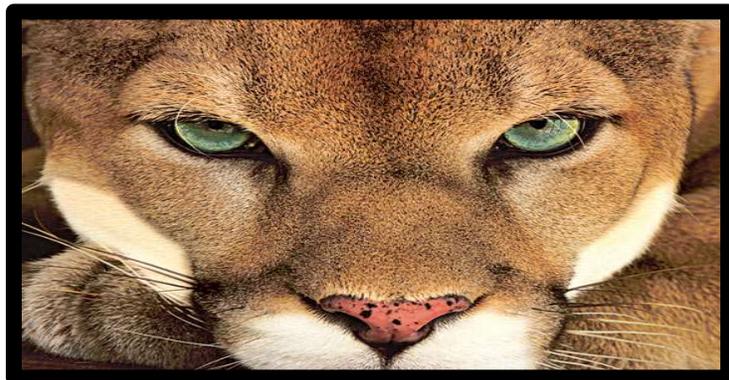




**MILWAUKEE
PUBLIC SCHOOLS**

Family–School Manual

2025-26 School Year



James Fenimore Cooper
“Do The Right Thing!”

5143 S 21st St
Milwaukee, WI 53221
117@mail.milwaukee.k12.wi.us
414-304-6300
414-304-6360 (Attendance Line)
414-304-6315 (Fax)

Kristin Hinds
Principal
hoelzkm@milwaukee.k12.wi.us

This manual is updated annually. You will find the most recent version on the
Cooper Elementary website at www.mpsmke.com/cooper .

Revised: 7/22/25

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SECTION 1: INTRODUCTION

From the Principal

Dear Cooper Families,

My name is Kristin Hinds, and I am excited to introduce myself as the new Principal of Cooper Elementary. I know I am following a legendary principal and am excited to continue the Cooper legacy.

I have 28 years of experience in education, having served as principal, assistant principal, curriculum implementor, restorative practice leader, literacy coach and teacher all in Milwaukee Public Schools. My passion for student success, strong leadership, and commitment to building inclusive school communities is what I strive for.

Throughout my career I have focused on fostering a positive school culture, strong academic opportunities, supporting and coaching teachers, partnering with organizations and engaging families as partners in learning.

I am eager to get to know the families and work alongside staff, students and the broader community to continue making Cooper Elementary a place where every student feels known, challenged and supported.

I am thrilled to begin building this new chapter together!

The staff at James Fenimore Cooper School eagerly awaits the first day of school. Excitement is in the air! Bulletin boards have magically transformed into works of art and generic classrooms have become homes away from home. The new school year means new beginnings, dreams yet to be realized, and friendships indelibly marked in our memories.

Our Cooper mission statement is ***Do the Right Thing!*** The Cooper staff lives and breathes this simple expectation. I expect nothing but the best from our students as well. I believe in holding our children accountable and responsible for their learning experience. I promise you, the parents/guardian, to continue to uphold the safe, orderly, and inviting learning environment at Cooper. I look forward to nurturing and continuing the strong home-school connection you have already helped to establish.

Thank you for your commitment and support as we work together for the successful learning and well-being of all our children in our school community. I encourage you to stop and see me when you get an opportunity. I anticipate an extraordinary year!

School Mission, Vision, and Goals

At Cooper School, we believe in doing the right thing, because it's the right thing to do! Students are engaged, the curriculum is rigorous, staff is dedicated, and everyone succeeds.

Cooper School is recognized for its welcoming environment and dedicated staff who exhibit compassion, creativeness, enthusiasm, and a zest for learning.

SIP Goals:

- 75% of students will reach their individual stretch goal as evidenced by iReady benchmarks in math and reading.
- Maintain 95% attendance rate

- Monitor office referrals and suspensions- update interventions for those students needing extra support

Staff Roster and Contact Information, including MPS Email Addresses

All emails are listed as the email handle only. After entering the handle, please use

@milwaukee.k12.wi.us

All phone numbers listed are the extensions. Please use 414-304-63 XX

Ms. Angel Doughty is Cooper's parent coordinator. Please reach out to her if you have questions about upcoming events at Cooper or if you have any general questions. She works in tandem with all staff to include the secretary. 414-304-6373

COOPER SCHOOL STAFF ROSTER 2025-2026											
Office		Email	Phone	Support Staff		Room	Email	Phone			
Kristin Hinds	Principal	hoelzklm	46305	Sarah Reiter	Sp. Ed. Supervisor	28	hayonsn	46376			
Nicale Sliga	Secretary	sliganm	46310	Sara Innab	Social Worker	18	innabs	46358			
				Nicole Castillo	Nurse	30	castilnn	46327			
				Davon Reed	Technology	MC	reeddj	46399			
				Jan Novara	Guidance Counselor	18	novarajm	46366			
				Angelica Doughty	Parent Coordinator		doughtad	46373			
				Tracy Christman	School Psychologist	18	christtl	46369			
Regular ED Teachers		Grade	Room	Email	Phone	Teacher Specialists		Grade	Room	Email	Phone
McKenzie Rode	K4	30	rodem	46335	Samantha Prochnow-Elmore	Library	2	prochnsn	46324		
Jennifer Cloud	K4	31	cloudj	46377	Julie Werner	Speech	28	wernerja	46376		
Elizabeth Schlehlein	K5	32	schlehe	46379	Kathleen Major	Speech	28	majorkm	46376		
Kelly Tanem	K5	29	tanemki	46375	Alan Fritz	Phy Ed	Gym Office S	fritzar	46383		
Tanya Duncan	1st	13	jamiestm	46303	Tiffany Kukuk	SST	25	plairetx	46380		
Hannah Zanoni	1st	9	zanonihm	46308	Brooke Shapiro	Art	8	birminba	46338		
Carly Chiappetta	2nd	12	chiappc	46342	Judy Thao-Xiong	OT	28	thaoxjx	46376		
Samantha Di donfrancesco	2nd	11	hurkmask	46341	Laura Blanco	Music	Gym Office N	blancolr	46350		
Emily Arneson	3rd	10	arnesoe	46381							
Samantha Vance	3rd	14	hagbersm	46334	Tanya Valles-Badillo	Bookkeeper	Office	badilltc	46311		
Catherine Saldana	4th	5	saldanc	46336	Educational Assistants						
Dallas Larson	4th	15	larsond	46393	Patti Burbach	Para		burbacpa	46300		
John McMahon	5th	7	mcmahojj	46355	Jennifer Torres	Para		torj3	46300		
Teresa Reilly	5th	6	reillyt	46354	Shashi tej Chinta	Para		chintas	46300		
Tammy Kukla	6th	4	luebketa	46370	Denise Lazarski	Para		lazarsdm	46300		
Crystal Fossell	7th	24	fossellc	46371	Christi Sanchez	Para		sanchecci	46300		
Owen LeBrun	8th	23	lebrunoa	46323	Lizzy Sliga	Para		sligae	46300		
					Keith Werner	Para		wernerka	46300		
Ex Ed Teachers		Grade	Room	Phone	Handicapped Child Assistant						
Lauren Bast	Bridging 1-5	19	bastld	46330	Jamie Phoenix	SPR	3A	phoenij	46356		
Christine McCoy	Bridging 6-8	19	mccoycr	46330	Valerie Tillman	SPR	30	tillmave	46335		
Trent Hanson	CU/1-5	3A	hansontj	46356							
Shelley Kohnke	Resource	3B	kohnkesx	46357							
Kayla Wilson	Resource	26P	czerwokf	46333							
Debbie Panoch	Resource	13	panochdl	46365							
Camp Cooper Staff		Room	Phone	Maintenance							
Denise Lazarski	Camp Director		lazarsdm	46363	Walter Ward	Engineer		wardiwl	46345		
Christi Sanchez	Asst Director		sanchecci	46363	Tim Gray	Bldg Svc Helper		grayt4	46345		

School Calendars/Events

Please see the school's website for this information.

