Developing creative leaders for tomorrow,
by educating the whole child today
in a nurturing environment.

Dear Mountain Lions,

I am Mr. Cesar Miranda and this is my very first year as principal of Morgan Maxwell K-8! I am extremely honored and excited to be apart of this academic journey with such great students and an amazing faculty and staff.

We are looking forward to the 2019-2020 school year. I know that the faculty and staff are committed to raise student achievement for ALL students. We need a commitment from you the students as well in order to achieve great things during your years at Maxwell. It is very important for students to place personal pride in everything you do during your time here. This will give you a strong foundation that will allow you to excel in high school.

Be sure to set personal and academic goals for yourself at the start of the year. Parents/legal guardians, please help your son(s) or daughter(s) with this activity. This will give you the purpose and vision that you will need to succeed. Don’t allow obstacles to get in your way and prevent you from accomplishing your dreams. You are the only one who can control your destiny!

We welcome you and wish you a successful school year full of academic growth! Be safe and enjoy the remainder of your summer and be ready to work come August 1st!

If you have any questions, our office staff will be more than happy to assist you. Our site number is 520-225-2000. We appreciate your support and welcome any assistance you can offer. Let us all commit to having a great school year by setting our students and teachers up for success.

SCHOOL HOURS

<table>
<thead>
<tr>
<th></th>
<th>K - 6th Grade</th>
<th>7th - 8th Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MONDAY, TUESDAY, THURSDAY AND FRIDAY</strong></td>
<td>8:50-3:00</td>
<td>8:50-3:50</td>
</tr>
<tr>
<td><strong>WEDNESDAY</strong></td>
<td>8:50-2:00</td>
<td>8:50-2:50</td>
</tr>
<tr>
<td><strong>TEACHER HOURS</strong></td>
<td>7:50-3:20</td>
<td>8:40-4:10</td>
</tr>
<tr>
<td><strong>OFFICE HOURS</strong></td>
<td>7:30-4:30</td>
<td></td>
</tr>
</tbody>
</table>

IMPORTANT PHONE NUMBERS

Morgan Maxwell School Office……………………225-2000
Morgan Maxwell School Fax…………………………225-2001
Morgan Maxwell ATTENDANCE OFFICE…….225-2002
TUSD School Safety……………………………………584-7676
PARKING/PARENT PICKUP/DROP OFF

Additional parking was added to provide safety and more parking spaces for our staff and parent community. A student drop off and pick-up area was designed to provide a safe and quick transition for your child. All students will be directed to a pick-up/drop off zone in the parking lot along the curb in the west parking lot. Please follow the signage provided.

Please keep in mind the following procedures for parent drop off and pick up:

- Students should only be dropped off from the designated lane in the parking lot.
- Students should only be picked up from the designated lane in the parking lot.
- Exercise extreme caution when dropping off and picking up your child in this area. The speed limit is 15 M.P.H. and most of the time it will be slower.
- When in the drop off lane, stay in your car at all times. Your child should exit the car only on the curbside.
- If you should need to get out of your car, please park your car in the parking lot and escort your child into the building.
- Remember students do not always think or look before they enter or exit a car. Please be watchful of our students.

PLAYGROUND SUPERVISION

Please do not have your child report to our school playground prior to 7:30 a.m., as we have no adult supervision on the playground until that time. Please ensure that your child understands before school each day where they are to go after school. If your child will be going someplace other than home after school, please send a note with them. They will not be allowed to use the school phones to arrange play dates. Any change in routine has a tendency to confuse young children.

Friendly Reminders:

- Playground supervision begins at 7:30 AM. Students may NOT arrive on campus earlier than 7:30 AM. They report directly to the cafeteria only!
- Breakfast will be served every day starting at 7:45 AM.
- School starts and attendance is taken for Kinder-6th grade at 8:55 a.m. and ends at 3:00 p.m. (at 2:00 p.m. on Wednesdays). 7th-8th grade-8:55 a.m. -3:50p.m. (at 2:50 on Wednesdays)

TARDY POLICY

Instructional time is extremely important to your child’s educational success. It is necessary for all children to arrive at school on time. Arriving late can cause students to miss instructions for the day and causes teachers to have to repeat directions for those who are tardy. Students who arrive after 8:55 a.m. shall be accompanied by their parents to the office to receive a tardy slip before going to the classroom.

