



2024 - 2025

**Madison Park Middle School
Student/Parent Handbook**



***Inspiring passion for learning and leading
in an ever-changing world***

**1431 East Campbell Avenue
Phoenix, AZ 85014
602-664-7500**

Office Hours: Monday – Friday 8:10 AM – 4:30 PM

Principal: Priscilla Gossett
pgossett@madisoned.org

Assistant Principal: Rebecca Galindo
rgalindo@madisoned.org

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STUDENT & PARENT HANDBOOK ACKNOWLEDGEMENT

Upon completion of the enrollment application, and with student attendance in the Madison School District, the student(s) & parent(s)/guardian(s) have agreed to the terms in the Student & Parent Handbook, and acknowledge the contents and understand the rules and policies contained. It is the student(s) and parent(s)/guardian(s) responsibility to follow these guidelines. This acknowledgement applies to the handbooks, Technology Agreement (including the Acceptable Use of Personal Technology Devices in Madison), and the District User Agreement for Internet and Email Access.

ACCEPTABLE USE OF PERSONAL TECHNOLOGY DEVICES IN THE MADISON SCHOOL DISTRICT

We, both as students(s) & parent(s)/guardian(s), understand and will abide by the provisions and conditions of the acceptable uses of personal technology devices in the Madison School District. We understand that any violations of the terms and conditions may result in disciplinary action.

MADISON SCHOOL DISTRICT USER AGREEMENT FOR INTERNET AND EMAIL ACCESS

We, both as student(s) & parent(s)/guardian(s), understand and will abide by the provisions and conditions indicated. I understand that any violations of the terms and conditions may result in disciplinary action and the revocation of my use of information services.

We, both as student(s) & parent(s)/guardian(s), understand that it is impossible for the School District to restrict access to all controversial materials and we will not hold the District responsible for materials acquired by use of the electronic information services (EIS) We also agree to report any misuse of the EIS to a School District Administrator (Misuse may come in many forms, but can be viewed as any messages sent or received that indicate or suggest pornography, unethical or Illegal solicitations, racism, sexism, inappropriate language, or other issues described in the agreement.)

We, as parent(s)/guardians(s), accept full responsibility for supervision if, and when, my child's use of the EIS is not in a school setting. We hereby give permission for use of the electronic information service.

MADISON PARK MIDDLE SCHOOL SCHOOL – PARENT – STUDENT COMPACT

We care about your child and want your child to be successful in school. In order for this to happen, we all need to work together as a team. We believe that it takes the work of students, parents, teachers and administrators to make a positive difference in order to help our children achieve their potential. By signing this compact, you pledge your support and participation in your child's progress and our school-wide expectations; *Respect, Outreach, Achievement, Responsibility*.

PARENT

- * I will encourage my child to do his/her best work in school.
- * I will see that my child is on time and attends school daily.
- * I will monitor my child's academic achievement.
- * I will treat fellow parents and school staff with respect and dignity.
- * I will make sure my child gets the proper rest each night.
- * I will support the enforcement of school, class and bus rules.
- * I will do the best I can to be directly involved in my child's school.
- * I will keep in touch with the teachers and attend parent conferences.

STUDENT

- * I will do the best I can.
- * I will attend school daily
- * I will complete all assignments and homework on time.
- * I will treat fellow students and school staff with respect and dignity.
- * I will follow all school, class and bus rules.
- * I will have my materials ready for class each day.
- * I will not interfere with the learning and safety of others.
- * I will make my agenda available to my parents.

STAFF

- * We will treat all students with respect and dignity.
- * We will provide a positive learning environment.
- * We will use a variety of teaching strategies and techniques to promote student success.
- * We will base instruction decisions on the needs of students and standards.
- * We will appreciate the uniqueness of each child.
- * We will provide constructive feedback.
- * We will communicate progress to students and parents in a timely manner.
- * We will treat students, parents and colleagues with respect and dignity.

MADISON SCHOOL DISTRICT #38 2024-2025 SCHOOL YEAR CALENDAR

July 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2024						
S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Jul 23	New Student Registration, Kinder & 5th grade
Jul 24	Returning Student Registration, Last Name A-L
Jul 26	Returning Student Registration, Last Name M-Z
Jul 29-30	Madison Teacher Orientation
Jul 31	All Teachers' Beginning Day-Full Day
Aug 2	All Staff Professional Development Day
Aug 6	Student's First Day
Sep 2	Labor Day
Oct 4	Teacher Planning Day-No Students
Oct 7-11	Fall Break
Oct 23	Parent/Teacher Conferences-Evening
Oct 24	Parent/Teacher Conferences-Half Day/Evening
Oct 25	Parent/Teacher Conferences-Half Day Schedule
Nov 11	Veteran's Day
Nov 27-29	Thanksgiving
Dec 20	Teacher Planning Day-No Students
Dec 23-31	Winter Break
Jan 1-3	Winter Break
Jan 6	School Resumes
Jan 20	Martin Luther King Day
Jan 29	Parent/Teacher Conferences-Evening
Jan 30	Parent/Teacher Conferences-Half Day/Evening
Jan 31	Parent/Teacher Conferences-Half Day Schedule
Feb 17	President's Day
Mar 7	Teacher Planning Day-No Students
Mar 10-14	Spring Break
Mar 31-April 17	State Testing and/or Make-up
April 18	Spring Holiday
May 21	Students' Ending Day-Half Day Schedule
May 22	Teachers' Ending Day-Full Day
May 26	Memorial Day

KEY	
	New Student Registration, Kinder and 5th grade (23rd)
	Returning Student Registration, Last Name A-L (24th)
	Returning Student Registration, Last Name M-Z (25th)
	Teacher Orientation
	Teacher Collaboration Time (TCT)-Early Release
	All Teachers - Beginning, Ending
	Students' First Day, Ending Day
	Parent/Teacher Conferences - Evening
	Parent/Teacher Conferences - Half Day & Evening
	Parent/Teacher Conferences-Half Day Schedule
	Teacher Planning Day-No Students
	School Holidays
	All Staff Professional Development Day
	Testing Days

End of Grading Periods:	
1st Quarter	October 3
2nd Quarter	December 19
3rd Quarter	March 6
4th Quarter	May 21

40th Day - October 1
100th Day - January 23

January 2025						
S	M	T	W	T	F	S
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19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025						
S	M	T	W	T	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2025						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Park Vision, Mission, Commitments and Beliefs

Vision

Park students will promote with the academic and social skills needed to be successful in high school without the need for remediation.

