

Madrona Middle School

Torrance Unified School District
21364 Madrona Ave., Torrance, CA 90503
310-533-4562

School Handbook/Guidelines

2023-2024 School Year



PTSA[®]
everychild.one voice.[®]

Attendance Office	madronaattend@tusd.org
General Inquiries	madronainfo@tusd.org
Health Office	madronahealthoffice@tusd.org
Website	https://www.tusd.org/schools/madrona

Parent Teacher Student Association

Executive Board 2023-2024

President

Monica Sandoval madronapresptsa@gmail.com

1st VP/Fundraising
2nd VP/Membership
Recording Secretary
Treasurer
Financial Secretary
Historian
Auditor
Parliamentarian
Advisor
Co-Advisor

Adrienne Temblador
Karah Garrison
Angela Mijares
Nreanne Atha
Kristine Ho
Nicole Garcia
Oscar Martinez
TBA
Jeffrey Nielsen
TBA

Torrance Council

torranceptas@gmail.com

torranceptas@gmail.com

33rd District PTA

www.33rdpta.org

pta33rdpresident@gmail.com

California State PTA

www.capta.org

president@capta.org

National PTA

www.pta.org

info@pta.org

The Mission of the California State PTA is to positively impact the lives of all children and families. It's purposes are:

- To promote the welfare of children and youth in home, school, community and place of worship, and throughout the community;
- To raise the standards of home life;
- To advocate for laws that further the education, physical and mental health, welfare, and safety of children and youth;
- To promote the collaboration and engagement of families and educators in the education of children and youth;
- To engage the public in united efforts to secure the physical, mental, emotional, spiritual, and social well-being of all children and youth; and
- To advocate for fiscal responsibility regarding public tax dollars in public education funding.

National PTA Mission: "To make every child's potential a reality by engaging and empowering families and communities to advocate for all children." National PTA founded in 1897. Madrona PTSA was founded on July 16, 1952.

ASSOCIATION MEETINGS

September, December, February, April

Madrona PTA Membership is \$8 per year. To join, apply online at <https://jointotem.com/ca/torrance/madrona-middle-school-ptsa>

BOARD MEETINGS generally held on the second Tuesday of each month, time to be agreed upon at the start of the school year.

PTSA SPONSORED PROGRAMS

Direct Donation & Membership Parents, students, relatives, and staff are encouraged to join PTSA and support school programs. Portions of dues are sent to each level of PTA: Torrance Council of PTAs, 33rd District PTA, California State PTA, and National PTA.

Honorary Service Awards recognizes those who volunteer time and service to children, school, and community.

National PTSA Reflections arts recognition and achievement program for students. **Theme for 2023-24: I am Hopeful Because...** Categories include Visual Arts, Photography, Musical Composition, Literature, Dance Choreography, Film/Video Production.

8th Grade Promotion Activities. Funded by PTSA with no direct cost to students. Traditionally the PTSA plans the Promotion Dance and 8th Grade Picnic.

Madrona Spirit Wear . 6th grade BLUE, 7th grade Green, 8th grade RED.

Staff Appreciation celebrates the efforts of the faculty in the first week of May.

Student Scholarships for High School Seniors who attended Madrona will be given the opportunity to apply for Scholarship Funding in the spring.

Madrona Middle School Administration

Jeffrey Nielsen, Principal	Nielsen.Jeffrey@tUSD.org	Ext 8780
Royce Stucky, Assistant Principal	Stuckey.Royce@tUSD.org	Ext 8790
Counselor	Lujan.Emily@tUSD.org	Ext 8736
Office/Records	madronainfo@tUSD.org	Ext 8781
Attendance	madronaattend@tUSD.org	Ext 8791
Cynthia Osejo, Librarian	Osejo.Cynthia@tUSD.org	Ext 8774
Health Assistant, Nisha Bhatt	Bhatt.Nisha@tUSD.org	Ext 8710
Health Assistant, Nicola Rivas	Rivas.Nicole@tUSD.org	Ext 8783
LVN, Jovita Leon	Leon.Jovita@tUSD.org	Ext 8782
Mikael Lundell, Psychologist	Lundell.Mikael@tUSD.org	Ext 8721
Elena Brown, Speech Therapist	Brown.Elena@tUSD.org	Ext 8735

310-533-4562

History: Madrona Elementary opened in February 1957 and became Madrona Middle School in 1984 originally as the home of The Matadors.