CHECK OUT PROCEDURES FOR STUDENTS

At times it may be necessary for children to be excused from school due to appointments or emergencies. For the safety of all students in the school, we require parents coming to school to pick up their child to check in the office first. Parents will be given a pass to pick their child up from class or your child will be called to the office. Until we get to know each parent, we will ask for identification. Please bring identification with you to assist with security. School personnel will not release any child to anyone who has not reported to the office. Visitors in the building must wear passes issued by the office staff.
SCHOOL BREAKFAST AND LUNCH

Morgan Maxwell K-8 offers a daily hot breakfast and lunch program beginning the first day of school. Students perform better with good nutritional habits and both of our meal programs offer excellent nutritional value.

SUBMIT YOUR FREE/REDUCED MEAL APPLICATION ON LINE AT:
https://mealapp.tusd1.org

*Breakfast* will be served from 7:45 a.m.-8:30 a.m. Breakfast prices are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Kinder-5th</th>
<th>6th - 8th Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Regular Breakfast</strong></td>
<td>$ 1.25 per day</td>
<td>$ 1.50 per day</td>
</tr>
<tr>
<td><strong>Reduced Breakfast</strong></td>
<td>$.25 per day</td>
<td>$.25 per day</td>
</tr>
<tr>
<td><strong>Milk</strong></td>
<td>$.30 per carton</td>
<td>$.30 per carton</td>
</tr>
</tbody>
</table>

*Lunch* prices are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Kinder - 5th Grade</th>
<th>6th - 8th Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Regular Lunch</strong></td>
<td>$2.30 per day</td>
<td>$2.80 per day</td>
</tr>
<tr>
<td><strong>Reduced Lunch</strong></td>
<td>$.40 per day</td>
<td>$.40 per day</td>
</tr>
<tr>
<td><strong>Milk</strong></td>
<td>$.30 per carton</td>
<td>$.30 per carton</td>
</tr>
</tbody>
</table>

Students are encouraged to pre-pay for their lunch purchases for the whole week or up to 4 weeks. We prefer that students bring their advanced pay in on Mondays. Checks should be made payable to Morgan Maxwell K-8 Food Services. All students are expected to pay for their lunch in a timely manner to ensure they receive lunch on a regular basis. However, we do not wish for students to go hungry. Therefore, students who forget their lunch or their money will be served a minimal lunch, such as a peanut butter sandwich with milk. This is only for the occasional emergency.

Students on free or reduced lunch and breakfast status during 2018-2019 school year will continue to receive these benefits for the first three weeks of the new school year. Everyone will be required to re-apply during these first three weeks or any time there is a change in financial status in the home. Anyone wishing to apply for free or reduced meals may obtain an application from the school office.
LUNCH SCHEDULE

The lunch period for all children will be 34 minutes in duration and is scheduled by grade level. This year we will continue to eat lunch on a staggered schedule to alleviate long lines. Our lunch schedule will be as follows:

<table>
<thead>
<tr>
<th>Regular Day</th>
<th>Early Dismissal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kinder</td>
<td>11:06-11:25</td>
</tr>
<tr>
<td>1st/2nd</td>
<td>11:21-11:40</td>
</tr>
<tr>
<td>3rd/4th</td>
<td>11:36-11:55</td>
</tr>
<tr>
<td>5th/6th</td>
<td>11:39-12:00</td>
</tr>
<tr>
<td>7th/8th</td>
<td>12:30-12:50</td>
</tr>
</tbody>
</table>

