

TWIN PEAKS K-8 SCHOOL PARENT AND STUDENT HANDBOOK 2023-2024



Taking Education by the Tail!

**Twin Peaks K-8 School
7995 West Twin Peaks Road
Tucson, AZ 85743
Phone: 520.579.4750
Attendance Line: 520.579.4756
Fax: 520.579.4785**



Twin Peaks K-8 School

7995 W. Twin Peaks Road, Tucson, Arizona 85743

Phone (520) 579-4750 Fax (520) 579-4785

Dear Parents,

Thank you for choosing Twin Peaks K-8 School for your child's education. It is our honor to serve the children in our community. It is a privilege to be a part of a school consisting of a caring staff and invested parents working together to promote student success. At Twin Peaks, we fill buckets, instill pride, and love learning. We are Pawsitively Proud of our Tigers and Tiger Cubs for taking education by the tail!

Kindness is cultivated and encouraged at Twin Peaks. To promote a positive school-wide climate we teach and utilize a "bucket-filling" philosophy. We have also implemented Kind Kids, Peaceful Playground, PBnJ Kids (Peers Bringing Joy), and Caring School Community Buddy Classes. Through our Positive Behavior Intervention and Supports (PBIS) Program, students will learn to be "Respectful, Responsible, and Ready to Learn." Our school has been awarded the PBIS AZ Gold Award for fidelity of implementation.

We value and appreciate parent involvement at Twin Peaks. Children benefit when the school works in partnership with the family. In addition to volunteering in classrooms, Watch DOGS (Dads of Great Students) and PTF (Parents, Teachers, and Friends) are two excellent ways to become involved. We also value regular home-school communication. Stay informed through our web site, Facebook, MUSD Connection/Parent VUE and K.C.'s Paw Prints.

Thank you for choosing Twin Peaks K-8 School for your child's growth, development and learning. We are excited to work in partnership with you to provide an outstanding educational experience for your child.

Sincerely,

Dondi L. Luce, Ed. D.
Principal

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Twin Peaks K-8 School Quick Facts

School Hours for Grades 6-8: 8:15-3:20 Monday-Thursday and 8:15-1:40 on Friday

School Hours for Grades K-5: 8:15-2:35 Monday-Thursday and 8:15-12:55 on Friday

Classrooms Open: 8:00 a.m.

Cafeteria Opens: 7:55 a.m.

Office Hours: 7:45-3:45 Monday-Thursday and 7:45-2:30 on Friday

Address: 7995 W. Twin Peaks Road, Tucson, AZ 85743

Phone: 520-579-4750 **Fax:** 520-579-4785

24-Hour Attendance Line: 520-579-4756 (Call in absence by 8:30 a.m.)

Website: <https://www.maranausd.org/tpk8>

Contact Our Office Staff:

Dondi Luce, Principal, (520) 579-4799 office, (520) 269-1325 cell, [email](#)

Gary Landis, Associate Principal (520) 579-4750, ext. 6459, [email](#)

Nikki Simpson, Associate Principal/Athletic Director (520) 579-4750, ext 6444, [email](#)

Lorelei Barrett ([email](#)) and Jazmine Quintana ([email](#)), K-5 Counselors (520) 579-4750 ext. 6484

Jennifer Marries, Middle School Counselor (520) 579-4750 ext. 6493, [email](#)

Lore Boak, Secretary, (520) 579-4758, or (520) 579-4750, Press 3, [email](#)

Jacquie Treatch, Middle School Secretary, (520) 579-4750, ext. 6472, [email](#)

Stephanie Bensel ([email](#)) and Sherri Rogers ([email](#)), Attendance Clerks, (520) 579-4750, Press 0

Amber Price, Nurse, 520-579-4750 Ext 6504, [email](#)

Rachel Warren, Health Assistant, 520-579-4757, [email](#)

Meal Prices: Breakfast \$1.00 Lunch \$2.75 (K-6), \$2.90 (7-8)

Home-School Communication

As parents, you play an important role in your child's education. In order to be involved, it is important for you to stay informed about happenings at school.

Contact Your Child's Classroom Teacher

The classroom teacher is your first point of contact for questions or concerns about your child. There are a variety of ways to contact your child's classroom teacher.

