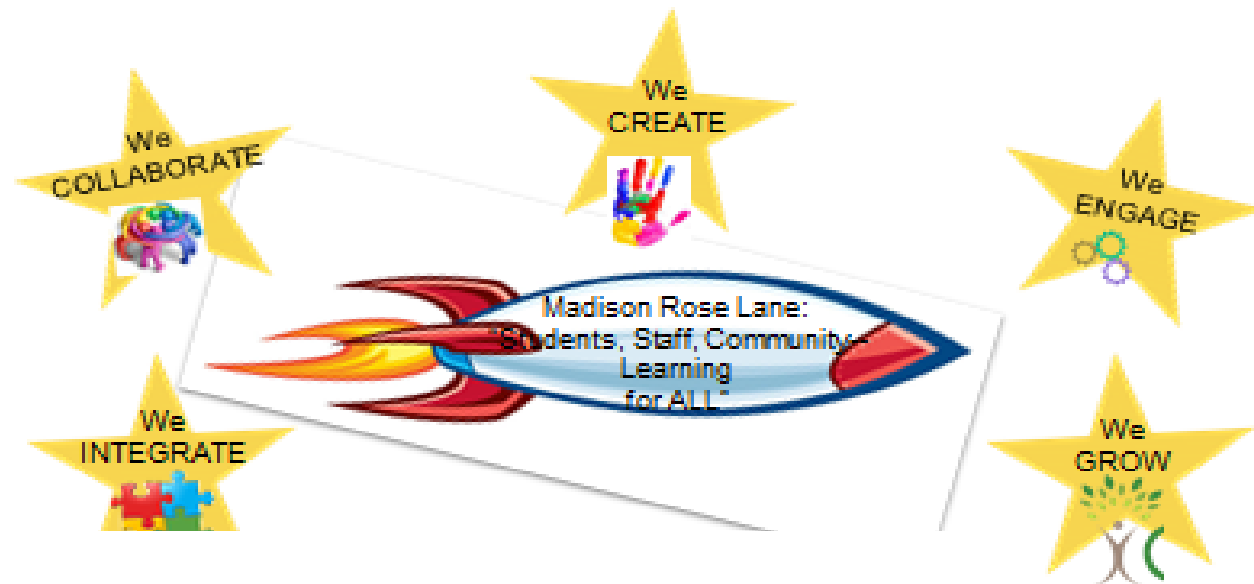


Madison Rose Lane

Student Handbook & School Calendar

Rose Lane VISION 2018-2023



2024 - 2025

Dear Rose Lane Families,

I am so glad to welcome you to Madison Rose Lane Elementary School, the home of the Rockets! As the Visual & Performing Arts School for primary age students in Madison School District, we are looking forward to an exciting year of learning in 2024-2025. I hope you have had a safe and relaxing summer, and am so glad to see you here as a new or returning member of our community. Thank you for choosing Madison Rose Lane as your child's academic home.

I also would like to thank you in advance for reading and reviewing this handbook with your child. It is full of important information that is specific to Rose Lane, and it also connects with the Madison School District Student & Parent Handbook on the district website. Please also review the MSD Handbook, available at www.madisonaz.org with your child. The district handbook contains important information regarding policies and procedures pertaining to the Madison School District, as well as our district-wide mission of inspiring a passion for learning and learning in an ever-changing world.

We appreciate your support as we work together in providing the very best instructional, creative, artistic, and social environment for our students. As partners in education, our mission is to foster success for all through dynamic, engaging, and relevant learning experiences focusing on student's academic, social and emotional growth. The most profound way to help us accomplish our mission is to make sure that your child is here for our entire instructional day, every day. Please let us know if you have any questions as we work together to help our Rockets blast off and soar through 2024-2025!

Sincerely,

Andre Reyez

Principal—Madison Rose Lane Elementary School

Please print this page, complete the information below including your signature, and return this entire page to your child's teacher no later than September 30, 2024.

- I have reviewed the entire Rose Lane Student Handbook with my child, and we agree to abide by the rules & policies outlined in this packet.
- I agree to complete the annual online Student Check-in & Permissions for my child through the Powerschool Parent Portal for the 2024-2025 school year.
- I have also reviewed the Madison District Student & Parent Handbook available on the district website (www.madisonaz.org) with my child; we understand the contents of this handbook and realize the rules and policies it contains have been designed to provide ALL

Student Name (Please print)

Grade

Teacher Name (Please print)

Parent Signature

Date

students with the most positive learning environment possible.

****Calendar Dates/Events and Staff Assignments are subject to change****

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**IMPORTANT
 PHONE NUMBERS...**

<i>Front Office – 602-664-7400</i>	<i>Cafeteria – 602-664-7497</i>
<i>Nurse – 602-664-7420</i>	<i>Transportation – 602-664-7701</i>
<i>Attendance- 602-664-7421</i>	<i>MAC – 602-664-7426</i>

Go to www.madisonaz.org to view MADISON SCHOOL DISTRICT'S 2024-2025 STUDENT & PARENT HANDBOOK Policies, Procedures, Rights & Responsibilities

Dear Parents of Madison Rose Lane,

We are so excited that you've enrolled your child at Madison Rose Lane Elementary School. You have many options when it comes to educating your child, and we're glad that you have made Rose Lane your school of choice. Our top priority aligns with Madison School District's vision to inspire passion for learning and leading in an ever-changing world. We will accomplish this by following the mission, values, and strategic plan of Madison School District, which are available online by clicking on this link:

<https://www.madisonaz.org/domain/40>

Our entire staff is dedicated to working in partnership with our families to create a learning environment which helps your child grow socially, emotionally, artistically, and academically.

The information contained within this information handbook is extremely important and will help guide decisions that are made within our school community. For clarity's sake, the document has been organized alphabetically, making it easier to access information. Some critical points to remember as you review this document:

- Instruction begins promptly at 7:45am and continues until 2:30pm (1:00pm on every Wednesday) for all Kindergarten through 4th grade students. To maximize your child's opportunity to learn new skills, practice and apply them, and make them habits, we need your help to ensure that students come to school on time and remain for the entire school day, unless there is a medical or family emergency.
- All drop off and pick up procedures are described in detail in this handbook. Thank you in advance for following these procedures, to ensure the safe, orderly arrival and dismissal of all children.
- We welcome visitors and volunteers at school during the instructional day. However, for the safety and well-being of students, visitors and volunteers are allowed on campus only if they have a specific purpose with advance notice to either the classroom teacher or administration AND if they have been screened through our background checking system in the front office.
- If you have questions or concerns about your child, please contact their teacher first through Class Dojo, by email, or by phone. Teachers will respond to you within 24 hours.