School Daily Schedule

School	Hours
Office:	7:00 a.m. – 2:30 p.m.
Breakfast:	7:00 a.m. – 7:15 a.m. (enter through NW door- Kindergarten door)
Tardy bell:	7:30 a.m.
School starts:	7:15 a.m.
Dismissal:	2:15 p.m.
Camp program:	6:30 a.m. & 2:15 p.m.-5:00 p.m.

Cooper School's procedures are, first and foremost, designed to ensure the safety and well-being of your child/children. They help us get each day of learning off to an orderly start. We need your cooperation, assistance, and support to ensure the safety of our students, especially during arrival and dismissal. Please review these procedures. **Please do not ask for exceptions.**

Student Entry and Dismissal Procedures

School begins at 7:15 a.m. Dismissal time is 2:15 p.m.

Students arrive at school between 7:00 and 7:15 a.m. The playground supervision begins at 7:00 a.m. For the safety and welfare of your children we request that students **do not** arrive before **7:00 a.m.** All students come to the playground and wait for the bell to ring at 7:15 a.m.

Please **do not walk** your children to their classrooms. Students come into the building from the playground with their classes. This promotes independence and helps to get learning started in the classroom as soon as possible. If you need to speak with a teacher in the morning, please plan--in advance – a meeting through the office. You may also leave a message with the office and Ms. Nikki will ensure the staff gets the information.

Breakfast

- Students enter the building for breakfast through the NW door (kindergarten entrance).
- The kitchen begins to serve breakfast at 7:00. Students who eat breakfast at school and walk or come by car should arrive at 7:15 to avoid being late to class.

Student Entry Procedures

Students need to be on time every day. Students who arrive at their classroom after 7:30 will need to get a tardy slip. **Students will enter the school through the playground doors at the kindergarten wing (northwest doors) up until 7:55 a.m. After 7:55 a.m., students enter through the front doors.**

Students arriving by car are dropped off on Abbott Street, west of 22nd. Buses drop students on 21st Street. **Students do not use the main door in the morning** under normal circumstances. The main door is for special bus drop-offs.

Students line up on the playground in the morning as follows:

- K-4 and K-5 line up outside door 5.
- Grades 1, 2 and 3 lines up in front of door 3
- Grades 4 and 5 lines up along the fence by Abbott Street and use door 2.
- Grades 6, 7 and 8 lines up in the “U” and enter through door 4.

If the weather is inclement, students enter the building through the nearest **playground door** and go immediately to the area in front of the office to wait for the 7:15 bell to ring.

Students can only go to their classrooms before 7:15 with a note from the teacher. Students do not have access to their lockers or coat racks until the 7:15 bell rings.

Lunch Periods

K-4 - Grade 3 11:00 to 11:30 in the lunchroom

11:30 to 11:45 on the playground if weather permits

Grade 4 -8 11:30-11:45 in the lunchroom

Grade 4 -8 11:45 to 12:15 on the playground if weather permits.

All students may eat a school lunch. Door Dash, Uber Eats etc. are not allowed for lunch. No soda or glass bottles.

Dismissal

- School **ends at 2:15.**
- All students are dismissed from the same doors as they entered. If you have children exiting from different doors, please arrange a meeting place so that they may meet you or each other to walk home.
- If you plan to have an older sibling pick up your K-4 or K-5 student, please arrange this with your children's teachers.
- If you need to pick up your child before 2:15, please make advanced arrangements as the office will not be able to release children from 1:45-2:15. This is a new procedure that will help ensure dismissal safety and efficiency. Again, extreme circumstances should be arranged prior to the day of. There will be some exceptions, for example an emergency dental appointment etc..
- Cooper school encourages parent-teacher dialogue, but we ask that you do not go to your child's classroom to speak with the teacher prior to dismissal time. Please see the visitor policy.
- All students remaining in the building must be in a supervised activity. Students are not allowed to remain in the building to wait for a sibling or friend.

Child Care Camp:

In partnership with the MPS Department of Recreation and Community Services, our school offers a before- and after-school Child Care Camp. The program includes homework help, academic enrichment activities, arts and crafts, sports, games, and more. After-school activities provide students with a safe place to learn, play, develop creatively, and build strong bodies. A fee is charged for camp participation. Flat fees are charged per day. Parents who are authorized for W-2 (Wisconsin Shares) can designate the school's Child Care Camp as a childcare provider. To become authorized for W-2, parents must go to their W-2 region office. Students must be registered by a parent/guardian to participate in the Child Camp program. Please contact Camp Cooper's Director: Denise Lazarski at 414-304-6363 for more information.

Registration

- Parents/guardians may register at the Open House or on the first day of school.
- \$10.00 minimum per child annual registration fee collected when parents register their child (ren) for the program.
- Fees can be paid on a daily or weekly basis but must be paid in advance of the day or week that childcare is needed.
- Fees may be paid by cash, check, or money order payable to "Cooper School Child Care".
- Rates for students who come to Camp Cooper are based on age and per hour in the afternoon. In the morning, rates are based on age and are a flat rate. See the chart.
- Camp will be open ONLY on student attendance days. Camp Cooper will be CLOSED during Parent Teacher Conference days and Open House dates.

Time	Rate
6:30-7:15 AM	\$10.00(Flat Rate) for ages 6-12
2:35 –5:00 PM	\$10.00 (Per Hour) for ages 6-12
Late Pickup	\$15.00

Snacks are provided at Camp Cooper.

Parking

Please be reminded that the Cooper parking lot is for staff only. Parents are respectfully reminded to use alternative locations.

Kindly be reminded of Cooper School’s drop-off and pick-up procedure. **Safety** is the primary motivation behind the plan. The procedure is only effective if all those involved adhere to the following expectations:

- All buses will drop off and pick up on 21st Street. Children who ride the bus will enter through the front door and proceed to either the breakfast room or the playground. Busses will then continue traveling south on 21st Street and turn on Clayton Crest.
- All cars will drop off and pick up students on Abbott Street. Children who would like to attend **breakfast will enter through the NW playground doors.** Those not eating breakfast will proceed to the playground.
- All K4 & K5 children will use the NW playground doors to drop off and pick up.
- **Drop offs are to be single lane ONLY. Double parking is not permitted. Keep crosswalks clear.**
- Avoid traveling north on 21st street.
- If you are dropping off your child(ren) by car, we ask that within the school zone, you **make only right-hand turns.**
- If **traveling west** on Abbott, please make your left-hand turn at 23rd Street.
- **If traveling east** on Abbott, please turn right at either 22nd Pl. or 21st St. and proceed to Clayton Crest before turning left.

Just a few reminders:

1. Adult supervision will begin on the playground at **7:00 a.m.** If you need to drop off your children prior to this time, please enroll in Camp Cooper. Camp Cooper children enter though the front doors on 21st Street.

2. **It is illegal to park your car alongside the curb adjacent to the school grounds.** Areas to park your car are along 23rd street, north & south along 22nd Pl. and on 21st St. between Edgerton Ave. and the Staff parking lot.

We appreciate your cooperation and are confident that you agree that the safety of our children is our priority. Thank you.