- **Meet in Person:** You are always welcome to schedule a conference to meet with the teacher in person.
- **Email:** You may email the teacher or send a written note with your child.
- **Telephone:** Call the school at 520-579-4750. Our receptionist, Sherri Rogers or Stephanie Bensel, will be happy to forward you to the phone in the teacher's classroom so that you can leave a voicemail message.



Contact the Administration

You are always welcome to contact one of our administrators directly for support, information, and conflict resolution. Our principal is Dondi Luce. Nikki Simpson is our Associate Principal for Student Services, and he is responsible for discipline, attendance, and athletics. Gary Landis is our Associate Principal for Educational Services, and he supports our academic programs.

- **Meet in Person:** Feel free to talk to an administrator at a school event or on campus during the school day. Stop by the office, and someone will see you right away if available. You can also contact the secretary, Lore Boak, to make an appointment. Call 520-579-4750 and press 3 to reach Lore.
- **Call or Email:** You are also welcome to call or email one of our administrators.

MUSD Connection/Parent VUE

This tool gives you a view into your child's classroom teacher's gradebook so that you can keep track of how your child is doing in school. MUSD Connection/Parent VUE, gives you access to your child's weekly academic performance as well as the end of quarter Standards Report Card. You can also view your child's individualized health and attendance records. Contact our attendance clerk, Stephanie Bensel, to receive a secure user activation key.

Weekly Electronic Newsletter

Regularly, you will receive, *K.C.'s Paw Prints*, an electronic newsletter written for you by the principal. This newsletter includes short news articles about school happenings and events. The format is kept brief intentionally to make it quick and easy to read. This parent email also often includes information from PTF and community organizations.

Facebook

Facebook is a great way to stay connected with Twin Peaks. Our Facebook page includes news, posts, and an up-to-date Calendar of Events. Posts are also made by the district so that you can be informed about the K-12 comprehensive continuum of education available in the Marana Unified School District.



Web Site

Our web site includes a variety of information to keep you informed and connected:

- **Calendar of Events:** If you would like to plan ahead, check out our web site to find out what is coming up.
- **News and Announcements:** Stay informed about events and other news through these tools.

At Twin Peaks K-8 School, our staff is here to serve you and your child, and we encourage you to stay informed and connected.

Volunteer Opportunities and School Visitors

We value and appreciate parent involvement at Twin Peaks. Students benefit when the school works in partnership with the family. Watch Dogs and PTF are two great ways for you to become involved. You are also welcome to volunteer in your child's classroom.

PTF (Parents, Teachers and Friends)

PTF is an amazing group of volunteers who plan a wide variety of family events for our school. In order to provide this service, we need many parents to participate. We would like to have one representative from every homeroom class to attend our monthly meetings which are always open to all parents. Our PTF president is Leslie Fawer ([email](#)), and we meet once a month on Thursdays at 6:30 p.m. in the library for about an hour. Please join us!



Watch DOGS (Dads of Great Students)

The Watch DOGS program is designed to increase the presence of male role models on campus by having each dad volunteer at school one day per year either during the school day or at one of our events. Interested dads may contact our Associate Principal, Gary Landis, via e-mail at g.s.landis@maranausd.org. Dads are making a difference at Twin Peaks!

Classroom Volunteers

Contact your child's teacher to schedule a time to volunteer in the classroom. Teachers welcome regular classroom volunteers. Our students benefit from the extra adult attention.

Visitors to Schools

Parents of enrolled pupils and parents who wish to enroll their children in the school may visit, tour, and observe the school and classrooms. Visitors must follow the school's procedures for scheduling visits, tours or observations. For those who wish to visit a classroom during the school day, the visitor must contact the principal in advance to arrange a day and time for such visit. All visitors must report to the school office upon arrival.

About Our School

Vision

At Twin Peaks K-8, we fill buckets, instill pride, and love learning.

Mission

In partnership with parents and community, Twin Peaks K-8 School will provide a foundation for all students to reach their highest potential as life-long learners and productive citizens.

Motto

Pawsitively Proud of our Tigers
and Tiger Cubs for Taking
Education by the Tail!

