



2020-2021 Wright Middle School School Supplement to the District Policy Guide

School Overview

Dear Parents and Students,

Wright Middle School is a place where students will have the opportunity to grow and flourish to become actively involved citizens in their community. Our magnet, which is focused on social action, provides our students the opportunity to have an impact on positive change and create a just society.

This policy guide will give students and families important information about James C. Wright Middle School. You are encouraged to use the information as an opportunity to discuss the school philosophy and expectations.

The Wright staff is committed to each student's personal and intellectual growth. As partners in the Wright Middle School family, students are expected to demonstrate responsibility and discipline; families are asked to take an active role in creating a school culture that reflects respect, emotional and physical safety, and support.

The rules and procedures in the policy guide are necessary to achieve a positive learning environment for all students. Please read them carefully and feel free to contact me with any questions or concerns. I can be reached by email at acrawford@madison.k12.wi.us or by telephone at 204-1340.

Students, staff, family and community are important components in making Wright a great school. I look forward to working with you to continue developing Wright's mission of providing excellence in middle level education.

Sincerely,

Dr. Angie Hicks
Principal

About our school

Wright is unique due to its "magnet agreement" between our school and the school board. The Madison Board of Education has agreed to limit enrollment at Wright to 255 students and academic class size to 22 pupils per teacher.

In exchange, our school has agreed to:

- Provide a supportive learning environment for all children which provides opportunities for academic success
- Provide a social action curriculum focus
- Involve parents, teachers and community members in shared decision-making

School mission statement

The mission of James C. Wright Middle School is to prepare our students to become connected and engaged for positive change in their lives and in the community. We, at James C. Wright, believe our students can be taught to recognize injustice, research for better understanding, and plan for action to make a difference in their society. Wright philosophy is to work from the inside out by building resiliency and self-efficacy in students to empower them to enact these changes. Educators, students, families, and community members will be steadfast in their work towards closing the achievement gap and ensuring students have the skills necessary to effectively support our mission.

Wright Middle School will empower students to find their voice in advocating for change to assure a just society. In preparation, the James C. Wright community is committed to do whatever it takes, every day, to ensure that every student achieves at high levels.

James C. Wright students will be:

- critical thinkers
- effective communicators and collaborators
- lifelong learners
- self-aware and self-advocates
- resilient
- connected and engaged with the community

This will be accomplished through:

- a staff commitment to ongoing professional development to increase the understanding of adolescent learning;
- the involvement of students in their own learning;
- the recruitment and retention of a diverse, exemplary staff; and
- partnerships with families, businesses and educational, cultural and community resources.

School Hours

Monday (early dismissal): 8:40 am - 2:20 pm

Tuesday - Friday: 8:40 am - 3:52 pm

Telephone

OFFICE: (608) 204-1340

FAX: (608) 204-0547

ATTENDANCE / SAFE ARRIVAL: (608) 204-1348

Address

1717 Fish Hatchery Rd

Madison, WI 53713

Web address

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

facebook.com/MMSDWright

Key Policies and Guidelines

Anti-bullying

Wright is a community that doesn't tolerate bullying. We encourage students to take a part in advocating for themselves and others by reporting known bullying. We support and assist the person being bullied, providing students with tools to become empowered and overcome the negative effects of bullying, and we also intervene with the student who engages in bullying behavior to ensure the bullying behavior stops by: teaching communication and empathy, communicating with parents and providing appropriate, gradual discipline.

Behavior

In order for Wright Middle School to be a positive place, appropriate behavior is necessary and expected. With the support of parents/guardians, staff will respond to misbehaviors in a respectful manner which helps students develop the ability to be self-disciplined. When students do not meet the behavior expectations set for them, staff respond to inappropriate behavior with progressive discipline that include interventions, actions which provide opportunities for instruction and actions that are typically viewed as consequences.

