Dear Lapham Families,

Welcome to another great school year! To our incoming families, we are happy to have you join the Lapham Community. To our returning families, we are excited to continue building a strong relationship with you!

We would like to extend an open invitation for you to be partners in your child’s education and know that a student’s potential is maximized when everyone works together in a collaborative manner. We encourage you to seek opportunities that enable everyone to have a successful school experience! And, encourage your child to persevere in the face of challenge and never give up! We believe they can achieve great things and know that you do too!

As a staff, we are committed to supporting all of our learners with a focus on both social emotional learning as well as academic expectations. We will accomplish this by focusing on great teaching and learning which fosters the development of social emotional skills as well as early literacy skills and mathematical thinking.

In partnership with you,

Cathy Prozanski
Principal

School mission statement
Lapham Elementary is a deeply committed and child-centered learning community with a diverse population. We are striving to maintain a safe environment that encourages and supports learning, safety, respect, being a good friend and having fun.

Telephone
OFFICE: (608) 204-4140
FAX: (608) 204-0447
ATTENDANCE / SAFE ARRIVAL: (608) 204-4148

Address
1045 E. Dayton St.
Madison, WI 53703

Web address
https://lapham.madison.k12.wi.us
facebook.com/MMSDLapham

School Hours
Mondays 7:45 a.m. - 1:10 p.m. (Early release)
Tuesdays-Fridays 7:45 a.m. - 2:42 p.m.
About our school
Our curriculum is both rigorous and challenging and will continue to be so with the alignment of the Common Core State Standards. Through these standards, we are charged with the responsibility of ensuring that each child is prepared for college, career, and the community by the time he/she completes high school. The process begins in elementary school where our goal is to teach students to read and think critically, solve problems, and communicate effectively (both orally and in print), and to utilize technology in relevant ways.

Lapham is a partner school with Marquette Elementary, a unique arrangement in that children from two school attendance areas join for pre-kindergarten through second grades at Lapham and third through fifth grades at Marquette. Both of our schools are supported by the Lapham-Marquette Parent Teacher Group (PTG). This group of committed families meets monthly to provide leadership and community support to help make our schools successful. We have many parent volunteers who work with staff and students in our schools as well as students from UW and Edgewood College who work with our students and learn from our staff.

Lapham Elementary also shares building space with Capital High, an alternative high school program. While our school schedules are different, students from Capital High do both volunteer work and service learning for our school. We have a meaningful partnership with both staff and students. We refer to ourselves as Two Schools, One Community and are committed to our partnership with Capital High.

In addition to strong academics, we have fun events that involve our students and families: The Lapham Outdoor Classroom and Community Garden with annual School-wide Harvest, Fine Arts Night, and the annual Holiday Brunch. These are just some of many events held at our school that you are encouraged to attend! We also have a strong partnership with Breathe for Change which supports our use of mindfulness practices that support social emotional skill development.

School calendar
Lapham’s school calendar is updated monthly and available online or via our monthly school newsletter, the Lapham Lookout.

Key Policies and Guidelines

Childcare/after-school information
Red Caboose provides after school care. To contact them, use the following:
School Age Program Director at 251-5432 or school.age@redcaboosedaycare.org

Traffic safety, parking lot, pick up/drop off information
Parking is a challenge around Lapham and student safety is our number one concern. To assist us with maintaining safety, please follow these guidelines:
• The main entrance to the building is Door 2, on Dayton Street. Door 2 is the entrance closest to the playground.
• The parking lot on Mifflin Street is for buses only, there is no parking or drop off in the lot.
• Ingersoll is for DROP OFF ONLY and no parking is allowed in the circle drive.
• If you need to park, please do so on Dayton Street, Ingersoll Street or Mifflin Street.

Supervision of building / grounds
There is no playground supervision before school. Please do not drop off your child prior to 7:30 a.m. as there isn’t supervision. All students can enter the building beginning at 7:30 a.m.
Field trips
Field trips are scheduled by individual grade levels/classrooms with notices and details sent in advance of any upcoming trip.

Family engagement
We strive for our school community to be one where families feel welcomed, valued, and connected in meaningful ways that positively impact the education of our students. Throughout the school year we plan a variety of family friendly activities and encourage you to be an active member in our school community!

Student personal property
Students are encouraged to leave personal property such as toys and especially electronic devices (iPod, cell phone, etc.) at home. Having non-essential items at school interferes with learning and are at risk to be lost/misplaced.

School improvement planning
At Lapham, we are continuously striving to improve and grow as a school community. To assist us in doing that, a School Improvement Plan is developed each year that identifies goals in the areas of Content, School Culture and Climate, Instructional Practice, Well Rounded Access and Participation, School Structure and Family and Community Engagement.

We are focused on supporting student learning through a belief of equity and excellence for all students. We are striving to accomplish this by using the Great Teaching Matters Framework that identifies:
- Setting high expectations for all students
- Acknowledging students through the use of affirming and clarifying language
- Developing a student’s ability to take ownership of his/her learning
- Building meaningful relationships with students and families
- Monitoring student progress and providing feedback
- Creating a safe space that deepens our understanding of racial and cultural identity while also building a sense of community

School support services
Social Worker 204-4161
Laura Wade, Nurse 204-4146
Barbara Corsi, Program Support Teacher 204-4161

Behavior
Lapham uses a Positive Behavior Support model that emphasizes expectations through our Five Finger Promise. This includes: I am safe, I am a learner, I am a good friend, I am respectful and I have fun. We consistently support social emotional learning through relationship building and emphasis themes of learning each month that focus on social emotional learning standards connected to the Second Step curriculum.

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.

Find more information in the district policy guide, found at [www.mmsd.org/policy-guide](http://www.mmsd.org/policy-guide).