Safety Tips:

- To ensure the safety of all students please avoid double parking. This causes heavy traffic congestion, and it is unsafe for your child to run between vehicles.
- The school is not responsible if a parking ticket is issued to a parent.
- We need to respect the rights of neighbors and not park in front of their driveways.
- The school parking lot is restricted and not open to the public.

Extended Learning Opportunities:

MPS offers a variety of extended learning opportunities that provide more time for academics and enrichment during and beyond the conventional school day. These programs offer learning and development experiences that enhance and complement the school curriculum. The extended learning opportunities programs include but are not limited to the following:

Summer Academy

Free of charge for students who are city residents of Milwaukee
Bilingual and English as a second language (ESL) service
Elementary K5–grade 8

Engaging academic and hands-on enrichment opportunities, including arts-integrated activities, field trips, and in-school programs with community partners

Extended School Year (ESY)

Provided for children with special educational needs

Grade 8 Promotional Program

Intended to strengthen the academic and social skills of current grade 8 students transitioning to high school. Principal recommendation is required to participate in this program.

Enrichment Camps and Adventures

Students in K5–grade 12 can pursue new interests and engage in hands-on experiences during the summer months and on non-school days.

To find more information about extended learning opportunities, please visit mpsmke.com/elo or call (414) 475-8238.

Student Attendance/Tardiness

Reference: *Parent/Student Handbook on Rights, Responsibilities, and Discipline*

Attendance is the most important factor that impacts student academic growth. Students are expected to be in school each day and on time for opening learning activities and instruction. Students arriving after 7:30 must report to Ms. Angel Doughty for a tardy slip until 7:55. After 7:55 any late student must report to the main office.

When a student is absent, parents must call the school attendance line at **414-304-6360** or send a written excuse within two days of absence. Please include your child's name, room number, date of absence, and reason in your note. The attendance line is available 24 hours a day for you to inform the school of your child's absence.

Excessive absences and tardiness will result in a referral to the school social worker and may result in a referral to the district attorney, which could result in a court hearing and fines.

Students must attend the full school day. Appointments and vacations should be scheduled on non-school days as often as possible. In the event of a rare need to remove a child before the end of the school day, students must check out in the office by reporting to the office to sign out and meet the guardian who is approved to remove the child from school.

Transportation Policies

Walk-to-Stop Distance:

- Elementary school (K3, K4, and K5) – Riders will be picked up at the closest safe corner location to their residence and dropped off at that same location at the end of the school day.
- Elementary school (grades 1–8) – Riders may be required to walk up to a quarter mile to a corner stop.
- Middle school – Riders may be required to walk up to a half mile to a corner stop.
- High school – Riders may be required to walk up to one mile to a bus stop.

Assigned Bus Stops and Routes:

Students may board and leave only on the specified route and at the stop to which they are assigned.

Corner Stops:

Pick-up and drop-off sites for regular riders are at corner stops. Riders should be at their assigned corner stop **10** minutes prior to the scheduled pick-up time. A student should wait at least 10 minutes past the pick-up time before returning home to inquire about a late bus.

Inclement Weather:

Traffic delays are to be expected on days of inclement weather. Please be sure that your child is dressed appropriately.

Address Changes:

When a child moves and there is no existing bus service from the new address, every effort will be made to adjust the route to allow the child to continue at the present school. If the child attends elementary school, the new address must be in the same transportation region as the school of attendance in order for the child to receive transportation. Parents are reminded that it can take up to two weeks to adjust bus service. Parents should notify the child’s school of the change of address before the move takes place.

SECTION 2: FAMILY ENGAGEMENT

MPS Family–School Partnership Pledge

MPS partners with families to support successful student academic and social outcomes.

The district will...	MPS families will...
<ul style="list-style-type: none">• Provide a safe environment that supports learning.	<ul style="list-style-type: none">• Provide adequate space daily for learning.• Encourage their child to cooperate with the learning community.
<ul style="list-style-type: none">• Provide high-quality learning experiences.	<ul style="list-style-type: none">• Encourage their child to do their best.• Engage their child in learning opportunities daily.
<ul style="list-style-type: none">• Provide student progress updates.	<ul style="list-style-type: none">• Attend conferences as often as possible, at least once a year.• Communicate with school as needed, regarding student progress.
<ul style="list-style-type: none">• Provide resources and information.	<ul style="list-style-type: none">• Engage district in understanding the needs of families.
<ul style="list-style-type: none">• Provide information to families as frequently as possible and in ways that are accessible and understandable.	<ul style="list-style-type: none">• Provide current contact information and alternate ways to notify families.• Communicate their ideas to MPS.

MPS Family and Community Engagement Framework

Families play a vital role in the education of their children. Milwaukee Public Schools provides tools for engagement between families and staff to be equal partners in supporting student achievement and school improvement. When families and schools work together, students are more successful and the entire community benefits. All schools are working to meet the Six Standards of Family and Community Engagement:



Family–School Compact (also referred to as School–Parent Compact)

Each Title I school jointly develops with parents a Family–School Compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the way in which the school and parents will build and develop a partnership to help children achieve the state's high standards. Parent coordinators should ensure that the school leader has this template available so that the school leader may create the Family–School Compact at the school's annual Title I meeting or shortly after. This compact will serve as the school's family and community engagement action plan for the year. A template, including detailed information on how to create and use this Family–School Compact, is available on mConnect at Departments > Strategic Partnerships and Customer Service > Family and Community Engagement.

The School–Family Compact

Student-Parent-Teacher Administrator Compact 2025-2026

We know that students learn best at James Fenimore Cooper School when everyone works together to encourage learning. This agreement is a promise to work together as a team to help all children achieve at Cooper School.

Cooper School Pledge

I pledge allegiance to myself and to our Cooper School Family.

I pledge to respect everyone, everything, every day at Cooper School.

I pledge to come to Cooper every day, and use my time and talents wisely,

Listen so I can learn, and learn, so I can be proud and successful me.

As a student, my goal is to:

- Know and follow the Cooper School Pledge.
- Put forth my best effort when completing homework and class work.
- Respect myself, other students, adults, and school property.
- Come to school every day prepared to learn.
- Follow all school rules, class rules, and bus rules.

Student signature: _____ Parent/Guardian signature _____

As a Staff Member (Teacher, Educational Assistant, Support Staff), my goal is to:

- Provide meaningful homework with adequate explanation.
- Welcome parents into school at all times.
- Foster the development of self-esteem in all students.
- Provide useful, reasonable, and constructive consequences.
- Contact parents immediately with problems or changes in a student’s progress.
- Provide monthly news on classroom happenings and curriculum.
- Follow-up with parents who have made no contact.
- Remain current on new developments and techniques in the educational field.
- Practice fairness and consistency with rights, responsibilities, and discipline.
- Provide a safe learning environment.
- Vary my teaching style to fit the learning style of students.
- Bring about awareness of other cultures, traditions, and practices.
- Have high expectations for all students in academic skills and social behavior.

Staff Member Signature _____

As a principal, my goal is to:

- Be visible during entry, lunch, dismissal and in the classrooms.
- Have an open-door policy.
- Oversee the creation and communicate a long-range plan for Cooper School
- Ensure a safe environment for all students.
- Support teachers and parents in their efforts in providing the best possible education so that each student can achieve the highest level of success.
- Work effectively as an advocate for parents, students, and staff.
- Communicate in a clear, timely, and consistent manner between the district, parents, staff and students.

Principal signature _____

As a parent, my goal is to:

- Get my children to school on time and ready to learn each day.
- Provide a home environment that supports learning
- Be involved in regular two-way communication with school staff
- Monitor that my children/children complete school assignments/homework daily
- Set reasonable limits on TV/phone/video/computer game usage.