*Early Dismissal Schedule

Kinder - 6th Grade 8:50 AM-12:00 PM
7th - 8th Grade 8:50 AM-12:50 PM

Wednesday, Thursday & Friday, September 11th, 12th and 13th 2019
Thursday & Friday, February 13th, 14th 2020

ATTENDANCE AND ILLNESS

Students are expected to be in school at all times except in cases of emergency or illness. Whenever a student is going to be absent or tardy, parents should call the attendance line, 225-2002 between 7:30 a.m. and 8:30 a.m. This allows us to know of your child’s whereabouts for safety purposes. If parents do not call in, the school office will attempt to contact parents or emergency contacts to locate the child. Children returning to school from an absence must have a written note stating the reason for the absence. Notes should be specific as to the type of illness the child experienced. Any outbreak of common childhood illness should be reported to the school health office. For safety reasons, a child who becomes sick cannot be sent home alone during the school day. We ask for your cooperation in arranging to have your child picked up at the school health office.

VISITORS AND VOLUNTEERS

Visitors are always welcomed at Morgan Maxwell K-8. According to state law, all visitors and volunteers are required to report to the office and sign in upon arriving at the school so we can keep accurate records. We have special badges for visitors and volunteers to wear signifying that contact has been made with the office. At our school, we appreciate parent, grandparent, and neighborhood volunteers. There are opportunities for volunteering in classrooms, on the playground, in the library, during tutoring, on field trips or with after school activities. Please let us know of your special talents so that we can best utilize your expertise. We are committed to providing quality educational opportunities and your help is needed and appreciated. Please call or ask for information in the office. We need you!
GRADING SYSTEM/PROGRESS REPORTS

The evaluation of student achievement, progress, and social development is an important responsibility for teachers. This year we will continue to use the Rubric grading system, which has been adopted for the Tucson Unified School District. This system has been aligned with our Arizona State Standards, our TUSD CORE Curriculum and the State Report Card requirement.

RUBRIC SCALE (Kinder - 5th grade)

4=Exceeds the standard
3=Meets the standard
2=Approaches the standard
1=Fall far below the standard
X=Not addressed this grading period

(6th - 8th Grade)

Letter Grade Scale
90-100%  A
80-89%  B
70-79%  C
60-69%  D
Below 60%  F

If you have any concerns at any time regarding your child’s academic or social progress, please contact your child’s teacher at 225-2000 to review your child’s progress.

TEXTBOOKS AND SUPPLIES

Our school will provide all textbooks, workbooks, and other supplies needed by students during the school year. Students are expected to take proper care of their books and supplies. They should be kept clean and handled carefully at all times. Students must pay for all lost or damaged textbooks and library books.

LOST AND FOUND

Our Lost and Found is located in the cafeteria and in the main office. Please label all lunch containers, backpacks, notebooks, purses, sweaters and jackets to aid us in the return of lost items. Items not claimed at the end of each semester will be donated to the TUSD Clothing Bank.

BICYCLES, SCOOTERS, ROLLER BLADES, ETC.

If your child rides his or her bicycle to school, we ask that it be locked securely to the bike racks in the designated bike area located on the north side of the building and labeled with your child’s name. We are unable to store bicycles in the school. For safety purposes, and because it is the state law, children are required to wear helmets when riding bicycles. Please do not allow your child to bring skateboards, roller blades, roller shoes or scooters to school, as we have no safe place to store them during the school day.
TUSD BUS TRANSPORTATION
Questions about transportation should be directed to 225-4812

Bus transportation is a privilege and assistance for students who live in designated distances from school. Safety is important on school buses. Please teach your child to look both ways before crossing the street to get to the bus, to obey the bus driver, and to remain seated and reasonably quiet while on the bus. Students are expected to observe the proper safety procedures and school rules on the buses. You will be notified of your child’s misconduct on the bus in the same manner as if the misconduct had occurred at school.

There will only be ONE bus pick up time from the school. Due to the different ending times between K-5 and 7/8 students we will only provide supervision for those students that are waiting for the bus and must remain at school until the busses arrive. Our monitoring staff will provide supervision to BUS students only. All other students in K-5 must be picked up on time.