Mission

To foster success for *all* through dynamic, engaging, and relevant learning experiences focusing on students' academic, social, and emotional growth.

Commitments and Beliefs

- All Park students will meet or exceed the standards in math, ELA, and science by the time they leave the 8th grade.
- All Park students will receive intervention or enrichment instruction in small groups based on formative data in math and ELA to meet their individual needs and ensure academic growth.
- All Park students will receive rigorous, grade level or above appropriate instruction aligned to the standards.
- All teachers will provide learning goals and success criteria so that all students can monitor their own learning and progress towards standard mastery.
- All teachers and students will receive services and learning to support students' social emotional well-being, values, and citizenship.
- All Park students will have access to unique STEAM opportunities through clubs and electives.
- All families will be provided with opportunities and resources to engage with their child's learning and school community.

Madison Park Bell Schedule

8:10AM- Students allowed on campus

8:25AM- Warning Bell

5th/6th Regular Schedule	
Period 1 - Homeroom	8:30 - 8:54
Period 2	8:57 - 9:55
Period 3	9:58 - 10:56
Period 4	10:59 - 11:57
Lunch	12:00 -12:40
Period 6	12:42 - 1:40
Period 7	1:42 - 2:40
Period 8	2:42 - 3:40
5th/6th TCT Schedule	
Period 1 - Homeroom	8:30 - 8:39
Period 2	8:42 - 9:27
Period 3	9:30 - 10:15
Period 4	10:18 - 11:03
Lunch	11:06 - 11:46
Period 6	11:49-12:34
Period 7	12:37 - 1:22
Period 8	1:25 - 2:10

7th/8th Regular Schedule	
Period 1 - Homeroom	8:30 - 8:54
Period 2	8:57 - 9:55
Period 3	9:58 - 10:56
Period 4	10:59 - 11:57
Period 6	12:00-12:58
Lunch	1:00 - 1:40
Period 7	1:42 - 2:40
Period 8	2:42 - 3:40
7th/8th TCT Schedule	
Period 1 - Homeroom	8:30 - 8:39
Period 2	8:42 - 9:27
Period 3	9:30 - 10:15
Period 4	10:18 - 11:03
Period 6	11:06-11:51
Lunch	11:54-12:34
Period 7	12:37 - 1:22
Period 8	1:25 - 2:10

Half-day Schedule	
Period 1 - Homeroom	8:30 - 8:47
Period 2	8:50 - 9:20
Period 3	9:23 - 9:53
Period 4	9:56 - 10:26
Period 6	10:29 - 10:59
Period 7	11:02 - 11:32
Period 8	11:35 - 12:05

MADISON PARK MIDDLE SCHOOL ~ 2023-2024 School Year

Respect

Outreach

Achievement

Responsibility

CONTACT INFORMATION

To report an absence

602-664-7521

For other information

602-664-7500

Website

<https://www.madisonaz.org/Domain/14>

Health Office

602-664-7520

Transportation Department

602-664-7701

DAILY SCHEDULE

Office Hours

8:10am-4:30pm

Campus Opens

8:10am

School Starts

8:30am

School Ends

3:40pm

See the District Calendar on pg. 4 for:

- School Holidays (no school)
- Half Day Dismissal Dates (12:05 pm)
- Teacher Collaboration Time (2:10 pm dismissal every Wednesday)

POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS (PBIS)

Madison Park uses PBIS principles to teach and reinforce behavioral expectations. Using the PBIS framework, Park students practice **ROAR** (**R**espect, **O**utreach, **A**chievement, **R**esponsibility). As such, expectations are developed and written in a positive manner. Students are directly taught these expectations for various locations on campus including the classrooms, cafeteria, playground, and mall-ways, and other areas. Consequences for violating the rules and expectations are known by the students prior to any offense. Appropriate behavior is acknowledged and reinforced. A PBIS committee meets regularly to discuss student conduct, areas of concern, positive incentives, and discipline data.



<div> <div>R</div> <div>O</div> <div>A</div> <div>R</div> </div>				
RESPECT	OUTREACH	ACHIEVEMENT	RESPONSIBILITY	
Classroom	Use appropriate tone, volume and language Follow directions without comments or outbursts	Seek assistance from school personnel Support your peers and take an active role in group work and projects	Strive for excellence Have a learner centered attitude-YES! Monitor your progress in each class and use the data to set goals	Manage your supplies and belongings Stay focused Arrive to every class on time and prepared
Cyber Space	Choose kind words and actions Honor the personal space, property, and learning of others	Use proper online manners Uphold an anti-bullying commitment	Complete all online assignments in a timely manner Maximize extended learning times	Keep passwords private Use appropriate resources and websites for class assignments
Mallways	Keep your hands and feet to yourself Honor the personal space and property of others	Take an active role in keeping our campus clean Be a positive role model	Make positive decisions Go directly to your next destination Be aware of classes nearby	Walk facing the front Always listen and respond positively Stay with your group
Café	Use appropriate tone, volume and language Keep hands and feet to self Use a single file line when entering	Take an active role in keeping our campus clean Use please and thank you	Respond positively to directions Make healthier food choices	Wait at your table to be excused Eat food in designated areas only Handle food correctly
Playground	Use appropriate tone, volume and language Keep hands, feet, and objects to yourself Use good sportsmanship	Take an active role in keeping our campus clean Tell school personnel if someone might be hurt or needs assistance Include others	Respond positively to directions Give full attention to school personnel	Play safely and share equipment Promptly line up at the end of recess Put equipment away when the whistle blows
Restroom	Use appropriate tone, volume and language Be considerate of others' personal space and property	Use supplies for their intended purpose Conserve supplies and clean up after yourself	Be prompt Flush, wash, dry, good bye Avoid taking advantage of bathroom privileges	Report any broken items or flooding to school personnel Use facilities appropriately
Bus	Use appropriate tone, volume and language Keep hands, feet, and objects to yourself	Take an active role in keeping the bus clean Interact with courtesy and consideration	Go straight to assigned seat Follow driver/aide directions the first time	Board and deboard bus with care Personal items stay in backpack

MADISON PARK MIDDLE SCHOOL

STUDENT / PARENT HANDBOOK

ABSENCE REPORTING Parents or guardians should call **602-664-7521** before 8:30am the day of an absence. If a student is not called in, he/she is considered truant.