Career and Technology Education (CTE) Classrooms

In Career and Technology Education classrooms and labs, students are expected to follow all rules as they are explained during safety instruction and testing. The Student Handbook outlines the general consequences for not following the rules, and any student found to be a safety or discipline concern will be referred to the administration for proper discipline and may be asked to not return to the classroom. Classroom and/or lab safety issues may result in limitations to the student's participation in class or the student's removal from the class and/or no credit for the class.

Childcare/after-school information

Through MSCR, Wright Middle School provides numerous after-school, evening, weekend and extended year programs for J.C. Wright youth, families and community members. Throughout the school year our CLC coordinator will contact families regarding activities and programming. The CLC coordinator can also be contacted at 204-1369 if parents or guardians have special skills or expertise they would like to share with our students.

Electronic devices

Students are permitted to possess a cellular phone, personal digital assistant, personal music/video/gaming device, camera or other personal electronic device with communications functions or the capability to capture/record voice or image information, provided that the device remains stored, powered off and unused throughout the entirety of the school day. Pupils who possess a device do so at their own risk to possible loss, damage or liability. Furthermore, if a student is in possession of an electronic device during the school day and it is seen, heard or in use, the device will be confiscated and brought to the office where a parent will be required to pick it up during school hours. Finally, if there are times when you feel it is important to contact your student during the school day, please contact the school office and refrain from texting your student as this is a distraction to your student as well as other students in the classroom. We will be happy to get the message to your student in a timely manner.

Family engagement

All parents and family members are encouraged and expected to be active participants at Wright. Parents/guardians of Wright students are required to be involved and commit to 8 volunteer hours during the school year. Wright's parent group provides opportunities for parents/legal guardians to participate actively in their

children's school. Through their involvement parents/legal guardians can become better informed about, and can influence and gather community support for local school programs and policies.

Field trips

Field 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. Parents/legal guardians should contact the school office if payment creates a hardship. When riding a school bus as part of a field trip, students are expected to obey all rules governing school bus transportation.

Parent/teacher conferences

Wright typically holds fall parent/teacher/student conferences. Parents are required to participate in at least 1 conference per school year. Families will be contacted by your student's teacher with the date and time of the conference. There are also conferences in February for students that are in need of additional support to maintain continued success in their education and personal growth and development.

Releasing children from school during the day

A student who needs to leave school for any reason during the school day must bring a note from a parent/guardian indicating the time to be excused and the reason for the excuse. The student must take the note to the main office before school so that they can obtain an "Outside Permit." Board policy states students should only be excused upon the request of parents or guardians. Parents must come to the office to sign the student out. You may be asked for identification to verify your relationship. Students must check in at the main office upon returning to school regardless of the time.

Safety & Security

Families play a key role in school safety. At wright.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.

Emergency situation procedures

Fire drills, lockdowns, tornado drills -- To prepare staff and students in the event of an emergency, drills are conducted in the fall, spring and monthly.

Safety plans -- Every classroom has an Emergency Procedures pamphlet, which provides directions on responding to a variety of emergencies that may be encountered at the school.

School entrances/access -- Entrance will be restricted to one main door.

School breakfast / lunch

A federal grant supplies all Wright students, regardless of income, with a free breakfast and lunch. Breakfast includes a selection of tasty, healthy foods: cereal, yogurt, granola bars, fruit, fresh bread and rolls, juice, milk, etc. Lunch includes a choice of several entrées and a choice of fruit, vegetables, and milk. If your student has specific dietary restrictions please contact our school nurse who will work with you and our eatery staff to meet your needs.

School fees

It is the policy of the Board of Education to waive the payment of part or all of student fees if the student's parent/guardian demonstrates an inability to pay such fees. Fee Waiver/Reduction request forms are available at all schools, and may be completed by the parent/guardian each school year in which a waiver or fee reduction is requested. Fees for locks and the planners cannot be waived.