Mission Statement - Madrona's mission is to foster a safe and inclusive campus with engaging instruction, enrichment opportunities that appeal to every child, and support to help every student achieve at grade-level or above.

ALL VISITORS are required by TUSD, to present ID to the Security Raptor system for a badge to be on campus. Learning is our #1 priority and we aim to minimize disruptions to the classroom.

Volunteers on campus must have an updated Volunteer Application done [ON-LINE only via this link:](#)

Faculty

Emily Aceves	Aceves.Emily@tUSD.org	8715	15
Jason Amadio	Amadio.Jason@tUSD.org	8731	PE1
Kimberly Bevington	on leave	8720	20
Michele Bloomfield	Bloomfield.Michele@tUSD.org	8714	14
Clarke, Catherine	Clarke.Catherine@tUSD.org	8717	17
Larson Estefan	Estefan.Larson@tUSD.org	8722	22
Michelle Fisher	Fisher.Michelle@tUSD.org	8719	19
Robert Freitas	Freitas.Robert@tUSD.org	8771	SC1
Kathy Fu	Fu.Kathy@tUSD.org	8709	9
Liam Gachuz	Gachuz.Liam@tUSD.org	8728	28
Heather Hallsted	Hallsted.Heather@tUSD.org	8772	SC2
Sky Heussenstamm	Heussenstamm.Sky@tUSD.org	8726	26
Carolyn Keeney	Keeney.Carolyn@tUSD.org	8732	PE2
Cameron Krumpe	Krumpe.Cameron@tUSD.org	8711	18
Sajjad Khan	Khan.Sajjad@tUSD.org	8724	24
Stephanie McGurk	McGurk.Stephanie@tUSD.org	8723	23
Brigit Miskimen	Miskimen.Brigit@tUSD.org	8707	7
Kimberly Nguyen	Nguyen.Kimberly@tUSD.org	8708	8
Christopher Phillips	Phillips.Christopher@tUSD.org	8713	13
Laurie Rokugawa	Rokugawa.Laurie@tUSD.org	8727	27
Allison Snider	Snider.Allison@tUSD.org	8701	Music
Evan Snow	Snow.Evan@tUSD.org	8725	25
Laurie Spotts	Spotts.Laurie@tUSD.org	8704	4
Nancy Ton	Ton.Nancy@tUSD.org	8773	SC3
Dr. Mary Ann Torres	Torres.MaryAnn@tUSD.org	8705	5
Andrew Waldschmidt	Waldschmidt.Andrew@tUSD.org	8712	12
Lindsey Wooldridge	Wooldridge.Lindsey@tUSD.org	8716	16
Mary Beth Wulpern	Wulpern.MaryBeth@tUSD.org	8706	6
Leslie Young	Young.Leslie@tUSD.org	8703	3

TUSD Middle School Bell Schedule


Visit Website [HERE](#)

- * 8:15 am - GATES OPEN (Mon/Wed/Thurs/Fri)
- * 8:40 am - Class Begins (Mon/Wed/Thurs/Fri)
- * 3:16 pm - Dismissal Bell ALL DAYS
- * TUESDAYS Late Start: Still 9:25 Tardy Bell

We DO NOT accept nor allow any food dropped off to school.

On Tuesday Late Start- Same as previous years:

- * Gate opens 7:45 to 8:10
- * Gates are locked from 8:10 to 9:00 am
- * No supervision is outside as staff are in meetings
- * Student may be in cafeteria with a book for study hall
- * Otherwise, students may not arrive until 9:00 am

Mon/Wed/Thurs/Fri (w/Tutorial)			Late Start Tuesday		
First Bell	8:35		First Bell	9:20	
Period 1 (50 min)	8:40	9:30	Tardy Bell	9:25	
Period 2 (50 min)	9:33	10:23	Period 1 (48 min)	9:25	10:13
Nutrition (15 min)	10:23	10:38	Period 2 (47 min)	10:16	11:03
Period 3 (50 min)	10:41	11:31	Nutrition (14 min)	11:03	11:17
Period 4 (50 min)	11:34	12:24	Period 3 (47 min)	11:20	12:07
<u>Tutorial/SSR</u> (25 min)	12:24	12:49	Period 4 (49 min)	12:10	12:59
Lunch (41 min)	12:49	1:30	Lunch (37 min)	12:59	1:36
Period 5 (50 min)	1:33	2:23	Period 5 (47 min)	1:39	2:26
Period 6 (50 min)	2:26	3:16	Period 6 (47 min)	2:29	3:16

