

# HUEGEL ELEMENTARY



## 2021-2022 School Supplement to the District Policy Guide

### **SCHOOL OVERVIEW**

*Welcome to Huegel Elementary School!*

Dear Families and Students,

Welcome to Huegel Elementary School! Whether this is your first year with us at Huegel or your final, we are very pleased to partner with you in creating a nurturing, safe and challenging learning environment for our students.

You will find information on the following pages about Huegel Elementary and the Madison Metropolitan School District. We hope the information is useful, as it describes many of the important policies and procedures of our school and district. Please take a moment to read the information, and feel free to contact any staff member with your questions.

I look forward to an exciting year ahead!

Sincerely,

Angie Montpas  
Principal

### **School mission statement**

The goal of Huegel Elementary School, the “Pride of the Prairie,” is to inspire learning, success, respect for self and others, and kindness and compassion by creating a safe and nurturing environment that challenges every child to reach their full potential.



## About Our School

Huegel Elementary is proud to be a neighborhood school with a strong sense of community created by its families, staff, students and community members. We believe that every child can learn and grow, and we work hard to make sure that all students reach their full potential. Our talented teaching staff consistently collaborates to support students' learning through enriching academic opportunities, and also focuses on developing students' social-emotional character. Our Positive Behavior Support (PBS) program teaches students to be safe, respectful and responsible, and we celebrate our positive school community throughout the year with a variety of fun and engaging school-wide activities and events.

Academic achievement is paramount at Huegel. Our staff provide a rigorous education for all students, supported by instructional technology that enhances learning. Our library media center features an engaging makerspace area, as well as thousands of books for students to check out. Huegel also has several active parent groups that meet to support our school and each other.

Our school supports MMSD's vision that all students acquire the skills and abilities needed to be successful, including a mastery of content areas, growth mindset, self-knowledge, creativity, wellness, interpersonal skills, confidence, cultural competence, and community connection. Through these skills and abilities, our students will graduate college, career, and community ready.

All students find their own place at Huegel. Teachers encourage individual expression and growth. Students enjoy Huegel's small size and nurturing atmosphere. Most of all, everyone feels safe, physically and emotionally. Teachers and staff respect the individuality and efforts of all students. At Huegel, learning and growing are priorities.

### Telephone

OFFICE: (608) 204-3100  
FAX: (608) 204-0427  
ATTENDANCE / SAFE ARRIVAL: (608)  
204-3107

### School Hours

4K (Tuesday - Friday only)  
Full Day 7:50 am - 2:47 pm

### Grades K - 5

Mondays 7:50 a.m. - 1:15 p.m. (Early  
release)  
Tuesdays - Fridays 7:50 a.m. - 2:47 p.m.

### Address

2601 Prairie Rd  
Madison, WI 53711

**Website:** [huegel.mmsd.org](http://huegel.mmsd.org)

**Email:** [huegel@madison.k12.wi.us](mailto:huegel@madison.k12.wi.us)



# Key Policies and Guidelines

## Attendance

Attendance matters. Please call 608-204-3107 if your child will be late or absent.

## Behavior

Our PBS program teaches the expectations for student behavior in all areas of our school. At Huegel we are Safe, Respectful and Responsible.

## Childcare/After-school information

The YMCA provides after school care. Several off-site providers also provide transportation to their sites after school.

## Family engagement

Our PTO holds quarterly parent meetings that focus on specific topics, as well as many family events throughout the year. We also hold monthly Latino and African American parent group meetings.

## 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 [huegel.mmsd.org/safety](http://huegel.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](http://mmsd.org/safety).

## School support services

School Nurse: Shawn Reisdorf (204-3113)

School Psychologist: Jacob Kopf (204-3106)

School Social Worker: Marci Fritts-Newbury (204-3108)

## Student Personal Property

Any lost items are stored in our 'Lost and Found'.

## Traffic Safety, Parking, Pick Up/Drop Off Information

Please drop off and park only in the designated areas, and when possible cross with the crossing guard. The parking lot is for staff only. Thank you for keeping our students safe!