HEALTH OFFICE

A student emergency card is kept in the Health Office. The card is used by the Health Office to contact parents or designated adults if an emergency arises. Most calls are made because the child is feeling ill and needs to be at home. If you are called to pick up a sick child, please come to the Health Office.

It is imperative that Morgan Maxwell K-8 be informed of any changes in address, phone number, parent’s employment, guardianship, and emergency numbers so changes will be reflected on the green emergency card.

If your child needs to take prescription medication at school, it is necessary for the parent to sign a medication consent form. Forms are available in the Health Office. All medications must be in the original container when brought to school and be prescribed by a doctor.

If your children show signs of illness, please keep them home. Remember, children should not return to school until they have been fever free for 24 hours. If you have questions about how long your child must be kept at home after an illness (chicken pox, strep throat, etc.) please call the Health Office at 225-2017 or visit TUSD’s Health Office website http://www.tusd.k12.az.us/tusd/healthservices/index.htm for the TUSD guidelines. We want to protect the health of all our students and staff.

MEDICATION

If it is necessary for a student to take any form of medication at school, the student’s physician must prescribe the medicine. All prescription drugs must be in a pharmacy container, labeled with the student’s name, date, medication dose, time to be taken at school, and the date to be discontinued. The school nurse, health assistant or authorized agent, as indicated on TUSD Form 929, will administer medicine. Non-prescription medication will not be given or administered by school personnel unless requested in writing by the student’s physician. All medication must be kept in the school health office. For further information, please call the school health office at 225-2017.

MORGAN MAXWELL K - 8 HOMEWORK FOLDERS

At Morgan Maxwell K-8, we make a consistent effort to improve home and school communication. Each child will be issued a special Morgan Maxwell K-8 homework folder. These folders will be sent home each Monday with your child. The folders will contain class/school newsletters and announcements in the right pocket. The left pocket will contain samples of your child’s work from the previous week or homework activities for the week. If your child loses the folder, you will be asked to provide a replacement. It is our experience that the consistent use of these folders enhances communication and provides a structured vehicle to enable parents to monitor their child’s progress on a frequent and regular basis.
MORGAN MAXWELL K - 8 HOMEWORK GUIDELINES

Philosophy

Morgan Maxwell K-8 believes in maintaining a homework policy that can help students develop self-discipline, effective study habits, and self-direction. Homework serves to provide routine communication between students, teachers and parents regarding progress made in the learning process. It should be structured to provide a balance between academics, family life and the child’s need to develop individual interests.

Types of Homework

Homework is defined as any worthwhile work or study assigned by the teacher for completion outside the classroom.

- Daily assignments not completed during class time.
- Practice assignments that reinforce skills/concepts taught in class.
- Preparation for upcoming lessons.
- Study time to prepare or enhance skills for tests.
- Individual assignments based on student’s needs.
- Independent reading.

Teacher Responsibilities

- Communicate classroom homework policies and procedures to students and parents at the beginning of school and as new students arrive.
- Give clear homework instructions. Avoid assigning homework as busy work or punishment.
- Design assignments that are within the ability level of the child to complete with minimal assistance.
- Demonstrate how to complete assignments.
- Establish time limits for completion of homework 3 or 4 days weekly. Utilize the following guidelines for daily assignments.
  - Kindergarten 10 to 15 minutes daily
  - Grades 1 and 2 10 to 20 minutes daily
  - Grade 3 15 to 25 minutes daily
  - Grade 4 20 to 40 minutes daily
  - Grade 5 30 to 45 minutes daily
  - Grade 6 40 to 60 minutes daily
  - Grade 7 50 to 70 minutes daily
  - Grade 8 60 to 80 minutes daily
- Coordinate long and short term assignments, when establishing daily amounts of homework.
- Establish contact with the parent if the child does not complete assignments or if assignments take more than one hour to complete.
- Limit make-up work, due to illness, to essential concepts covered. Allow sufficient time to complete assignments and relieve student and parental stress.
- Record graded and not graded homework and return to students.
- Ensure that students have necessary materials to complete assignments.
Student Responsibilities