Nutrition Services: Lunches/Meals Info -

click link <https://www.tusd.org/nutrition-services%c2%a0>

Madrona Behavior Matrix

School Mottos:	Be Responsible!	Be Respectful!
Classroom	<ul style="list-style-type: none"> Be on time and seated when the tardy bell rings. Be organized and prepared to learn Phones off and put away Remain on task and complete assignments by the due date 	<ul style="list-style-type: none"> Enter the room quietly. Remove all hats and hoods at the door. Use appropriate language and noise level Raise your hand and take turns speaking Follow directions Respect adults and peers and act kindly
Tutorial	<ul style="list-style-type: none"> Remain in the classroom with teacher Be attentive and engaged in learning Carry a book to read Find a quiet place for reading 	<ul style="list-style-type: none"> Be mindful of students in classrooms Stay focused in attending to work at hand or in reading
Hallways	<ul style="list-style-type: none"> Use direct path Be aware of the time during passing periods 	<ul style="list-style-type: none"> Walk Hands to yourself Use appropriate language and noise level
Cafeteria	<ul style="list-style-type: none"> Enter and exit appropriately Clean up after yourself and throw away your trash Eat in designated areas 	<ul style="list-style-type: none"> Start at the end of the line Be mindful of others in line Pick up trash even if it isn't yours. Stay in line and say "thank you" and "please"
Office Health Counseling	<ul style="list-style-type: none"> Wait at the door to keep social distancing Return to class promptly / quietly 	<ul style="list-style-type: none"> Wait for office staff to acknowledge you prior to politely asking for help Respect the privacy of students and staff
Library	<ul style="list-style-type: none"> Return all borrowed materials when due Use equipment appropriately Seek out resources 	<ul style="list-style-type: none"> Help others who need assistance Wait your turn
Using Technology	<ul style="list-style-type: none"> Bring chromebook to school everyday Charge your chromebook at night Stay on task during class 	<ul style="list-style-type: none"> Report any issues to staff Obey internet policy
Restrooms	<ul style="list-style-type: none"> Be there with a purpose Toss trash in bins Exit promptly 	<ul style="list-style-type: none"> Clean up after yourself Report any issues to staff
Before & after School	<ul style="list-style-type: none"> Have "green screen" or "green card" ready to show upon entering school. Be ready to leave your ride Be aware of others and be safe Wear helmet with all wheeled devices Leave campus on time 	<ul style="list-style-type: none"> Be helpful and be patient. Inform your ride of proper procedures for dropping you off Use crosswalks
Snack Recess	<ul style="list-style-type: none"> Eat in designated areas Clean up after yourself 	<ul style="list-style-type: none"> Carry personal belongings Follow adult directions Use appropriate language Problem solve peacefully

ATTENDANCE POLICY

Regular attendance is critically important for student achievement. Parents/guardians of children aged 6-18 are obligated to send their children to school unless otherwise provided by law. (Education Code 48200).

Absence and Tardy: Students are expected to be present in their classroom on time before the Tardy Bells Rings each period.

Absence Reasons and PowerSchool Codes:

If the reason listed on the attendance absence excuse note/email is personal business DMV appointments, family event, family matters, emergency, family vacation/reunion, family travel/trip, travel-wedding, overslept, etc.; or, if not reason is given, the absence is considered "U" Unexcused per Ed Code and will be coded in PowerSchool as such a "U". An Unexcused absence is still a verified absence. The codes are for record-keeping purposes. Truancy "T" is marked after 48 hours of the absence "A", without a note or email provided to the school office.

Excused Absences: (Education Code 48205): ONLY these reasons will be marked "E" for excused. Any verified absence (excused or unexcused) is counted as a missed day of school.

1. A student's illness (not parent's or another family member).
2. Medical, dental or eye appointments.
3. Attending the funeral of an immediate family member: one (1) day in California; three (3) days out of California. Immediate family member means student's mother/father, brother/sister, child, grandmother/grandfather, or spouse, spouse's mother/father, spouse's child, spouse's brother/sister, or any relative living in the immediate household of the student.
4. Court appearance when the student has a subpoena with his/her name on it.
5. Religious holiday/retreat/ceremony (max of four (4) hours per semester) with prior written request from parent and approval from school.
6. Schedule medical and dental appointments after school or on school holidays.