School Improvement Planning

Wright School Improvement Planning (SIP) enlists the participation of the school community along with parents. The school goals and action plans for implementation are identified.

Student personal property

All personal items are to be stored in a student's locked locker. School will not be responsible for lost or stolen items. Students should not share lockers or locker combinations with the exception of their gym locker.

Every article found should be turned in to the main office immediately. Those who have lost articles should check in the main office or in the lost and found bin located in the hallway outside of the LMC. Unclaimed articles will be donated to charity.

Student support services

The Pupil Services staff includes a social worker, a psychologist and a school counselor who are available to all students. These services focus on social, emotional and behavioral issues that may interfere with a student's ability to learn.

A school nurse or nurse's assistant is available to perform a number of health-related services including: administration of medication during the school day, hearing and vision screening, caring for sick or injured students and assistance in finding health care.

Supervision of the building and grounds

Wright's playground is supervised before school starting at 8:20am. The door by the playground will open and students should arrive between 8:20 am and 8:33 am. Breakfast will not be served after 8:35 am so students will get to class by 8:40 am. After school, the playground is not supervised. Students should either be out of the building or in an after-school club by 3:43 pm. Students must use hall passes while participating in after-school activities.

Traffic safety

To avoid traffic congestion in our parking lot, please utilize the roundabout drop off located at the back of the school near the playground to drop off and pick up your child at the beginning and end of the day. During the school day, use the main entrance. The street leading to the traffic circle is a fire lane and it is illegal to stop there as well as unsafe to do so with students on the playground.

Transportation

Madison Metro Transit provides transportation to and from school. An additional yellow bus is also available. A late Metro bus provides transportation at 4:10 and MSCR provides a yellow bus for events that last until 5:15. Bus transportation is a privilege -- not a right -- and is considered a part of the school day.

The school is not responsible for damage or theft of parts when bicycles are parked on school grounds. Skateboards are not allowed at school.

Wright Middle School Uniform Code and Policy

At JC Wright Middle School we believe all of our scholars will be successful and exemplify our school mission and philosophy. In order to be successful, we expect our scholars to arrive at school prepared and focused on learning. In order to do that, JC Wright scholars will be in uniform when they enter the building and equipped with the materials and supplies they will need for the day.

By enrolling your scholar at JC Wright Middle School, you are providing your child an excellent educational opportunity. In addition, you have incurred the responsibility as a parent to ensure that your scholar is appropriately dressed in his/her designated school uniform daily. Should your scholar come to school out of uniform, you understand that you will be responsible for bringing your scholar's uniform to school immediately upon receiving a phone call.

Permissible uniform items

- Solid royal blue, black or white polo or button-down shirts - short sleeve or long sleeve
- Black or khaki pants or shorts
- Black or khaki skirts or dresses
- Black or royal blue cardigan, vest, V-neck sweater or fleece
- Black or brown belt
- Solid black, brown or white shoes (sole color may be black, white or brown) with a heel that is 2 inches or less
- Skirts, dresses and shorts no more than 3 inches above knee

Additional Uniform Information

- If a scholar is wearing a sweater or fleece, they will have an appropriate school shirt underneath.
- Wright Scholars may wear approved head attire for religious reasons as designated by the Principal.
- Wright Scholars will be allowed to wear special clothing attire in the building during school hours under the approval of the Principal or designated Staff personnel for special programming or activities supervised by teacher or staff members.
- Uniform pieces are not required to have the JC Wright logo.
- We encourage our scholars to wear appropriate outerwear for the weather because we go outside daily and that scholars' outerwear that is worn outside does not have to conform to the color scheme. Scholars will be expected to take it off and keep it in their lockers when inside.

Gym Uniforms

- Physical education attire can be black or blue shirts, shorts or sweatpants can be worn without the JC Wright logo.
- Any solid black or solid white athletic shoe will be permissible in gym.
- Scholars will be given a 3-4 minutes to properly change into and out of uniforms.

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