Parent Signature _____

Open House

Open house is held twice a year; dates and times will be announced.

Parent–Teacher Conferences

It is important that all parents/guardians attend parent–teacher conferences. Research indicates that parental involvement impacts and increases student achievement. Our school welcomes all parents to participate in parent–teacher conferences. These will be held in the fall and in the spring. Dates, times, format and information will be announced.

Rights of Noncustodial Parents

If you are a noncustodial parent, you have the same rights to student records, progress reports, school mailings, school visits, and parent–teacher conferences as a custodial parent unless a court order restricts such rights. If a court order is in place, the custodial parent must provide a copy to the school principal. It is the responsibility of noncustodial parents, if desired, to give the school their address and contact information, to request to be consulted in matters regarding their child, and to be placed on school mailing lists. Only the custodial parent/legal guardian can remove a child from school or give permission for the child to be removed from school by another adult.

Rights of Foster Parents

As a foster parent, you have many of the same rights as biological parents or legal guardians for the duration of the child’s placement in your home. In some cases, however, these rights are restricted by law. One such case is the authorization of an individualized education program (IEP) evaluation for the child. A foster parent cannot authorize an IEP evaluation unless all attempts to contact the biological parent or legal guardian have failed or the biological parents’ rights have been terminated. In addition, foster parents generally cannot change a student’s school placement. Contact the Department of Student Services for details.

Family Volunteers

People interested in volunteering are encouraged to follow the appropriate volunteer application process defined by the district. MPS defines a volunteer as a person who provides services on an ongoing or one-time basis. People looking to serve on an ongoing basis or for more than five hours a week or for an overnight field trip must complete an online volunteer application, pass a criminal background check (for those 18 years of age or older), and receive a volunteer assignment by the school administrator or parent coordinator. People who are looking to participate in a daytime field trip or other one-time activity must complete a volunteer waiver form. The online volunteer application and the volunteer waiver form are available on the MPS website under the ***Families*** tab > Volunteer.

School Engagement Council

The purpose of the School Engagement Council is to provide a forum for parents, teachers, community members, students, and principals to work together in providing continued analysis and improvement of public-school policies, curriculum, and school improvement plans. The council’s decision-making authority is advisory with respect to all duties, powers, and responsibilities, with the sole exception of the council’s authority and responsibility to submit a signature page with its school’s annual budget and the school’s annual school improvement plan. Council participation is on a voluntary basis via a school-based election process. The council is not intended to replace a parent organization.

MEMBERS TBD

Council Members for the 2025-2026 School Year

Parents	Staff Members	Community Representative	Principal
Michael Reilly	VACANT	VACANT	Kristin Hinds
Elaine Familia	Angel Doughty		

Title I: District Advisory Council

In accordance with the Elementary and Secondary Education Act (Section 1118) and the Wisconsin Department of Public Instruction Title I Parent and Family Engagement guidelines, Milwaukee Public Schools established the District Advisory Council as a means to ensure the opportunity for parents of all students to share their ideas on the needs of children, assist in the planning and operation of Title I programs for children, and participate in evaluating the success of Title I efforts. Our school is required to have two delegates. If you are interested in representing our school in this area, please contact the school administrator or visit the MPS website under the ***Families*** tab > District Advisory Council for more information. The Department of Strategic Partnerships and Customer Service is responsible for the

oversight of all District Advisory Council functions. Strategic Partnerships and Customer Service is in room 131 of the Central Services building.

Cooper Family Space

Ms. Angelica Doughty
414-304-6373
Front Hallway

Department of Student Services

Central Services, 5225 W. Vliet St., room 133, (414) 475-8448

Parent/Student Handbook on Rights, Responsibilities, and Discipline

The *Parent/Student Handbook on Rights, Responsibilities, and Discipline* will be sent home with students at the beginning of each school year. Handbooks are also available at each school, at Central Services, and on the MPS website under the ***Families*** tab > Parent/Student Handbooks. (mpsmke.com/rights)

Tips for Parents

- Make sure that your child is in school every day and on time. School starts at 7:15 a.m.
- Call the school at 414-304-6360 when your child is absent.
- Make sure that your child gets the proper amount of sleep every night.
- If your child brings a cold lunch, make sure that it is nutritional-No soda.
- Check your child's book bag every day.
- Read with your child or have your child read every day.
- Assist your child with homework/practice.
- Encourage your child to keep a writing journal.
- Attend fall and spring parent-teacher conferences.
- Make sure that your child stays to the end of every school day at 2:15 p.m. Every minute of instruction, from the start to the end of each school day, is important.
- Contact the teacher with academic concerns or recognized growth that you see.
- Provide your child with comments of encouragement regularly.
- Ensure that your child is dressed appropriately.
- Help in your child's classroom when you are able.
- Attend field trips when your schedule allows it.
- Be a part of the School Engagement Council and/or parent organization.

Handling of Discipline

In accordance with Administrative Policy 8.28: Student Discipline, administration must provide documentation of suspension prior to suspension beginning, and all efforts to contact the family must take place. If your child has been suspended and you have not received documentation, please contact the school's administration.

If you have any concerns about how discipline is handled with your child after a behavioral incident occurs, please contact the school administration. If you are not satisfied with the school-based resolution, please contact mpsmke.com/parentconcerns.

Complaints/Disagreements with Schools

How to resolve regular education complaints/disagreements with schools: MPS wants to help parents and families find solutions when there is a problem or disagreement about their child's education. The process is called "dispute resolution." By working in partnership with your child's school, parents and school staff can quickly find solutions. All MPS staff members working on complaints are required to keep information confidential.

STEP 1	
<i>Where should I start my complaint?</i>	Contact the school principal or leader. You may make a verbal or written complaint. An attempt will be made to address the complaint within five business days. If the school leader cannot address the complaint within five days, the school leader should inform the parents and resolve the issue expeditiously.
STEP 2	
<i>What if I am not satisfied with the school-based resolution?</i>	You can file a complaint online at mpsmke.com/parentconcerns . Once filed, the complaint will be directed to a designated MPS employee who will investigate and follow up with the problem.
STEP 3	
<i>What if I am not satisfied with the resolution of my complaint by the school or other personnel?</i>	You can contact the Office of Board Governance with a written complaint at governance@milwaukee.k12.wi.us or call (414) 475-8284.

If a complaint has already had an attempted resolution at Steps 1 and 2 of this process, and now the complaint is with district policies, or a family member believes that policy has not been followed in the resolution, then the Office of Board Governance will route to applicable chief administrators in order to coordinate a response.

SECTION 3: CURRICULUM AND INSTRUCTION

Wisconsin Department of Public Instruction (DPI) Report Card for the School

Not Released yet

Continuous School Improvement Plan (CSIP)

A copy of the school’s improvement plan can be requested from the school principal at any time.

8th Grade Completion

All eighth graders are invited to participate in our completion ceremonies provided that they meet the following requirements.

- Have a cumulative passing grade in three or more core academic subjects
- Have an attendance rate of 85% or above
- Not be on the unfinished business list
 - No unpaid lunch fees
 - No lost or damaged textbooks or library books
 - No unpaid fees
- Any suspensions or multiple ODR’s during April, May and June will require a meeting

Graduation Fee:

There is a \$10.00 fee to help defray the cost of the graduation expenses.