* Listen to directions and write down assignments given in class.
* Ask questions if you do not understand the assignment.
* Set a specific time daily as homework time.
* Do your own work, but always ask questions when in doubt.
* Work diligently during allotted time.
* If the student is out of class when the assignment is given, the student is responsible for getting the assignment.
* Ask your teacher for help the next day if you did not understand the assignment.
* Read for pleasure.
* Share with your parents the completed assignments.
* Turn assignments in on the due date

Parents’ Responsibilities

* Provide a proper, well-lit, functional study environment.
* Show interest in child’s schoolwork and encourage his/her efforts.
* Give directions when appropriate. Do not complete the work for the student.
* Communicate to teachers the reason for incomplete assignments.
* Demonstrate a priority for schoolwork and express pride in accomplishments, i.e., display, verbal praise, sharing with others.
* Notify teacher if your child is not adequately prepared to complete assignments.
* Encourage your child to read for fun. Reading is a basis for ALL education.
* Signing and returning your child’s homework when requested by the teacher.

TECHNOLOGY

Morgan Maxwell K-8 strives to teach technology standards as well as how to properly incorporate the use of technology for instructional purposes. Morgan Maxwell K-8 promotes respectful, safe and responsible computer use for academic purposes only.

SCHOOL SITE COUNCIL

Parents and community members can take an active role in school decisions by becoming a part of our School Site Council. Site Council is a group of teachers, parents, staff members, and community members who meet quarterly to determine goals and evaluate our school’s progress.

MORGAN MAXWELL K - 8 DISCIPLINE POLICY

The Tucson Unified School District has a Guidelines for Student Rights and Responsibilities booklet that pertains to all students. The Morgan Maxwell K-8 Discipline Plan is designed to foster an environment that will encourage learning and a desire to excel. This procedure will be in effect throughout the school and will be reviewed with the students on a regular basis.
SCHOOL EXPECTATIONS (PBIS)

“BE RESPONSIBLE, RESPECTFUL AND SAFE. HAVE A GOOD ATTITUDE AND ALWAYS PERSERVERE”

* Follow directions of the adults who work in our school.
* Do not leave the playground for any reason after arrival, until school is dismissed.
* Practice good sportsmanship at all times.
* Play safely. Dangerous activities that may cause harm to others are not allowed.
* Line up immediately when the bell rings and/or when your class is called.
* Do not bring personal items to school that can be disruptive or dangerous (i.e. radios, computer games, playground or sports equipment, toys, pagers, collectibles, cell phones, tablets, iPhone, etc.)
* Walk bikes on school grounds and remember that helmets are required by law.
* Keep your hands and feet to yourselves.
* Walk quietly in the halls.
* Caps and hats are not to be worn inside the school buildings.
* There is no gum chewing allowed in school.
* If it is absolutely necessary to bring a cell phone, it must be turned off during the school day kept in student backpacks.

* Morgan Maxwell K - 8 is not responsible for lost or stolen cell phones.

FAILURE TO FOLLOW SCHOOL EXPECTATIONS (PBIS)

* Student’s failure to follow school expectation will result in parent contact and restorative consequences.
* Fighting, obscene behavior or language, or violent actions will result in a referral to the principal’s office.

CAFETERIA RULES

* Stand quietly in line as you wait for your food.
* Sit at your assigned table. You may talk quietly to your neighbors.
* Use good manners and respect all adults.
* Clean up your table area and leave it tidy and neat.
* Walk to the exits and pass quietly through the building areas and halls.

CONSEQUENCES

* Students not standing quietly in line will be asked to move to the end of the line.
* Students leaving messy tables will be asked to assist in cleaning the lunchroom.
* Further infractions of these rules will result in the assignment of lunchtime detention.