School Colors

Blue and Silver

Mascot

Tiger Cub (K-5)

Tiger (6-8)

Our Support

The Twin Peaks PTF, MUSD
district administrators, parents
and our many volunteers.



Calendar of Events

Holidays and Special Days

- August 7 First Day of School
- September 1 Teacher In-Service – No School
- September 4 Labor Day – No School
- September 21-22 Parent Conferences – Dismissal 11:30 a.m.
- October 5-6 End of First Quarter – Dismissal 11:30 a.m.
- October 9-13 Fall Break
- November 10 Veteran's Day (Observed) – No School
- November 22-24 Thanksgiving – No School
- December 21 End of Second Quarter – Dismissal 11:30 a.m.
- December 22-Jan. 5 Winter Break – No School
- January 8 School Resumes - Start Second Semester
- January 12 Teacher In-Service – No School
- January 15 Martin Luther King Jr. Day – No School
- February 15-16 Parent Conferences – Dismissal 11:30 a.m.
- February 22-23 Rodeo Holiday – No School
- March 14-15 End of Third Quarter. – Dismissal 11:30 a.m.
- March 18-22 Spring Break – No School
- May 23 Last Day of School – Dismissal 11:30 a.m.



Academic Calendar

- August 7-October 6 First Quarter
- September 21-22 Parent Conferences – Dismissal 11:30 a.m.
- October 16-Dec 21 Second Quarter
- January 8-March 15 Third Quarter
- February 15-16 Parent Conferences-D dismissal 11:30 a.m.
- March 25-May 23 Fourth Quarter

Report Cards Issued via ParentVUE

October 18

January 10

March 27

May 29

Academic Checkpoint via ParentVue

September 5

November 14

February 6

April 23



Open Enrollment

February 1 – Deadline to request Open Enrollment for new students. Returning students are not required to reapply.

Promotion/Retention

April 8 – Last day to notify parents in writing that their child will be retained.

April 12 – Last day for parents to notify the Governing Board in writing, requesting an appeal of the teacher's decision to retain.

May 24 - Last Day for parents to notify the Governing Board in writing requesting an appeal regarding a child's promotion.

PTF Meetings (Thursdays at 6:30 p.m. in the library)

- | | |
|-------------------------|---|
| ● August 17 | ● January 18 |
| ● September 28 | ● February 29 |
| ● October 19 | ● March 28 |
| ● November 16 | ● April 11 |
| ● December - No Meeting | ● May 9 (This meeting begins at 6:00pm) |

School Pledges and Song

Tiger Cub Pledge

Today is a new day at Twin Peaks K-8 School and I have a fresh start to be the best that I can be and to reach my goals. I promise to fill buckets with kind words and actions. I am ready to learn, and I promise to do my best. I promise to be respectful to all adults and children and to act responsibly. I am proud to be a Tiger Cub, and I promise to make today a great day for myself and everyone I meet.

Tiger Cub Salute.

Tiger Pledge

Twin Peaks Tigers take PRIDE in our actions and our learning. We have perseverance, are reflective, act with integrity, show dedication, and strive for excellence.

Twin Peaks K-8 School Song

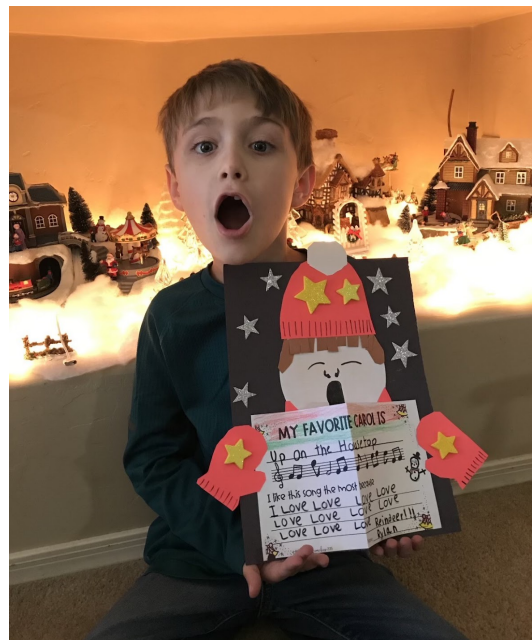
Tune: Sweet Caroline by Neil Diamond

Twin Peaks K-8
Is really great.
Respectful, Responsible and Ready to Learn.