Sincerely,

Andre Reyes, M. Ed

Principal – Madison Rose Lane Elementary School

areyes@madisoned.org

2024-2025 Rose Lane Staff Assignments

Rosie Messner, Jennifer Williamson, Ryan Kelley

Principal	Andre Reyes
Assistant Principal	Karri Starkman
Secretaries	Shirley Commons, Valentina Soto
School Nurse	Robin Carr
Attendance	Amy Maiorella
School Psychologist	Heather Fredrickson
School Social Worker	Stephanie Loyer
School Counselor	Angela Manaraze
Cafeteria Management	Linda Goodin
Custodial Management	Jerzy Serafin, Plant Manager Glenda Lopez, Night Lead
Custodian Night Crew	John Loreth, Maria Castro Perez,
Site Director for MAC/Preschool	Danny Segoviano
Asst Site Director for MAC/Preschool	Coach Byrd
Preschool	Jessica Fleming, Lisette Adrian
Kindergarten	Ashleigh Anderson, Teresa Belnap, Melissa Mersch, McKenzie Tingey, Jaime Weaver
First Grade	Jacqui DiPaola, Tammie Yong, Grace Hammond, Angie Whitehouse
Second Grade	Rachel Hernandez, Cela Cannon Kate Harrington, Natalie Smith, Becky Wulff
Third Grade	Laura Cameron, Aimee Graefe

Fourth Grade	Maria Andrade, Amanda Cowen, Nicole Rhodes, Olivia Roy, Robert Yates
Resource/Special Education:	
Interventionist	Laura McGrath
Resource K-4	Leslie Pohorily, Norma Ramirez
Special Education/Self Contained	Kori Aguero, Elysia Lopez, Storey Gillingham
Speech	Laura Crowley, Caitlin Beidler
Occupational Therapist	Hannah Brennan
Behavior Specialist	Jaimie Michaels
ELL	Lani McGuire
Special Areas:	
Art	Joanna Ewald
Dance	Jessica Sanchez/Lauren Swanson
Theater	Ashley Chavez
Music/Chorus	Adam Roach
P.E.	Angie Gulick
Library Associate	Jahnvieve Buseman

Rose Lane Parent Faculty Group (TEAM) Board Members (Elected Positions/Volunteer Staff Assignments)

President	JamieSue Bennett
Vice Presidents	Megan Bernanrd, Jamie Jeffries
Co-Secretaries	Cece Hernandez, Jen Dollahan
Treasurer	Laura Noble, Mark Martz
Co-Parliamentarians	Mike Clark, Grissel Sanchez
Officers	Gina Tivis, Roxanne Montiel
Teacher Representatives	Melissa Mersch, Kate Harrington, Laura Cameron, Maria Andrade, Kori Aguero Adam Roach

Madison District Vision & Mission Statement

The Madison School District Vision & Mission statement can be found on the district's website:

<https://www.madisonaz.org/domain/40>

Madison Rose Lane Mission Statement

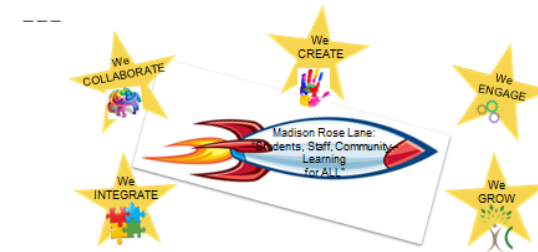
Students, Staff Community – Learning for All!

School Wide Behavior Plan

Philosophy

The behavior in a school is a reflection of the philosophy and educational beliefs of school staff in cooperative partnership with parents and students. Rose Lane believes firmly in **PBIS (Positive Behavioral Interventions & Support)** as a framework for promoting expected behaviors and life skills. Rose Lane school wide expectations should be described clearly, taught explicitly, and modeled consistently. It is important for all adults to set good examples to ensure a school environment that reflects the philosophy and educational beliefs of the Rose Lane community. All school staff should share responsibility for consistently monitoring and all students' campus behaviors. When behavior needs to be corrected, emphasis should be placed on teaching students how to identify and reflect on misbehavior and replace it with a more positive response. A positive interaction with the correcting adult enables students to correct themselves with dignity. It is equally important to identify and praise students who are displaying appropriate behavior.

Rose Lane VISION 2018-2023



Madison Rose Lane School-Wide Expectations

At Rose Lane we have set expectations across our campus for all students to follow. The matrix below describes the area of campus and the specific expectation for that location.

	Learning Areas	Sidewalk	Lunch Area	Playground	Restroom	Dismissal	Bus
Safe	<ul style="list-style-type: none"> - Walk quietly - Use materials as intended - Keep your body to yourself -Use your own supplies 	<ul style="list-style-type: none"> - Walk quietly - Stay in line and face forward - Keep your body to yourself 	<ul style="list-style-type: none"> - Stay seated - Report spills - Walk only - Keep your body to yourself 	<ul style="list-style-type: none"> - Use equipment appropriately - Running allowed only in approved areas -Keep your body to yourself -Stay in your designated play area 	<ul style="list-style-type: none"> - Use the bathroom as it is intended - Keep your body to yourself -One person in the restroom at a time. - 	<ul style="list-style-type: none"> - Walk with your teacher - Stay away from moving cars - Keep your body to yourself 	<ul style="list-style-type: none"> - Stay seated at all times - Keep all body parts inside the bus - Keep your body to yourself -One student per seat
Organized	<ul style="list-style-type: none"> - Be prepared and ready to learn - Keep it clean - Stay in your own space 	<ul style="list-style-type: none"> - Walk single file - Stay on the right side - Have a pass 	<ul style="list-style-type: none"> - Pick napkin/spork and condiments before you sit down - Line up in A B C order 	<ul style="list-style-type: none"> - Use the restroom/ bathroom before the whistle blows - Line up when the whistle blows 	<ul style="list-style-type: none"> - Ask permission to use the restroom - Enter and exit cautiously 	<ul style="list-style-type: none"> - Line up and stay w/ grade level - Keep backpack closed - Be ready to load when called 	<ul style="list-style-type: none"> - Keep aisle clear - Keep backpack closed - Keep food and drinks in backpack
Accountable	<ul style="list-style-type: none"> - Stop, walk, and talk - Do your best - Follow directions the first time 	<ul style="list-style-type: none"> - Go directly to your destination - Follow directions the first time 	<ul style="list-style-type: none"> - Raise your hand - Eat your own lunch -Clean up after yourself -Stack your tray correctly 	<ul style="list-style-type: none"> - Take turns and share equipment - Listen to adults on duty - Follow directions the first time 	<ul style="list-style-type: none"> - Report any messes -Clean up after yourself - Be sure to leave the restroom clean 	<ul style="list-style-type: none"> - Listen for your name - Watch for your car/caregiver - Follow directions the first time 	<ul style="list-style-type: none"> - Listen to the bus driver - Keep the bus clean - Be ready for your stop - Follow directions the first time
Respectful	<ul style="list-style-type: none"> - Be caring and tolerant - Use inside voice - Be an active listener 	<ul style="list-style-type: none"> - Be caring and tolerant - Use quiet voice - Be an active listener 	<ul style="list-style-type: none"> - Use manners - Use inside voice - Make room for others at the table 	<ul style="list-style-type: none"> - Include others in games - Be friendly and play by the rules - Be a good sport 	<ul style="list-style-type: none"> - Give privacy to yourself and others - Flush, wash, dry, goodbye. 	<ul style="list-style-type: none"> - Be polite while waiting - Keep area clean - Wait quietly for your ride 	<ul style="list-style-type: none"> - Be caring and tolerant - Use inside voice - Use manners

