

MVEP

---

MESA VALLEY  
ENRICHMENT PROGRAM

---

GRADES K-6



CLASS HANDBOOK  
2023-2024



**MVEP creates opportunities for students by providing a connected community of excellence which draws on public school resources to meet the unique needs of the homeschool community.**

*Mesa Valley Enrichment Program (MVEP) serves homeschoolers in grades K-5 and is operated as a program of Mesa Valley Community School (MVCS), a District #51 charter school. Please note that MVEP **only** offers a part-time program for homeschool students. Parents are ultimately responsible for their children’s educational program, while MVEP offers enrichment opportunities to supplement what parents are doing to educate their children at home. This document, along with the Mesa County Valley School District 51 Student Handbook outlines MVEP guidelines. The D51 Handbook sections on transportation, preschool, student services/programs, and food/nutrition services do not apply, but all others do.*

## Tracks & Schedule

MVEP classes are designed to provide enrichment activities and reinforce core academic concepts for homeschool students. Since students complete the majority of their schooling at home, MVEP classes are designed to supplement home instruction and do not have homework. Students enjoy friendly and welcoming classes that are small enough to allow for each child to be seen as an individual and which give them a chance to be with other homeschool students. Additionally, classes to support struggling students are offered to all students who would benefit from a different format for instruction in a smaller group, oral communication support, or handwriting support.

Students enroll in one of two Tracks—each of which has a slightly different approach, but includes the same subjects. Students may be in Track 1 or Track 2, but not both. Please note that 6<sup>th</sup> graders may only enroll in Track 2, and also have the option of instead enrolling in the MVCS program for grades 6-12.

MVEP TRACKS		
What?	When?	Best for?
Track 1	MEETS TWICE A WEEK  Mon. 8:30 AM - 2 PM & Wed. 8:30 - 11:30 AM  <i>Explore! Time optional.</i>	<ul style="list-style-type: none"> <li>• Grades K-5</li> <li>• Students who want classes two days a week.</li> <li>• Students who will do best in a classroom for only their grade.</li> <li>• 4<sup>th</sup> and 5<sup>th</sup> graders who want increased rigor to prepare for middle school. (Their ELA time is extended and students will have some homework.)</li> <li>• Students who would benefit from extra class time for English language arts and science topics.</li> </ul>
Track 2	MEETS ONCE A WEEK  Fri. 8:30 AM- 3:00 PM  <i>Explore! Time required.</i>	<ul style="list-style-type: none"> <li>• Grades K-6</li> <li>• Students who want class one day a week.</li> <li>• Students who will benefit from flexible grouping (not split up by grade, but with an eye more toward ability or social development, roughly K-1, 1-3, 2-4, &amp; 4-6).</li> <li>• 6<sup>th</sup> graders who want to remain in the enrichment setting.</li> </ul>

**Track 1** focuses on academic support with optional enrichment times, and meets twice a week on Mondays and Wednesdays from 8:30-2 PM. Each grade is in its own classroom for most classes and students must take classes during 3 periods of the day but don’t have to be signed up for every class that is offered. This track also offers some classes specifically for struggling students. Track 1 students may participate in Explore! Time (see below), but are not required to do so.

**TRACK 2** focuses on academic enrichment, meeting once a week on Fridays from 8:30-3:00 PM. Students must attend the entire time. Grades are grouped grades K-2 and 3-5 and there are no classes aimed at struggling students. Track 2 students are **required** to participate in Explore! Time (see below).

**Explore! Time** is an exciting change of pace that allows students to try a completely different activity like skiing, rock climbing, gymnastics, martial arts, etc. at no cost to them. *Explore! Time* happens during the first 6 weeks of second semester. Track 2 (Friday) classes are cancelled and instead students do the activity they signed up for. Signups for this go out in the fall.

All students take all classes scheduled for their grade/group and Track (not picking and choosing classes). However, the support classes for ELA, oral communication, and motor skills are optional, and parents will be given the opportunity to sign up for those specific classes starting in the spring of 2023.

Grouping of students for Track 2 is done by MVCS in the fall using information from testing and teacher observations if the student was in MVEP during the previous school year.

### Signing up

**Step 1:** Fill out an application on the MVCS website. Applications for the following school year are made available on the first day of the second semester, and stop being collected each year in mid-September. Each spring, returning students and their siblings are given priority to reserve their space for the following year. After that, all new students are admitted on a space available basis. If all spaces are filled, students will be placed on a waitlist.

**Step 2:** Attend parent overview to learn more about the program and verify that MVEP is where you would like to enroll your child. If you cannot attend in person, a recording is available.