We grow and we play.
Making friends every day.
Doing our best to reach our goals.

Tigers,
Working hard.
Staying Kind.
Feeling Proud,
EVERYDAY!

Twin Peaks K-8 (wah wah wah!)
Twins Peaks is really great,
SO GREAT! SO GREAT! K-8!
(Repeat the chorus again)



Standards-based Assessment, Grading, and Reporting for Grades K-5

What is standards-based assessment, grading and reporting?

Standards-based assessment, grading and reporting provides more specific information about how a student is progressing toward meeting state academic standards. Standards inform teachers, parents and students about what each student is to learn. The assessment, grading and reporting of standards helps teachers and students understand where each student is in relation to achieving the standards.

What is the purpose of a standards-based report card?

A standards-based report card communicates with parents and students about each child's progress relative to specific grade level learning standards and characteristics of successful learners. Providing detailed feedback on specific standards allows for improved communication between home and school so parents and teachers can collaborate to support student learning.

A standards-based report card is similar to a doctor's diagnosis after a patient completes a physical examination. If a doctor just said, "Your health is a B -," the patient would want more specific information to know what is going well and what changes need to be made to improve their health. It would be more helpful if the doctor would be more specific by saying, "Your blood pressure of 110/75 and your weight of 135 are both good for your age and height. Your cholesterol level of 275 is too high. We will need to develop a plan to lower that number." Standards-based assessment, grading and reporting is a more specific and detailed way of reporting student learning.



The standards-based report card was designed to provide more information to parents about student progress of state academic standards. Standards-based grading and reporting is a national movement based on years of research. Although letter grades are a time-honored tradition, they do not accurately reflect a child's knowledge of the standards. A traditional letter grading system often combines many different factors such as classwork, behavior, effort, work habits and social skills into one grade.

What is the difference between Standards-based report cards and previous report cards?

A standards based reporting system is different from a traditional A, B, C (ES, MS, AS) system. On a traditional report card, students receive one grade for reading, one for math, one for science and so on. On a Standards-Based Report Card, each of these subject areas is further expanded by a list of standards students are responsible for learning. Students receive a separate mark for each standard that



students need to meet for each grade level. Instead of letter grades, standards based systems use numbers to reflect students' progress toward meeting each standard.

The 4, 3, 2, and 1 used on a standards-based report card are a way to measure how well each student is progressing toward meeting grade-level standards. Scores are not averaged or a comparison of one student to another. Standards-based grading places an emphasis on the most recent performances of learning to show mastery at the end of each grading period. Standards for each grade level should be mastered by the end

of the school year. Some standards are repeated throughout the year, which allows students and parents to see growth over time.

What will be communicated on the Standards-based report card?

There will be two sets of marks on the report card: Characteristics for Successful Learners and Academic Indicators.

Characteristics for Successful Learner:

Characteristics for Successful Learners communicates information about important **factors that contribute to successful academic learning**.

By including these characteristics as a separate reporting category, the teacher can provide **honest communication** about such matters as behavior, participation, homework and completing assignments **without distorting a child's actual achievement in learning**.

- Follows behavioral expectations

- Demonstrates on-task behaviors
- Completes work on time
- Demonstrates age-appropriate social skills
- Organizes self and materials
- Demonstrates effort

Reporting Marks for Characteristics for Successful Learning:

- O = Outstanding
- S = Satisfactory
- N = Needs Support



Academic Indicators:

The academic indicators are based on a specific set of standards for each grade level that students need to meet by the **end of the school year**. Student progress and performance must be viewed on a learning continuum.

The goal is for students to achieve Proficiency (3) by the end of the school year. A student does not achieve this level until all parts of the standard have been met with proficiency. The marking for each quarter reflects the progress the student has made toward proficiency of each of the reported standards.

Grading Scale for Academic Indicators: Reporting on academic progress will use a numerical grading scale. Performance level marks are based on multiple assessment experiences. Teachers design assessment tasks and collect evidence of student learning throughout the quarter. Evidence may include teacher observations, student work samples, projects, tests, quizzes, and district assessments.

