

2015-2016 Parent Handbook



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Principal - Mrs. Stephanie Filter

"We are safe, respectful, responsible and ready to learn!"

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Madison School Mission

Madison School students, staff and families are partners working together to raise achievement. We are safe, respectful, responsible and ready to learn.



School Mascot - Panther
School Colors - Blue and White

Principal's Welcome

August 2015

Dear Parents and Guardians,

Please allow me to welcome you and your children to the 2015-2016 year at Madison School. The staff and I are confident that working together with you, we can make this a memorable and learning filled school year for your child.

Our informational booklet was designed to explain some of the policies and procedures which have been developed to promote the successful operation of your school. Please read this booklet and keep it handy for future reference.

Madison School welcomes students who are diverse in many ways – each with their own gifts and challenges. Our youngest students are just three years old, and our oldest students are fifth graders who are the leaders and models for the rest of the children.

Educating each student to the best of their individual ability is our first and foremost goal. As your principal, I want you to know that I remain dedicated to providing a warm, nurturing, and academically challenging environment for your children. As parents, you are your child's first and most important teacher. We at Madison School want to build upon what you have begun. Let's work together this year to ensure success for all our children.

Sincerely yours,

Mrs. Stephanie Filter
Principal

SCHOOL POLICIES AND PROCEDURES

Appropriate Dress for Weather Conditions

It is important that parents check each morning to make sure their children are dressed appropriately for the weather. This is especially important during cold and damp weather.

Clothing Expectations for Winter Weather

Grades K - 3

- Parents, please send boots in the winter, even when there is no snow.
- Students need to wear what their parents send them to school with.
- To go in the field when there is snow, students must have boots and snow pants.

Grades 4 – 5

- In grades 4-5, it is encouraged for students to wear boots and snow pants to go in the field, but it is the student's choice, knowing they may have the natural consequence of wet clothing if they decide not to wear boots and snow pants.

Daily Schedule

The instructional day for children in grades K-5 includes a 35-minute lunch and recess period between morning and afternoon sessions. The daily schedule is as follows:

Playground Supervision begins	8:05 a.m.
Students Enter the Building	8:15 a.m.
Instruction Begins	8:20 a.m.

See Appendix B in the back of the handbook for the schedule of current year lunch periods.

Dismissal	3:08 p.m.
Outside Supervision ends	3:18 p.m.

All Students are expected to be in their classrooms when morning and afternoon instruction begins. Outside supervision of students is provided from 8:05 a.m. until 8:15 a.m., and from 3:08 p.m. until 3:18 p.m.. Children should not be at school before 8:05 a.m. Children should leave the school grounds within ten (10) minutes of the end of the school day. Students who have not left for home or have not been picked up by 3:18 will be brought back to the office. **For safety reasons, students may not be on school grounds without supervision.**

Discipline: Building-Wide

Madison is implementing the Positive Behavior Interventions and Support (PBIS) or Panther Pride program as our behavior management system. This is a program that was developed and used in Illinois for several years and has expanded across the nation. It focuses on explicitly teaching students the expected behaviors and re-teaching the behaviors when they are not being exhibited. It also focuses on recognizing students for their good behavior.

A PBIS team has been formed in our school that includes a broad spectrum of staff. This team has developed the following matrix that states the expected behaviors in specific areas. Classroom teachers

have all developed the behavior matrix for their classrooms. Expectations are stated telling what students are to do, not what they are not to do, once again accentuating the positive.

It is our belief that implementing PBIS will minimize the need to address behavior issues, therefore maximizing instructional time and learning. To encourage the children to follow the rules, appropriate behavior is reinforced with praise, encouragement, and other positive reinforcements. In addition, the values of respect, honesty, responsibility, caring and cooperation in all school-wide activities are promoted.

(See Appendix A for the Madison Elementary School Behavior Matrix)

Dismissal During School Hours

If a student needs to leave the school during school hours, they should bring a note from their parent/guardian to the office, stating the time the student needs to leave and the reason for leaving. A passport will be issued. This passport goes with the student to the appointment and must be signed by the doctor, or dentist. It must be returned to the office when the student returns to school. Parents must come into the school office to sign their student out in order for them to be released.