All notes and emails are accepted ONLY from the parent/guardian listed in PowerSchool AND must include the following information:

- Student's full name and Grade
- Date(s) of absence and/or periods missed
- Reason for absence
- Parent/Legal Guardian printed name, signature and relationship to student

Extended Travel (5 days or more) and Independent Study Contracts

Students who are away from school for travel or family circumstances for 5 or more days are required to submit a written letter from the parent in advance. Study Contracts may be issued and require at least a week to process. Students must bring in completed work upon their return.

Students leaving school early:

Students may not leave school during school hours without an off-campus pass. A student should take his/her parent's signed request to the attendance office before school to obtain a pass. If a student returns to school after leaving campus, he/she needs to check in at the office upon return. Passes to go home for lunch will not be approved.

Absence and Tardy Policy:

Students who miss class habitually or are tardy to class habitually have a difficult time reaping the benefits of the educational program. Students are expected to be on time for classes. Students are considered "on-time" when they are in their seats when the tardy bell rings. When a student is late to school, they must report to the office with a note signed by the parent/guardian. A tardy may be excused ONLY for illness and medical appointment. All other reasons for being tardy are unexcused.

To help ensure that our students are on time and in attendance daily, Madrona will take the following steps:

Absences from school accumulated for the entire year:

@ each absence PowerSchool emails home

@ 3 unexcused absences, school contacts home

@10 absences a SARB letter is sent home.

@15 absences a SARB 2 letter and meeting with administration.

Tardy to class. Will restart at the beginning of each quarter

@ 5 total tardies = after school detention. Parent contact

@ 10 total tardies = after school detention and parent meeting

@ 2 in a single class = S in citizenship

@ 3 in a single class = N in citizenship. Parent contact

@ 4 or more in a single class = U in citizenship

COMMUNICATION, HOMEWORK, GRADING POLICY

Communications are handled via email - All parents are responsible for making sure to have a valid email address in PowerSchool and to read all communications sent from school and district.

Daily Calendar viewable at www.tusd.org/schools/madrona Bulletins are sent to parent email addresses submitted with Parent PowerSchool contact information. Notify madronainfo@tusd.org with any changes.

PowerSchool <https://ps.tusd.org/public/> is the hub for Parents and Students to monitor student progress, attendance, grades **AND maintain contact/emergency information**. All **Parents and Guardians MUST have up to date accounts**. Contact madronainfo@tusd.org if you need help.

Grades, Progress Reports and Report Cards: Monitor grades on PowerSchool at <https://ps.tusd.org/public/>. Parent-teacher conferences may be scheduled on an as-needed basis with individual teachers. Email your student's teachers with any questions. Progress grades and report cards are to be viewed on PowerSchool.

"NG" (no grade) may be given for medical reasons or students new to Madrona. Letter grades "A", "B", "C", "D", and "F" are used on Report Cards to indicate achievement and the numbers 1-5 are used to indicate effort (5 being the highest level of effort, 1 being the lowest). **Any concerns regarding grades are to be addressed with the teacher via email.**

Honor Roll Standards: The following criteria must be met in order to be on the Honor Roll at the end of Q1, Q2, Q3.

- Only classes taken at Madrona are used for the Honor Roll.
- A minimum 3.50 grade point average, with all citizenship marks S or E.
- Physical Education grade is included.

Program for Student Accountability (PSA): Students are placed on PSA if grade point average (GPA) is below a 2.0 ("C" average) and/or if they have 2 or more "Us" in citizenship. PSA students will not be able to participate in school extracurricular activities.

TUSD Learning & Acceptable Use Policy (subject to change)

For Parents/Guardians:

- It is the responsibility of parents/guardians to supervise their child(ren) while they are working online and to ensure all content submitted to their teachers is appropriate.
- Distance Learning virtual sessions are designed for students. To prevent disruptions to the learning environment, parents/guardians should not actively participate in Distance Learning virtual sessions, although parents/guardians may assist their child with technology and/or remain nearby.
- Any confidential or personally identifiable information related to students participating during a virtual session should not be collected, discussed or shared.
- Under no circumstances should pictures or recordings be taken of audio/video web conferencing sessions without the permission of the teacher.
- Content shared to students is for the sole purpose of instruction and not to be distributed via social media platforms or any other means.

