



2020-2021 Olson Elementary School

School Supplement to the
District Policy Guide

School Overview

Hello Olson Families!

Welcome to Olson Elementary! My name is Christine Barone and I am the Principal of Olson Elementary School. Over the last several years, our staff has worked incredibly hard to ensure all students have access to high quality curriculum, educational opportunities, and integrative approaches to learning. Our specific goal of forming Learning Partnerships with students while including the family voice has increased our efforts to make all students feel as though they have a place and belong at Olson Elementary.

Our school community acknowledges the value of family and community involvement. Through a strong relationship with Olson's Parent/Teacher Organization, we have successfully raised money to support a variety of program needs, material requests, and special projects throughout our school that all lend themselves to bettering a higher level of education for all of our students. The presence of a variety of classroom volunteers from around our community allow our students to connect with new people every day and identify with the different cultural views that make up the beauty of Olson Elementary. Again, welcome to Olson Elementary. It is our pleasure to serve the district, the community and our most valuable assets, the children.

I encourage you to take some time to review the information in this guide and keep it handy for future reference. It contains a great deal of information that may be helpful in answering your questions as they arise through the year.

Sincerely,

Christine Barone
Principal

Main Office Contact Information

PHONE: (608) 442-2600

TEXT: (608) 571-4781

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ATTENDANCE / SAFE ARRIVAL: (608) 442-2606

Address

801 Redan Drive

Verona, WI 53593

Web address

<https://olson.madison.k12.wi.us>

<facebook.com/MMSDOlson>

About Our School

As the newest elementary school in the district, we have close to 450 students in grades 4K – 5. We are fortunate to be equipped with wonderful technology and a beautiful building to teach our students in. During the 2020-21 school year, Olson will be part of the final phase of MMSD's Technology plan. Through this process, our classrooms will be equipped with new, interactive teaching devices along with 1:1 student devices. Our goal is to provide a safe and optimal learning environment for all of our children. We look forward to working with you and your family!

School mission statement

Through a school community based upon collaborative relationships, we are a school in which our students demonstrate growth in the following areas:

- Citizenship
- Living in Community
- Relationship to Environment
- Learning
- Social/Emotional Needs

School hours

4K

Monday - not in session

Tuesday-Friday

- AM session - 7:40am - 10:52am
- PM session - 11:33am - 2:47pm

Grades K-5

Monday 7:50am - 1:15pm

Tuesday – Friday 7:50am - 2:47pm

School calendar

Find upcoming events at <https://olson.madison.k12.wi.us/calendar>.

Key Policies and Guidelines

Behavior

All MMSD elementary schools aim to be positive places where students, staff, and families feel good about school and where important learning occurs.

Each school has been working on developing a school-wide system that helps children understand behavioral expectations, teaches social skills and creates a sense of belonging or community, and provides positive recognition and celebrations. The Positive Behavior Intervention Support model also provides more consistent responses to misbehaviors and processes that aim to help students grow in responsibility for their actions.

Working together, staff and families can partner to help all students experience school positively by creating safe environments while supporting growth in responsibility.

Olson staff are trained to teach and respond to students' social/emotional needs through the practices laid out in MMSD's Behavior Education Plan (mmsd.org/bep). We encourage all families and students to familiarize themselves with these practices and expectations. Student emotional, mental, and behavioral wellness is one of our top priorities!

Childcare/after-school information

Onsite day care is provided by the YMCA. Enrollment/registration must be completed through their administrative offices.

- Phone: 608-276-6606
- Website: <https://www.ymcadane.org/child-care-camps/licensed-child-care>

The following offsite options are also available (many provide transportation options to/from Olson):

Academy for Little Learners, 826-5437
9649 Silicon Prairie Parkway

Kids Express Learning Center, 845-3245
3276 S High Point Road

Kids Junction (Princeton Club West)
827-5437
8040 Watts Road

KinderCare (Raymond Road), 271-0775
6726 Raymond Road

Legacy Academy, 270-9977
2881 Commerce Parkway, Fitchburg

Tanya's Big House & King's Kids Academy, 848-5437
Verona & Madison

Wisconsin Youth Company, 276-9862
1201 McKenna Blvd

Family engagement

Research has shown that children whose parents/legal guardians are involved with the school are more likely to achieve and to feel good about their school experiences. MMSD elementary schools encourage parents/legal guardians to become involved in their children's educational programs in whatever way is most comfortable and interesting for them. The most important way for parents/legal guardians to be involved with their child's education is by spending time each day with their child and by reading to them.

