

*Mesa View Elementary School
2967 B Road
Grand Junction, Colorado 81503*

January 18, 2019

Dear Families,

As we continue to refine our safety practices at Mesa View, we want to let you know of some reminders of our current protocols as well as updates that we have been directed to implement as per our School District 51 Safety Director, Tim Leon, to continue to improve the safety and security on campus to keep children safe. On the reverse side of this sheet you will see the actions we have been taking to protect our learning environment, as well as changes to come.

We will gradually introduce additional protocols to keep our learners safe and to maximize learning and planning time for instruction. Our intention is that the few updates that remain will be fully in place by February 4, 2019. All of these reminders and updates to our procedures are preemptive. Thank you for partnering with us to maintain the integrity of safety and learning. The information below is an addendum to our current handbook and will be included in next year's update.

Stacey Morton-Cohen, Principal

Amy Shepherd-Fowler, Assistant Principal

| Existing Procedure: Morning Drop Off | Addition to Existing Procedure | Why the Change |
|---|---|--|
| <ul style="list-style-type: none"> When you drop your child(ren) off at school, you may drop them off via our Family Drop-Off and Pick-Up Zone, or you may walk your child(ren) to the main office to check them in for the day. If you stay for breakfast, please exit out the main hallway door and back through the security vestibule to check out with the main office staff. | <ul style="list-style-type: none"> Parents will say goodbye for the school day at the security vestibule. If you would like to stay for morning recess or breakfast, parents are required to sign in at the Main Office and will say goodbye to children on the playground no later than when the bell rings. Non-staff members should not enter the building through the back doors. Please make certain you return to the security vestibule by way of the front door and sign out. | <p>We would like all adults who are not on staff to only use the front door to enter and exit the building. Why? For example, if we notice a non-staff member entering the back gates without a badge or sticker, we instantly know that person is not supposed to be on campus, because adults who do belong on campus know how to sign in at the office.</p> |
| Existing Procedure: Drop Off | Addition to Existing Procedure | Why the Change |
| <ul style="list-style-type: none"> At the end of the day, please pick up your child(ren) by using the Family Pick-Up Zone or by parking your car and walking to your family's meeting place to pick up your children. If you have an appointment or need to speak with the office, please enter the building through the front doors, refraining from using all other exterior doors. | <ul style="list-style-type: none"> To ensure school safety and security, families are not allowed beyond our school's Main Office security vestibule at the end of the day. | <p>Staff is on-duty at this time and cannot monitor classrooms or hallways for safety and security.</p> |

In Education, we are charged with the safety and security of the learning the environment. These protections fall under two categories:

- Doing what we can to ensure the Physical Safety of the learning environment
- Doing what we can to ensure the Emotional Safety of the learning environment

Below is a list of how we have been working hard to ensure these protections are as effective as possible.

Physical Safety of the Learning Environment:

- **November 2017:** Cafeteria stage is removed for safety
- **January 2018:** Refinement of afterschool standard operating procedures for the bus loop and parking lot support implemented
- **June 2018:** Security Vestibule installed at Mesa View and all D51 Schools
- **August 2018:** Security Vestibule Implemented; Additional staff added to all duties including recess
- **October 2018:** The School District releases a communication about new state requirements regarding volunteers; Mesa View begins the process of reviewing our current volunteer program to meet the new state requirements; Keyless entry transition begins
- **January 2019:** Drop-off and Pick-up procedures refined and implemented; A volunteer training is scheduled for the end of the month to ensure we are meeting the new state requirements and educating volunteers
- **Coming January/February 2019:** Keyless entry complete
- **Coming February 11, 2019:** Next phase of school safety and security protocols fully implemented regarding visitors during the school day

Emotional Safety of the Learning Environment:

- **August 2017-May 2018:** Staff commits to the integration of Social and Emotional Learning, daily school wide lessons begin and some classrooms implement community circles modeled by the School Counselor and School Psychologist; Counselor offers small groups as needed; Discipline practices focus on helping children learn from their mistakes and "Make things right"
- **November 2017:** Staff is trained in Restorative practices and Trauma Informed Care
- **August 2018:** All staff (including Paraprofessionals) are trained in phase 2 of Social and Emotional Learning (SEL)/Whole Child approach
- **January 2018:** Information about the Family Educational Rights and Privacy Act/discipline practices is sent home through the school newsletter in the letter from the Principal; Principal shares SEL lessons on the Mesa View Facebook Page
- **2018-2019 School Year:** Daily Social and Emotional School-Wide Learning Continues; Counselor and School Psychologist supports SEL with classroom lessons and small groups
- **Date TBD:** Brain-based Learning/SEL Parent Involvement Night