Students need “whole child” support to become aware of the pathways to their careers of interest, they must be academically ready to follow those pathways, and they must be prepared with the life skills needed to navigate their chosen pathway. MPS coordinates available resources, including community organizations and postsecondary institutions, to support MPS faculty, families, and students in fostering a college-going culture. This department includes college and career planning, career and technical education, extended learning opportunities, and school counseling and academic planning. A listing of the

current graduation requirements can be accessed on the MPS website at this link:
<https://mps.milwaukee.k12.wi.us/en/Students/Resources/Graduation-Requirements.htm>

Standards-Based Report Cards/Progress Reports

To ensure that parents/guardians are kept informed of their children's progress in school, elementary and K–grade 8 parents will receive three standards-based report cards and three interim progress reports. Students do not receive a letter grade for each subject but will be provided with marks that indicate levels of proficiency. Traditional middle and high school report cards will be distributed to parents/guardians at the snapshot date and end of each semester, based on each school's course schedule. High school report cards will include traditional letter grades and GPA.

Infinite Campus Parent/Infinite Campus Student apps are available for any smart device or personal computer, allowing full access to attendance, grades, schedules, report cards, transcripts, etc. Please contact the school's parent coordinator for assistance.

MPS continues to implement new, more rigorous standards for what every child should know and be able to do in each subject area and grade level.

The Standards-Based Report Card does the following:

- Provides accurate and meaningful information about a student's strengths, challenges, and performance
- Clarifies and reinforces consistent high expectations for students and schools
- Help teachers, students, and families focus on standards throughout the year
- Provides specific feedback toward the standards
- Allow students, families, and teachers to work together to set meaningful goals for improvement
- Provides information about a student's work habits, behaviors, and efforts

Achieving these college- and career-ready standards requires continuous monitoring of progress and additional support targeted at those who need it.

School Homework Policy

Homework is an important part of the learning process that should be viewed as an opportunity for students to practice new skills and reinforce classroom lessons. Most homework is considered practice, which will not be graded. Instead, students will receive feedback that allows them to improve their skills before being graded. Some extended homework or projects may receive grade or proficiency-level feedback.

Homework is typically given Monday through Thursday every week. Some teachers give homework on Fridays. Teachers develop their own homework procedures. Please check to see that your child completes his/her homework. Students in grades K4-2nd should spend 10-30 minutes on homework, 3rd-5th grades 30-60 minutes per night, and grades 6-8 should spend 60 to 75 minutes doing homework. Homework is an opportunity to reinforce what was taught in the classroom. It should not be something that students have never done before. Students are expected to make up the missed work. Teachers will usually give a few days for the missing work to be completed. If your child is absent for several days, you may wish to request homework for him/her. All students have access to the online programs through Clever. These programs support learning and often align to what is happening at the school level. Please let your child show you the iReady Math and Reading platform. If so, call the school office in the morning so the teacher will have ample time to get the work together by the end of the day.

Textbooks/Instructional Materials and Equipment

All students will be provided with the necessary textbooks/instructional materials by the school textbook coordinator. All issued textbooks and instructional materials must be returned undamaged at the end of

the school year or at the time of withdrawal. Chromebooks may be provided to students to use during the school day and/or to take home to support instruction. Chromebooks will be assigned to an individual student in the same way as a textbook, and it is the responsibility of each individual student to care for and appropriately use the Chromebook during the school year. As with textbooks, Chromebooks should be returned undamaged to the school at the end of the school year.

Assessment

The MPS Strategic Assessment Systems measure progress toward college and career readiness through formative, interim, and summative measures. We believe in ethical use of assessments and data, decisions based on facts, collaboration, and connectivity between curriculum, assessment, instruction, and continuous improvement. We are committed to providing accurate, timely, and meaningful data that is easily accessible and user-friendly for educators, parents, and the community. More information is available for families about the assessments given at each grade level at this link:

<https://mps.milwaukee.k12.wi.us/en/Families/Education-Resources/Parent-Guides.htm>

SECTION 4: MAINTAINING A SAFE SCHOOL ENVIRONMENT

Our school is committed to providing a safe and effective learning environment. The safety of all students, teachers, and staff at our school is of utmost importance. It is the expectation that all district and school rules and policies be followed.

The MPS *Parent/Student Handbook on Rights, Responsibilities, and Discipline* is sent home with each MPS student at the start of each school year and is also available online at mpsmke.com/rights. This handbook provides families with detailed information regarding the MPS discipline policy.

School Discipline Rules/Positive Behavioral Interventions and Supports (PBIS)

All students have the right to feel safe and the obligation to respect each other and all adults in and outside the school building. All students are expected to be at their best in order to create a safe learning environment conducive to learning. Please contact your classroom teacher to learn about classroom-specific expectations, rules, and procedures.

PBIS~COOPER'S BE-ATTITUDES!

Rewarding Positive Behaviors at Home

Cooper School has launched PBIS (Positive Behavioral Interventions and Supports) this school year. We will be teaching our students the following expectations and "Be" Attitudes: **Be Safe, Be Responsible, Be Respectful**

Just as we will talk to our students about what those behaviors look like in the classroom, in the hallway, in the cafeteria, in the bathroom, on the bus, and on the playground, you too can talk to them about what those behaviors look like at home. Here are some examples:

PBIS Expectation	 Home Examples
Be Safe	<ul style="list-style-type: none"> • Walk up and down stairs. • Look both ways when crossing the street. • Use eating utensils properly. • Wash hands after using the bathroom.
Be Responsible	<ul style="list-style-type: none"> • Clean up toys when finished playing. • Do chores. • Do homework the night before and have the backpack ready for school. • Go to bed on time.
Be Respectful	<ul style="list-style-type: none"> • Ask instead of demand. • Say “please” and “thank you”. • Look at adults when they are talking. • Ask permission before using another person’s belongings.

We reward students for displaying positive behaviors at school. You can use home rewards to help motivate your child to keep up the good work at school or to exhibit the expectations at home. Best of all, home rewards do not need to cost anything!

Here is just a short list of possible home rewards:

- 😊 Read a story to your child or have your child read to you.
- 😊 Let them stay up 10 minutes past bedtime.
- 😊 Cook his or her favorite dinner.
- 😊 Provide computer time at home or at a public library.
- 😊 Complete a puzzle or play a board/card game together.
- 😊 Let them out of having to do chores for a day.
- 😊 Watch his or her favorite movie.
- 😊 Allow your child to help cook dinner.
- 😊 Go for a walk outside together.
- 😊 Color or draw with your child.

- 😊 Go for a walk outside together.
- 😊 Color or draw with your child.
- 😊 Send a positive note to your child's teacher about the good job he or she is doing at home.
- 😊 Arrange a play date or sleepover for your child.
- 😊 Make his or her favorite dessert or teach them how to make it themselves.
- 😊 Allow extra TV time.
- 😊 Take a bike ride together.
- 😊 Have a family fun night.
- 😊 Set up an obstacle course.
- 😊 Have a picnic in the living room.
- 😊 Set up a scavenger hunt.
- 😊 Have a pillow fight.
- 😊 Give your child a new hairdo.
- 😊 Turn on the radio and dance.
- 😊 Play a game of hide-and-seek.
- 😊 Make sock puppets.
- 😊 Visit the airport and watch the planes take off and land.

James Fenimore Cooper

K-8 School

Core Beliefs About Discipline

1. Every attempt will be made to maintain the dignity and self-respect of students and staff members.

- Opportunities will be provided for staff and students to build positive relationships, to share feelings, and to solve problems.
- Clear expectations
- Kind, respectful words
- Appropriate voice level
- Active listening
- Calm engagement
- Respect for the property of others
- Punctuality
- Respect for classroom and school procedures
- Prepared to teach and learn
- Demonstrate courteous and safe behavior by walking silently in the hallways

2. Students will be guided and expected to solve their problems or the ones they create through choices that do not create problems for anyone else.