If a student comes to school at 8:20 a.m. or after, the student must stop at the attendance office so their reported absence may be corrected.

Emergency Drills

Fire drills are held at least once a month.

Shelter drills for severe circumstances, such as tornadoes and other serious events, are held in the fall and spring.

Two lock-down drills are held, one per semester. The purpose of a lock-down is to secure students and staff safely in rooms in the event of a threat or danger within the building, or in the immediate area outside the building.

Enrollment Fees

Enrollment fees are paid at the beginning of each year by each student. The fees are used to help cover part of the cost of materials that are purchased new each year for each student, and toward book rental. The enrollment fee charged is the same for all schools in the district. If a student pays enrollment fees at another school in the School District of Janesville, and during the same school year moves to another school within the School District of Janesville, the enrollment fee does not have to be paid at each school attended.

Make enrollment fee checks payable to the **School District of Janesville**.

Family Resource Center (FRC)

The Family Resource Centers (FRC) are part of the School District of Janesville's goal to encourage parent-school partnerships and to help strengthen parent-child interaction. Family Resource Centers provide a welcoming environment for families to promote choice, responsibility, and family communication. The FRC is open to every family at our school.

The center contains games, toys, videos, books, and parent resource information to be checked out by families. Parent resource materials are available in several formats - pamphlets, books, and videos - which cover a wide range of topics such as helping with reading, developing children's homework skills, nutrition, and child development, discipline, divorce, responsibility, and parenting skills. Our center also has information about the community that focuses on where to go for specific help as well as what opportunities are available for family fun.

Family Resource Center Guidelines:

- Help find a safe place at home to store and play with checked-out materials.
- Depending on the child's age, play/work with him or her so they know how to use these items.
- Due Date: All materials may be kept for 1 week.
- Please return materials promptly to the FRC.
- Check-out Limit: 1 game &/or 3 books per child.
- If books or pieces of a game or toy are lost or broken, please list what is missing on a piece of paper and put it inside the bag or box.
- If an item cannot be returned for some reason, parents or guardians are expected to donate an item of equal value or pay the replacement fee.

Field Trips

School field trips are carefully planned student activities. They are conducted to enrich our instructional program and take advantage of opportunities not available at our school. Parental permission must be given before students can participate in field trips. Parents who agree to assist with field trips are expected to help supervise groups of children and may not bring other children along on the trip. Please see the Madison School Chaperone Agreement at the back of the handbook.

IMPORTANT: Please be aware that some field trips require non-refundable pre-paid ticket purchases. In the event that a child is unable to attend an event that requires a pre-payment commitment, we will not be able to give a refund.

Illness / Injury Emergency Care

The safety and welfare of children is of great importance to both parents and the school. If a child should become ill or injured while under school supervision, the following steps outlined in the school district **Emergency Nursing Handbook** will be taken:

1. If a child has a minor accident, the following action will be taken:
 - a. First Aid will be administered according to school approved procedures.
 - b. Children will return to class if/when they are alright.
2. If a child is unable to return to class because of illness or minor injury, the following steps will be taken:
 - a. Parents will be contacted, and when arrangements have been made with parents, their child will be allowed to leave the school premises with the adult designated by the parent/guardian.
 - b. If a parent/ guardian is not available, the emergency contact numbers provided to the school will be called.
 - c. Once contacted, parents or the emergency contact will have the responsibility for providing transportation for their child to leave school in a timely manner.
 - d. If the school is unable to reach parents or the emergency contact, the child will be kept in school and continued attempts will be made to reach parents or the emergency contact.
3. If a child is in need of immediate medical attention, the following steps will be taken:
 - a. First Aid will be rendered immediately according to school-approved procedures.

- b. School staff will call 911 for emergency medical support.
- c. Parents will be called. If they cannot be reached, the emergency contact will be called.

Parental cooperation is necessary to put these plans into effect for each child. Make sure that the emergency contact information provided to the school office is complete, accurate and current at all times. Please inform the school office promptly of any changes of information. Failure to provide the school with emergency contact information or with any other necessary up-to-date information will give the school district authority to provide emergency care as needed according to school approved procedures.