**Step 3:** Register online with D51 in July following the instructions that get emailed to you. This makes sure your contact information, etc. is all correct and will also include things like immunization status/exemption, etc. See the School District 51 Student Handbook for more details.

**Step 4:** Watch for an opportunity in August to sign up your child for support classes if needed. These classes are designed to help support students in both academic and skill areas. Most support classes are scheduled during the same time as the general classes; parents will have to choose between them.

### What's Happening

**Calendar**—Refer to the MVEP Annual Calendar for dates classes are in session, and the MVEP Class Schedule for daily details.

**Communications**—Additional opportunities and activities are scheduled throughout the year. Parents are notified about these via email, and are they are also posted under the MVEP tab on the MVCS website. Events include parent workshops, field trips, science/history fair opportunities, curriculum checkout/return, curriculum swap, optional testing opportunities, etc.

**Weather Cancellations**—MVEP follows District 51 weather/snow day cancellations. If weather is concerning, please check the District website for school closures. School Messenger is also used to send these updates.

**Teacher Communications**—If you need to communicate with your child's teacher, email is preferred. See the directory at the end of this document for contact information.

### Attendance

Please make every effort to ensure your child is in attendance on time each day. Parents are encouraged to arrange all vacations, doctor appointments, sports activities, family outings, and other activities outside of the scheduled class time to minimize absences. Parents must report all absences on or before the day of the absence to Jeannine Purser by using the attendance tab on the MVCS website, by email ([jeannine.purser@d51schools.org](mailto:jeannine.purser@d51schools.org)), or by phone (970-254-7202 x 68117). In your message, please leave your child's name and the reason for the absence. Reasons may be brief: illness, family business, out of town, etc. Children should remain home if they are sick.

The classroom experience involves the social and academic interaction of students with each other and the teacher. Please make every effort to ensure your child is in attendance on time each day. Coming late is disruptive to the entire class. Because classes at MVEP are only one or two days a week, all absences are significant. Regardless of whether or not absences are excused, the following applies:

- 3 absences in a semester may require a meeting with the school. The goal of this meeting is to find ways for your child to attend class in the future.
- 6 absences in a semester will require a meeting with the school to explore other educational options that might better meet the needs of you and your child. Space in MVEP is limited; if the program is not meeting your needs, we would like to open your student’s spot to others on the waitlist.

While attendance policies are modified in the MVEP setting, the School District 51 Student Handbook has more details regarding ongoing absenteeism.

### Schoology

Each MVEP class has a page on the online platform Schoology where the teacher posts class resources, notices, student progress updates, assignments, attendance, and grades. A parent account allows access to materials for each of their children from the same login. Please login to Schoology at least once a month, but more often if your child is enrolled in the “Complete Class” option for ELA. If a teacher asks students to submit homework electronically, that can only be done from a student (not parent) account. Login to Schoology at: <https://mesavalley.schoology.com>.

**student username:** D51 username

**student password:** D51 password (*available from teachers or front office staff*)

**parent username:** i.last (parent first initial.last name)

**parent password:** parent (*staff cannot retrieve—but can reset—forgotten passwords if necessary*)

### Coming and Going

**Transportation**—MVEP does not provide transportation for students. It is the responsibility of parents to get their children to class each day. Make every effort to drop off or pick up your child **within 10 minutes** of the beginning or end of the entire school day. Please watch carefully for children when entering the parking lot, drive slowly, and follow a counter-clockwise pattern.

**Drop off**—Drop off your child **at the front door** to avoid the unsafe practice of children running across the parking lot. Do not stop your vehicle and block traffic by dropping off your child on the east side of the building. Parents are expected to see that their children get into the building, but you do not need to walk your child to class; staff will help students arrive at the correct place. Students may head straight for class without checking in at the office.

**Pick up**—At the end of the day, students will wait for rides **at the front of the building** and staff will facilitate students getting picked up safely and quickly.

**Parents on-site**—While students are in class, parents may choose to leave the campus or stay on-site in a reservable family study room (limited quantity available). If a student is habitually disruptive, his/her parent(s) may be asked to remain on site to help the student develop appropriate school behaviors. Rooms may be reserved at this website: <https://mvcsfamilies.skedda.com/booking>.

**Lunch**—Students on campus during lunch hours should bring a lunch that does not need warming or refrigeration. Students are expected to be courteous to each other and to staff by cleaning up after themselves. Staff monitor students during lunch, and students have time for a short recess. Students may not leave campus.

### What to Bring and What to Wear

**Supplies**—Lists of required materials will be available in the fall. Your child should bring a backpack with supplies, lunch, water bottle, and a coat (if needed). Please mark your child’s items with his/her name and leave other personal items at home to avoid loss or distraction in class. A lost and found is in the lobby.