ACADEMIC SUCCESS PROGRAM Students who do not complete their daily homework or classwork assignment will be referred by their teacher to after-school learning support in our Academic Success Program on the day of the occurrence. Students with grades that fall below 70% will be assigned to the Academic Success Program by their teacher of the class in which they have a grade below 70%. In doing so, teachers will provide students with additional opportunities to correct assigned work or complete additional work until such time the student's grade is above 70%.

ARRIVAL ON CAMPUS The campus opens at 8:10am. No supervision is provided before 8:10am, therefore no students are to be on campus before 8:10 am.

ART MASTERPIECE PROGRAM

The purpose of the Masterpiece Art Program is to insure the awareness and appreciation of art. This is accomplished by Parents and Teachers (PTO) providing Park with trained volunteer Art Guides. The guides go into their assigned classrooms to discuss with the students famous paintings or sculptures. We would like to invite you to become a trained volunteer Art Guide.

ATTENDANCE POLICY Daily, on-time attendance is the key to student success. Arizona State Law charges the parent or guardian with responsibility for their student's consistent school attendance. Attending school each day, being on time, and remaining for the entire day is very important for the total commitment to learning. Absences and tardies disrupt the learning process. Parents are encouraged to make doctor, dentist and other appointments for students at times that will not interfere with school. **Family trips should be scheduled during non-school days.** This will reinforce the importance of school and regular attendance. Consistent attendance is one of the most important habits your child can develop in order to succeed in school and in life. Madison Park Middle School participates in the C.U.T.S. (Court Unified Truancy Suppression) program. Students with five or more unexcused or 19 excessive absences (excused or unexcused) may be referred to the Maricopa County Juvenile Courts. Parents will need to appear in court and may be assessed a fine. ***If a student is absent all day (excused or unexcused) he/she may not participate in extra-curricular activities the same day.***

BUS SERVICE The Madison School District provides bus transportation for students as a convenience to both parents and students. The school bus driver has the authority to enforce the bus rules of conduct. Students may ride only the bus they are assigned to. ***Please remember that riding the bus is a privilege and may be revoked if expectations are violated.***

Conduct on the bus

- The bus will not move until all passengers are seated.
- Remain seated throughout the trip, and leave your seat only when the bus has reached its destination and comes to a complete stop.
- Keep your books and parcels on your lap or put them under the seat.
- Keep the aisle clear.
- Do not talk to the driver except in case of an emergency.
- Avoid doing anything that might disturb or interfere with the driver. Refrain from loud or boisterous talking or yelling.
- Never stick your hands, arms, head, or feet out of the windows of the bus.

- Do not open windows without the driver's permission.
- Do not throw anything within the bus or out of a window; you might injure a pedestrian or force a motorist to make a dangerous maneuver.
- Do not touch the emergency door or exit controls or any of the bus safety equipment.
- Do not discard garbage in the bus.
- Eat at home or school, but not on the bus.
- Obey promptly the directions and instructions of the school bus driver.

CAFETERIA/MADISON FOOD & NUTRITION SERVICES

Our school cafeteria offers nutritious breakfasts and lunches every day. Students may purchase school meals daily or on an as needed basis.

Payments/M Meal Balances

- You can make payments to your child's account at: <https://linqconnect.com/main>. Click on "enroll now" and create an account for yourself and your child(ren). You'll need to enter your child's school, grade, birth date, student ID number, and your credit or debit account information.
- The cashier is available in the mornings before schools begin to receive payments for meals by cash/check. Parents/Guardians may come in person to make payments OR send payments in with their students.
- All meal payments must be made daily before 9:00 a.m. in order to minimize delays as students are traveling through lunch lines.
- Prepaid Balances: Parents are encouraged to prepay 10 days' worth of meals. Meal balances follow the student their whole career at Madison. Refunds should be requested through the cafeteria prior to leaving the Madison School District.
- Low/No balance: When a student's meal balance is low or out of funds, the cashier will contact the parent/guardian by phone, letter or email.
- **Applications for free or reduced priced meals are available online**
at: <https://linqconnect.com/main/>

BREAKFAST MENU: Breakfast choices include a daily entrée; cereal; fat free white or chocolate milk; 100% juice; and fruit.

TIME: Breakfast is served daily before school begins. 8:10-8:25am

Students eating breakfast at school must go directly to the cafeteria when they arrive on campus.

Students must eat in the cafeteria and then walk to their assigned playground/classroom.

LUNCH MENU: Lunch includes a choice of 3 daily entrees, fresh fruits and vegetables, fat free white, chocolate or strawberry milk. Please review the current food allergy policy online at:

<https://www.madisonaz.org/Page/263>. Also, please inform the school health associate of your student's food allergies, and if there are changes at any time throughout the school year.

Beginning in the 2024-2025 school year, the district will allow students to have up to five (5) unpaid meals charged to their account.

Families are responsible for any meal debt that is accrued. Please visit linqconnect.com or provide your student's cafeteria manager with cash or a check to bring your student's account current. As always, we will never discuss your student's account with them. If you have any

questions about your student's account, please contact your student's cafeteria manager. Their information can be found on the school's website.

The revised policy will help us ensure that our school meal program remains financially stable while still providing healthy and nourishing meals to all students. We understand that these changes may raise questions, and we want to assure you that we have carefully considered the impact on our students and their families.