Please make sure the school telephone numbers are recognized by your telephone services. Call blocker and privacy functions which prevent calls from being connected and messages to be left may keep the school from being able to provide students with health and medical support as quickly as possible. Please keep telephones on during school hours in case of illness or emergency, and listen to messages left for instructions on where & why to return a call. Not all calls are made from the school office.

See: Too Sick for School (*Page 9*)

Library Media Center (LMC)

Functions and activities

The LMC at Madison School is designed to support the curriculum and promote effective use of media in our school. It combines print, audio-visual resources, and instructional technology to meet the needs of students and teachers.

The structure of the LMC is exciting and unique. It is designed to truly be the heart of our school. The LMC program is a cooperative venture in which the media specialist, principal, teachers, and an instructional aide work together to meet the needs of each student.

LMC activities include book check-out, reference and research work, work at computer stations, listening and viewing stations, and other activities using a variety of audio-visual learning devices and technologies.

Overdue and lost books

Books are checked out to students for a two-week period. Students are limited to a maximum of two books checked out at a time. A fine is not charged for overdue books, but there will be a charge for a lost book. Once a book is considered lost, it is the school's policy to charge the student for the replacement cost of a lost book.

Damaged books

Please send any books to the LMC to be mended if they are accidentally damaged. The LMC has special mending materials for this purpose. If the book is damaged beyond repair, the student will be charged for the replacement cost of the book.

Parents can help with the following

Parents should set good examples for their children. Children need to see parents reading. Please read with children and discuss books. Help children find a place where they can safely keep their books at home. Also give a child a plastic bag so the book(s) can safely travel between home and school.

Lost and Found

Items that are not labeled with the student's name, and have been left inside or outside of school are collected in the lost and found. Each grade level may have their own lost and found storage areas as well. If a child has lost an item, please check one of these areas. All items brought or worn to school should have the student's name or initials and grade/teacher code on them.

Too Sick for School?

One of the problems most often confronting parents of school-age children occurs when a child complains of not feeling well on a school day. A decision must be made as to whether the child stays home or goes to school. How do you make the right decision?

The following guidelines are provided to assist you in making the decision as to when your child should stay home from school.

FEVER

A fever is usually a symptom of an illness. Most fevers range between 100 - 104° F. The best way to check for a fever is with a thermometer. If a thermometer is not available, check the child's forehead with the back of the hand. If it feels hot, keep the child home until the fever can be checked with a thermometer. A child with a temperature over 100° F should not go to school and should be kept home until fever-free for 12 hours.

RASH

A rash can often be a symptom of a contagious disease. A skin rash can have many different appearances and cover a part of the body or the entire body. If your child has a rash with another symptom: fever, itching, vomiting, no energy, etc., please do not send your child to school until your doctor has said it is safe to do so. In order to protect the health of the other students and staff in the school, you will need to have a statement from your doctor stating the rash is not contagious and your child can be in school. Please notify the school if your child has a contagious rash (chicken pox, scabies, etc.) so we can monitor other students and staff.

DIARRHEA, VOMITING, STOMACHACHE

A child with diarrhea needs to stay home from school. A child who is vomiting needs to stay home from school. In both instances, your child can return to school if they have not had diarrhea or vomiting in the last 12 hours and they have the energy or feel well enough to attend school. A doctor should be consulted if your child's diarrhea or vomiting continues for more than 24 hours. If your child has a stomachache, with no other symptoms (pain when you touch an area of the tummy, nausea, no appetite, etc.) it is OK to send them to school. Students coming to the health room with a complaint of a stomachache and no other symptoms generally are not sent home.

COLD, COUGH, SORE THROAT

A child with a bad cough or bad cold symptoms should stay home even though there may not be a fever associated with the illness. If your child complains of a scratchy, sore throat and has no other symptoms, he/she may go to school. If white spots can be seen in the back of the throat or if a fever is present, keep the child home and call your doctor.