**Student Dress Code**—Students are expected to dress for an educational setting; problematic items should not be worn. If an item is deemed inappropriate, the student will be referred to the office and denied entrance to class until the situation is rectified.

## Classes

**English Language Arts (ELA):** This class uses a variety of genres to help students learn how to think and talk about a text, find deeper meanings and messages, and explore reading for different purposes. This class develops writing skills, including grade-level conventions, grammar, and mechanics. The focus is most heavily placed on developing reading skills, interacting with literature, and writing.

**Science:** This class supplements regular home science instruction by expanding on major grade-level concepts. The class includes demonstrations, experiments, and group activities that are hard to do at home.

**Social Studies:** This class includes activities and projects to enrich learning (e.g. working with maps, cultural exploration, historical tie-ins, etc.). Each grade group has a different focus and includes activities that benefit from having groups of students working together to learn a topic. 4<sup>th</sup> and 5<sup>th</sup> graders in Track 1 do not have a stand-alone social studies class, but will cover some social studies concepts in their Extended Learning class.

**Extended Learning:** This class is designed to allow extra time on topics from ELA, science, and social studies, and will also include math games, cross-curricular connections, inquiry-based projects, study skills, and social/emotional learning (SEL) topics such as community building, interpersonal skills, and self-awareness. The 4<sup>th</sup> and 5<sup>th</sup> grade classes will also specifically include some focus time on social studies topics.

**Music:** This class encourages students to engage with a wide variety of topics in music. They will use their voices, simple instruments, and movement to perform, improvise, arrange, and respond to music. Students will learn concepts of rhythm, pitch, tempo, dynamics, articulation, melody/harmony, form/structure, music instruments, and music history.

**Art:** In this class students build upon their knowledge of the Elements of Art and Principles of Design against a geography backdrop. They create a passport and 'travel' to regions of the world, learning about cultures, community, and art-making across our planet. Students use diverse media and learn related techniques, creating a variety of 2- and 3-D projects over the course of the year.

**STEAM:** This class has lessons exploring science, technology, engineering, arts, and mathematics. Lessons will guide students through the process of inquiry, critical thinking, teamwork, and discovery using the STEAM process. This course will use a variety of hands-on materials such as LEGO, Snap Circuits, K'NEX, Scratch Coding Cards, etc.

**ELA Support:** This optional class takes the place of the ELA class for Track 1 students who sign up for it. Students in this class focus on skills for students struggling in the area of phonics, reading comprehension, and writing. The specific focus of the class is determined by the needs of the students enrolled in the class. Students struggling with ELA concepts in Track 2 will be supported IN their ELA class by an additional teacher who joins the class.

**Oral Communication Support:** This optional class allows students struggling with any area of oral communication, including speech clarity, to make and understand grammatically correct and complex sentences, understand age-appropriate vocabulary, and have time to work on oral communication skills. Students are pulled out of a different class (as arranged), or have the option of attending a class that meets on a different day (for the other Track). The specific skills worked on will be determined by the needs of the students enrolled in the class. Students may be enrolled in this class for part of the year if they do not need to work on these skills for the entire year.

**Motor Skills:** This optional class allows students struggling with handwriting or other motor skills issues to work with an instructor focusing on those things. This class is offered only on Mondays (Track 1 AND Track 2 students may participate), and students are scheduled on a rotating basis, grouping students with similar skill needs.

## Health

MVEP has a nurse on-site a few hours each week. The nurse manages student medications, health care plans, immunization records, and other school-related medical issues. Contact the nurse if your child requires on-site care of any sort and/or has any medical diagnosis that the school needs to be aware of. Simple injuries during the day (needing band aids, etc.) will be handled by the office. All medication needs must be documented with the school nurse. Medication may not be dispensed without a written order signed by parent and physician. You may contact Megan Murray @ [megan.murray@d51schools.org](mailto:megan.murray@d51schools.org) or 970.254.7202 x 68142.

## Behavior

MVCS Students are taught to:

- Be Respectful
- Be Responsible
- Be Safe

Guidelines for MVEP are the following:

1. Arrive on time.
2. Come prepared with supplies and homework (if relevant).
3. Show respect for the teacher and all members of the class at all times. This includes your words, actions, and attention to hygiene.
4. Keep your hands to yourself.
5. Treat classroom materials and equipment better than you would your own.
6. Clean up your area before leaving the room. Food is not allowed in the classroom without teacher approval. Drinks must have lids.
7. Keep gum in your mouth and your mouth closed when chewing.
8. Follow the individual teacher's guidelines about cell phone use. Never talk or text on a phone during class.