Parent/Student/School Partnership - Compact

Madison Rose Lane School

PARENT/GUARDIAN AGREEMENT

I want my child to achieve. Therefore, I will encourage him/her by doing the following:

- See that my child is well rested, punctual and attends school regularly unless ill.
- Support the school in its efforts to maintain proper discipline.
- Establish a time for homework and review it regularly.
- Provide a quiet well lit place for study.
- Encourage my child's efforts and be available for questions.
- Stay aware of what my child is learning.
- Read with my child and let my child see me read.
- Participate in school activities, whether at school or virtually, such as Open House, Parent-Teacher Conferences and my child's performances whenever possible.
- Support the school's recess program, and extracurricular activities by paying the mandatory \$50 per child School Activity fee which is required of all families across Madison School District.

STUDENT AGREEMENT

It is important that I work to the best of my ability. Therefore, I shall strive to do the following:

- Attend school regularly and on time, unless ill.
- Come to school each day prepared to learn.
- Complete and return homework assignments on time.
- Go to bed at a reasonable time.
- Read every night
- Follow all school and district expectations.

TEACHER AGREEMENT

It is important that students achieve. Therefore, I shall strive to do the following:

- Give my best effort.
- Continue to grow professionally through staff development.
- Provide developmentally appropriate instruction and homework for all students.
- Assist all students in meeting their full potential.
- Expect high quality performance from all students.
- Expect socially acceptable behavior from all students.
- Teach students to use time wisely.
- Communicate with parents on a regular basis.

PRINCIPAL AGREEMENT

I support this form of parental involvement. Therefore, I shall strive to do the following:

- Provide a safe environment.
- Provide an environment that allows for positive communication among teachers, parents, and students.
- Uphold Madison School District's vision of Inspiring Passion for Learning and Leading in an Ever Changing World
- Promote the mission of Madison School District to foster success for **all** through dynamic, engaging, and relevant learning experiences focusing on students' academic, social, and emotional growth

Attendance (24 hour message line 602-664-7421)

LATE ARRIVALS:

- Instruction begins at 7:45 am daily. Students arriving at or after 7:45 are officially considered tardy and must go directly to the Attendance Office to obtain a late pass to enter class. **Parents must sign their child in on the Tardy sheet in the Attendance Office or call the Attendance office at 602-664-7421 to excuse the absence or tardy.**
- Student tardies are recorded and reported on report cards. Parents of students with excessive tardies (excused and/or unexcused) will be contacted by the principal as late arrivals not only limit your child's instructional opportunities but interfere with and/or disrupt the learning of others.

LEAVING SCHOOL EARLY:

- Although it is often difficult to schedule health appointments before or after school, we would appreciate your conscientious efforts to do so whenever possible. Early departures limit your child's instructional opportunities and interfere with and/or disrupt the learning of others. Please honor learning as your child's job and ensure that they are in attendance for the required period of time. Schedule appointments after school dismisses for the day. If your child leaves before school ends for health care appointments, please ask your health care provider to provide a note. The note should be submitted to the school nurse the following day.
- **We will not be calling students out of class to be checked out after 2:00pm.** Our teachers are expected to teach bell to bell, and with so many disruptions at the end of the day, students are losing instructional time. Thank you for your cooperation.

If your child leaves school early:

- **The parent or other authorized individual must come into the attendance office to sign the student out.** Phone requests to pull a student from class will not be taken. **STUDENTS WILL NOT BE CALLED UP TO BE SIGNED OUT UNTIL YOU ARE PHYSICALLY IN THE ATTENDANCE OFFICE.**

- Please check in with the Attendance Clerk to sign your child out. The Attendance Clerk will then call the classroom for your student. **Please allow extra time in your schedule when picking your child up for scheduled appointments** since they may be at recess, at a scheduled special, and will need time to load their backpacks before departing. If your child returns to school before the end of the school day, the parent or other authorized individual must sign the student back IN.
- If the parent or other authorized individual picking the student up early is other than the parent or contacts listed in the student's records, a written note authorizing this person OR a verbal call to the office is **required** or your student will not be released.
- For students that are picked up early (before dismissal); parents will be required to meet with an administrator after 5 times.

LATE PICK-UP AFTER SCHOOL DISMISSAL:

- If your child is here for more than 15 minutes past dismissal time, attempts will be made to contact parents, guardians, or emergency contacts provided by you on your child's emergency card. **If these attempts are unsuccessful, the police will be contacted.** Parents will be required to meet with an administrator after 5 late pick-ups.

Madison Rose Lane School's Attendance and Tardy Information

- ***Parents or guardians must call the Attendance Office, at 602-664-7421 to report an absence within 24 hours of the absence or it will be an unexcused absence or truant absence.*** If an absence note is submitted upon the student's return, it too must be received within the 24 hours of the absence. ***Student-initiated calls will not be accepted.*** Students whose parents do not excuse the absence are considered truant.
- For your convenience, voice mail is available 24 hours a day to inform the school of an absence. Call 602-664-7421.
- When calling in an absence: make sure you indicate the **reason for absence** when leaving a message on the voice mail.

- **Students arriving at or after 7:45am are considered tardy.** All tardy students must stop in the Attendance Office prior to going to class to receive a late pass from the Attendance Clerk. Tardies are recorded and reported on student report cards. Any work missed due to tardiness will be made up during recesses.
- **A half or whole day absence (depending on the amount of school time missed) will occur for students that are tardy.**
- Madison Rose Lane will strictly enforce the laws regarding attendance. Regular school attendance is essential for success in school; therefore, absences shall be excused only for unavoidable reasons. Such reasons include bereavement, other family emergencies, observance of major religious holidays of the family's faith and illness. Family trips should be scheduled during non-school days.
- A doctor's note will be required in the case of excessive absences.

