Dear Families and Students,

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

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

I look forward to an exciting year ahead!

Sincerely,

Angie Montpas
Principal

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

About Our School
Academic achievement is paramount at Huegel. A standards-based curriculum is provided through quality instructional activities by professional teachers (the majority with graduate degrees). Each child is encouraged and supported to reach his or her potential. A talented support staff ensures that all students make growth.

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

At Huegel, here’s what you can expect:

- Focus on the whole child
- Standards-based curriculum
- Effective teaching
- Support services
- Involved parent organizations
- Open communication
- Safe and respectful environment
- Enrichment opportunities
- Up-to-date technology
Supplement to the District Policy Guide - Huegel Elementary School

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

Address
2601 Prairie Rd  
Madison, WI 53711

School Hours
Mondays 8:30 a.m. - 1:55 p.m. (Early release)  
Tuesdays - Fridays 8:30 a.m. - 3:27 p.m.

Web address
https://huegel.madison.k12.wi.us  
facebook.com/MMSDHuegel

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

Key Policies and Guidelines

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

Childcare/After-school information
The YMCA provides before and after school care. Several off-site providers also provide transportation to their sites after school.

Traffic Safety, Parking, Pick Up/Drop Off Information
Parents are encouraged to consult our School Traffic Safety Brochure for information about traffic safety at Huegel. You can pick up a brochure in our school office. Please drop off and park only in the designated areas, and when possible cross with the crossing guard. The parking lot is for staff only. Thank you for keeping our students safe!

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

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

Student Personal Property
Any lost items are stored in our ‘Lost and Found’.

School support services
School Nurse: Jane Imholte (204-3113)  
School Psychologist: Jacob Kopf (204-3106)  
School Social Worker: Emily Wacker (204-3108)

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.