For Students:

- Always be respectful and courteous to other students and teachers during virtual check-in sessions. Inappropriate, offensive or threatening comments; misrepresentation of identity, and/or disruptive behavior by any participants during virtual check-in sessions will not be tolerated.
- For the safety and security of all participants, students must clearly identify themselves when entering a web conference by enabling their video camera and displaying their name.
- Students shall not take screenshots, pictures or recordings of their video conferencing sessions.
- Login credentials and web conferencing links must not be shared. Sharing of login information and links violates other students' and teachers' rights to confidentiality, and could allow class participation by unauthorized persons and/or lead to disruptive behaviors that detract from a productive and positive learning environment.
- Students who are disruptive and/or "trespass" Distance Learning virtual sessions, will receive appropriate consequences per the TUSD Discipline Matrix. Consequences may result in temporary or permanent loss of technology access, which would prevent the student from participating in Distance Learning virtual sessions. Students receiving this consequence would have assignments provided to the student's parent/guardian.
- Students should adhere to the provisions identified in the Board of Education Policy 5131 - Conduct. Other applicable policies include (and can be found): Board Policy: 5137 - Positive School Climate; 5145.3(a) Non-Discrimination. Harassment; 5132.2 (a) - Bullying, Cyberbullying, Harassment, or Intimidation

SCHOOL EXPECTATIONS: General Rules: California Education Code's Title 5, Section 4622 requires pupils to conform to school regulations; be diligent in study and respectful to teachers and others in authority; and refrain from the use of profane and vulgar language. **Students will treat all persons, teachers, students, property with respect including, but not limited to, the following:**

- Students will attend class, be on time and be prepared to work, even virtual.
- Students will use appropriate language and be dressed appropriately.
- Students will use technology and the internet appropriately.
- Students will demonstrate good citizenship and conduct. at all times.
- Fighting/threatening others is NOT permitted at any time before, during nor after school.

Possible Consequences include:

- | | | |
|------------------|-------------------------------|---|
| • Warning | • Class Suspension | • Adjustment transfer to another school |
| • Detention | • Parent visitation to school | |
| • Parent contact | • Suspension from school | • Expulsion from TUSD |

Academic Honesty is the expectation that all students do their own work. Cheating, plagiarism, using information or ideas of others as yours will not be tolerated. Cheating or plagiarism affect the academic grades and may result in an automatic "U" in the class.

- Plagiarism is copying or paraphrasing, in whole or in part, published works or ideas without giving proper credit. For more information on how to avoid plagiarism visit www.lib.usm.edu/legacy/plag
- Claiming credit for work that is not your own including work done by parents, siblings or other students or allowing others to take credit.
- Cheating on tests, looking at someone else's answers, using notes when not allowed, taking a copy of the test/quiz, allowing someone else to see your answers.
- Submitting a paper, or portion, as your own taken from the internet.
- Copying or sharing homework.
 - 1st offense: Parent contact, zero on assignment/test, logged referral
 - 2nd offense: Parent contact, office referral, automatic U
 - 3rd offense: Parent contact, Suspension

Appropriate School Attire:

In cooperation with teachers, students and parents/guardians, the principal or designee shall establish school rules governing student dress and grooming which are consistent with law, board policy and administrative regulations. These school dress codes shall be regularly reviewed.

The principal, staff, students and parent/guardians at each school may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities.

Each school shall allow students to wear sun protective clothing, including but not limited to hats, for outdoor use during the school day (Education Code 35183.5)

In addition, the following guidelines shall apply to all regular school activities:

- Shoes must be worn at all times. All shoes must be secured at the back of the heel. (i.e. no Flip Flop or slipper type shoes). No roller shoes.
- Clothing, jewelry and personal items (backpacks, gym bags, water bottles, etc.) shall be free from writing, pictures or any other insignias which are vulgar, profane or which advocate racial, ethnic, sexual orientation or religious prejudice. No clothing that advertises alcohol, tobacco, drugs, gangs, violence, tagging, and/or graffiti, racial, ethnic or religious prejudice, unlawful acts, weapons or other inappropriate subjects
- Sunglasses, hats, caps and other head coverings shall not be worn indoors. Only medically/religiously required headgear, approved by the principal, may be worn indoors. Sun-protective clothing must comply with District and school-site dress and grooming standards.
- Clothes shall conceal underwear at all times. No strapless, excessively low-cut tops or tube tops permitted.
- Due to student identification and security concerns hoods are not to be worn except in inclement weather.
- Pants must be worn at hipbones and be of an appropriate size for the student.
- Swimwear, excessively short skirts/shorts, lingerie, nightgowns, and blankets are not appropriate school wear.
- Students are expected to wear clothes and accessories that are appropriate and safe for school activities. Chains on wallets, spikes on belts, necklaces, or bracelets are not allowed at school.