CONJUNCTIVITIS OR PINK EYE

"Pink eye" can be uncomfortable and be contagious. Symptoms of "pink eye" can include the white area of your child's eye being reddened or "blood shot", your child complaining that their eyes burn or itch, and your child may have drainage from their eye. If you notice these symptoms, your child needs to be seen by your doctor before coming to school. Please bring a note from the doctor stating it is OK for your child to be in school. If your doctor gives you eye ointment or drops that are an antibiotic, your child will need to be out of school until the medication has been used for at least 24 hours.

PAIN

Toothaches – Contact your dentist

Earaches – Consult your doctor without delay

Headache – May go to school if this is your child's only complaint

Use your good common sense and remember:

SICK CHILDREN BELONG AT HOME; WELL CHILDREN BELONG AT SCHOOL

A student who is well enough to attend school should also be well enough to participate in outdoor activities, such as recess (***unless the student has a written doctor's excuse***).

Specific guidelines have been given to school personnel to assist them in determining when a student should be sent home. We recognize that each child presents an individual case, and we will consider special circumstances, but we attempt to follow district guidelines in order to remain consistent.

Parent Request for Make-Up Work for Student Absences

All parents are urged to carefully consider the reasons for a student's absence from school other than for an illness or an emergency. Homework will be provided **after the second day of absence** if it is requested. Please call or email the student's homeroom teacher directly to request homework. There is a phone list at the beginning of the Parent Handbook and on the "Staff" page of the Madison website. Please allow the teacher one day to compile the homework information. Homework may be picked up in the school office before 4:00 p.m. of the day after it is requested. Most students can make up their missed work upon return to school.

Party Invitations at School

Students are not allowed to pass out invitations to personal parties or events during school. If all of the child's classmates are invited to a personal party or event, invitations may be passed out at the end of the day, with the permission of the classroom teacher. If only certain friends of the student are being invited, invitations must be sent in the mail from home. The "Buzz Book", which is provided with membership to the Madison PTA, is the only source of student addresses available other than the local telephone directory or internet.

Requests to stay in at Recess

When weather permits, all students are expected to go outside for recess and after lunch for exercise, fresh air and to socialize with classmates. Occasionally we get a request for a child to stay inside during these times due to a cold, an illness or injury. Only children that have a written request from a doctor may stay inside.

In consulting with the Rock County Health Department, it is the general consensus that a 10-15 minutes break of outdoor recess will not affect a child in a negative way. If children are too sick to go outside for a 10-15 minute period, they may be too ill to be at school.

We recognize each child presents an individual case, and we will attempt to treat it in that way. However, for the most part, it is difficult to honor requests to keep a child indoors unless special circumstances warrant it.

Student Pick-Up / Drop-Off Information

"DO NOT ENTER" signs have been placed at the end of Ravine Street. For the safety of our children, please do not drive past this sign before school starts (7:30-8:30 a.m.) or at dismissal time (2:30-

3:30 p.m.). Vehicles should not enter or exit the school parking lot during these two hours of the school day. This will enable our adult crossing guard to move pupils across North Grant Street without worrying about east and west bound traffic. Drivers are asked to cooperate with the direction provided by our adult crossing guard.

Whenever students are present, the maximum speed limit on school grounds is five miles per hour. ***In compliance with city ordinances, vehicle engines must be turned off whenever there is not a driver in the driver's seat.*** Vehicle exhaust is also pulled into classrooms from outside through the building ventilation system.

Picking Students Up After School

The end of the school day is a very busy time for most classrooms. Many students are returning from other classrooms to their homeroom, receiving end-of-the-day instructions from their teachers, collecting homework and putting away school supplies, and getting coats and backpacks from lockers. Often teachers are directing students in the hallway and in the classroom. Visitors and family members in classrooms or hallways can provide a distraction that can delay an entire class from departing for home on time. Parents, guardians and others authorized to pick up students may walk up to the sidewalk in front of the building (on the east side) to wait for them outside their grade level exit doors, or may wait on Bond Street, or at the bottom of the hill by the crossing guard.

School District Co-Teaching

Many teaching strategies are used to best meet the needs of students. No one strategy can meet all students' needs. In some classes, co-teaching is used, when a special education teacher works with a regular education teacher. Both staff members share this arrangement. The teachers work cooperatively to identify critical concepts to be taught, strategies to employ in the delivery of instruction, and methods to evaluate student outcomes.

