child from outside restaurants.

The Child Nutrition Program is proud to have **myLunchMoney.com**. This service will allow parents to go on-line and fund their student's lunch account. It will also allow you to view your child's account balance and a week of their purchases.

If you were enrolled in myLunchMoney.com last year, you do not need to re-enroll. However, if you have an additional new student entering the school system, then simply go to **Add Student**, you do not need to enroll again.

SCHOOL SAFETY

The Valley Intermediate staff is committed to assuring your child's safety and security during the school day. Children are supervised under the direction of the teachers, while at lunch, in the classroom, in the halls, on the playground, during dismissal and while involved in extra curricular activities.

Physical education equipment and playground equipment are well maintained. The physical education program takes into account the child's developmental characteristics and focuses on safety at all times. All students will be instructed in a unit of study on safety at the beginning of the school year.

Valley Intermediate has a Crisis Plan which has been coordinated with the Pelham Police Department under the direction of Chief Tommy Thomas and Lieutenant Larry Palmer. Various aspects of this plan are practiced monthly. Bus evacuation drills are conducted twice a year.

For the protection of our children, we request that anyone entering the building enter at the main entrance and check in at the main office. You will be issued an identification badge.

SHELBY COUNTY DRESS CODE

- A. Students are prohibited from forms of dress, ear, nose, tongue, eyebrow and body jewelry, hairstyle such as mohawks, or unnatural haircolor, visible tattoos, or other adornment that draws attention to oneself in a manner that may be disruptive to the educational process.
- B. No obscene language, unacceptable graphics, illegal substances advertisements (to include alcohol and tobacco advertisements) may be worn on clothing or accessories.
- C. Pants, shorts and skirts must be worn at the waist and fit properly.
- D. Tucked in shirts are requested for grades K-5. No halters, backless dresses, midriff shirts, or cut-off shirts will be allowed.
- E. Jackets and coats are to be worn in good taste. Generally, these are inappropriate to be worn in the classroom.
- F. No hats, caps, head coverings, hair curlers, picks or sunglasses will be worn in school.
- G. Students are required to wear appropriate shoes that fit securely at all times. No flip-flops or Birkenstocks will be allowed. At VIS, students are encouraged to wear tennis shoes all day for safety reasons, especially during P.E. and free time.
- H. Students' clothing should be clean and neat and not in noticeable disrepair. Unhemmed (cut-off) shorts, shirts, or pants, inappropriate slits, or holes in clothing are not allowed.
- I. Appropriate undergarments must be worn and not visible.
- J. Students are prohibited from wearing any metal chains, metal spiked apparel, or accessories.
- K. Students are to wear clothing in the manner it is designed to be worn, i.e., clothing worn backwards or inside out is not allowed. No clothing shall be worn excessively tight or revealing, such as fishnet or see-through garments.
- L. Students are prohibited from wearing any sign, symbol, logo, or garment, which has become synonymous with any gang, cult, Satanism, or unauthorized club or organizational activity. This also includes any avenue of the promotion of products or activities prohibited by school policy or that is inflammatory and may generate negative feeling among the student body.

Principals shall have the discretion to determine the appropriate dress for special conditions.

Enforcement of the Dress Code: Parents, teachers and principals will strictly enforce the dress code. A student may be sent home to make any necessary alterations. Since this normally works a greater hardship on the parents and guardians than the students, parents are urged to supervise their child's dress on a daily basis. We expect parents to take an active role in supporting this dress code.

SCHOOL INSURANCE

School insurance is available to all students. A packet will be sent home. Purchasing insurance is not required. Parents are urged to read the forms carefully and make sure you know what you are purchasing. You will be able to have your child covered just for school hours or for an extended 24-hour period.

HEALTH ROOM

The health of all students is a vital concern of the Valley Intermediate staff, as well as parents. Your donations help us to fund a registered nurse. The nurse coordinates the health program. We request that parents keep a child at home who has a fever of 99° or higher. A sick child does not perform well in class and may expose other children to childhood diseases. A parent will be called to pick up a child at school who is not feeling well. For this reason, it is extremely important that the school have on file the home, business and cell phone numbers of both parents and an emergency name and phone number in the event the parents cannot be reached.

SCHOOL PARTIES

School policy allows for three parties each year:

Winter Holiday Valentine's Day End of Year

These parties will be held under the direction of the school's staff and PTO. Homeroom Mothers assist the teacher with planning and coordination of all homeroom parties. Refreshments are arranged by the Homeroom Mother.

Please celebrate all birthdays at home. No cupcakes or goodies at school. (We must protect academic time!).

DISCIPLINE

The administration supports the management techniques of the classroom teacher. If the child is sent to the principal's office, it will be up to the administration to take appropriate disciplinary action.

The staff at Valley Intermediate believes that good student discipline is primarily the product of three areas of personal development: (1) be ready (2) be respectful (3) be responsible. These three areas are stressed at the beginning of the school year when teachers discuss school rules and appropriate behavior with the students. Parental reinforcement in these areas will further insure that the proper learning atmosphere is maintained at school. Please communicate concerns and consult the teacher before forming a judgment in any given situation.