GANG-RELATED APPAREL - NOT allowed

At individual schools that have a dress code prohibiting gang-related apparel at school or school activities, the principal, staff and parents/guardians participating in the development of the school safety plan shall define “gang-related apparel” and shall limit this definition to apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus. (Education Code sections 32281, 32282 and 35183) As used in this section, “gang” is defined as any ongoing organization, association, or group of three or more persons, whether formal or informal, having a common name or common identifying sign or symbol, having as one of its primary activities the commission of criminal acts. (Penal Code section 186.22) Because gang related symbols are constantly changing, definitions of gang-related apparel shall be reviewed at least once each semester and updated whenever related information is received.

CHROMEBOOKS, TEXTBOOKS, SCHOOL MATERIALS

- Textbooks, Library Books, Chromebooks District/School Materials Per California Ed Code, Section 48904 & 48904.3 states the parent/guardian of a pupil shall be held liable for school district property.
- Madrona Staff/Teachers are NOT responsible for misplaced belongings.
- Materials are not to be left unattended at any time.

- Students are to report any damages to our librarian/media technician, Osejo.Cynthia@tusd.org within 24 hours of checkout or will be charged for the damages when the item is returned. Damaged conditions include water damage, torn pages, mold, broken spines, detached covers, broken chromebook screens or buttons.
- The "Cost of School Item" assessment will be charged if the textbook, library book or chromebook must be taken out of circulation due to its damaged condition. This can include, but is not limited to: missing chromebook keys, scratches or damaged screens, book moldiness (no matter how small), damages to materials of any kind.
- All borrowed and checked out school materials are due back by the last day of school. Items returned after this date will be assessed a fee. Debts must be cleared before receiving materials the following year.
- **A note about textbooks:** Cover all textbooks. Brown bags work well. DO NOT tape covers directly to the books. Do NOT bend any book past a 180 degree angle, there is danger of spine damage and students will be charged the full replacement cost.

ELECTRONIC DEVICES- Personal Cell Phone/Tablet Policy:

Maintaining the integrity of the learning environment is a top priority. Any visible cell phone/airpods will be confiscated.

- Cells Phones/Tablets must be turned OFF and put away in backpacks upon entering school until the end of the school day.
- All phones need to be off so as not to distract nor disrupt instruction.
- Students are not allowed to wear airpods on campus.
- Students can use an iWatch for telling time purposes. If the iWatch is used to text/call or create distraction and/or disruption to class, it will be confiscated.
- Any teacher or staff member may confiscate the device for the day, if it is on in the classroom and/or disruptive to learning. The student may retrieve the phone from the teacher/staff member at the end of the day.
- ONLY exception to the above policies: cell phones can be used for instructional purposes with teachers' explicit permission and supervision.

Consequences:

- **First Infraction** – Cell phones will be confiscated. Students will pick up their phone in the office and will be given a verbal warning.
- **Second Infraction** – Cell phones will be confiscated. Parents will be notified and will need to pick up the phone at the end of the day. Administrator will review the school policy with student and parent.
- **Third Infraction** – Cell phones will be confiscated. Parents will be notified and students will lose phone privilege for the rest of the school year. (Loss of privilege = Students will turn their phone into the office in the morning and will pick up their phone at the end of the day.)

1:1 Chromebook At-Home Responsible Use Agreement

Madrona issues students a one-to-one (1:1) chromebook to promote student achievement, provide equitable access to learning technology and to engage in a meaningful, modern context. This agreement outlines Madrona's expectations for students/families and requires all to abide by TUSD's Acceptable Use Policy. Madrona expects students to use school-issued equipment responsibly, to keep the 1:1 device safe, secure, and in good working order.

This agreement includes the following specific responsibilities and restrictions.

Failure to comply with the terms of this agreement, access to 1:1 technology, the internet, and other digital content or services may be limited or removed. Students may also be subject to disciplinary action.

Parental/Guardian Monitoring Responsibility:

Parents/guardians assume all responsibility for monitoring their student's activity on District-issued devices and accounts during non-school hours and on all non-student attendance days. Users are responsible for the appropriate use of the device and all accounts, applications, and services. **Parents/guardians will be responsible for the following associated cost for damage, loss or theft.**

- * Chargers \$25 * Camera repair \$80 * Screen Replacement \$90
- * Key replacement \$10/ea * Lost Device @ Replacement cost
- * Theft (with police report) No Charge

If the lost/stolen device is later recovered in working condition, the fee will be refunded. If a student leaves TUSD, but does not return the device, they are responsible for the full replacement cost, and standard rules for the restriction of records and transcripts would apply. Law enforcement may be involved for the purposes of recovering District property.