Student Pedestrian Safety

Students coming to Madison School have adult crossing guards at certain corners. The Madison School crossing guard is located on the corner of North Grant & Ravine Street. The crossing guard is on duty between 8:00 – 8:20 a.m. and 2:55 – 3:15 p.m.

Franklin Middle School typically has crossing guards at North Crosby & Bond Place and Mineral Point & North Crosby. Crossing guards are hired and placed by the City of Janesville.

During the first week of school, parents should help their children determine the safest route to and from school, especially those students new to Madison School.

Telephone Use

We ask students to use the office phone only when absolutely necessary. There are telephones in the classroom that teachers may use to assist a student with a call if needed. We are requesting parental help in trying to keep all calls to a minimum. ***Please take the time to listen to messages left from school before returning the call.*** The office will not know about calls made from the classroom, and teachers may not interrupt classroom instruction to answer phone calls when information has already been left in a message. If the message includes a call-back phone number, please call the phone number provided.

Telephone Messages to Students

Students should know of after school arrangements *before* coming to school. If on a rare occasion plans change during the day and a message needs to be given to your child, the office will make every effort to comply. ***Messages received at the end of the day may not be able to be delivered due to the amount of school activity at the end of the day. Students may be out of their classroom due to Art, Music, P.E. or computer lab classes, or special activities, or because they are at their lockers getting ready to leave. Please call to request messages before 11:00 a.m. so messages may be put in teachers' mailboxes before their lunch.*** Please avoid calling school to repeat reminders

already given before school, or to make arrangements on a daily basis. Each message intended for a student interrupts the instruction and activity of the entire classroom. We appreciate your help in minimizing classroom disruptions.

Please do not leave urgent messages for students on classroom phones, as teachers may not answer their voicemails until after the end of the school day.

Vacations During the School Year

All requests to excuse a student from school for a family vacation must be placed in writing and submitted to the principal. Parents are encouraged to consider carefully the time their children will be absent from classroom instruction. Teachers may ask the student to keep a written diary or other activities to share with the class instead of completing actual homework. Please ask your child's teacher what they recommend. If parents do some careful planning, they can provide many meaningful learning experiences that can help to offset what a student will miss in the classroom.

Visitors

According to school district policy, all visitors must sign in at the office upon arrival. Visitors will receive a visitor badge or sticker to be worn during their visit. The visitor badge or sticker must be worn at all times whether visiting inside the building or on the playground. For the safety of our students, and compliance with district policy, visitors not displaying the correct visitor badge or sticker easily within view, will be asked to go to the office for appropriate sign-in and badging. Upon departure from the school, visitors must stop in the office to sign out and return the visitor badge or sticker.

*Items brought to school after 8:15 for a student shall be left in the office for staff to pass along to student.

Procedure for Parent Visitation to Their Child's Classroom

The Madison staff welcomes families, community members and other interested persons who wish to visit schools in our district. However, the administration needs to balance the desires of persons wanting to visit a school with its responsibility to provide an environment which is conducive to learning and protective of the safety and welfare of students and staff.

Parents who wish to visit school during the regular school day (other than for an event to which families and/or friends have been invited) are asked to send a written request to their child's classroom teacher in advance. Their request should include the particular time of the visit or the activity they wish to observe if there is a preference. The teacher will send a reply.

Please remember that parents are always welcome to arrange for a personal conference with any of their child's teachers whenever they feel it is necessary. They may do this either by calling the teacher's classroom phone directly (see the phone list at the back of this handbook) or sending a note to the teacher.

Visitations to Classrooms Other than that which Their Own Child Attends

Requests must be made in writing in advance, and are subject to approval of the building principal.

See School District of Janesville Policies and Procedures.

Withdrawal of Students from School

It is extremely important that a parent or guardian notify the school office several days before they plan to withdraw a student from school. The office will need to know the child's last day of attendance, and where the child will be attending school next. Notifying the school office in advance will allow time to put together the materials to be sent to the new school. If the student will be attending another school within the School District of Janesville, the transfer of student records will be arranged between the Madison school office, and the new school's office. If the student will be attending a school in another school

district, the new school will fax a request for records to Madison Elementary School when the student is enrolled in the new district. When the request for records is received by Madison School, the student is withdrawn from the School District of Janesville, and the student's records and materials are sent to the new school.