3. Misbehavior will be handled with natural and logical consequences.

- For example, when you cause a problem, I will ask you to fix it. I will do something. What I do will depend on the individual person and the special situation.

4. Staff intervention when a student creates a problem could include:

- Teach/re-teach appropriate behavior or procedure
- Eye contact
- Proximity
- Change of student location within the classroom
- I messages (i.e. I find it hard to teach when you do that. Thank you for stopping.)
- Enforceable statements (i.e. I allow students to stay in line when they are quiet.)
- Choices (i.e. Will you be able to stop that and stay? Or will you need to leave for a while?)
- Brief Recovery or “cooling off” period in another classroom or office
- Teacher/student conference to explore ways to repair harm and solve problems
- Teacher/student/parent/administrator conference to resolve problem

Behavior Expectations

1. Keep your hands, feet, and objects to yourself.
2. No fighting; no play fighting.
3. Use appropriate language, no profane language or gestures.
4. Walk in the halls safely and quietly.

Behavior in the Building and on the Playground Expectations

1. Listen to and follow the directions of all school adults.
2. Use kind language.
3. If a problem develops on the playground or in class, ask an adult for help. Fighting or name-calling will not solve the problem. Think before you act!
4. Do not play games with body contact. Rough play and play fighting are not allowed.
5. Respect all books and school materials. All students enjoy using materials that are in good condition. Students are expected to pay for damaged or lost books and materials.
6. Be kind to your school building. Cooper School is your home away from home. Be proud of your school. Keep your classroom, lunchroom, hallways, lavatories and playground clean and neat. Please do not litter.
7. Please do not bring candy, soda or gum to school.
8. Do not bring toys or unnecessary electronic equipment to school. This includes cell phones, I pods, cords used as jump ropes, video game cartridges and items that are not necessary for instruction. (Show and tell in the early grades or on special days is an exception to this rule.)

Lunch Behavior Expectations

1. Walk and stand quietly in the lunch line while waiting to be seated. Quiet conversation is permitted during lunch.
2. Use good table manners and remain seated until dismissed by an adult supervisor.

3. Sit at your assigned lunchroom table.
4. Leave the lunchroom when dismissed in an orderly fashion without talking or running.
5. No food is to be taken outside. Food is to be eaten only in the lunchroom.

School Bus Behavior Expectations and Procedures

This information will give you a better understanding of what you as parents/guardians can do to help your child enjoy a safe bus ride to and from school.

Since the time before and after school is as crucial to your child's health and safety as the time during school, a safe bus ride is a key element of your child's education. A safe bus ride for your child is our main priority. However, we need your help. Parents, please review the following bus rules and safety guidelines with your child:

- Always remain seated.
- Follow any directions given by the school bus driver.
- Respect your neighbor (no fighting, pushing, or shoving).
- Never throw objects in the bus or out of the bus windows.
- Keep head, hands, and arms inside the bus at all times.
- Profanity is not allowed.
- No yelling or shouting (loud noises distract the driver).
- Respect your neighbor's property when waiting for the bus.

Bus Disciplinary Procedures:

Students who disobey bus rules will be subject to the same disciplinary actions as at school. If the student violates the bus rules, the driver will file a written report with your child's school. Parents will be notified when riders break the rules. A rider may have bus riding privileges suspended by school officials when the unacceptable behavior jeopardizes other passengers and the safe operation of the school bus.

School Bus Stops:

Parents/guardians should instruct their child not to cross the street diagonally or behind the bus. Parents picking up and/or dropping off students at the bus stop should park safely away from the stop but on the same side of the street as the bus stop to avoid the possibility of a student being hit by a vehicle while crossing the street. Parents should remind the child to stay out of the DANGER ZONE (*the area in front of the bus, area behind the bus, and the area around the side of the bus where the driver is unable to see the child*).

As the child nears their corner or drop-off site, the child should begin to gather belongings and wait for the bus to come to a complete stop.

After leaving the bus, the child remains on the sidewalk until the bus pulls away. This allows the child to have an unobstructed view of any oncoming traffic. The child should then proceed directly to their residence.

Bus Accidents:

School bus transportation is the safest form of passenger transportation. Bus drivers are specially trained and licensed as school bus drivers. School buses are regularly inspected to ensure that each bus meets all safety standards. If your child is involved in an accident, your school will contact you within 24 hours of the accident. If your child complains of an injury, seek medical attention immediately.

Absence of a Responsible Person:

K3, K4, K5, and certain students with special needs must be received by a person responsible when they leave the school bus at the end of the day. If there is not a person responsible to receive the child, the bus company will attempt to contact the parent or guardian. If unsuccessful, the company will transport the

child to the MPS Child Care Center at the MPS administration building, 5225 West Vliet Street. The Child Care phone number is (414) 475-8462. The parent will be required to pick up the child from that location. If a parent receives three *Absence of Responsible Person* notices in a year, bus service for that child may be cancelled.

Emergency Contact Information:

Bus companies may access the emergency contact information furnished to your child's school. This information is provided to them to help ensure the safe and timely return of children who may have become lost or confused. The bus companies are aware that any information they obtain is to be used only for that purpose and is to be treated in a highly confidential manner. Please be sure that this information is accurate and up to date. Notify your child's school of any changes.

Behavior Problems on Bus:

If you feel that your child's safety is being jeopardized by the behavior of other riders, you should contact your child's school.

Inappropriate Driver Behavior:

If you suspect that your child's bus driver is engaging in inappropriate behavior, you should first contact your child's bus company. If the problem continues, contact your child's school. If you notice a bus speeding or traveling in an unsafe manner, or the driver is talking on a cell phone, call Pupil Transportation Services at (414) 475-8922. Please note the name of the bus company, the bus number, and the time and location of the bus.

Driver/Parent/Student Conflict Prevention Tips:

Cooperation between parents and the bus driver will ensure a safe bus ride for all riders. Please follow these simple guidelines:

- Be at your child's stop on a regular basis and get to know the bus driver.
- Speak to the driver from the curb or sidewalk.
- Wait for all students to board before speaking to the driver.
- Do not board your child's bus unless authorized.
- Do not request route changes with the driver.
- Do not threaten the driver or other riders at the bus stop or on the bus.

Milwaukee County Transit System Bus Pass Distribution Procedures

Schools are responsible for the distribution of bus tickets and or assistance in troubleshooting issues related to MCTS card usage. Most schools utilize yellow school buses as the student's primary means to and from school. Schools do, however, utilize MCTS bus cards for as-needed situations that require emergency rides home or for transportation after school events. Only students eligible for transportation services according to school board policy are to be issued transportation bus cards.

SECTION 5: EXPECTATIONS

Our school is committed to providing a safe and effective learning environment. All students in the school must follow the Code of Conduct/Classroom Conduct and meet the following expectations:

Student Dress Code

District or school uniform should be worn except for where a guardian or school has opted out of the district uniform policy. Each individual school will address inappropriate attire if it disrupts the teaching and learning of others.

- Dress, skirt, and short lengths should reach to students' fingertips or longer when hands are held straight at their side.

- Pants are to be worn at the waist.
- No undergarments can be shown when sitting or standing.
- Torso, including midriff and cleavage, should be fully covered. No spaghetti straps.
- Both pant legs should be worn down.
- No hats, hoods, caps, scarves, bandannas, plastic bags or do-rags are to be worn in the building unless for religious purposes
- Coats or jackets should not be worn except when students are on their way to or from outside.
- Hanging belt straps or chains may not be worn in the building.
- Clothing should be free of expressions that are hurtful to others, obscene, profane, pornographic, advocating pain, death, suicide, or drug or alcohol use.

