Dear Leopold Families and Community,

Leopold’s staff is excited to begin the 2017-18 school year with you! I am honored to be serving our Leopold community again this year.

At Leopold, we strive to provide a climate of high expectations for students that are coupled with appropriate supports so that all students thrive within a robust educational experience. This emphasis sets them up for success on the road to become college, career and community ready. Along with our committed teaching staff, our student services staff provides additional supports to ensure that our all of our students and families are engaged in powerful partnerships in service to our students’ education.

As a staff, we are steadfast in our support of all of our learners to meet rigorous academic standards and fully develop their social and emotional competence. We accomplish this by focusing on great teaching and learning, which focuses on the development of literacy and mathematical thinking to ensure access to learning in all content areas.

I look forward to serving the Leopold community this year and for many years to come!

Sincerely,

Karine Sloan
Principal

About Our School
As our mission states, Aldo Leopold Elementary School is a community that is driven to setting the foundation for our students to become global citizens who possess a love of learning.

Our school serves students in 4 Year Old Kindergarten through Fifth Grade. We offer a comprehensive program that focuses on the developing literacy and mathematical thinking skills. Our program is rounded out with courses in social studies, science, physical education, art, music, information literacy, and computer technology.

For interested families entering Kindergarten, we offer a Dual Language Immersion program through which students develop both English and Spanish language biliteracy and bicultural learning in a program that continues through high school.
Community School
A Community School is a welcoming and inclusive place that builds on the assets of the community to help serve the identified needs of the students, families and community through well integrated and coordinated strategic partnerships.

Community schools integrate programming and services that students, families and community members feel are needed. This past year, our first as a Community School, we built a strong Community School Committee made up of members of our school staff, family members and representatives from our community partners. We set three priority areas – expanded offerings for students during out of school time; additional academic support for students of color, ELLs and students with Special Needs; and increasing positions of power for people of color within Leopold.

Some of the results of that work were a new Student Advisory Team that is focused on the health and wellness of our school community, a gardening club, a mentoring program that focuses on the 5th to 6th grade transition, and robust summer programming at Leopold and at other community sites.

We are excited to continue to expand our programming and mentoring opportunities for this new school year!

School mission statement
Our mission is to cultivate the potential in every student to thrive as a global citizen by inspiring a love of learning and civic engagement, by challenging and supporting every student to achieve academic excellence, and by embracing the full richness and diversity of our community.

Beliefs
1. We believe that excellent public education is necessary for ensuring a democratic society.
2. We believe in the dignity, abilities, and life experiences of every individual in our community.
3. We believe in an inclusive community in which all have the right to contribute.
4. We believe we have a collective responsibility to create and sustain a safe environment that is respectful, engaging, vibrant and culturally responsive.
5. We believe that every individual can learn and will grow as a learner when expectations are high and clear, our approach is individual by individual, when strong partnerships exist between families, schools, and communities, and, effective educational practices are utilized.
6. We believe in continuous improvement informed by critical evaluation and reflection.
7. We believe that resources are critical to education and we are responsible for their equitable and effective use.
8. We believe that academic achievement is not predicted by race, class, disability, sexual orientation, gender or home language.
9. We believe in culturally relevant education that provides the knowledge and skills to meet the global challenges and opportunities of the 21st century.
Important School Contact Information

<table>
<thead>
<tr>
<th>Role</th>
<th>Telephone</th>
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<tbody>
<tr>
<td>Main Office</td>
<td>204-4240</td>
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<tr>
<td>Safe Arrival/Attendance Calls</td>
<td>204-4241</td>
</tr>
<tr>
<td>Principal, Karine Sloan</td>
<td>204-4242</td>
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<tr>
<td>Assistant Principal, Becky Peterson</td>
<td>204-4244</td>
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<tr>
<td>School Nurse, Holly Raymond</td>
<td>204-4246</td>
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<tr>
<td>School Psychologist, Lauren Powers</td>
<td>204-4259</td>
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<tr>
<td>Social Worker, Meredith Newby/Sarah Kluesner</td>
<td>204-4249</td>
</tr>
<tr>
<td>Spanish Bilingual Resource Specialist, Nayda Gonzalez/Graciela Laguna</td>
<td>204-4262</td>
</tr>
<tr>
<td>Arabic Bilingual Resource Specialist, Ghufran Kanan</td>
<td>204-4262</td>
</tr>
<tr>
<td>Family/Community Liaison, Linda Johnson</td>
<td>204-4275</td>
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<tr>
<td>Community School Resource Coordinator, Sami Clausen-Ruppert</td>
<td>204-4275</td>
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Key Policies and Guidelines

Child Care/After-school Information
There is an After School Day Care Program located within the school itself. Care is provided for children from the time school is out until 5:30 p.m. The program is sponsored by the Wisconsin Youth Company, and children are registered in it through its central office by calling 276-9782.

Other organizations that provide care to many of our families are:
- Woods Hollow Children’s Day Care at 5470 Research Park (By Promega) 273-4433 *
- LaPetite Academy at 5574 Lacy Road, 277-8388 *
- Early Childhood Learning Center at 833 Hughes Place – 251-8172 **
- Dane County Boys & Girls Club - 257-2606 *
- Greenway Crossing Montessori – 274-6475 **

* Leopold bus routes include drop-offs at these daycares.
** These centers provide transportation.