To avoid truancy, it is important for students to attend school with as little interruption as possible. The State of Wisconsin requires schools to continue to report students' attendance until such time as they are enrolled in their next school and withdrawn from the previous school.

APPENDICES

The following appendices describe annually updated district and building information:

- Appendix A: Madison Elementary School Behavior Matrix
- Appendix B: Madison School Schedules
- Appendix C: Madison School Chaperone Agreement
- Appendix D: Staff List

Appendix A: Madison Elementary School Behavior Matrix

MADISON ELEMENTARY SCHOOL BEHAVIOR MATRIX							
Expectations	All Areas	Hallway	Enter/Exit	Cafeteria	Playground	Office / Health Rm	Bathroom
Be Respectful	<ul style="list-style-type: none"> *Bodies to self *Only appreciations *Go green- use only what you need 	<ul style="list-style-type: none"> *Voices off during academic hours *Walk forward in straight line *Greet with a smile 	<ul style="list-style-type: none"> *Face forward *Inside voice 	<ul style="list-style-type: none"> *Inside voice *Use manners 	<ul style="list-style-type: none"> *Allow others to join play 	<ul style="list-style-type: none"> *Enter/exit through main door *Enter quietly 	<ul style="list-style-type: none"> *Use a soft voice *Use only needed supplies
Be Responsible	<ul style="list-style-type: none"> *Mutual respect *It is always ok to ask for help *Report spills/messes to adult 	<ul style="list-style-type: none"> *Belongings in right place *Locker shut 	<ul style="list-style-type: none"> *Walking feet *Walk through door one at a time 	<ul style="list-style-type: none"> *Focus on eating *Keep area clean *Stay seated until excused by an adult 	<ul style="list-style-type: none"> *Come immediately when whistle blows *Person who brings out equipment returns it to the appropriate place 	<ul style="list-style-type: none"> *Wait for adult to greet you *State issue clearly *Have pink slip with you or other items needed 	<ul style="list-style-type: none"> *Maintain privacy *Flush toilet *Wash hands
Be Safe	<ul style="list-style-type: none"> *Put all trash in trash cans 	<ul style="list-style-type: none"> *Stay on right side *Outside doors stay shut 	<ul style="list-style-type: none"> *Maintain personal space of yourself and others *Hold playground equipment still and with both hands 	<ul style="list-style-type: none"> *Only touch/eat your own food *Two hands on tray *Enter/ exit assigned door 	<ul style="list-style-type: none"> *Use equipment correctly *Stay on assigned playground *Arrive after 8:05 and leave promptly after school. *Stones, sticks sand, snow & other items stay on ground 	<ul style="list-style-type: none"> *Stay where assigned by staff 	<ul style="list-style-type: none"> *Leave stall door unlocked when done *Feet stay on floor
Be Ready to Learn	<ul style="list-style-type: none"> *Listen to directions from adult 	<ul style="list-style-type: none"> *Get supplies quickly *Take shortest path *Stick to task 	<ul style="list-style-type: none"> *Bags on shoulder and still *Move efficiently *Remove/ put on outerwear quickly 	<ul style="list-style-type: none"> *Be ready to state your choice clearly *Take required food choices 	<ul style="list-style-type: none"> *Follow game rules as taught in PE and posted *Use "I messages" with peers 	<ul style="list-style-type: none"> *Return to class as soon as possible 	<ul style="list-style-type: none"> *Take care of business and return to class *Keep conversation school appropriate

Appendix B: Madison School Schedules

Lunch Schedules

2015-2016

Times subject to change as school schedules are finalized

Grade	Lunch
Kindergarten	11:00 – 11:35
5 th Grade	11:00 – 11:35
3 rd Grade	11:30 – 12:05
4 th Grade	11:45 – 12:20
1 st Grade	12:00 – 12:35
2 nd Grade	12:30 – 1:05

Elementary Parent Newsletter Schedule

The "Madison Messenger"

October/November Newsletter	Available early October
December/January Newsletter	Available early December
February/March Newsletter	Available early February
April/May/June Newsletter	Available early April

Appendix C: Madison School Chaperone Agreement

Thank you so much for agreeing to accompany us on our trip! Chaperones help the classroom teacher ensure that field trips are safe and educational for all students. Please read over the following expectations and sign the bottom of this form if you agree to abide by our chaperone policies.

