

# Stevenson Fact Sheet

## Grades K-4

## 2023-2024

Welcome!

### School Hours:



**7:55 a.m.—2:25 p.m.**  
Students should not be at school before 7:40 a.m. as there is no supervision until then unless they are in the BAS Program. If they are eating breakfast, they will be admitted at 7:40 a.m.

**Doors open at:**  
7:40—students eating breakfast

Parents driving children will enter the second drive into the school. You should drive in front of the building and turn around using the circle so that your passenger door is facing the school. Visitor parking is in front of the building. **PLEASE DRIVE SLOWLY! The speed limit is 10 mph.**



**Walkers:** Students walking to school must use the sidewalks and crosswalk. Please look carefully before crossing the front drive.

### School Attendance

Your child is expected to be present and on time to school daily. In the event of an illness, please call the office to report the absence at (937) 259-6630 or email [cathy.keller@madriverschools.org](mailto:cathy.keller@madriverschools.org). Also, a written note or doctor's excuse should be turned in upon return from an absence. **Medical excuses are required for doctor appointments.**

**EVERY  
SCHOOL DAY  
COUNTS**



The school and the attendance officer will monitor chronic absences. **Be aware that excessive school absences and/or tardiness may be considered an attendance problem and may be addressed by the Dean of Students or the Montgomery County Juvenile Court.**

### School Closings



School closings due to weather and other emergencies are posted via our mobile app, social media, and local news broadcasts. In addition, Mad River will activate an automated phone message service to call and text all parents via Blackboard when a decision is made to cancel or delay school for inclement weather.

### Web Site:

**[www.madriverschools.org](http://www.madriverschools.org)**

### Breakfast and Lunch:



Breakfast is provided **FREE** to any student who wishes to eat at school. Students wishing to eat breakfast should arrive at school at 7:40 a.m. Breakfast will not be served after 8:00 a.m.

**School lunch will cost \$2.25. To qualify for a reduced or no cost lunch, a 2023-2024 lunch application will need to be filled out and returned to the school.** Applications will be sent home, or apply online at [lunchapplication.com](http://lunchapplication.com). You can manage your student's lunch account at [k12pay-mentcenter.com](http://k12pay-mentcenter.com)

### Student Fees 2023-2024

**Student Fees are \$30.** These fees help provide classroom supplies including workbooks and other expendable items.

Fees may be paid in person or online. Credit or debit card payments are accepted online at [k12pay-mentcenter.com](http://k12pay-mentcenter.com). We can only accept cash, checks, or money orders in person. **Fees should be paid the first week of school unless a waiver of fees has been applied for.**

### Back to School Forms 2023-2024

It is time to complete your child's Back to School Forms! Please visit the Mad River OneView Portal at [madriver.esvportal.com](http://madriver.esvportal.com) to update your contact information, complete your student's Emergency Medical Authorization, Field Trip Permission, and Parent/Student Agreements. Please complete before the first day of school. **Your student will not be permitted to participate in field trips if these are not completed.**

### Updating Your Student's Contact Information



#### New phone number? Change of address? New E-Mail?

We need to be able to contact parents and guardians at all times during the school year. Please make sure we have your student's updated contact information. You are able to update this on the Mad River OneView Portal at [madriver.esvportal.com](http://madriver.esvportal.com). You can also email Miss Cathy at [cathy.keller@madriverschools.org](mailto:cathy.keller@madriverschools.org). **We will be sending emails with important information so please be sure we have your correct email.**

**Have you moved?** We are required to have copies of your new lease, current mortgage statement, or deed plus a second proof of residence before we can update your student's information. If you have moved out of the district and wish to attend MRLS, you will need to complete an Open Enrollment application. Contact Ms. Cathy at 937-259-6630 regarding any changes in your student's address.

### Emergency Contacts/ Leaving School Early?

We realize it is sometimes necessary to sign your child out of school early for an appointment or illness. **You child will not be released to anyone other than a parent/guardian or an individual listed as an emergency contact.**

**IDs are required to sign a student out.**



**Dress Code:** See the student handbook for information. Students need to wear **gym shoes** to school. **No flip flops or open sandals are allowed.** Shoes with heels should not be worn as children must be able to run and play in their shoes.



**Medication:** If your child needs to have medication dispensed by the office, **please come to the office to get the appropriate form.** Medicine can only be dispensed if a doctor's authorization is on file with us.

## **Before & After School Care**

If you wish to register your child for the Before and After School (BAS) program, please contact the office at 937-259-6630 as soon as possible to register. There is a \$10 non-refundable registration fee for each family. **Space is limited.**

### **Fees are as follows:**

**Before & After School** \$85.00 1st child; \$56.00 each additional child

**After School hours Only** \$65.00 1st child; \$43.00 each additional child

**Morning Care Only** \$25.00 1st child; \$16 each additional child

**Hours are 6:30-7:55a.m; 2:25-6:00p.m.**



## **Volunteering**

We **so appreciate** when parents are able to volunteer their time to help students and teachers. Some parents volunteer in the classroom and others work on projects at home or volunteer for specific events such as the Santa Shop or chaperoning field trips. If you would like to volunteer but don't know exactly what you'd like to do, please talk with your child's teacher, or the office at the Back To School Meet & Greet. They will be more than happy to work with you. The volunteer application can be completed with your Back to School forms on the Mad River OneView Portal at [www.madriveresvportal.com](http://www.madriveresvportal.com) or requested from your child's teacher.



**ALL VOLUNTEERS ARE REQUIRED TO BE FINGERPRINTED.**

## **Phone Alert System/Email Messages**

The Mad River School District subscribes to an automated phone alert system, Blackboard Connect, which allows recorded messages, texts and emails to be distributed to all parents/guardians and staff within a very short period of time. The system utilizes the phone numbers parents have provided to the school and District as their official contact information. **Please make sure you have provided your child's school with accurate information so you can be reached. This is the primary means of communication in an emergency.**



The School District and schools send email messages to parents/guardians utilizing the contact information in the student database. Please remember to update your email addresses with your child's school, so that you do not miss out on school newsletters, notices, and other important announcements and updates.

## **Mad River School District Blackboard App**

The Mad River District app connects you to events, information, resources, and MORE. A streamline of information and tools, the app has everything you need to stay up-to-date. Download the app by searching for *Mad River Local Schools* in your phone's app store.

*Message and data rates may apply. If you do not want to receive text notifications, simply reply STOP in response to the issued text from the appropriate cell phone. To re-subscribe, type SUBSCRIBE from the appropriate cell phone. To comply with Federal Communications Commission (FCC) regulations, individual text preferences will be managed directly by the end user through Blackboard. Mad River personnel will not be able to stop or re-subscribe on any recipient's behalf.*

*If you do not get contacted and feel you should have received a message you should first check for any sent messages to your phone number and/or email address before calling the school. If you are not receiving email messages, please check your spam/junk mail folder.*