A 4 is not the equivalent of an A or ES on a traditional report card. Standards-Based Report Cards encourage students to demonstrate their ability to apply skills and knowledge beyond grade level expectations.

Grading Scale for Academic Indicators:

- 1 - Student performs below grade level standards; demonstrates limited understanding and application of grade level concepts and skills; consistently requires substantial or continuing support.
- 2 - Student demonstrates partial understanding of grade level/course standards; exhibits a basic working knowledge of concepts and skills; inconsistently applies thinking skills and learning strategies.
- 3 - Student consistently meets grade level/ course standards; **(this is the targeted goal and should be celebrated)**; demonstrates understanding and application of concepts and skills; regularly applies thinking skills and learning strategies.
- 4 - Student consistently extends grade level/course standards; demonstrates a comprehensive and in-depth understanding of concepts and skills; effectively applies and transfers knowledge and complex thinking into new or unfamiliar context.

Grading for Grades 6-8

Consistent with other secondary schools in our District, grades 6-8 will use a traditional grading scale however teachers will incorporate a standards based philosophy. For core content classes, teachers will provide a Response to Intervention (RTI) time to reteach concepts and for students to complete missing work and retake failing assessments. Students will miss the grade level exploratory elective classes to attend RTI.

The grading scale for middle level grades is as follows:

A: 90%-100%

B: 80%-89%

C: 70%-79%

D: 60%-69%

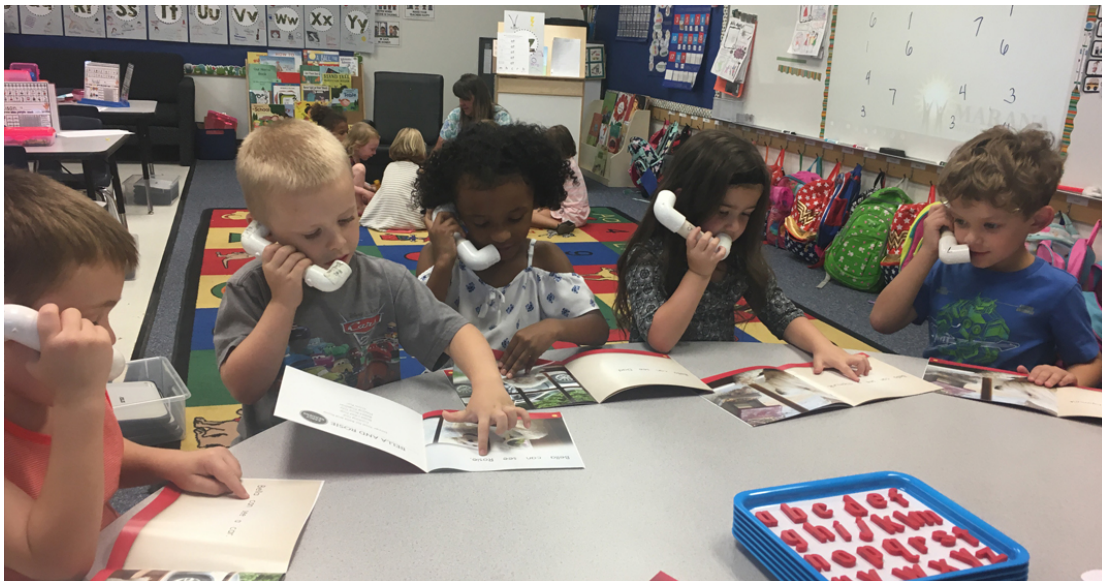
F: 0%-59%



Twin Peaks K-8 Quarterly Awards Program

Awards will be given at the end of each quarter:

- **Positive Behaviors for K-5** – A student must receive Outstanding on all items listed in the *Characteristics for Successful Learners* section of the Standards Report Card from their classroom teacher(s).
- **Positive Behaviors for 6-7** – A student must receive outstanding marks on all items listed in the conduct section of the report card from all core subject area teachers.
- **Improvement Award** – To receive this award a student must show improvement in one or more of the following areas: conduct, academic performance and attendance.
- **Academic Honor Roll** – This award will be for students who receive excellent grades in all academic areas (Grades 1-5: 3 and 4. Grades 6-7: A and B).
- **Kind Kid** – Any staff member can nominate a student for the Kind Kid Award for going above and beyond with an act of kindness. This student will be recognized at an assembly.
- **Tiger Cub Award** – This award is completely customizable and can be used to recognize a student for any reason as deemed by the teacher.