Inappropriate Personal Property

Possession of personal property prohibited by school rules and otherwise disruptive to the teaching and learning of others such as food, beverages, laser pointers, electronic and communication devices, all toys, games, cards, large amounts of money, and expensive jewelry and jackets should not be brought to school. The school is not responsible for any lost or stolen items.

Equipment from Home

All equipment needed for recess and physical education is furnished by the school district. Items such as balls, jump ropes, or other play equipment should not be brought to school and are not the responsibility of the school.

Cell Phones/Communication Devices

While on premises controlled by Milwaukee Public Schools, students are not allowed to activate, use, or display electronic communication devices, such as cell phones and pagers, for a purpose other than an approved educational purpose. Violation of this rule will result in discipline according to district policy.

Individual schools may implement a cell phone collection process at the beginning of each school day to ensure that devices are not used by students. This process is implemented to protect the learning environment. Schools that collect devices will secure the device during the school day and return devices in an orderly fashion at the end of each school day. If devices are activated, used, or displayed in violation of this policy, they will be confiscated. If a student activates, uses, or displays a communication device to endanger the physical safety or mental well-being of others, the student will be recommended for expulsion. This includes capturing, distributing, displaying, sharing, and posting inappropriate images that disrupt the learning environment.

If communication devices are brought to school, the school and school district will not be financially responsible for lost or stolen items.

All students will turn in phones, earbuds etc. to the teacher at the start of each day.

Telephone Calls for Students

It is the goal of our school to offer all students an environment of uninterrupted learning so that they can achieve academically. To protect learning, the school requests that if a parent/guardian needs to communicate with their child during the school day, they leave a message at the school office, which will convey the message to the student. If there is a home emergency, please ask to speak to an administrator.

School Communication with Families/Family Newsletter

Our school believes that it is important to keep parents informed of school news, services, activities, and events. The school will send regular correspondence to families. Families should also subscribe to the quarterly district eNewsletter for families on the bottom of the MPS home page.

When parents/guardians wish to contact their child's teacher, please call the main office at 414-304-6300 to leave a voice message. The teacher will return the call.

Parent/Guardian Concerns and Visiting Your Child's Classroom

Families are always welcome to come to the school. However, parents/guardians will not be able to go to the classroom during instructional time. Any parent/guardian in the building must be escorted. *Because the safety of all children is important to us, MPS requires that all visitors do the following:*

- A staff member must accompany any tour or visit to a classroom during instructional time which is made by an appointment- this will not include meeting the teacher.
- Staff must stay with the visitor to escort them back to the office once the observation concludes.
- **Family members looking to meet with staff must schedule meetings in advance.**
- Meetings should occur during non-instructional time to avoid disruptions to the school day.
- During meetings, conferences, and classroom visits, each student may have TWO visitors present, unless additional visitors are approved in advance. The school leader, or a designee, must approve any additional visitors.
- Meetings with families should be scheduled to take place in the office or another designated space that will not interfere with school activities.
- Visitors must always be accompanied by the school leader, or a designee, while touring a school.
- When dropping off items at school, students will be called to the office to meet visitors.

Lack of cooperation may constitute trespassing where a Notice of No Trespassing may be issued.

Our school believes in assisting parents/guardians in resolving any concern they may have. A parent may come to the school office to express either verbal or written concerns.

SECTION 6: SCHOOL POLICIES AND PROCEDURES

Census Verification Report

The Census Verification Report has replaced the Emergency Contact Card. The Census Verification Report is used to verify that the current guardian, household, and non-household contact information is correct. It is also used to identify any person listed in the household or non-household who **should not** be able to pick up a student. The Census Verification Report also lists current health conditions that have been entered into the student record. The parent/guardian either verifies that the household, demographic, and health information is accurate or makes the appropriate changes and returns the Census Verification Form to the school. It is important to complete and return the Census Verification Form at the beginning of the school year. When there is a change of address, phone number, or guardian at any time during the school year, these changes should also be communicated to the school in a timely manner as well.

Breakfast and Lunch Procedures

All students are able to receive breakfast and lunch at no charge each day of the school year. However, if your child chooses not to participate in the meal program, they may bring breakfast or lunch from home. Students are encouraged to bring nutritious foods such as fruits, vegetables, whole grains, etc.

Parents/guardians who want their child to be able to purchase additional milk or à la carte menu items to supplement the school meal or the meal from home may choose to set up an account at www.MyPaymentsPlus.com. The students may also give their money to Cooper's Kitchen Manager.

All schools have a closed campus for mealtimes. Students are not allowed to leave the building during their breakfast or lunch hour. Meal delivery services (DoorDash, Uber Eats, etc.) **are not allowed** for

students during the school day. This includes meals ordered by parents/families for delivery to school.

Field Trips

Field trips are an extension of units of study being taught by the teacher and become an essential part of the total learning experience for students. Field trips assist in the teaching and learning process and have learning objectives for these experiences. They are an important part of the students' education.

Our school encourages all students to participate. Parents/guardians must sign a permission form for each field trip and return it to the classroom teacher. The signed form will be filed at the school.

Fundraisers

Fundraisers are conducted by our school and parent organization to raise money for the benefit of our students and school. Student participation is voluntary with parental permission. Students participating in sponsored fundraising activities are not allowed to be involved in door-to-door sales. Fundraising activities will not be imposed on instructional time during the regular school day.

School Bookstore

None

School Supplies (Preschool–Grade 8)

All children need to be prepared with their school supplies on the first day of school. Each grade level has a special supplies list. Our school supply lists are posted on our website. Please make sure to put your child's name on his/her supplies.

Emergency Drills

Our school will hold emergency drills on a regular basis. Fire drills and emergency lockdown drills are held once a month. Tornado drills are held once a year in April. Bus evacuation drills are held twice a year.

SECTION 7: EXTRA-CURRICULAR ACTIVITIES

Cooper School offers a variety of co-ed sports activities through the Milwaukee Public School Recreation Division. The tentative program of seasonal sports for the 2025-26 school year will include:

- Soccer
- Volleyball
- Basketball
- T-Ball
- Softball
- Flag Football
- Cheerleading

Schedules, registration forms and information about participation fees will be sent home with your student. We need and encourage the support of parent volunteers. Call **Ms. Elizabeth Sliga at 304-6300** if you have questions or are interested in volunteering.

All students remaining in the building after dismissal time must be in a supervised activity. Students are not allowed to remain in the building to wait for a sibling or friend.

Code of Sportsmanship

(Adapted text from the MPS Rights & Responsibilities Handbook)

Sportsmanship can be defined in one word: RESPECT. Showing respect for ourselves, our schools, and our guests helps present a positive image, not only to the community, but to all those who participate in any way in athletic activities in MPS schools.

Responsibilities of Athletes

- Good sportsmanship is displayed when every athlete:
- Uses appropriate language. Abusive or profane language will not be tolerated.
- Treats opponents with respect as guests and hosts.
- Shakes hands with opponents after the game.
- Exercises self-control always.
- Respects the judgment of officials and their interpretation of rules.
- Accepts the responsibility and privilege of representing his/her school positively by acting in a manner that creates a positive attitude.

Responsibilities of Spectators

- Good sportsmanship is displayed when every spectator:
- Realizes that admission gives him/her the privilege to observe a contest and support school activities, not the license to verbally assault others or be obnoxious.
- Greets visiting teams with friendly applause.
- Respects school property and the authority of supervisory personnel.
- Shows respect for injured players when they are removed from the game.
- Respects decisions made by contest officials.