For more information related to Madison School District attendance policies, please refer to the Madison District Handbook.

Excessive Absences & Tardies

Families residing inside and outside of the Rose Lane boundaries whose children have excessive tardies, absences and/or late pick-ups (excused and/or unexcused) will be required to meet with the principal and will be expected to sign an agreement of understanding that they are committing to bringing their child every day to school and to bring them on time as well as having their child here for the duration of the school day.

Parents will need to call the front office at (602) 664-7400 to schedule a meeting with the Principal.

- During the meeting, the parent will sign a form committing to improvement of their child's attendance
- This information will be documented in their child's records.
- If the amount of tardies, absences, and/or late pick-ups (excused and/or unexcused) is not reduced, a second letter will be sent requiring a follow-up meeting with the Principal.

Failure to improve may result in this matter being reported as truant. Please refer to the Madison District Handbook for additional information.

Bus Privileges – Rules



at

Bus transportation is a privilege, not a right, for students who live within the Rose Lane attendance area. If you live outside of the Rose Lane attendance area and need bus services, please contact transportation 602-664-7701. Once your child is enrolled and placed in a homeroom, their homeroom teacher will contact you for dismissal information. This designation is our official authorization for your student's daily dismissal. **Only authorized parents/guardians may make changes in transportation. Any changes to end-of-day transportation must be submitted in writing or email to the teacher, Class Dojo, or by phone to the school office by 2:00 pm on the day transportation change is necessary.** If you do not receive a response from the teacher, call the front office before 2:00 pm. For the safety of all parties, arrangements for students to go home with other students at the end of a school day will not be honored unless parents/guardians have complied with the 2:00 pm transportation change deadline.

Cafeteria

BREAKFAST:

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

100% juice is available for students with milk allergies. Options are available for students with milk and other food allergies. Allergies must be on file with the nurse's office and cafeteria.

You can view the monthly menus, a list of current meal pricing, and Free/Reduced Meal applications by clicking on this link:

<https://www.madisonaz.org/Page/265>

Please see the Madison School District Handbook for additional information regarding breakfast and lunch.

The following is Information specific to Rose Lane:

- **Breakfast is served from 7:15am-7:40am daily. Students eating breakfast at school must go directly to the cafeteria when they arrive on campus.** Students must eat in the cafeteria, then walk to their assigned playground/classroom at or before 7:40am. Students entering the classroom at or after 7:45 will be considered tardy even if they were eating breakfast. *EXCEPTION:* When district buses arrive late, the office notifies classroom teachers of the delay; those students are given additional time to eat breakfast and are not recorded as tardy
- ***Grab and Go/Emergency Breakfast is available for late arrivals from 7:40 to 8:30 am.***

THE FOLLOWING ITEMS ARE NOT ALLOWED TO BE BROUGHT TO SCHOOL FOR LUNCH:

- o Soft Drinks (Carbonated beverages, Gatorade, etc.)
- o Candy
- o Gum
- o Large bags of chips (such as hot Cheetos, hot Fritos, etc.)

If your child is celebrating a birthday and you would like to arrange for a special birthday snack for your child and his/her classmates, these **birthday treats must be ordered through our cafeteria** by contacting our cafeteria manager **Linda Goodin** at 602-664-7497. You may also download the Birthday in a Box order form from the Madison website <https://www.madisonaz.org/Page/270>. Fill out and return the completed form with payment to the cafeteria 7 days in advance. Please be sure to notify your child's teacher (through email or DOJO) of the date you are requesting the snacks to be distributed. Your child will pick up the snacks from the cafeteria, and share the special treat that you ordered with their classmates before they dismiss for the day.

OUTSIDE BIRTHDAY CUPCAKES, PIZZA, AND OTHER BIRTHDAY TREATS/SNACKS/BEVERAGES ARE NOT ALLOWED TO BE BROUGHT ONTO CAMPUS, as this interrupts your child, the teacher, the class's instructional time, and the operations of our front office.

Calendars (Monthly)

Please feel free to print out the monthly calendars at the end of this handbook. The calendars are useful guides to important details to guide both parents and students regarding days of school, changes in dismissal times. **Please note that all events are subject to change.** New events occur throughout the school year, and may not be listed. Please watch for e-flyers and digital newsletters as well as class Dojo and emails that come home during the year. There is room on the calendar for you to add any other details relating to school as well (like homework deadlines, snack reminders, etc.).

Childcare

NEED CHILDCARE? If our school's end times conflict with your work end times, please arrange for appropriate childcare for your student. Our District provides a parent-pay after school childcare program called MAC (Madison Adventure Club). Students need to be registered in the MAC program to attend, even if they only attend on a part-time basis (such as TCT/Half Day Dismissal Days). The Rose Lane MAC program can be reached at **602-664-7470**. Registration must be completed online at www.madisonaz.org – click on “Families”, then “Community Education Parent Portal”. After enrolling online, you must go to the district office to submit immunizations and sign paperwork. **Your child is not completely registered in MAC until these steps are taken.**

Custody Issues

A CURRENT COPY OF THE COURT ORDER MUST BE PROVIDED TO THE FRONT OFFICE. 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 shall be the responsibility of the natural parent who has a court order restricting the rights of the other parent to access a child or the child's official school records to notify school officials of the conditions and provide current court paperwork.

Drop-off (Arrival) and Pick-up (Dismissal) Procedures

Please drop off and pick up your children at their designated locations. **In order to secure the campus; secure the safety of children, staff, and community members; parents will not be permitted to enter campus before instruction begins unless specific exceptions are made by administration.** In addition, please note the following:

- The City of Phoenix has posted signs designating the street in front of our campus as a “No Parking” zone. Do not stop or park along Rose Lane, and do not allow children to enter or exit your vehicle when it is in the street.
- Do not enter or park in our bus lane, and do not allow children to enter or exit your vehicle into the bus lane.
- Refrain from texting or talking on your cell phone.
- Follow all verbal instructions of staff on duty; their purpose is to keep students safe.
- Using ride shares to drop off and pick up students is strongly discouraged. The drivers are not familiar with our safety procedures or our staff. This creates confusion at drop off and pick up times.
- Follow all drop-off and pick-up procedures described in this section.

General Drop-Off Procedures at Rose Lane:

All students arriving at school during morning drop-off times will be met by Rose Lane staff, who will be assigned to duties in the areas listed below. If eating breakfast, students will go directly to the cafeteria to eat, before proceeding to their designated playground or the classroom. If students are not eating breakfast at school, they should proceed immediately to their designated playground or the classroom. At all times, students should walk safely when transitioning between their arrival location, the cafeteria, the playground, or their homeroom class.