Twin Peaks K-8 Sports Program

Twin Peaks K-8 School offers a variety of sports opportunities to middle school students in grades 6-8. By teaching our students values such as commitment, discipline, leadership, and teamwork, interscholastic sports play an integral part of our student's overall educational experience. These values form a foundation for academic success. Additionally, participation in athletic activities contributes to the physical, emotional, and social health of our students.



At Twin Peaks K-8, we are excited to offer our middle school students an opportunity to play organized sports as a member of the Northwest League. The following sports will be offered:

Season I (August – Fall Break)

Boys Volleyball (7-8)

Cross Country (6-8)

Co-Ed Flag Football (7-8)

Season II (Fall Break – Winter Break)

Boys Basketball (7-8)

Girls Soccer (7-8)

Season III (Winter Break – Spring Break)

Girls Basketball (7-8)

Boys Soccer (7-8)

We will also offer intramurals for sixth grade students during the second and third quarters.

The fee for middle level sports that compete in the Northwest League is \$65.00. Intramural sports including soccer and basketball may be offered to sixth grade students based on student interest and participation. The fee for intramural sports is \$40.00. No student will exceed a cost of \$195 in sports fees, and no family shall incur a cost in excess of \$365.00 for athletic fees per school, per year.

Activity buses will be provided to students within the Twin Peaks attendance area at 5:00 pm.

How to Register Your Athlete at Twin Peaks

Twin Peaks K-8 School has implemented Register My Athlete for all athletic clearance. Simply follow the instructions included, upload, complete the required forms and submit. Your athlete's information will be sent via the internet to our school office where we will be able to view and approve your child's packet. You will then be able to print the "clearance form" to be turned in to your child's coach. If you have difficulty uploading the physical forms feel free to turn them into the office.

Season IV (Spring Break – Last Day)

Girls Volleyball (7-8)

Track (6-8)



Instructions for parents: Register My Athlete allows parents to register their athletes for sports online. Here are some basic steps to follow when registering your athlete for the first time:

1. **Find Your School:** Find your school on the [Register My Athlete Website](#) by selecting your state, and finding your school. Click on the school to continue to the next step.

2. **Create an account:** Now begin creating your account by clicking the "Create an Account" button. After filling in the required information, the system will automatically log you in, and you will be required to accept the terms of use.

3. **Add a new athlete:** The next step is to add an athlete. You can do so by clicking the "My Athletes" tab on the left-hand side of the page or by clicking "Add Athlete" underneath the "My Athletes" tab. This only needs to be done once during your athlete's entire career at a school. The information entered here will carry over from year to year. This information includes your athlete's contact information and medical information.



4. **The athlete's profile:** After you've created your athlete you will be brought to their Profile page. This page is a summary of your child's information and involvement.

5. **Register for a sport:** Click "+ Register For A Sport" to begin registration; you will be asked to choose which sport your athlete is registering for.

6. **Your registration checklist:** This page shows the status of your athlete's registration. You will be asked to complete several steps to complete registration including agreeing to documents, and completing the physical.

7. **Physicals:** Physical documents should be completed by medical professionals. Parents have the ability to upload these physical documents to the system. Uploaded documents will need to be verified by the administration at the school prior to being accepted as complete. (If a document

upload is rejected for any reason, the parent will receive an email with the rejection reason.

After the error has been corrected, parents will be able to re-upload the document for verification.)

8. **Complete registration:** Your registration is complete once all items on the checklist have been completed.
9. **After registration:** After registration is complete, you can login at any time to view the status of your athlete and their participation on the team.

Additional Athletes: Under the same account, repeat steps 3-9 to register additional athletes.

Future Seasons & Years: Once your athlete has been added to your account, you only need to follow steps 5-8 to register them for another sport.