These are not school-sponsored activities and the Madison Metropolitan School District does not support these programs and personnel. Permission to distribute this information is not a recommendation or endorsement by the school district.
Traffic Safety, Parking, Pick Up/Drop Off Information
Parking maps are available in the school office. The school parking lots are reserved for staff. Parents should not enter the school parking lot for the purpose of dropping off or picking up students. There is short-term visitor parking located in the upper parking lot and is marked for this purpose. With the new organization of our parking lot, anyone who enters should drive straight through the visitor parking area and then exit through the staff lot. When you drop-off your students across from the school, it is critical that you remind them to cross and the crosswalk, which has lights and an adult school crossing guard. Our student Safety Patrol also offers guided crossing on the north side of Post Road.

Supervision of building/grounds
Classes begin at 7:45 a.m. For those students who walk to school or ride with parents, we ask that they arrive at school no earlier than 7:30 a.m., when playground and cafeteria supervision begins. Breakfast service also begins at 7:30 and ends promptly at 7:45 a.m. In the event of bad weather (very cold temperatures, heavy rain or heavy snow), supervision is provided outside of classrooms inside the building between 7:30 and 7:45 a.m. when classes begin.

Field Trips
Our teachers plan field trips that enrich the educational experience we provide, as well as ones that help to build community and celebrate our successes. Parent volunteers/chaperones are very much appreciated!

Family Engagement
There are many ways that Leopold families are engaged in our school community. We have room parents who help with class communications, field trips, room organization and more. We have many special events throughout the year where families can volunteer, such as Literacy Night, Black History Celebration, Multicultural Night, the Fall Fiesta, and the Timberwolf Trample. Additional volunteers help around the school, such as in the library, assisting at lunchtime and recess, organizing our Little Libraries, and prepping teacher materials. There are also leadership opportunities for our families. Leopold’s very active Parent-Faculty Organization supports so many improvement projects and community events. General monthly meetings typically focus on an area of learning about how Leopold functions, with presentations from classroom teachers and updates from the principal. Our Community School Committee is a driving force behind our Community School designation. This committee, made up of parents, staff and community partners, meets monthly and determines our next steps as a Community School.

Parent teacher conferences
Conferences occur twice a year, in November and April. Your child’s teacher will send home available times to sign up for conferences as the conference date approaches. Some of our instructional and grade-level teams use a model called Madison Parent Teacher Teams (MPTT), which has classroom teams – made up of the classroom teachers and all the parents in the class – meet as a group 2-3 times a year. At these meetings, the teacher reviews and explains class-level academic data. The teacher then provides parents with data about their own child’s performance and helps them set 60 day SMART (Specific, Measurable, Attainable, Realistic and Time-Bound) academic goals. Teachers also model and provide materials for activities that parents can do with their children at home, giving them time to practice with each other in a small-group setting and share tips with each other.
Student Personal Property
To help us preserve the academic environment, and to avoid possible problems, please ensure that your child leaves items unrelated to learning at home, including all toys. We ask that students leave cell phones at home. In the case of an emergency, students are allowed to use the phone in the main office. If your student needs to bring a cell phone to school, the device may not be used during the school day.

School Improvement Planning
We are committed to the work of continuous school improvement. We ask that you take time to read through our School Improvement Plan as partners with us in your child’s education and we welcome your feedback and input. You can find both the full version of the plan, and a family-friendly version, at our website: https://leopold.madison.k12.wi.us

Behavior
We believe optimal student achievement, both academically and behaviorally, can be achieved by taking a positive and proactive approach for creating and maintaining a safe and effective learning environment. We use the Proactive Behavior Support (PBS) practices to both teach students about expectations and recognize when they are “caught doing good.” Every classroom teacher also uses Second Step, a social-emotional learning curriculum to help students meet our district social-emotional learning standards (SELS). Along with this curriculum, teachers integrate the SELS throughout the academic day and also utilize the Zones of Regulation, which provides students easy language to be metacognitive about their feelings and many strategies for keeping themselves “in the green.”

Find more information in the district policy guide, found at www.mmsd.org/policy-guide.
Picking up your child during the school day
To ensure the safety of your child, please send a note in advance to your child’s teacher or the office. We require parents to come into our office and sign out the student. We will call the classroom to have the student sent down to the office to meet the parents. Please remember anyone picking up a student must be authorized and listed in Infinite Campus. Once school is in session, no non-school staff (including parents) will be allowed to go to a classroom unaccompanied and pick up a child.

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Mission Statement
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School Hours
Mondays 7:45 a.m. - 1:10 p.m. (Early release)  
Tuesdays-Fridays 7:45 a.m. - 2:42 p.m.

Important Numbers
Office: 204-4240  
Attendance / Safe Arrival: 204-4241  
Food Service: 204-4317  
School Nurse: 204-4246  
School Social Worker: 204-4249  
Badger Bus: 298-5471

facebook.com/MMSDLeopold
https://leopold.madison.k12.wi.us