Responsibilities of Spectators

- Good sportsmanship is displayed when every spectator:
- Realizes that admission gives him/her the privilege to observe a contest and support school activities, not the license to verbally assault others or be obnoxious.
- Greets visiting teams with friendly applause.
- Respects school property and the authority of supervisory personnel.
- Shows respect for injured players when they are removed from the game.
- Respects decisions made by contest officials.
- Refrains from applauding mistakes by opponents or penalties called against them. A positive approach is expected.
- Respects the judgment and strategy of the coach and the efforts made by players.
- Refrain from using obscene language, cheers, or remarks.
- Refrains from throwing objects of any kind. Confetti is allowed at outdoor events only.
- Seeks approval for banners or signs. Hanging or use of banners comes under the direction of the game manager.

SECTION 8: NONDISCRIMINATION NOTICE

It is the policy of the Milwaukee Public Schools, as required by section 118.13, Wisconsin Statutes, that no person will be denied admission to any public school or be denied the benefits of, or be discriminated against in any curricular extracurricular, pupil services, recreational, or other program or activity because of the person's sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability.

This policy also prohibits discrimination under related federal statutes, including Title VI of the Civil Rights Act of 1964 (race, color, and national origin), Title IX of the Education Amendments of 1972 (sex), and Section 504 of the Rehabilitation Act of 1973 (disability), and the Americans with Disabilities Act of 1990 (disability).

The following individuals have been designated to handle inquiries regarding the non-discrimination policies:

For section 118.13, Wisconsin Statutes, federal Title IX: Matthew Boswell, Senior Director, Department of Student Services, Room 133, Milwaukee Public Schools, 5225 W. Vliet St., P.O. Box 2181, Milwaukee, Wisconsin, 53201-2181.

For Section 504 of the Rehabilitation Act of 1973 (Section 504), federal Title II: Jessica Coyle, Section 504/ADA Coordinator, Department of Specialized Services, 6620 W. Capitol Dr., Milwaukee, Wisconsin, 53216, (414) 438-3677.

ASL: (414) 438-3458

25-26 District Calendar



**MILWAUKEE
PUBLIC SCHOOLS**

mpsmke.com

Switchboard
(414) 475-8393

2025-26 Districtwide Calendar

Aug. 25 Organization Day Aug. 26-28 Professional Development Days Aug. 29 Labor Day Break Sept. 1 Labor Day Sept. 2 First Day of School – Students Oct. 8 Early Release Day (2 hours) Districtwide Professional Development (K-12) Oct. 17 Parent-Teacher Conference Day Oct. 20 October Break Nov. 7 Record (K-8) / Professional Development Day (HS) Nov. 24-25 Districtwide Professional Development K-12 Nov. 26-28 Thanksgiving Break	Dec. 10 Early Release Day (2 hours) Districtwide Professional Development (K-12) Dec. 22-31 Winter Break Jan. 1-2 Winter Break Jan. 5 Classes resume Jan. 19 MLK Jr. Day Jan. 26 Record (HS) / Professional Development Day (K-8) Feb. 16 Midsemester Break Feb. 17 Professional Development (HS) / Record Day (K-8) Mar. 4 Early Release Day (2 hours) Districtwide Professional Development (K-12) Mar. 20 Parent-Teacher Conference Day	Mar. 30-Apr. 3 Spring Break Apr. 15 Early Release Day (2 hours) Districtwide Professional Development (K-12) Apr. 30 Districtwide Professional Development K-12 May 1 Professional Development Day May 25 Memorial Day June 5 Record (K-8) / Professional Development Day (HS) June 15 Last Day of School – Students June 16 Record (HS) / Professional Development Day (K-8) June 17-18 Emergency makeup days (if needed) Note: ACT testing dates to be determined.
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■ Red – First and last day of classes/classes resume for students – Staff and students report
■ Blue – Parent-Teacher Conference Days – Staff and students do not report
■ Yellow – Staff and students do not report
■ Green – Teacher Organizational Day – Staff report and students do not report
■ Pink – Professional Development (PD) and Record Days – Most staff report and students do not report; Partial Pink Bar – Student Early Release (2 hrs.) and districtwide PD

Calendar dates may change due to inclement weather, etc. Please stay in touch with your school for updates. Some teacher workdays are shaded. Individual schools may have additional non-attendance days that do not appear on this calendar. Also, methods and dates for distributing report cards may vary from school to school. STAFF: Refer to staff calendars for details on non-student attendance days.

✓ **Student Days Off - 2025 -2026 Districtwide Calendar**

August 25, 2025 - Organization Day

August 26–28, 2025 - Professional Development Days

August 29, 2025 - Labor Day Break

September 1, 2025 - Labor Day

October 8, 2025 - Early Release Day (2 hours) Districtwide Professional Development (K–12)

October 17, 2025 - Parent-Teacher Conference Day

October 20, 2025 - October Break

November 7, 2025 - Record (K–8) / Professional Development Day (HS)

November 24–25, 2025 - Districtwide Professional Development (K–12)

November 26–28, 2025 - Thanksgiving Break

December 10, 2025 - Early Release Day (2 hours) Districtwide Professional Development (K–12)

December 22–31, 2025 - Winter Break

January 1–2, 2026 - Winter Break

January 19, 2026 - MLK Jr. Day

January 26, 2026 - Record (HS) / Professional Development Day (K–8)

February 16, 2026 - Midsemester Break

February 17, 2026 - Professional Development (HS) / Record Day (K–8)

March 4, 2026 - Early Release Day (2 hours) Districtwide Professional Development (K–12)

March 20, 2026 - Parent-Teacher Conference Day

March 30–April 3, 2026 - Spring Break

April 15, 2026 - Early Release Day (2 hours) Districtwide Professional Development (K–12)

April 30, 2026 - Record (K–8) / Professional Development Day (HS)

May 1, 2026 - Districtwide Professional Development (K–12)

May 25, 2026 - Memorial Day

June 5, 2026 - Record (K–8) / Professional Development Day (HS)

June 15, 2026 - Last Day of School – Students

June 16, 2026 - Record (HS) / Professional Development Day (K–8)

June 17–18, 2026 - Emergency makeup days (if needed)

Note: ACT testing dates to be determined

SECTION 9: ATTACHMENT

Acknowledgment for the Family–School Compact and acknowledgement for the *Family–School Manual*

ACKNOWLEDGMENT FORM

The Family–School Compact (also referred to as School–Parent Compact)

In the school compact, families and school staff agree on how to work together. Every Title I school must develop a Family–School Compact. The purpose of this agreement is to help parents and teachers come to a consensus on the responsibilities that impact student achievement. The underlying assumption is that a student’s academic success will improve when the home and school work together.

It is important that parents/guardians review and discuss the Family–School Compact with their child/children. We request that the parents/guardians and students sign and return the bottom portion of this form to the classroom teacher.



We have reviewed and discussed the Family–School Compact with our child.

Student Name _____ Room # _____

Parent Signature _____ Date _____

Student Signature _____ Date _____



Family–School Manual

It is important that parents/guardians review and discuss the *Family–School Manual* with their child/children. We request that the parents/guardians and students sign and return the bottom portion of this form to the classroom teacher.



We have reviewed and discussed the *Family–School Manual* and agree to follow all rules and expectations set by the school.

Student Name _____ Room # _____

Parent Signature _____ Date _____

Student Signature _____ Date _____