We encourage all families to fill out an application for free or reduced-price meals. Applications are available online at linqconnect.com or printed copies can be obtained from the front office at your child's school. Applications are available in English and Spanish.

You can view the monthly menus as well as a list of current meal pricing by visiting this [link](#).

Lunches from Home

Home lunches may come to school in paper/plastic sacks or a container especially designed for lunches. All home lunches should be marked with the student's name and homeroom teacher's name. Lunch from home cannot be refrigerated; please pack food items that do not spoil easily and/or are cooled by lunch bag ice packs. Students are responsible for knowing if they have a home lunch, and whether they need to purchase a beverage from school. When sending lunches from home, please send them to school with your students.

Lunches from Outside Vendors

Lunch from outside vendors or delivery services are not permitted during the school day. If your child forgets his or her lunch they can obtain a lunch from the cafeteria.

Birthday in a Box

The Madison Food & Nutrition Services Department would love to help you celebrate your child's special day by offering birthday snacks for the entire class. Offerings and pricing are able to be viewed at: <https://www.madisonaz.org/Page/270>. Please download the Birthday Celebration form, complete it in its entirety, and return it with cash or check payment to the school cafeteria no later than 7 days in advance for ordering. We can accept orders for the entire school year as early as the first day of school. Parents please don't forget! **OUTSIDE BIRTHDAY CUPCAKES OR OTHER BIRTHDAY TREATS/SNACKS ARE NOT ALLOWED TO BE BROUGHT TO THE SCHOOL**, as this interrupts your child, teacher, and classmate's instructional time.

A La Carte Purchases

Students may have the option to purchase a la carte items available at breakfast and at lunch depending on their school. These items cost an additional price with many options like water bottles, milk, juice, and other snacks. Please call your cafeteria to inquire about the selection of items and the price of these items. All of these items meet the Healthy, Hunger-Free Kids Act of 2010 Smart Snack nutritional regulations and requirements based on ingredients, calorie, total fat, saturated fat, trans fat, sodium, and sugar limits. Parents have the option to call their school cafeteria to set up a block on these A La Carte purchases for their child, so that their child will not be allowed to take these items.

Lunch Times

All grade levels are assigned specific lunch periods, please see pg. 6 for specific grade level lunch times.. ***Please note that parents/guardians who plan to join their students for lunch and/or bring lunch to their student must sign in at the front office and adhere to the grade-level assigned times for lunch.*** Parents who are bringing ‘special meals’ for students need to arrive at least 10 minutes before the assigned lunch time.

Cafeteria Rules

All campus rules apply in *addition* to the following cafeteria specific rules:

- Sharing of food is not permitted. Breakfast and lunch purchased for a student from the cafeteria may not be shared with parents or siblings.
- Eat your own food.
- Say and do nothing that will hurt another.
- No playing in the cafeteria or cafeteria bathrooms.
- Keep all food on the table within your assigned space; all breakfasts and lunches must be eaten in the cafeteria. **Food not finished by a student is not to be taken out of the cafeteria.**
- Once seated, students may not get up for any reason; students must raise their hands and wait for a lunch aide’s assistance.
- Students must receive permission to leave the lunch table to use the cafeteria bathroom.
- Comply with directing from supervising staff members and treat everyone with respect.
- Walk at all times.
- Talk in classroom voices.

USDA Smart Snacks in Schools & the Arizona Nutrition Standards

The Arizona Nutrition Standards have been revised to incorporate the new USDA Smart Snack in Schools requirements. The revised standards are effective July 1, 2014. They apply to ***all foods sold or served on campus during the school day***. The school day is defined as the period from midnight before to 30 minutes after the end of the official school day. The intent of the standards is to ensure consumption of healthful foods during the school day and create an environment that reinforces the development of healthy eating habits. Madison staff, if you would like to order snacks for an entire grade level or school, please contact the Madison Food & Nutrition Services Department secretary at 602-664-7919 to set this up. We have a list of snacks that meet all of the Smart Snack nutritional requirements. In addition, A La Carte snacks meeting the standards will be available for purchase at breakfast and lunch. **Food sales of any kind, outside of those for sale in the cafeteria, are prohibited by the Madison School District Wellness Policy from the midnight before, to 30 minutes after the end of the official school day.**

Please visit www.madisonaz.org (Families - Food & Nutrition Services) for more information.

If you have questions or concerns, you may contact Food & Nutrition Services at 602-664-7919.



CELL PHONES Students may bring cell phones to school in order to stay in contact with parents before or after school. Use of personal devices are only permitted when permission is granted by a staff member. Should you need to reach your child during school hours, call the school office and we will put you in contact with your child. Cell phones must be turned off and put in a backpack between the hours of 8:10 am to 3:40pm. Unauthorized use of a personal device during the school day will result in the device being turned over to administration. The student's parents/guardian will be required to meet with an administrator if there are multiple violations.

CHECKING OUT EARLY Students will be called out of class early only when a parent/guardian has arrived at school. Students can **only** be signed out by someone ***who is listed as an emergency contact***. The person picking up the student must show picture identification. To protect learning time, students will not be called out of a class until the parent/guardian physically arrives in the office. **Phone requests to have your child waiting for you in the office will not be permitted as we are committed to prioritizing learning.** If you are checking out your child early for an appointment, please allow for a few additional minutes for your student to be called down to the office in order to get to your appointment on time.

CHEWING GUM is not allowed anywhere on campus at any time.

CLASSROOM VISITS We encourage you to be part of your child's education. If you would like to visit a classroom, please schedule an appointment with the administrator. You will still need to check into the office before proceeding to the classroom. All visitors and volunteers will be required to provide a valid government-issued ID that will be entered into the Raptor Visitor Management System. Visitors and volunteers will be issued a temporary ID badge that is to be worn at all times while at the school. Siblings are not allowed for classroom visits. Children not enrolled in the school may not be on campus during the school day.

COMMUNICATION Consistent communication between the school and home is very important for student success. Parents are able to access their child's assignments/grades at all times by logging in to PowerSchool. If you need your login information please call the office. You may email a teacher anytime if you have questions or concerns. Staff members are willing to schedule meetings with parents before school, after school and during their prep times.