TUSD/MORGAN MAXWELL K - 8 UNIFORM POLICY

Our number one job at Morgan Maxwell K-8 School is to ensure a safe, effective and risk-free learning environment for every student. Teachers and staff members work hard each day to encourage students to be successful at their job of learning. We believe a school uniform dress policy will help facilitate students achieving at their maximum potential. Research has shown that a school uniform policy contributes to a positive impact on students’ learning and behavior, serves to unite students and instills a sense of school pride and respect for each other and, most importantly, school uniforms eliminate barriers that can create economic and social division among students. The positive learning environment created by a school uniform dress policy will help eliminate distractions and
encourage all students to stay focused on their learning and thus increase their potential for achieving academic excellence.

On June 11, 2014, Tucson Unified Governing Board approved Morgan Maxwell K-8 School uniform policy. Below are guidelines to consider when purchasing school uniform attire.

**White, Navy Blue or Maroon Tops**: Polo/collared shirts (long or short sleeves) and turtlenecks. Sweaters/sweater vests and coats for cool weather should follow TUSD Dress code policy.

**Navy Blue or Khaki Bottoms**: Shorts, pants, skirts, jumpers, skorts, capris (Preferred material is cotton twill.) All pants resembling jeans or denim material are not allowed. Belts suggested for belt loops. Bottoms should fit properly and not sag below the waist. Leggings/Stockings - Solid navy blue, white or black colored leggings, tights, or stockings are allowed to be worn under appropriate length uniform shorts or skirts.

**Shoes**: Students may wear their choice of shoes. However, they must be safe and appropriate for the learning environment and/or outdoor activities. Cleats, slippers, flip flops, and shoes with wheels are not safe and are not permitted.

**School uniforms are available at these locations**: Target, J.C.Penny, Dillard’s, Factory to You, Wal-Mart, Old Navy, etc. - Items with our school logo will be available through the school Parent Booster Club.

We offer assistance to families who need help purchasing items meeting our standard dress code.

Thank you in advance for supporting our school uniform policy and ensuring that your child is dressed in school uniform clothing.

Morgan Maxwell K-8 abides by the TUSD Dress Guidelines. TUSD’s philosophy is to provide an educational environment designed to motivate, teach and encourage students to attain the highest levels of proficiency in all areas. Dress guidelines are intended to promote the awareness of social, cultural and aesthetic forces that affect the school environments. Students are expected to dress appropriately and in a way which reflects personal and school pride. Clothing should be neat, clean, modest and in good taste. Shoes must be worn at all times. The following items are NOT permitted:

- Clothing that is inappropriate in a teaching and learning environment: swimsuits, halters, strapless tops, spaghetti straps, exposed undergarments, see-through clothing, shirts that bare the midriff, short-shorts or short skirts that do not cover the buttocks while sitting or standing, garments with plunging necklines and “muscle shirts” or basketball shirts without an accompanying T-shirt.

- Shoes need to have a strap on the back, no flip flops.

- Clothing, accessories and/or head coverings, which identify or have been altered to identify with illegal organizations.

- Clothing that portrays racial statements, profane language or inflammatory language, and/or sexual depiction/innuendo.

- Accessories that can be used as a weapon, such as chains, spiked rings and/or collars.

- Clothing that advertises or advocates the use of alcohol, illegal substances, sex, or tobacco may not be worn.