All elementary schools have committees and PTO/PTA groups that provide opportunities for parents/legal guardians to participate actively in their children's school. Through these activities parents/legal guardians can become better informed about, and can influence and gather community support for local school programs and policies.

Parent participation in the School Improvement Plan (SIP) process is encouraged. Through their involvement in SIP, parents contribute to the identification of school goals and the action plans for implementation.

Field trips

Teachers frequently plan field trips and excursions to provide students with educational experiences, which are extensions of the classroom. These trips are essential to the educational program, and all students are expected to participate.

Parents/legal guardians will receive written notification in advance about field trips and should take care to sign all forms and send money to school if requested. Scholarship money is available if payment of field trip fees creates a hardship for a student's family. In such cases parents/legal guardians should contact their child's teacher or the school office.

When riding a school bus as part of a field trip, students are expected to obey all rules governing school bus transportation.

Family members or volunteers who wish to participate in field trips as a chaperone must complete MMSD's volunteer paperwork. The paperwork needs to be fully approved prior to the start of any volunteering in school or attendance on field trips. For more information visit: <https://partnerships.madison.k12.wi.us/volunteering>

Parent/teacher conferences

Parents/legal guardians receive formal reports on their children's progress four times during the school year. All elementary schools schedule parent/teacher conferences at the end of the first and third quarter to give parents/legal guardians and teachers an opportunity to share information about the child.

Written reports are sent home at the end of the second quarter, and at the end of the year. When parents are divorced or separated both parents/legal guardians have the right to receive information about their child's school progress, unless the court has ruled otherwise. Please stop at the school office to confirm if duplicate information is needed.

Picking up your child during the school day

To ensure the safety of your child, please send a note in advance to your child's teacher or the office. We require parents to come into our office and sign out the student. We will call the classroom to have the student sent down to the office to meet the parents. Please remember anyone picking up a student must be authorized and listed in Infinite Campus. Once school is in session, no non-school staff (including parents) will be allowed to go to a classroom unaccompanied and pick up a child.

Safety & Security

Families play a key role in school safety. At olson.mmsd.org/safety, you can read about school-specific resources for helping keep students safe. You'll find more information on district safety and security, including how we communicate with you in an emergency, at mmsd.org/safety.

School improvement planning

Annually Olson Elementary develops a School Improvement Plan (SIP) that outlines strategies to meet the needs of all children. Annually Olson Elementary develops a School Improvement Plan (SIP) that outlines strategies to meet the needs of all children. Olson's School Based Leadership Team developed our SIP through a quantitative and qualitative data analysis process. Family, student, and staff voices have all contributed to the development of Olson's SIP. Read Olson's SIP here: <https://www.madison.k12.wi.us/sips-all-schools>.

School support services

Olson Elementary is fortunate to have multiple resources to collaboratively support all of our students. Olson Elementary has a school psychologist, social worker, nursing services, positive behavior intervention support coach, advanced learning resource teacher and special education teachers and assistants. Together, they work with all classrooms to ensure success for students.

Student personal property

Each year we acquire more lost items than you can imagine! Please label all of your child's belongings and come to school often to check our Lost and Found as the children do not do a thorough job of looking for lost items. Items not claimed at the end of each month are donated to local charities.

It is very important that students bring to school only those things they need for learning. Items such as electronic games, trading cards, and toys should not be brought to school as students can easily be upset if such possessions are lost, stolen, broken, etc. while at school.

Supervision of building / grounds

Olson Elementary opens its doors at 7:35am each morning. Children are not allowed to be dropped off prior to that time. Our ending bell at Olson Elementary School on Mondays rings at 1:15pm and on Tuesday through Fridays at 2:47pm. Supervision ends 10 minutes after school is dismissed as stated in School Board Policy 4233. It is imperative you make arrangements to drop off or pick up your child from school on time every day. School staff cannot be expected to provide child care/supervision outside of the stated times.

Traffic safety, parking, pick up/drop off information

In the parking loop:

- Do not park/leave your vehicle unattended in front of the cement balls.
- Keep the line of traffic moving and drop off or pick up students in front of the cement balls only. Allow students to get out of the car on the curbside only.
- Make a right hand turn only when exiting.

If you need to park:

- Use marked parking stalls in front of the loop, making sure to use safety patrols to cross.
- Park on the opposite side of the school on Redan Drive.
- Park on the opposite side of the school on Ancient Oak.

Thank you for adhering to these rules in order to keep our students safe!

Find more information in the district policy guide, found at www.mmsd.org/policy-guide.