CONTACT INFORMATION It is imperative that we have a current address and phone number for you on file. If you change addresses, jobs or phone numbers during the school year please contact the office immediately.

CURRICULUM

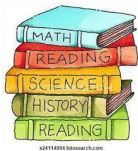
The Madison School District has aligned all adopted curricula to the Arizona College and Career Ready Standards. Specific State Standards are used by our teachers to plan daily lessons.



Reading

The core of the reading/language arts program is Wonders 2023 (5th Grade). It provides students with foundational skills to extend writing, and student-friendly self-assessments and self-expression through reading, writing, and speaking.

StudySync (6th - 8th grades) by Macmillan/McGraw-Hill, encompasses six units per grade for 180 days of integrated reading, writing, listening, and speaking instruction.



Math

The adopted Into Math published by Houghton Mifflin Harcourt resource is aligned to Arizona College and Career Readiness Standards. This resource has tools that ensure students are on the right track to meeting AZCCRS and mathematical practices. Students will learn, practice, and apply Mathematics to become college and career ready. Students will be expected to use modeling and reasoning to justify their thinking and responses, which support the Standards for Mathematical Practices. The components in this resource help students to see mathematics as sensible, useful, and worthwhile, coupled with the belief in diligence and one's own efficacy. Students will develop a conceptual understanding and learn procedural skills and develop fluency.

Science

Inspire Science by McGraw-Hill is the adopted science program. It is a very hands-on science program with varied units of study. Students learn best by engaging in experiments. Teachers and students do science together and engage in enduring experiences that lead to a deeper understanding of the natural world.



Social Studies

Our adopted social studies curriculum by McGraw-Hill provides an experience that brings social studies to life and empowers our students to think critically, ask questions and make a difference. The program highlights primary and secondary sources across a wide range of voices and perspectives. The Social Studies program consists of using U.S. History, World History, Exploring Civics and Economics, Government and Civics and NEWSLA to implement the AZ Social Studies Standards.

Electives

We offer a wide variety of STEAM electives to choose from. Please click on the [Electives link](#) for course descriptions.

CUSTODY In most cases, natural parents shall be given reasonable access to their children at school. Exceptions to this will be made in cases where there are court orders restricting the rights of one parent to access a child and/or the child's official school records. It is the responsibility of the natural parent who has a court order restricting the rights of the other parent to provide the school with official documentation outlining those restrictions. The school cannot restrict access without legal documentation.

DRESS CODE Student dress and grooming are generally a matter of personal choice. However, we recognize there is a relationship between student dress and student success, school pride, the safety and general welfare of students and staff, and the accomplishments of the curriculum goals and educational objectives. Students who violate the dress code will be asked to go to the Health Office to change into dress code compliant clothing. The parent/guardian may be contacted by administration. Students may not call for clothing when they violate the dress code. Be sure to dress for success!

- Students' attire and appearance should not detract from or disrupt the educational environment.
- Clothing shall cover undergarments at all times and shall not expose cleavage, abdomen, private area, or buttocks.
- Dress or accessories that advocate alcohol, drugs, obscenity, sex, or tobacco are prohibited. Dress or accessories that indicate or imply membership or affiliation with gangs/negative affiliations that initiate, advocate, or promote activities that threaten the safety or well-being of persons or property on school grounds or disrupt the school environment are prohibited. Dress or accessories that display speech or language that is offensive or inappropriate to the limited forum of the public school environment are prohibited (See Madison Elementary School District

policies and regulations KFA, JICA, JICA-R, JICF, JICF-R). Dress or accessories that display these or are deemed to advocate or encourage any of these are counterproductive to Madison's curriculum goals and educational objectives.

- Shoes should be worn at all times. They should ensure that students are able to walk to class safely and participate in all classes. Students should also be able to walk up and down the stairs safely. Slippers are not permitted.
- Facial jewelry is not permitted.
- Hats are permitted on school grounds except they are not to be worn in any school building. This includes all headwear: hats, caps, bandanas, hoods.
- These rules, as well as all rules in this handbook, are subject to the discretion of school administration and take into account any religious or medical exemptions.

EARLY RELEASE FOR TCT Madison School District is committed to high levels of learning for all of our students. The District has declared that it will educate all students to meet national and state Common Core Standards. The District recognizes that the knowledge and skills of our teachers is our most important resource in meeting this lofty goal. High levels of learning and performance on the part of all teachers are the key to high levels of learning and performance of all students. Therefore, the District is providing time for our teachers to engage in extended study and collaborative learning – Teacher Collaboration Time (TCT). TCT time is every Wednesday and is a 90-minute block of dedicated time for teachers to learn and work together to continually improve Madison's education programs and student learning.

EIGHTH GRADE PROMOTION All eighth grade students have the opportunity to participate in year-end promotion activities, to include a dance, field trip and the promotion ceremony. A student's participation in any and all promotion related activities is dependent upon meeting academic, attendance, and behavioral expectations. Students who wish to participate in the activities are expected to pay a \$50 Eighth Grade Promotion fee.

EMERGENCY CONTACT / FIRST AID / ILLNESS When a student becomes ill or is injured at school, he/she will be evaluated and treated by the school health associate. Notes will be made in the student health file. The parents or emergency contacts will be contacted if the illness or injury requires the student to be picked up early – students may not leave without an adult. Only persons listed as an emergency contact will be allowed to pick up the student. For this reason, it is vital that we have current contact information on file. If you change your phone number, please contact the school office immediately. **We require picture identification from the person picking up the student.**

FEES

Activity Fee: \$50 - There is a Governing Board approved School Activity Fee of \$50 per student. Activity fees are used for recess equipment, grade level field trips plus transportation costs, school performances and Spelling Bee registration. In the coming school year we would like to use the Activity Fee to also pay for Recess Coaches, Spelling Bee registration, author visits, after school club leaders, and more!

Sports Fee: \$100 *per child, per sport*. Must be paid before the first game.