Students wearing inappropriate clothing to school will be given an opportunity to change clothing or they will be released from school in the company of their parent/guardian.
DISCIPLINE POLICY UPDATES
Our main goal is to maintain a safe learning environment so that ALL students have the opportunity to learn. Any disruption to student learning will need to be addressed and handled according to TUSD policy (Code of Conduct)

Policies new to Maxwell up for discussion:

1. Cell Phone/Other Technology (See Student Code of Conduct)
   a. The first offense will be a verbal warning
   b. The second offense will result in the cell phone being confiscated and turned into the office. The phone will be returned to the student at the end of the following day. (Level 2)
   c. The third offense will result in the phone being confiscated and kept for three days. The phone must be picked up by a parent or guardian. (Level 3)
   d. If a student refuses to give up the phone, this will result in an elevated (Level 3) violation (handled by Dean or Principal)
   e. Cell phones are not allowed during lunch. This will be monitored by the principal. Good behavior may result in cell phone use during lunch outside of the cafeteria
   f. Confiscated item shall be immediately turned into the office along with referral. (avoid keeping items in your possession to avoid issues)

*Teachers have the ability to allow students to use cell phones in the classroom, but only for educational purposes. Special accommodations will need to be approved by principal in advance

2. Dress code related to Hats, Beanies or Hoodies; any item shall be removed whenever in any school building. These items are used to block the sun or to keep warm, not for fashion
   a. The first offense will be a verbal warning
   b. The second offense will result in the item being confiscated and turned into the office. The item will be returned to the student at the end of the following day. (Level 2)
   c. The third offense will result in the item being confiscated and kept for three days. The item must be picked up by a parent or guardian. (Level 3)
   d. If the student refuses to give up the item, this will result in an elevated (Level 3) violation (handled by Dean or Principal)
   e. All items need to be worn appropriately

*Special accommodations will need to be approved by principal in advance

REPORTS TO LOCAL LAW ENFORCEMENT AGENCY

Recent legislation passed by the Arizona Legislature (Mandatory Reporting) requires school districts/personnel to report to local law enforcement “any suspected crimes against children/persons or property and any incidents that could potentially threaten the safety or security of pupils, teachers, or administrators.” A.R.S. 15-341(32). Pursuant to this reporting obligation, Morgan Maxwell K-8 will report any and all potentially threatening situations to the Tucson Police Department and the TUSD Security Department.

NOTICE OF NONDISCRIMINATION

Tucson Unified School District is committed to a policy of nondiscrimination based on disability, race, color, religion/religious beliefs, sex, sexual orientation, gender identity or expression, age, or national origin. This policy will prevail in all matters concerning Governing Board, District employees, students, the public, educational programs and services, and individuals with whom the Board does business. Inquiries concerning Title VI, Title VII, Title IX, Section 504, and Americans with Disabilities Act may be referred to EEO Compliance Officer, 1010 East 10th Street, Tucson, Arizona 85719, (520) 225-6444, or to the Office for Civil Rights, U.S. Department of Education, Cesar E. Chavez Memorial Building, 1244 Speer Boulevard, Suite 310, Denver, Colorado 80204-3582.
NOTICE TO PARENTS AND GUARDIANS

Tucson Unified School District has responsibility to let you know about two laws that give you legal rights related to your child while he/she is in school.

The first law is Section 504 of the Rehabilitation Act of 1973. This law prohibits discrimination against people with disabilities. TUSD has to look for and help students who have disabilities that interfere with their learning. This may mean that some students will need to be evaluated to find out if they have a disability that affects their learning. If a student does have a disability that causes problems with learning, TUSD must provide service to help the student. The school staff makes decisions about whether or not a student has a disability that substantially limits learning. This decision is based on a variety of information. They also decide what types of services are needed. If parents or guardians disagree with the decision of the school staff, they have the right to appeal the decision.

The second law is “The Family Educational Rights and Privacy Act.” It is referred to as FERPA. This law gives parents or guardians rights related to their child’s school records. It gives parents or guardians the right to:

a) Look at and review school records
b) Make copies of the records
c) Get a list of people who have access to the records
d) Ask for a school staff person to explain the school records
e) Ask to add a statement to the record if something is wrong, misleading, or violates the child’s rights, and
f) Have a hearing if the school refused to add the statement

Here at Morgan Maxwell K-8 we are committed to providing a safe learning environment for ALL students and staff. If you would like to volunteer, provide feedback or if you have any questions, please contact me at 225-2000 or email me at Cesar.Miranda@tusd1.org.