When a pupil refuses to cooperate with the teacher and other pupils, the teacher is encouraged to appeal to the parents and/or administration of assistance.

GIFTS FOR TEACHERS

- Token end-of-the-year gifts for teachers would be graciously accepted from a student but never encouraged.
- Any money collected at school for gifts/gift certificates will be receipted by the bookkeeper and spent for something that can be used in the classroom. All monies are receipted through the school. Every student's name from that classroom will be included on the card.

HOME-SCHOOL COMMUNICATIONS

Regular communication between parents and teachers provides an excellent opportunity to discuss many details regarding the child's school experience that cannot be conveyed on the nine week report card. Conferences may be requested by either the teacher or parent in order to share knowledge about the child and gain a better understanding of the child's needs and interests. Regular contact between the home and school will help the child see that both parents and teachers care about his/her progress.

In order to keep parents informed about the academic progress of their child, our policy is to send work folders home every week. It is important that you read, sign and return this folder each week to acknowledge that you have received current information.

Please send a note to your child's teacher if you would like to schedule a conference. Parents should be concerned about the following areas of development during the conference.

1. Progress in the curricular areas
2. Effort
3. Contributions to class activities
- 4.. Responsibility
5. Relationship with other children
6. Respect for the rights of others
7. Dependability
8. Behavior

Your child's teachers would like to be informed about your child regarding the following:

1. Specific school related problems/concerns
2. Specific health problems (emotional and physical)
3. Attitude about school
4. Relationship with the family
5. Interests
6. Change in behavior

Conferences will be arranged by teachers throughout the year.

During the school year, the school will communicate with parents through the newsletter, the school website, and other forms of communication. In addition, parents will periodically receive forms which should be filled out and returned to the school. These forms assist the school in acquiring important information and in providing additional services for our children. To get to our school website to to www.shelbyed.k12.al.us/schools/vis/index/htm

EXTRA CURRICULAR ACTIVITIES

SAFETY PATROL

Students interested in being a safety patrol must be 5th graders and meet the following requirements:

- Teacher recommendation based on grades and conduct.

VALLEY TODAY

Students are chosen to anchor, write, and film our daily news program.

STUDENT COUNCIL

Valley Intermediate's Student Council provides the opportunity for students to assume responsibility and gain experience in the democratic process. It develops a closer relationship between students and faculty and builds school spirit by involving the school in projects which promote good citizenship, patriotism, and community service. Student representatives will be chosen in all grades.

CHORUS (Valley Voices) / BAND

Fourth and fifth graders are selected by music specialist Marjorie Lee. Information regarding practice times and dismissal will be sent home by Mrs. Lee.

FIELD DAY

Field Day will be held the last month of school.

VIP DAYS

A special program is planned each year for the following:

- Community Appreciation Luncheon
- Teacher Appreciation Luncheon
- Veteran's Day

SHELBY COUNTY SCHOOLS

2011 – 2012 School Calendar

July 2011

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2011

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2011

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2011

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2011

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2011

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2012

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

March 2012

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2012

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 2012

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- July 4.....Independence Day Observed (Schools & Offices Closed)
- Aug 3-5.....New Teacher Orientation
- Aug 8.....Teacher Workday (No Students)
- Aug 9.....Institute/Local Professional Development/
System Professional Development as required
by various departments (No Students)
- Aug 10.....Local Professional Development (No Students)
- Aug 11.....1st Semester Begins, Full Day for Students
- Sept 5.....Labor Day (Schools & Offices Closed)
- Oct 10.....Teacher Workday (No Students)
(½ Teacher Workday, ½ Professional Development)
- Oct 11.....System-Wide Parenting Day
- Nov 11.....Veterans Day Observed (Schools & Offices Closed)
- Nov 23-25.....Thanksgiving Break (Schools & Offices Closed)
- Dec 20.....1st Semester Ends, Students Dismissed at 3 P.M.
Faculty and Staff Dismissed at 3 P.M.
- Dec 21-Jan 3.....Christmas Holidays
- Jan 3.....Teacher Workday (No Students/Offices Open)
- Jan 4.....2nd Semester Begins, Full Day for Students
- Jan 16.....M.L. King, Jr. Birthday (Schools & Offices Closed)
- Feb 20.....Presidents Day/1st Inclement Weather Day
(Schools & Offices Closed Unless Needed as Make-up Day)
- Mar 19-23.....Spring Break (Schools & Offices Closed)
- Mar 26.....Teacher Workday (No Students)
(½ Teacher Workday, ½ Professional Development)
- Apr 20.....2nd Inclement Weather Day
(Schools Closed Unless Needed as Make-up Day/Offices Open)
- May 23.....2nd Semester Ends, Schools Close at 3 P.M.
- May 24.....High School Graduation
- May 24.....Teacher Workday (No Students)
- May 28.....Memorial Day (Schools & Offices Closed)

First Semester 88 days Second Semester 92 days

TESTING DATES

- July 11-15.....Graduation Exams
- September 19-23.....Graduation Exams
- October 13.....PSAT
- October 19.....EXPLORE/PLAN
- December 5-9.....Graduation Exams
- February 20-March 30.....ACCESS
- March 12-16.....Graduation Exams
- April 9-20.....Alabama Reading and Math Test – Grades 3-8
- May 7-18.....AP Exams

GRADING PERIODS

- | Period Ends | #Days | Grades Sent Home |
|---|-------|------------------|
| 1 st Period October 7..... | 41 | October 14 |
| 2 nd Period December 20..... | 47 | January 6 |
| 3 rd Period March 16..... | 51 | March 30 |
| 4 th Period May 23..... | 41 | *May 23 |
- *Some schools will hand deliver report cards on the last day of school. All others will be mailed as soon as they are available.