- **Bus:** Students arriving by bus will be dropped off in the bus lane on the east side of campus, parallel to 12th Street.
- **Madison Christian Children’s Center:** Students who attend Madison Christian Children’s Center before school will be escorted across the street to the front of the school, by staff from the Children’s Center. They will be met by staff from Madison

Rose Lane who will escort Kindergarten students to the cafeteria, playground, or classroom. All other students will proceed independently to their assigned location.

- **Parent Vehicle Drop-Off:** Students who arrive at school by car must do so **between 7:15 and 7:40 AM**. Students will proceed independently to pick up their breakfast as needed, and then to their playground or classroom.
 - There are two options for drop-off:
 - **Parent Drive-through Drop off:** Students in KG through 4th Grade may be dropped off in the drive-through lanes to the north of the athletic fields and will walk independently through the designated grade level gate.
 - **Park and Walk from Madison Christian Children's Center:** If parents wish to park at Madison Christian Children's Center, they may do so only if they commit to escorting their students across Rose Lane using the marked crosswalk. **Unescorted children will not be permitted to cross the street from the church parking lot to the campus.** Once parents have escorted their child across the street, they may continue to the designated grade level gate. In order to secure the campus, parents will not be permitted to enter campus during drop off, and must stop at the designated grade level gate.
 - **Neighborhood Walkers & Bike Riders:** Students who live in our immediate neighborhood and arrive by walking or riding their bikes will enter the campus through the designated grade level gate **between 7:15 and 7:40 AM**. In order to secure the campus, parents will not be permitted to enter campus during drop off, and must stop at the designated grade level gate. Once on campus, students will be met by staff from Madison Rose Lane who will escort Kindergarten students to either the cafeteria, the playground or their classrooms. All other students will proceed independently to pick up their breakfast as needed, and then to the playground or classroom. For more information related to students who walk or ride bikes, skateboards, or scooters, please see the section further below which provides additional details for safety.
 - A crossing guard is also located at the intersection of 12th Street and Rose Lane. Please observe all directions when using this location to cross.

General Pick-Up Procedures at Rose Lane: Students will be supervised by Rose Lane staff, who will be assigned to duties in the areas listed below. At all times, students should walk safely when transitioning between their homeroom and their designated pick-up location.

- **Bus:** Students leaving by bus will be dismissed at 2:30pm and will proceed to the bus lane on the east side of campus, parallel to 12th Street. Buses will leave campus as soon as they are loaded.
- **Madison Christian Children's Center:** Students who attend Madison Christian Children's Center after school will be dismissed to the covered breezeway behind the Art room, where they will be met by the MCCC staff. They will then be escorted through the cafeteria gate and across the street to MCCC. MCCC can be reached at **602-265-7885**.

- **Parent Pick-Up:**

There are three options for parents to pick up their children at dismissal.

- **Parent Drive-through Pick-Up:** Students in KG through 4th Grade may be picked up in the drive-through lanes to the north of the athletic fields. Please display your yellow dashboard sign handed out at "Drop By, Say Hi" which is also available in the front office.
- **Park and Walk from Madison Christian Children's Center:** Parents may park at Madison Christian Children's Center, walk to campus across the marked crosswalk on Rose Lane, and proceed to the cafeteria gate by the fire lane. Parents will then check in with the staff at this location, find their student, and proceed back across the marked crosswalk back to the MCCC parking lot. **Unescorted students will not be allowed to walk across the street to Madison Christian Children's Center.**
- **Neighborhood Walkers & Bike Riders:** Students who live in our immediate neighborhood and leave by walking or riding their bikes will exit the campus through the cafeteria gate by the fire lane. **Please note that Kindergarten students are NOT allowed to walk home from our campus without an adult.**
- **Daycare Vans:** Students who leave by daycare vans will be picked up from the front office gate.
- **Madison Adventure Club (MAC):** Students who attend MAC after school will be joined by their MAC leader at a designated location.

NEED CHILDCARE? If our school's end times conflict with your work end times, please arrange for appropriate childcare for your student by enrolling in MAC, our district's fee-based after school childcare program. Students need to be registered in the MAC program in order to attend, even if they attend on a part-time basis (such as TCT or half-day dismissal days). The Rose Lane MAC program can be reached **at 602-664-7426**. Registration must be completed online at www.madisonaz.org. From there, click on "Families," then "Community Education Parent Portal." After enrolling online, you must go to the district office to submit immunizations and sign paperwork. Your child is not completely registered in MAC until these steps are taken.

Other Information Related to Dismissal:

- **Dismissal Times:** Parents are responsible for knowing the following daily dismissal times:
 - **Regular School Days:** 2:30PM
 - **TCT Wednesdays:** 1:00PM
 - **Half Days:** 11:00AM
- **Students Being Picked Up Late:** Students must be picked up within 15 minutes of dismissal time. **Any student remaining after that time must be signed out in the front office.** The school administrators will contact parents if late pick-up of students becomes a problem. **Law enforcement may be contacted for students not picked up in a timely manner.**
- **Changes in Dismissal:** ALL changes in your child's dismissal routine MUST either be in writing (note from authorized parent to teacher), through an email to the teacher, class Dojo message to teacher, or through a phone call to the school office by 2:00pm on the day the change is expected. **Due to liability issues, we cannot honor verbal statements relayed by your student, adults listed in Powerschool as an emergency contact for your child, and/or other individuals unless we receive a written note and/or verbal authorization from the parent/guardian.**
- **School Friends – After School Play:** If a student is going home with another student, a note is required from parents of BOTH students or the request will not be honored. **Students are not allowed to use office phones after school to arrange alternate plans with their friends.**

Field Trips & Assemblies

Each grade level has the opportunity to schedule field trips to off-site locations. Also, school-wide assemblies will be held on campus, depending on the requests of each grade level. These may include author visits, presentations by community experts, and performances by local artists. Field trips and assemblies are some of the extra-curricular activities that are paid for by the School Activity Fee. For more information, please see the "School Activity Fee" section in this handbook.