Lost/Damaged Uniform Fee: The athlete's family is fully responsible for the return of all equipment and uniforms in satisfactory condition. Failure to meet this expectation will result in parents having to

reimburse the athletic department a minimum of \$50. An athlete will be denied further participation in sports and/or access to school records if equipment is not returned and fees go unpaid. Please refer to the [Madison School Districts Athletic Handbook](#) for more information.

Club Fee: \$25 *per child, per club*. Must be paid by the first meeting day of the club.

8th Grade Promotion Fee: \$50 to participate in all of the promotion activities ie, dance, promotion field trip, Class T-shirt, awards.

If any of these fees cause a financial hardship, please contact the principal or school secretary to make payment arrangements.

HEALTH INFORMATION There is a health associate on campus during school hours. In the event of illness or accident during the school day, the student will be referred to the health office. If a child becomes sick during the day, the school health associate will evaluate the student and may need to contact the parent/guardian. If there is a change in telephone number, place of employment or address during the school year, notify the school office **IMMEDIATELY**. If your child is ill do not send them to school. If a child has a temperature of 100.0 or higher he/she is not permitted to stay at school. Students must be fever free for 24 consecutive hours before returning to school.

IMMUNIZATIONS Arizona law (ARS 15-871-874) requires a current and up-to-date immunization record be furnished **before** a student may start school. Immunization requirements are: Diphtheria, Measles, Tetanus, Rubella (German measles), Whooping Cough, Hepatitis B, Mumps and Polio.

LATE ARRIVAL Students arriving late to school must check in through the front office and obtain a pass to enter class.

LOST AND FOUND Madison Park does not assume responsibility for lost items but will make every effort to help locate lost items whenever possible. There is a Lost and Found area in the health office. Unclaimed items remaining after the close of a semester are donated to local charities.

MCKINNEY-VENTO HOMELESS STUDENTS

Students may be considered homeless if they are:

- In a shelter, motel, vehicle, or campground
- On the street
- In an abandoned building, trailer, or other inadequate accommodations
- Doubled up with friends or relatives because they cannot find or afford housing

If children are homeless, they have certain rights and protections under the McKinney-Vento Homeless Education Assistance Act. These protections include the right to:

- Go to school, no matter where they live or how long they have lived there
- Be enrolled immediately without birth certificates, immunizations, or school records
- Attend school while the school arranges for the transfer of school and immunization records or any other required documents
- Enroll in school without giving a permanent address
- Schools cannot delay enrollment
- Continue in the school they attended before becoming homeless or the school they last attended

- Receive transportation to and from the school they attended before becoming homeless or the school they last attended, if requested

An enrollment form is available in the front office. Please contact the school office for more information and/or an enrollment form.

MEDICATION State law controls the dispensing of medication. The prescription medication form must be signed by the parent before the school can dispense any medication. Medication must be received in the original container to ensure proper dispensing and for protection of the student and school personnel. Over-the-counter medication (Tylenol, aspirin, etc.) can be dispensed with written parental permission. Students are not allowed to carry or administer medication themselves unless authorized with a signed physician's statement indicating the necessity for self-administration; please see policy JLCD for exceptions.

PERSONAL TECHNOLOGY DEVICES All Personal Technology Devices need to be put away in a child's backpack. Students use district chromebooks for educational purposes. As with other personal owned items, the school and District are not liable for the loss, damage, misuse, or theft of personal owned devices brought to school. Please know that students are never required to bring a device to school. All students will still be able to access and utilize school equipment.

PERSONAL TRANSPORTATION DEVICES Schools will not store skateboards, scooters, rollerblades, etc. in the office or classroom areas. If a student chooses to use this mode of transportation to/from school, the item must be able to be secured with a locking mechanism in the bike or skateboard rack area. Bicycles must also be secured in the bike area. The school will not be responsible for the loss or theft of any of these items. Students are expected to follow all local laws when traveling to and from school and are encouraged to wear appropriate safety equipment. Bicycles and scooters must be walked in crosswalks and once on the school grounds. Skateboards, rollerblades, etc. must be similarly carried.

Motorized vehicles, including scooters and hoverboards, are not allowed at any time per Municipal Code 36-64.

STUDENT DROP OFF/PICK UP- Students must be dropped off and picked up at the designated areas in front of school. This is a single lane drive and there must be a continuous flow of traffic. Please be prompt on picking up your child at the end of the school day. As a reminder, dismissal on regular days is at 3:40 pm, TCT day at 2:10 pm and Half-day at 12:05 pm. There is no parking along the curb in front of the school.

SPECIAL EDUCATION - CHILD FIND NOTICE It is the Madison School District's responsibility to inform the general public and all parents within our boundaries of our responsibility to make available special education services for students with disabilities aged 3 through 21 years and how to access those services. In addition, we have a responsibility to provide information regarding early intervention services for children born through 2 years.

We are responsible for identifying, locating, and evaluating all children with disabilities including children aged 3 through 21 and for referring children from birth through 2 years of age to Arizona Early Intervention Program (AzEIP) for evaluation and appropriate services

We are also responsible for providing a free and appropriate public education (FAPE), which includes special education and related services to children with disabilities at public expense, under public supervision and direction without charge to the parents.

For all new students to the district, the classroom teacher will complete screening activities within 45 days of enrollment. The teacher will look at the child's ability in the areas of academics, vision, hearing, communication, social/emotional, and motor skills. If any concerns are noted, the child may be referred for additional help.

Children born through 2 years of age who are receiving early intervention services and will be participating in preschool programs for children with disabilities will be assured of a smooth transition into that program.

If you have any concerns about a child you know, please contact Madison School District's Special Education Department at (602) 664-7927 or the school in which those boundaries you reside.