Expectations for Students/Families for Chromebooks and Devices:

- **Bring the 1:1 device to school every day: Charge the device at home each night and bring it to school fully charged.**
- If a device is left at home, a loaner MAY be available. If not, students will be expected to complete their coursework by hand.
- **Communicate Responsibly!** All electronic communication must be conducted in a respectful and academic manner, using appropriate language, and avoiding profanity and offensive or inflammatory speech. All student emails sent and received over District systems are archived and retained per CA state public record laws.
- **Use technology for school-related purposes only.** This device was given to the students for learning and school use.

- **Follow copyright laws and fair use guidelines.** Only download/save music, videos, or other content related to specific assignments. Do not use your device to store personal content.
- **Make device available for inspection by administrator/teacher upon request.**
- Do not mark or deface any Madrona Chromebook.
- Do not loan the device, charger, or other accessories to anyone; do not leave the device unattended.
- Do not eat or drink while using the device.
- Do not attempt to change or bypass the internet filtering, security, network wifi settings, or any other device settings, including the installation of games or other unauthorized software.
- Do not attempt to access systems beyond your authorized access. This includes sharing your account password for any system with others, or using another person's account and/or password.
- Do not attempt to locate, view, share, or store materials that are unacceptable in an academic setting. This includes, but is not limited to, pornographic, obscene, graphically violent, or vulgar images, sounds, music, language, video, or other materials.

SAFETY IS THE RESPONSIBILITY OF EVERYONE

DO NOT BLOCK TRAFFIC, DO NOT DOUBLE PARK, DO NOT PARK IN LOADING ZONES/HANDICAP or STAFF PARKING SPACES. Cars are to drop off/pick up students at the El Dorado Street Traffic Zone or Opal Street.

Skateboards, Bikes/Scooters: ONLY STUDENTS WEARING HELMETS may ride bikes, skateboards, scooters: CA DMV Vehicle Code 21212(a). Bikes, skateboards/scooters must be walked on campus. Students without helmets will have their bike, skateboard/scooter confiscated and must be picked up by the parent. Repeat offenders may have this privilege taken away.

DISASTER PREPAREDNESS- Update your Emergency Contacts.

Should an emergency or disaster occur in our area while school is in session, know that school and district plans are in place and preparations have been made to handle the situation. Your cooperation is necessary in any emergency:

- **DO NOT telephone the school.** We may not be able to answer phones
- **DO NOT drive to school.** Walk to school if you wish to pick up your student. Streets must be kept open for emergency vehicles.
- **Student pick up gate = El Dorado Gate (front of school)** unless otherwise instructed by Law Enforcement to use the Opal Street Gate.
- **Bring photo ID.** Gates are locked . Students will be checked out slowly
- **Students will not be released, under any circumstances, if the emergency release contact(s) are not listed in PowerSchool.**

EIGHTH GRADE PARENT/STUDENT CONTRACT

PARTICIPATION IN PROMOTION ACTIVITIES POINT SYSTEM

Madrona wishes to ensure our eighth grade students have a year filled with numerous learning opportunities. Students will begin the year with 100 points. and will be allowed to participate in the end of the year activities granted that they maintain the appropriate point total. Madrona reserves the right to restrict student participation in any, and all, extra and co-curricular activities for any and all behavioral issues as permitted by TUSD Board Policy.

Activities include:

- 8th grade picnic, on a day during the last week of school.
- 8th grade dance/party, perhaps, during the 2nd to last week of school.
- 8th grade promotion ceremony on the last day of school.

Promotion Activities Point System. All students begin with 100 points.

- 80-100 points earn participation in all activities.
- 70-79 points eliminate participation in the picnic.
- 60-69 points eliminate participation in the picnic and dance.
- Below 59 points eliminate the picnic, dance, and promotion.

Students will lose points throughout the year as follows:

- Suspensions (including in-house) earn deduction of -5 points per day.
- U marks earn deduction of -5 points.
- N marks earn deduction of -3 points.
- After School detention earns a deduction of -2 points.
- Lunch detention earns a deduction of -1 point per day.
- A minor logged referral earns a deduction of -1 point. A major referral earns a deduction of -2 points.
- Administration will deduct further points as situations arise.
- Students may be able to work after school detention to earn points back in Quarter 4 at the rate of 1 point per hour (up to a maximum of 10 hours).