Hours of School

Rose Lane Office Hours:

7:15am – 3:15pm

602-664-7400

Regular School Day Schedule:

- 7:15am** School Office doors and campus gates opened for students. When dropping your child off, please follow all procedures described above; remain in your car or park at Madison Christian Children's Center; follow the directions of staff on duty; and refrain from talking or texting on your cell phone. In order to secure the campus, please do not proceed past the gates unless you have made previous arrangements with administration. **Students MAY NOT be dropped off on campus grounds (including outside gated areas) before 7:15 am.** Please make the necessary arrangements for child care if our start time conflicts with your work schedule. *It is not safe for your child to be left unattended in front of the school before 7:15 am.*
- 7:15-7:40 am** Our playgrounds will be available for use by students in the morning at designated locations related to their grade level. Any students needing breakfast must report to the cafeteria to eat, before proceeding to their playground location or classroom. If students are not eating breakfast at school, they may proceed directly to their playground location. At all times, students should walk safely when transitioning between their arrival location, the cafeteria, their designated playground, and their homeroom class.
- 7:40 am** **First bell.** Students assemble at designated locations by grade level. All teachers report to classrooms. Staff are no longer at designated duty locations.

7:45 am **Instruction begins. Students who arrive at or after 7:45 are recorded as tardy**, and will need to report to the attendance office for a tardy slip.

7:50-8:30 am Guided Study for Kindergarten, 1st & 2nd grades (differentiated reading instruction).

10:50-12:50 pm Lunch at grade-level assigned times. Students eat lunch for 20 minutes, then report to a designated location on the playground for supervised recess.

2:30 pm All Students Kindergarten through 4th grade dismissed per Rose Lane dismissal procedure

TCT Wednesday Early Release Schedule:

Same as above EXCEPT dismissal procedures begin **at 1:00 pm for all students**. Lunch times for 1st & 4th grades are altered, but all other lunch procedures remain the same. Those 1:00 pm dismissal dates are:

August	7, 14, 21, 28	January:	8, 15, 22, 29
September:	4, 11, 18, 25	February:	5, 12, 19, 26
October:	2, 16, 23, 30	March:	5, 19, 26
November:	6, 13, 20	April:	2, 9, 16, 23, 30
December:	4, 11, 18	May:	7, 14

Half Day Schedule:

Same as above EXCEPT dismissal procedures begin **at 11:00am for all students**. Sack lunches are available for students who buy lunch. Students **DO NOT** eat these lunches at school. Lunch is taken with them and eaten at home or child-care facilities. Those 11:00am dismissal dates are:

October 24, 25	Parent/Teacher Conferences	January 30, 31	Parent/Teacher Conferences
December 20	Teacher Planning Day	March 21	Last Day of School

Learning Environment

To secure our campus and to promote the safety and well-being of students, we will welcome visitors and volunteers with specific limitations, including school events; working in classrooms as scheduled by teachers; or other arrangements made in advance with administration. Please see the section on Volunteers and Visitors for more information.

Minimizing Disruptions to the Classroom: In order to maintain an environment that will help all children remain focused on their learning, we must limit interruptions to the classroom during instruction. Please refrain from bringing lunches, snacks, homework, projects, backpacks or other items to the front office during school hours. These items should be given to your child prior to the start of the school day. In addition, **balloons, flowers, outside snacks/cupcakes/treats, and surprise visits in which students are removed from classrooms will not be allowed.** We appreciate your help in following this request, which will reduce the amount of classroom interruptions due to calls from the front office.

However, birthday boxes may be purchased from the cafeteria. Please see the “Cafeteria” section of the Madison School District handbook for information on ordering birthday treats from our cafeteria.

Contacting Your Child’s Teacher: While Parent-Teacher communication is encouraged to promote your child’s success at school, it is unlikely that teachers will respond to you immediately because they are focusing on their instruction from bell to bell. Please send a message through email or Class Dojo, or leave a voicemail on the classroom landlines. Teachers will respond within 24 hours.

Lost and Found

Everything that a student brings to school should be plainly marked with his/her first and last names. Found items will be retained at school in our Lost and Found. Please be aware that unclaimed items in Lost and Found will be donated to a charitable organization on a regular basis.

Madison Adventure Club

MAC operates at all sites in our district. Kindergarten through fourth grade students participate in a variety of quality activities from school dismissal time until 6:00 p.m. each school day. In addition, childcare services are provided during fall, winter, and spring breaks. If you are interested in registering your child for MAC, please call the Community Education Department at the District Office at **602-664-7956**.

REMINDERS:

- The south gate entrance to the MAC office is only available to preschool students. For the safety of our Preschoolers, Kindergarten through 4th grade students will not be admitted through the Preschool entrance.
- Due to our early start time, MAC is not available before the start of the school day.

Newsletters

The school newsletter, "WHAT'S UP?" is prepared every month and will be emailed to all parents. The newsletter will also be available to view on our school website <https://www.madisonaz.org/domain/151>. It contains a calendar of school events and items of interest and importance to you. Parents, we recommend that you review the "WHAT'S UP?" with your child.

The District newsletter - MADISON SCENE – is published by the District Office and is mailed to District community members & families. All parents, whether within school boundaries or on Open Enrollment, are invited to keep up to date on District news through the District website: www.madisonaz.org.

Classroom communications are prepared by classroom teachers based upon grade level expectations and/or upcoming events or field trips.

Nurse – 24 Hour Message Line (602) 664-7420

Rose Lane School has a full-time Registered Nurse on our campus 5 days a week during regular school hours. Our Health Office staff's primary function is to provide needed health care for students while at school. Additionally, they are charged with school health appraisals, which consist of vision and hearing screening for state mandated grade levels. Deviations from the normal will be noted and parents notified by phone, note or us mail. If you do not want your child to participate in the screenings, please contact the school health office any time after the first day of school to request an "Opt Out" form.



Please note that School Nurses do not diagnose or administer treatments, as that is the function of your family physician.

See the Health Office section in the Madison District Parent/Student Handbook online at www.madisonaz.org.

ILLNESS OR ACCIDENT AT SCHOOL

In the event of illness or accident during the school day, the student will be referred to the health office. If the student is seriously injured and should have medical attention, the parent will be contacted and so advised. The student will be kept in the health office until the parent or guardian arrives to sign them out.

PRESCRIPTION MEDICATION

When it is necessary for a student to take medicine during school hours, the nurse will cooperate with the family physician and the parents if the following requirements are met:

1. The medicine must be prescribed by a licensed healthcare provider for the student.
2. There must be a blue medication permission slip (signed by a parent/guardian) on file in the health office in order for medication to be administered to a student. Permission slips are available in the school health office.
3. **All medications must be transferred to and from the school by an adult. Do not send medication to school with your child.**
4. All medications must be in a pharmacy bottle with the pharmacy sticker on it that indicates your child's name, the name of the medication, and instructions for use.



OVER-THE-COUNTER MEDICATION:

1. The product must be in the original manufacturer's packaging and includes the instructions for use.
2. There must be a pink medication permission slip (signed by a parent/guardian) on file in the health office in order for medication to be administered to a student. Permission slips are available in the school health office.
3. **All medications must be transferred to and from the school by an adult. Do not send medication to school with your child.**

***Children are not allowed to carry ANY medication with them to take during a school day unless there is

authorization to do so. Also, all medications (both prescription and over-the-counter) must be picked up by an adult at the end of each school year: Nothing can be stored in the health office over the summer months. Medications that are not picked up will be disposed of in accordance with local/state/federal guidelines.