SPORTS Madison Park Middle School offers fall, winter and spring sports. Tryouts for sports are open to all students with a current physical on file. If a student receives an "F" on his or her grade check, that student will not be eligible to participate in any extracurricular activities for that entire week and until his or her academic eligibility is reinstated by raising the grade to passing. Passing grades must be confirmed the week prior to be considered eligible. The Athletic Department has adopted a new student athlete clearance process called Aktivite (formerly known as Register My Athlete). This automated process will revolutionize how student athletes are cleared. For athletic academic eligibility requirements, please refer to [Madison Athletic Handbook](#)

Adherence to School Procedures at School Games

The importance of following school procedures and guidelines while attending games and events is crucial to a successful sports season. If your student is attending a game as a spectator, home or away, your child must be accompanied by a parent/guardian or by an adult. Parents/Guardians and adults are restricted to supervising no more two student spectators at a game. If you have questions or concerns, please contact the Athletic Director and/or Administration.

Cheering Guidelines: While we encourage enthusiastic support for our student-athletes, please remember to cheer in a positive and sportsmanlike manner. Avoid negative comments, taunting, or booing directed towards the opposing team, coaches, or officials.

Behavior Expectations: Respectful and courteous behavior is expected from all attendees at school games. This includes refraining from disruptive behavior, using appropriate language, and showing respect for players, coaches, officials, and fellow spectators.

Students Walking to Away Games: As a reminder there is no dedicated supervision provided for students who walk to away games. Walking to an away game may expose your child to potential risks, from high traffic areas, busy intersections, distracted drivers, and transient populations. Students will not be allowed entry into away games without a parent/guardian.

STUDENT BULLYING/ HARASSMENT/ INTIMIDATION

MADISON SCHOOL DISTRICT POLICY JICK-EB

The Governing Board of the Madison School District believes it is the right of every student to be educated in a positive, safe, caring, and respectful learning environment. The Governing Board further believes a school environment that is inclusive of these traits maximizes student achievement, fosters student personal growth, and helps a student build a sense of community that promotes positive participation as citizens in society.

To assist in achieving a school environment based on the beliefs of the Governing Board, bullying, harassment, or intimidation in any form will not be tolerated.

Definitions

Bullying is any unwanted aggressive behavior(s) by another youth or group of youths, who are not siblings or current dating partners, that involves an observed or perceived power imbalance, and is repeated multiple times or is highly likely to be repeated;

Bullying inflicts harm or distress on the targeted youth including physical, psychological, social, or educational harm. (CDC)

Types of Bullying (Arizona Department of Education):

Verbal Bullying: saying or writing things that could be mean or hurtful. Things like: name-calling, threats, taunting, teasing, and inappropriate sexual comments.

Social Bullying: Involves hurting someone's reputation or relationships. Making someone feel like they don't belong to a group. Some examples: leaving someone out on purpose, spreading rumors, embarrassing someone in public, or preventing someone from being friends with someone else.

Physical Bullying: Involves hurting a person's body or things that belong to them. Physical bullying includes: hitting, kicking, punching, spitting, pinching, pushing, damaging someone's belongings, or making rude gestures.

Cyberbullying: Cyberbullying is bullying that takes place over digital devices like cell phones, computers, and tablets. Cyberbullying can occur through SMS, Text, and apps, or online in social media, forums, or gaming where people can view, participate in, or share content. Cyberbullying includes sending, posting, or sharing negative, harmful, false, or mean content about someone else. It can include sharing personal or private information about someone else causing embarrassment or humiliation. Some cyberbullying crosses the line into unlawful or criminal behavior.

Harassment: Harass means conduct that is directed at a specific person and that would cause a reasonable person to be seriously alarmed, annoyed, humiliated or mentally distressed and the conduct in fact seriously alarms, annoys, humiliates or mentally distresses the person (A.R.S 13-2921). Harassment may be related, but not limited to, race, religious orientation, sexual orientation, gender expression, gender identity, cultural background,

economic status, size, or personal appearance. Harassing behaviors can be direct or indirect and by use of social media.

Intimidation: A person commits intimidation if the person intimidates by word or conduct:

A. To cause physical injury to another person or serious damage to the property of another; or

B. To cause, or in reckless disregard to causing, serious public inconvenience including, but not limited to, evacuation of a building, place of assembly or transportation facility, or

C. To cause physical injury to another person or damage to the property of another in order to promote, further or assist in the interests of or to cause, induce or solicit another person to participate in a criminal street gang, a criminal syndicate or a racketeering enterprise.

Students are prohibited from bullying, harassment, or intimidation on school grounds, school property, school buses, at school bus stops, at school-sponsored events and activities, and through the use of electronic technology or electronic communication equipment on school computers, networks, forums, or mailing lists.

Students who believe they are experiencing being bullied, harassed, or intimidated or suspect another student is bullied, harassed, or intimidated should report their concern to any staff member of the School District. School personnel are to maintain appropriate confidentiality of the reported information.

Reprisal by any student directed toward a student or employee related to the reporting of a case or a suspected case of bullying, harassment, or intimidation shall not be tolerated, and the individual(s) will be subject to the disciplines set out in applicable District policies and administrative regulations.

Students found to be bullying, harassing, or intimidating others will be disciplined.

Knowingly submitting a false report under Policy JICK or this exhibit shall subject the student to discipline up to and including suspension or expulsion. Where disciplinary action is necessary pursuant to any part of Policy JICK or this exhibit, relevant District policies shall be followed.

Law enforcement authorities shall be notified any time District officials have a reasonable belief that an incidence of bullying, harassment, or intimidation is a violation of the law.

STUDENT CONCERNS, COMPLAINTS, AND GRIEVANCES

MADISON SCHOOL DISTRICT POLICY JII-EB

Madison Elementary School District does not discriminate on the basis of race, color, national origin, sex, disability, religion, or age in its programs or activities. Students may present a complaint or grievance regarding one or more of the following:

- Violation of the student's constitutional rights.
- Denial of an equal opportunity to participate in any program or activity for which the student qualifies, not related to the student's individual capabilities.
- Discriminatory treatment on the basis of race, color, religion, sex, age, national origin, or disability.
- Concern for the student's personal safety.

Complaints and grievances related to allegations of student violence, harassment, intimidation, or bullying are to be filed in accordance with Board Policy JICK.