If student behavior is disruptive to the class, measures will be taken to restore the student to participate positively. Disruptive behavior is not tolerated and parents may be called to pick up their child if the child is non-cooperative or significantly disruptive; parents of a child with recurring behavior issues may be required to remain on-site while the child is in class. If behavior issues result in the student frequently missing class time, attendance policies apply.

MVCS/MVEP operates within District 51's student conduct and discipline policies. See the Mesa County School District #51 Student Handbook for full policies about student conduct and discipline.

## Exceptional Students

Students enrolled in MVEP are homeschooled students enrolled part-time in an enrichment program. Because homeschool parents by definition are primarily responsible for their children's education, students in a part-time enrichment program do not qualify for SPED (IEP), GT (ALP), or READ-specific services. Students in MVEP may still qualify for and have a Health Care Plan (HCP) supported while on-site.

- MVEP does not make formal accommodations for students who previously had an IEP, but teachers may choose to make allowances if needed for students with ADHD, etc. as part of good practice as a teacher. Whether to make allowances and, if so, what type, will be entirely within the discretion of the teacher and MVEP.
- Students with a disability who qualify for a 504 plan will be provided with such accommodations, aids, and supports as are reasonably necessary to afford an equal opportunity to participate in or benefit from the academic courses and other activities of MVEP. In the event MVCS determines, through a compliant Section 504 process, that a student with a disability enrolled in MVEP cannot reasonably participate in or benefit from the academic courses and other activities of MVEP, with or without accommodation, aids or supports, and instead needs special education and related services that are not reasonably available within MVEP, MVCS shall recommend a change of placement to a District school where an appropriate educational placement can be established. MVCS shall give the student's parent and the District's Executive Director of Student Services or designee written notice regarding such recommendation.
- MVCS offers optional classes designed to help learners struggling with specific skills. These classes are open to all struggling students (as defined by NWEA and other school data) but will not be guided by a legal plan (e.g. IEP). These targeted skill-building classes may help students with academic struggles, motor and communication skills supports, and/or reading deficiencies.
- MVCS complies with its child find obligations to ensure that all children enrolled in MVEP who are suspected of having a disability or needing special education and related services are identified and evaluated by coordinating with the district.

- Parents may sign up for an appointment for oral language skills issues (parent concerns and student support) on the MVEP tab on the MVCS website.
- Parents may sign up for an appointment with our reading specialist on the MVEP tab on the MVCS website. The reading specialist can talk through parent concerns or provide direct student support.

## Homeschooling

**Notice**—Students enrolled in MVEP are homeschooled students and parents are expected to notify School District 51 at the beginning of each school year that their child will be homeschooled. We can assist parents by providing a form for this.

**Assessment**—Parents of homeschool students in grades 3, 5, 7, 9, & 11 are required to submit nationally-standardized assessment results to D51. MVCS offers optional NWEA testing that fulfills this requirement. Parents may also elect to have their children tested more than the minimum required to meet homeschool law. Besides NWEA, MVEP also offers (and may require) DIBELS, a brief reading assessment. Signups for tests will be emailed to parents periodically.

**Curriculum**—MVEP offers some curriculum for free check out to be used at home. This curriculum is independent of any classes your child is taking on-site. Because MVEP is a new program, curriculum options are limited, but the goal is to continue to expand the curriculum library each year. Parents reserve a copy of their chosen titles in the spring to be picked up in the fall. Orders will only be made in the spring; if you change your mind over the summer, we cannot accommodate updated curriculum requests in the fall.

**Book Bags**—MVEP loves supporting early literacy. Please check out the book bags in our library. To make selection simple, bags include four books each and are rated by reading level. (The DIBELS test provides a target level.)

**Library**—MVEP has a variety of homeschooling textbooks and materials in its library (beyond the curriculum which may be checked out for the year). Parents are invited to visit the library in person or peruse selections at this website: <https://www.libib.com/u/mvcs>.

**Parent Workshops**—Schooling your child can be challenging. MVEP offers periodic parent workshops on topics of interest to homeschool parents. Announcements for workshops will be emailed periodically. If you would like to suggest a topic, please email [colleen.grace@d51schools.org](mailto:colleen.grace@d51schools.org).

**Homeschool Support**—MVEP encourages and supports quality homeschool education. If you are struggling to plan your year, choose or pace curriculum, work with multiple children, navigate learning challenges, etc. reach out to our homeschool support staff. They are available to troubleshoot common issues teaching children at home and can direct you to resources. They can also meet on a regular basis for check-ins or to be a sounding board. Parents may sign up for an appointment on the MVEP tab on the MVCS website.

**After reviewing this Class Handbook, parents sign the Class Handbook Agreement on the MVCS website.**