See the Madison District Parent/Student Handbook at www.madisonaz.org for Arizona Immunization Requirements.

Parent Teacher Organization (Rose Lane Rocket Boosters)

Our Parent and Teacher Organization (Rose Lane Rocket Boosters) is a group of passionate parents and faculty who are dedicated to creating a safe and enriching environment so our children can grow their love of the arts and their community. Rocket Boosters is a non-profit organization, with all fundraising efforts benefitting Rose Lane Elementary School, and which provides community events for all students and families to enjoy and create lasting memories. Rocket Boosters meets monthly. We encourage all parents and active caregivers to attend meetings in this fun and inclusive organization, and help shape your child's school experience. All activities rely on volunteers to help make this happen. For more information, and to contact us please visit roselaneteam.org.

Parent Teacher Conferences

Positive communication and cooperation between parents and school are directly related to the success of children in school. Time is formally set aside twice each year in the Fall and Winter for scheduled parent-teacher conferences. Additionally, informal parent-teacher conferences may be scheduled throughout the year by either the classroom teacher or the parent. Conferences should be scheduled at mutually agreed upon times for parents and teachers to meet. Virtual conferences are also available to accommodate parents who have difficulty meeting in person.



Please note that there is no supervision available in the front office while meeting with school personnel. You will need to make other arrangements for your child to be elsewhere while you are meeting a staff member at the school.

Parties

If your child is celebrating a birthday and you would like to arrange for a special birthday snack for your child and his/her

classmates, these birthday treats must be ordered through our cafeteria by contacting our cafeteria manager **Linda Goodin** at 602-664-7497. You may also download the order form from the Madison website <https://www.madisonaz.org/Page/270> Fill out and return the completed form with payment to the cafeteria 7 days in advance. Please be sure to notify your child's teacher (through email or DOJO) of the date you are requesting the snacks to be distributed. Your child will pick up the snacks from the cafeteria, and share the special treat that you ordered with their classmates before they dismiss for the day.

OUTSIDE BIRTHDAY CUPCAKES/TREATS/SNACKS OR OTHER FOOD DELIVERIES SUCH AS PIZZA ARE NOT ALLOWED, as this interrupts your child, teacher, and classmate's instructional time.

REMINDER: Balloons and flowers are NOT allowed at school or in the classrooms due to allergies and classroom disruptions. Gum and carbonated beverages are also not allowed at school.

PRIVATE PARTIES: Invitations to private parties may not be distributed at school.

Phone Use

Students may not use classroom phones to call home for books, daily assignments, or to make after-school plans. Use of phones in the classroom, or devices brought to school by the student, may be used by students at the discretion of and under the supervision of the classroom teacher. **Phone calls made from the classroom will show up on your caller id as the main number to the school office (602-664-7400). Please tell your child to leave a detailed message for you if he/she is calling you from the classroom. Please note that all outside calls to classrooms will automatically go to voicemail, which will not be checked by the teacher until his/her prep time or end of the day.**

Report Cards

Reporting pupil progress to parents is an ongoing process through written and oral communication. Every effort will be made to keep parents informed of their student's achievements in school. Kindergarten students will receive a quarterly paper report card. For 1st through 4th grade students, grades and quarterly report cards may be viewed online through the Powerschool Parent Portal. If you need assistance with your Parent Portal, please call the front office at 602-664-7400.

School Activity Fee

The \$50 school activity fee is a district-wide Governing Board approved fee for all students in the district. It funds a variety of school-wide activities for all students, including live or virtual field trips, assemblies, author visits. We also fund our outstanding Cool Kids Recess program with your School Activity fee payments. **This fee should be paid within 2 weeks before school starts when you are updating your child's annual information online through the Powerschool Parent Portal (or when registering your new Rose Lane student).** If you are unable to pay this fee in full at one time, you may make 2 separate \$25.00 payments: one \$25.00 payment within 2 weeks before school starts, and the remaining \$25.00 before September 30, 2022. The method of payment for this fee will be online through the **Powerschool Parent Portal**, or click this link <https://az-madison-lite.intouchrecepting.com/>. Our front office is not accepting other forms of in person payments at this time. However, if you do not have the means to make an online payment, we do have laptops in our front office that you can use. Family members or family friends may also make this payment on your child's behalf.

Please contact the Principal if you are having difficulty making this payment so other payment options can be developed. This fee is nonrefundable, and will not be prorated based on enrollment after the beginning of the school year. Note that your School Activity Fee qualifies as a dollar for dollar Tax Credit when you file your State taxes (see *Arizona Revised Statute number ARS §43-1089.01*).

School Safety

To ensure student and staff safety Madison performs numerous emergency response drills throughout the school year. Madison's Emergency Response Plan is composed of information provided by the Department of Homeland Security and the Arizona Department of Education. Our staff is regularly trained on how to handle campus emergencies through best-practice courses offered by the Arizona Division of Emergency Management and FEMA.

Fire Drills: All Madison schools perform monthly fire drills.

Bus Evacuation Drills: All students practice bus evacuation procedures once a semester.

Lockdown Drills: All Madison schools hold at least two lockdown drills each year. During a lockdown all campus buildings are closed and locked. No one, other than emergency responders, is permitted to enter or leave the building until the all-clear is given.

For your own safety, as well as that of the children inside, we ask that parents refrain from congregating outside the campus in the event of a school-wide emergency. Details and/or instructions will be sent to parents via our all-call phone and email system. Please be advised that staff is not permitted to answer phones during drills/emergencies in order to keep lines open for critical communication. For the safety of all students & staff, evacuation plans will not be shared with the public.

Snacks

Students often eat snacks during their scheduled recess breaks during the day. Many classrooms have 'snack duty' procedures that allow students an opportunity to bring snacks to school once a month to share. Community snack procedures are at the discretion of the classroom teacher. Whether your student brings recess snacks for him/herself or community snacks, healthy snacks are recommended. Please contact your child's classroom teacher for some appropriate snack suggestions. **Parents should not send in snacks for classroom distribution without making prior arrangements with the teacher.**

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.

Student Attire

Student dress and grooming are generally a matter of personal choice. The guidelines below are intended to help provide direction in maintaining a safe and orderly environment for students.