- This is a school event and therefore the use of tobacco products is not allowed from the time of departure from school until our return.
- Please supervise your group at all times making sure to follow any special directions from the classroom teacher.
- Cell phone use must be limited to emergency situations.
- Children other than those in the class may not accompany you as your responsibility is to your assigned group.

Please sign below and return this form if you agree to follow these guidelines. Thank you for volunteering and for helping to make our field trip a positive learning experience.

Signature

Date

Appendix D: Staff List

Mrs. Stephanie Filter, Principal

743-6806



KINDERGARTEN

743-6889 Miss Briggs
743-6893 Mrs. Gogul
743-6890 Mrs. Plewa

FIRST GRADE

743-6884 Mrs. Lantz
743-6895 Mrs. H. Marshall
743-6885 Mrs. Mentink

SECOND GRADE

743-6883 Mrs. Egger
743-6882 Miss Huckey
743-6880 Mrs. Loizzo
743-6881 Mrs. Schwark

THIRD GRADE

743-6875 Miss Barwick
743-6874 Mrs. Demrow
743-6879 Mr. Ginter
743-6840 Miss Kratz

FOURTH GRADE

743-6845 Mrs. Lietz
743-6844 Mr. Neuser
743-6849 Mrs. Schulte

FIFTH GRADE

743-6843 Mrs. Morgan
743-6842 Miss Lane
743-6850 Miss Mungovan
743-6841 Mrs. Werner

ACADEMIC LEARNING COACH

743-6876 Mrs. Veium

ART

743-6894 Ms. Mahoney
743-6894 Mrs. Guilliom

BAND

743-6811 Mrs. Rush

CHINESE TEACHER

743-6572 Mrs. Khan

EARLY CHILDHOOD

743-6862 Ms. Duberstein

EBD TEACHER

743-6872 Ms. Dampier

ELL

743-6829 Mrs. Sullivan
743-6829 Mrs. Williams

INNOVATION SPECIALIST

743-6835 Mrs. A. Marshall

MUSIC

743-6887 Mrs. Schram
743-6887 Mrs. Madarick

ORCHESTRA

743-6811 Mr. Matuszak

PHY ED

743-6863 Mr. Brunner
743-6863 Mr. Lee

SLD TEACHER

743-6852 Miss Streit

SPEECH CLINICIAN

743-6829 Mrs. Gray
743-6861 Mrs. Theisen

TITLE 1

743-6853 Mrs. Leigh
743-6852 Mrs. Sauser (P4J)
743-6852 Mrs. Young

PSYCHOLOGIST

743-6813 Mr. Paniagua

SOCIAL WORKER

Mrs. Lencho 743-6826

Madison School Office Info

ATTENDANCE LINE:
743-6830

Office Hours: 7:30-4:00

Office Phone#:

743-6800

Office Fax#: 743-6810

Secretary

743-6806 Ms. Steinhorst

Health/Attendance Aide

743-6831 Ms. Carptenter

CUSTODIAN, Lead

743-6809 Mr. Thiering

LUNCH HOSTESS

743-6808 Mrs. Case

FAMILY RESOURCE CENTER (FRC)

743-6827

NURSE

743-6812 Ms. Coy

OCCUPATIONAL THERAPIST*

Ms. Schauer
Ms. Schueki

PHYSICAL THERAPIST*

Ms. Zelmanski
Ms. Jacobs
Ms. Grant

ADAPTIVE PE*

Mr. Morwood

**Do not reside full time at Madison.
Messages may be taken in the office*

*Please keep in mind that
many teachers do not
answer their phones during
hours of instruction.
Messages are checked
before/after school, as time*