Provided that:

- The topic is not the subject of disciplinary or other proceedings under other policies and regulations of this District, and
- The procedure shall not apply to any matter for which the method of review is prescribed by law, or the Governing Board is without authority to act.

The guidelines to be followed are:

- The accusation must be made within 30 calendar days of the time the student knew or should have known that there were grounds for the complaint/grievance.
- The complaint/grievance shall be made only to a school administrator or a school staff member.
- The person receiving the complaint will gather information for the complaint form.
- All allegations shall be reported on forms with the necessary particulars as determined by the Superintendent. Forms are available in the school office.
- The person receiving the complaint shall preserve the confidentiality of the subject, disclosing it only to the appropriate school administrator or next higher administrative supervisor or as otherwise required by law.

Any question concerning whether the complaint or grievance falls within this policy shall be determined by the Superintendent.

A student or the student's parent or guardian may initiate the complaint process by completing Exhibit JII-EA.

A complaint or grievance may be withdrawn at any time. Once withdrawn, the process cannot be reopened if the resubmission is longer than 30 calendar days from the date of the occurrence of the alleged incident. False or unproven complaint documentation shall not be maintained.

Retaliatory or intimidating acts against any student who had made a complaint under the District policy and its corresponding regulations, or against a student who has testified, assisted or participated in any manner in an investigation relating to a complaint or grievance, are specifically prohibited and constitute grounds for a separate complaint.

Knowingly submitting a false report under this policy shall subject the student to discipline up to and including suspension or expulsion. Where disciplinary action is necessary pursuant to any part of this policy, relevant District policies shall be followed.

When District officials have a reasonable belief or an investigation reveals that a reported incident may constitute an unlawful act, law enforcement authorities will be informed.

STUDENT ID Students are required to wear their ID in a visible location at all times while on campus. If an ID is lost or damaged, a new one must be purchased for \$5.00 in the library.

TELEPHONE USAGE Students may not use classroom telephones without teacher approval. Students may use office phones with office personnel approval. Should you need to reach your child during school hours, you are advised to call the school office and we will put you in contact with your child.

TEXTBOOKS Textbooks are loaned to students free of charge. Students must pay for lost or damaged textbooks.

TOBACCO & SMOKE FREE ENVIRONMENT The use of tobacco is strictly prohibited in all district buildings, on all district property and in all district vehicles.

TRANSPORTATION The District Transportation Department is responsible for bus schedules. Please contact them directly at 602-664-7701 with questions or concerns. You may also follow this link to access the bus routes and transportation information. <https://www.madisonaz.org/domain/44>

TRUANCY Parents must report an absence prior to the start of school on the day of the absence. Unexcused absences are considered trancies. Madison Park participates in the C.U.T.S. program (**COURT UNIFIED TRUANCY SUPPRESSION**) which is part of the Juvenile Justice System to combat truancy. Repeated trancies will be reported to C.U.T.S. and will require a hearing with a truancy/probation officer and/or an appearance in court.

VISITOR GUIDELINES Visitors are welcome on campus for lunch and for special events hosted by the school. Visitors are required to schedule their visit in advance and must have prior approval by the principal for the school activity. Visitors are expected to check in with the front office, obtain a visitor badge through the Raptor Visitor Management System, and follow all the school rules including refraining from photographing and posting of other children and remaining in the designated visitor area.

- Visitors must follow all school rules and stay in designated areas as determined by school.
- Parents may not bring other non-school aged children to school while participating in school activities, school volunteer opportunities, field trips, and class parties.
- The principal may suspend or revoke the privileges of any visitors for failure to comply with the school rules or the requests of school personnel.
- Principals will determine when visitors are allowed for school activities.

VISITORS DURING SCHOOL LUNCH- Lunch visitors must be on the student's approved check out list as submitted by the custodial parent or legal guardian. The custodial parent or legal guardian must notify the school office by 9:00 AM on the day they, or any visitor on the student's check out list, is planning to attend lunch. Lunch Notification Forms (available from the school) should be submitted no more than one week in advance.

- Lunch visits are limited to two visitors per child.
- No siblings are permitted during any lunch visits.
- Visitors are welcome to bring outside food; however outside food must be eaten outside of the cafeteria/commons in the Visitor Seating location.

- No other students/friends may join you for lunch, so please do not bring extra lunches for your child's friend(s). Please only take your child to the visitor's seating area outside of the cafeteria/commons. Parents of the other child have not given permission, and there may be food allergies/dietary restrictions for the other student to consider.

The school principal or their designee, at their discretion, will have the authority to cancel lunch visits based on any issues they feel could impact their ability to provide a proper environment.

School rules to guide lunch visitors will be followed. These will include designated wait areas, instructions for meeting your student, no photographs or social media postings of other children. The principal will have the authority to suspend or revoke lunch visit privileges at their discretion.

Upon arrival at the school, all visitors must report to the main office. Office personnel will facilitate the process for visitor registration. Visitors will be required to provide a valid government-issued ID/correspondence that will be entered into the Raptor Visitor Management System. Visitors will be issued a temporary ID badge that is to be worn while at the school.

- Once successfully checked in, proceed to the seating area located outside the cafeteria.
- Your student will meet you as their class enters the cafeteria.
- We ask that you sit at the designated tables marked "visitor seating" with your student.
- After lunch, please come directly to the office, sign-out, and return your visitor's badge.

Please visit <https://madisonaz.org/parents/lunch-menus/> for current meal pricing. There are a limited number of dates throughout the school year when lunch visitors are not allowed. Please plan your lunch visits on days other than those listed below:

- Early Release Days (such as TCT Wednesdays)
- Half Days
- October 25-27 (Parent Conference Days)
- January 31- February 2 (Parent Conference Days)
- April 1-19 : State Testing
- May 10: Last day for lunch visitors

VOLUNTEER OPPORTUNITIES Volunteer opportunities exist through the Madison Park PTO, Site Council, Native American Parent Committee and miscellaneous sporting events. A district volunteer handbook is available through the district website. All volunteers need to be registered prior to volunteering.

<https://www.madisonaz.org/domain/51>.