- Children must wear clothing that adequately covers boy parts. Please ensure that your child arrives at school with clothing straps that are at least 2 adult fingers wide.
- Appropriate footwear that allows students to walk safely, play on the playground structures, and enjoy recess safely, must be worn at all times. Be sure that students are wearing closed toe shoes or sneakers. Sandals securely strapped to feet are acceptable. Please be aware that shoes with skates built into them are not allowed.
- Hats are permitted on school grounds; **however, they may not be worn inside any school buildings.** This includes

all headwear, hats, caps, bandanas, and hoods.

- Buttons, jewelry, belt buckles, tattoos or body art or any other accessory, which may lead to substantial interference with school activities are banned at school or at school activities. Long hanging chains and large belt buckles with metal studs are not allowed, as they present a safety hazard on the playground.
- Green, blue, pink, orange, purple and any other unusual hair dyes, along with glitter, are prohibited. In addition, Mohawks are not permitted as they may obstruct visibility in the classroom, and are a disruption to the learning environment.
- Costumes are only permitted on designated Spirit Days, or as special incentives determined by the teacher.

For a more detailed description, please reference the Madison District Parent & Student Handbook at www.madisonaz.org.

Visitors & Volunteers on Campus

In order to secure our campus, there will be a single point of entry for all visitors and volunteers. This point of entry will be the front office. If visiting or volunteering on campus, parents must report to the front office, follow all safety protocols, adhere to school procedures, and comply with the directions of staff and administration.

- **Visitors:** Visitors are welcome on campus for lunch and for special events hosted by the school. Visitors during school hours must be verified by the front office and receive a visitor badge. Visitors are required to schedule a visit in advance and must have prior approval by the principal for the school activity.
- **Visitors who are interested in having lunch with their student on campus:** You must be on the student's approved checkout list as submitted by the custodial parent, and you must provide notification to our school office in advance of your visit. Information and the link to sign up will be sent out monthly to all parents via email.
- **Volunteers:** We welcome volunteers on campus who have scheduled their time with a teacher or administrator and are registered to be a volunteer on campus. Volunteers are expected to check in with our front office, obtain a visitor badge and follow all the school rules including refraining from photographing and posting of other children, and remaining in the designated volunteer area. Volunteers may register with the district on the district website. Please click this link: <https://www.madisonaz.org/domain/51> to review the Madison School District's Volunteer Handbook.

Walkers/Bike Riders/Skateboarders

- Students who walk/ride/skate to school may not arrive on campus before 7:15am. There is no supervision for your child before this time.
- All students must enter and exit the campus through the gate near the basketball court on the northwest end of the campus.
- Bikes and scooters must be walked and skateboards must be carried on campus at all times. It is suggested that students bring a lock to use when securing their bikes on campus.
- **Children who ride bikes, skateboards or scooters are encouraged to wear appropriate safety equipment such as helmets as they travel to and from campus.**
- **Kindergarten students are not allowed to walk to or from home without an adult.**

Withdrawal from School

If it is necessary for you to withdraw your student during the school year, please follow the guidelines below:

- Please notify the classroom teacher and the school office at least **one week in advance to help make your child's transfer paperwork process speedy and efficient.** Timely notification provides the teacher and the office an opportunity to complete all necessary paperwork and gather all completed assessments that are needed by your student's new teacher.
- **Cafeteria charges must be paid and library books, textbooks, and all other classroom materials must be returned.**

Madison Rose Lane School 2024 - 2025 School Hours/Important Dates*

Please use the listing below and the monthly calendars as a guide to your child's daily school attendance requirements as well as child-care needs.

<p><u>Drop By & Say Hi night for 1st-4th grades:</u></p> <p>August 1, 2024, 5:30-6:30pm</p> <p><u>Kindergarten Meet & Greet:</u></p> <p>August 5, 2024, 1:00-4:00pm <i>By Appointment Only</i></p>	<p><u>First Day of School:</u> August 6, 2024</p> <ul style="list-style-type: none"> ● 1st Quarter ends – Oct. 3, 2024 ● 2nd Quarter ends – Dec 19, 2024 ● 3rd Quarter ends – March 6, 2025 ● 4th Quarter ends – May 21, 2025 <p style="text-align: center;"><u>Last Day of School:</u> May 21, 2025</p>	<p>Regular Dismissal Hours: (Monday, Tuesday, Thursday, Friday)</p> <p style="text-align: center;">7:40 am – 2:30 pm</p> <p>All Wednesdays Hours:</p> <p style="text-align: center;">7:40 am – 1:00 pm</p> <p>Half Day Dismissal Hours:</p> <p style="text-align: center;">7:40 am – 11:00 am</p> <p style="text-align: center;">Students are 'tardy' at 7:45 am.</p>																		
<p><u>TCT 1:00 pm Dismissal Wednesdays</u></p> <p>August 7, 14, 21, 28 September 4, 11, 18, 25 October 2, 16, 23, 30 November 6, 13, 20 December 4, 11, 18 January 8, 15, 22, 29 February 5, 12, 19, 26 March 5, 19, 26 April 2, 9, 16, 23, 30 May 7, 14</p>	<p><u>11:00 am Half Day Dismissal</u></p> <p><i>Students will be dismissed at 11:00am on these days only:</i></p> <p>October 24, 25 P/T Conferences January 30, 31 P/T Conferences May 21 Last Day of School</p> <p><u>Teacher Planning Day – NO SCHOOL</u></p> <p>October: 04 December: 20 March: 07</p>	<p><u>School Holidays – NO SCHOOL</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">September 2</td> <td>Labor Day</td> </tr> <tr> <td>October 7-11</td> <td>Fall Break</td> </tr> <tr> <td>November 11</td> <td>Veterans Day</td> </tr> <tr> <td>November 27-29</td> <td>Thanksgiving Break</td> </tr> <tr> <td>December 23-31</td> <td>Winter Break</td> </tr> <tr> <td>January 20</td> <td>MLK Day</td> </tr> <tr> <td>February 17</td> <td>Presidents' Day</td> </tr> <tr> <td>March 10-14</td> <td>Spring Break</td> </tr> <tr> <td>April 18</td> <td>Spring Holiday</td> </tr> </table>	September 2	Labor Day	October 7-11	Fall Break	November 11	Veterans Day	November 27-29	Thanksgiving Break	December 23-31	Winter Break	January 20	MLK Day	February 17	Presidents' Day	March 10-14	Spring Break	April 18	Spring Holiday
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**Aligned with Madison School District School Year Calendar, Governing Board approved 5/10/2024 www.madisonaz.org.*

**IMPORTANT
PHONE NUMBERS...**

Front Office – 602-664-7400
Nurse – 602-664-7420
Attendance- 602-664-7421

Cafeteria – 602-664-7497
Transportation – 602-664-7701
MAC – 602-664-7426