Dates when students are not in school are in *red*.



circles indicate dates of institute, professional development, and teacher workdays.



squares indicate inclement weather make-up days.

Board Approved March 10, 2011

TEACHER QUALIFICATIONS

Valley Intermediate School is accredited by the State Department of Education and Southern Association of Secondary Schools and Colleges. Therefore, there are strict standards which must be maintained in regard to curriculum and teacher qualifications.

All teachers at Valley Intermediate School must meet the requirements for teachers as outlined by the State Department of Education and Southern Association of Elementary Schools and Colleges.

All of our teachers are college graduates, many holding masters degrees or more advanced degrees and are specialists in their respective areas.

ADMINISTRATIVE STAFF

Dana Payne

Principal

Debbie Horton

Assistant Principal

Janey Patty

Guidance Counselor

OFFICE STAFF

Beverly Chappell Registrar/Data Manager

Brenda George Bookkeeper

Erimi Young Office Manager

Jesse Sims Nurse

TEACHERS

Grade Three

Linda Carey
Teresa Douglas
Barbara Terry
Kristin Davis
Kristi Cocke
Amanda Branum
Carrie Baker
Angie Richard
Pam Taylor
Caycie Buffkin
Brooke Bailey

Grade Four

Jennifer Ebbert
Mirian Payne
Stephanie Butler
Karen Harrison
Sharyn Genschmer
Melissa Sadberry
April Sides
Karen McDonald

Grade Five

Richard Powers
Leslie Cranford
Christy Downing
Tara Smith
Kara Burleson
Kathy Sumrall
Laura Grinnell
Holly Stevens
Michelle Dobrinski
Chris Penrose
Christy Ludwig

SPECIALISTS

Physical Education: Casey Smith, Jacob Taylor, Aide - Melanie Sherer

Media: Mary Foy

Music: Marjorie Lee

Art: Sherry Campbell

Special Ed:

Gifted Resource: Amanda Miller, Diane Calhoun

Speech: Huntleigh Dodson

Learning Support: Cynthia Thornburg, Jennifer Church,
Robin Ponder, Julie Morson

E.S.L. Teachers: Gay Cole, Renae Speaks, Maria Tarry
Julie Catherine Valentine

E.S.L./Read 180 Teacher: Sally Dumais

E.S.L. Aides - Graciela Rodriquez, Nyla Patete

Reading Coach - Robin Hollingsworth

INSTRUCTIONAL AIDES

Marti Forehand, Carla Demsky, Amy White, Gabrielle Tyson,
Angela Blocker, John Hughes, Jackie Taylor, Sonyia Bowen
Leslie Shaver (Media Aide), Tammy Anderson (Computer Lab)

CAFETERIA PERSONNEL

Manager: Dianne Hipp

Robin Dunaway, Sherry Crauswell,
Renae Thompson, Jan Coffey, Barbara Majors

TECHNICIAN

CUSTODIANS

Rebecca Dooley

Mike Milstead

Ronnie Everett

BUS DRIVERS

Don Richard, Joyce Greer, Sonny Chapman,
Tammy Gattina, Amy Golden, Amy Lisenba, Josephine Martin,
Kathy Littlefield, John Jones, Vanessa Dunlap, Joe Ballard,
Christine Scott, Sam Neugent, Richard Moore, Virginia Billings, Patsy Henry

Valley Intermediate School

VISION	MISSION	BELIEFS
<p style="text-align: center;">To mold the learners of today into the leaders of tomorrow</p>	<p style="text-align: center;">The mission of Valley Intermediate School is to establish a supportive environment in which we can nurture, guide, and challenge all students to become lifelong learners who are respectful of cultural differences.</p>	<p>Student learning is the chief priority of the school.</p> <p>Students learn in different ways and should be provided with a variety of instructional approaches to support their learning.</p> <p>Each student is a valued individual with unique physical, social, emotional, and intellectual needs.</p> <p>Teachers, administrators, parents, and the community share the responsibility for advancing the school's mission.</p> <p>A safe and comfortable environment promotes student learning.</p>

Special Thanks

to the following members of our VIS Team who
always support us when we have a need:

Mayor Don Murphy

Marsha Yates

Pelham City Council

Karyl Rice • Mike Dickens • Steve Powell
Teresa Nichols • Bill Meadows

Tommy Thomas and Pelham Police Department

Danny Ray and Pelham Fire Department

All Departments at Pelham City Hall

Representative Mary Sue McClurkin

Senator Cam Ward