Support for Madrona -

PTSA Direct Donation Program requests a \$40 donation per student to help PTA sponsor school programs such as Earthquake supplies; Scholarships; Character building activities, Incentive Programs; 8th Grade activities; to name a few.

PTSA MEMBERSHIP just \$8. Membership does not require you to volunteer or but shows your support and gives you a voice to vote at association meetings.

Ralphs/Kroger Community Rewards. With just 100 families participating we can earn \$800 per quarter. **Families must re-register in SEPTEMBER.** Use Madrona ID UF902 at <https://www.ralphs.com/account/communityrewards>

2023-2024 Calendar- Subject to Change School Begins August 24

September

Mon 4 NO SCHOOL - Labor Day
Mon 11 School Picture Day
Tues 12 Back to School Night (Early Start/Early Dismissal)
Mon 25 Non Teaching Day / No School
Tues 26 School Site Council Mtg #1

October

Mon 9 Staff Development - NO SCHOOL
Tues 17 Make Up Picture Day

November

Fri 3 End Q1
Tues 2 School Site Council Mtg #2
20-24 Week of Thanksgiving Holidays – NO SCHOOL

December

Mon 25 Begin Winter Holidays through January 7

January (School Resumes MONDAY January 8)

Mon 15 Martin Luther King Jr. Holiday – NO SCHOOL
Tue 23 School Site Council #3
Fri 26 End Q2/Semester 1 – All Assignments Due
Mon 29 8th Grade Panoramic Picture

February

Mon 12 Lincoln's Day – NO SCHOOL
Mon 19 President's Day – NO SCHOOL

March

Tue 5 School Site Council #4
Thur 14 Staff Development Day - NO SCHOOL
Fri 15 NO SCHOOL
Tue 26 8th Grade Promo Picture Day
Fri 29 End Q3

April TESTING State Testing TENTATIVELY April 29 through May 7

1-5 Spring Break NO SCHOOL
Tue 23 Tentative - Family Stem Night
Tues 30 School Site Council #5

May TESTING Continues through May 7

Tue 21 OPEN HOUSE - Early Start/Early Dismissal
Mon 27 Memorial Day – NO SCHOOL

June (8th Grade Promotion - Thursday, June 13 at 3:30 PM, Zamperini Field
Thur 13 Last Day of School – early 1:10 dismissal grades 6/7; Noon dismissal grade 8
Thur Promotion 6pm & End Q4 – Report Cards are MAILED home after July 4.

School District Administration & Board of Education

Meets: 1st & 3rd Mon., 7:00 P.M, 2336 Plaza Del Amo

Dr. Tim Stowe	Superintendent
Dr. Keith Butler	Chief Business Officer
Dr. Katie Krumpe	Chief Academic Officer
Dr.. Ben Egan	Senior Director of Secondary Schools
Dr. Yvonne Martin	Senior Director of Elementary Schools
Dr. Dylan Farris	Chief Personnel Officer

TUSD Board Members:

Betty Lieu
James Han
Jeremy Gerson
Anil Muhammed
Jasmine Park

Governor of California	Gavin Newsom
US Congresswoman	Maxine Waters, 43 rd District
US Senators	Alex Padilla, Dianne Feinstein
LA County Board of Supervisors	Janice Hahn, 4 th District
State Congressman	Ted Lieu. 33 rd Congressional District
State Assemblyman	Al Muratsuchi, 66 th District
State Superintendent of Ed.	Tony Thurmond

CITY OF TORRANCE CITY HALL 310-618-3850 www.torranceca.gov

Mayor of Torrance	George Chen
City Treasurer	Mike Goodrich
Rebecca Poirier	City Clerk

Council Members:

Jon Kaji
Bridget Lewis
Assam Sheikh
Sharon Kalani
Aurelio Mattuci
Mike Griffiths

Katy Geissert Civic Center Library	310-618-5959	Recreation Services	310-618-2930
Cultural Arts Center	310-781-7150	Community Helpline	877-541-2525
Police Non-Emergency #	310-328-3456	Fire Non-Emergency	310-781-7042
Torrance Juvenile Diversion	310-618-5555	Rape Crisis Ctr	310-545-2111
1756 Family Crisis Center	310-543-9900	ALA-NON/ALA-TEEN	218-387-3158
South Bay Family Health Care	310-802-5177	Poison Control Center	800-777-6476
Suicide Prevention Lifeline	800-273-8255	Child Abuse Hotline	800-540-4000