Dear Midvale-Lincoln Families,

We want to take this opportunity to welcome you to the Midvale Lincoln community on behalf of us and the entire school staff. Whether you have been a part of the Midvale-Lincoln Elementary family for many years, or are new to us, we look forward to working with you.

Midvale-Lincoln Schools are a diverse community of students, staff, families, and supporters who are committed to high achievement for all in a welcoming and supportive environment. This handbook has been developed by both staffs and contains information specific to our school as well as general information provided by the Madison Metropolitan School District. It is intended to be used as just one of a number of resources available to parents and students in order to provide information, guidelines, important event dates, and summaries of various services. Please take a few minutes to review the handbook and share relevant information with your student as you see fit. If you have questions or concerns about any of the information in the handbook, please call either of our school offices.

The entire Midvale-Lincoln Elementary staff looks forward to establishing a strong educational partnership with you for the benefit of your child. We believe it is vital that the home/school link be strong so that your child will have every opportunity to be a successful learner. Clear communication between home and school is a necessary part of that link.

We anticipate a wonderful year working together, expecting the best, and celebrating our learning. You are always welcome at both schools! Stop in to visit anytime!

Sincerely,

Becky Galván and Deb Hoffman
Midvale Principal and Lincoln Principal

School mission statement
Midvale-Lincoln School is a diverse, caring and joyful community whose mission is to empower children to become enthusiastic and inquisitive lifelong learners.

At Midvale-Lincoln elementary schools, we strive to provide a high quality education, and create an environment whereby every child’s potential is reached; a safe, respectful learning environment that recognizes individuality and promote academic excellence; an inclusive, multicultural curriculum that values diversity; and a commitment to mutually responsible partnership between staff, families and community on behalf of our children.
School Hours
Mondays 8:30 a.m. - 1:55 p.m. (Early release)
Tuesdays-Fridays 8:30 a.m. - 3:27 p.m.

School calendar
School calendars are accessible online and will be made available at registration. All inquiries are welcome in the office.

Child Care/After-school Information
MSCR Afterschool runs a program at Midvale-Lincoln. Information is available on the website as well as in both school offices.

Key Policies and Guidelines

Traffic Safety, Parking, Pick Up/Drop Off Information
Morning drop-off: For your child’s security, we ask parents to remain outside the school and let their children walk through the doors themselves. It is crucial that students cross at the crosswalks on the north and south side of the building.

Afternoon pick-up: Teachers need to hand off students to parents to ensure the safety of all students. Parents picking up students at the end of the day will wait for their students outside on the sidewalk near the tables by the side gym door. Teachers will walk all students out to each bus, and then will walk students to their parents. Staff will wait for parents for a short while (5 minutes or so). After that they will escort students to the office area where they can be supervised until parents arrive.

Supervision of building/grounds
We have a fantastic building and grounds that support our students’ learning and play. We have a playground, soccer field, as well as a community garden on the property. Our building is maintained by a skilled set of custodial staff as well as the district. We are lucky to have community members who help us maintain the gardens during season.
Field Trips
Each student will participate in at least one field trip per year. Ranging from the zoo to the Madison Museum of Contemporary Art, Midvale students’ experiences are enriched by standards aligned trips.

Family Engagement
We welcome family engagement in all aspects of our school. Whether you’re able to participate in the classroom, or support at home, we welcome the opportunity to engage in this work with you. We have a dedicated Parent Teacher Organization that is always looking for both volunteer support and a yearlong commitment.

Parent/teacher conferences
There are numerous opportunities to connect with your students’ teachers at Midvale-Lincoln. At the beginning of the year you will meet with teachers for a Ready Set Go conference. Then, once in November and again around March, parents will be invited to a conference with the teacher.

Student personal property
Each student will be assigned a locker to hold their belongings. We ask that students keep personal toys at home, unless there is a special event in their class.

School Improvement Planning
We have a dedicated group of teachers and staff that serve on our School Based Leadership Team (SBLT). This group is charged with the planning and evaluation of our School’s Improvement Plan. Read more about it on our school’s website!

School support services
Midvale-Lincoln students are supported by a Student Support Team. This team is comprised of a Positive Behavior Support coach, school psychologist, social worker, school nurse, Special Education program support teacher, and advanced learning teacher.

Behavior
Guided by our Behavior Education Plan, Midvale-Lincoln schools are committed to equipping students with the social emotional skills necessary to succeed in school. All students learn about the expectations for each of the different locations in our schools and participate in quarterly celebrations of positive behavior.

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.