Register My Athlete Tech Support

Phone Support: 435-213-1601

Email Support: support@registermyathlete.com

Phone Support Hours: Mon-Fri: 8:00am - 5:00pm

Athletic Physical Evaluation Form

For Athletic Physical Evaluation Forms, parents and guardians should visit our school website. These forms can also be obtained through our school office. In middle school, physicals are good for 2 years of eligibility.





Positive Behavior Intervention and Supports (PBIS)

Purpose of PBIS:

To enhance the capacity of school teams to provide the best behavioral support for all students and maximize academic and social achievement.

PBIS at Twin Peaks:

Through Positive Behavior Interventions and Supports, we teach our students to be ***Respectful, Responsible, and Ready to Learn!*** Students are reminded on a daily basis of our school-wide expectations as well as during trainings throughout the year. Research indicates that you can improve behavior by 80% just by pointing out what someone is doing correctly.

What is PBIS?

Positive Behavior Interventions and Supports

(PBIS) is an approach to supporting students to be successful in schools. PBIS was developed from research in the fields of behavior theory and effective instruction. PBIS supports all students through interventions ranging from a school-wide system to individualized plans for specific students.

School-wide PBIS focuses on the development and

implementation of proactive procedures and practices to prevent problem behavior for all students and to improve school climate. PBIS is about consistency in acknowledging appropriate behaviors and a



proactive approach to teaching correct behaviors. It is also a system for using data to make school-wide decisions.

PBIS Student Interventions at Twin Peaks

- Positive Paws
- Kind Kids
- Drops in the Bucket
- Weekly Raffle Drawings
- PBIS School Wide Trainings
- Quarterly Rewards
- Buddy Classes
- Think Time
- Counseling Lessons
- Student Leadership Roles
- Peaceful Playground
- Child Assistance Team

Try PBIS at Home:

Families are encouraged to try PBIS at home with 3 easy steps:

1. Create simple, broad rules. (Examples: Be Respectful—Use kind words with family and friends. Be Responsible—Put your toys away. Make your bed. Be Ready to Learn—Have your backpack/lunch ready for school. Do your homework.)
2. Describe what the rules mean. (State the expectation. Provide examples and reteach.)
3. Reward the behavior when it occurs. (Ex: Family game night, pool time, favorite snack)



Tigers and Tiger Cubs Fill Buckets!

Every day at Twin Peaks K-8 is a day that students and staff work hard to keep our campus “kind.” Students focus on “filling buckets” with kind words and kind actions. Students discuss how to be kind not only at school, but also in their home and their community.

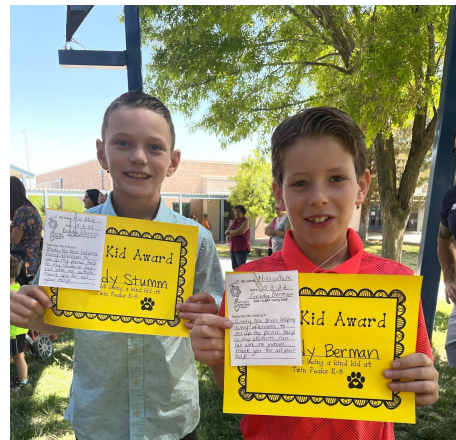
At Twin Peaks, we often talk about “Filling someone’s bucket.” This “bucketfilling FILL-osophy” comes from the book Have You Filled a Bucket Today? A Guide to Daily Happiness for Kids by Carol McCloud.

The purpose of the “invisible bucket” is to help children understand that the words and actions we use can help someone have a “full bucket” filled with good thoughts and feelings. When you feel happy you have a “full bucket.” In contrast, when you feel sad, you have an “empty bucket.” Students are reminded that when you are kind, it makes others feel good, and, in return, you feel good too. The same goes for bucket “dipping.” When you do something that is unkind, it takes a drop from the person’s bucket, but it also takes a drop from yours. All Tigers and Tiger Cubs are encouraged to be “Bucket Fillers!”

Be Kind Twin Peaks

The practice of intentional kindness benefits all of us, no matter our age. Ben's Bells Kindness Education Programs are based on the belief that everyone has the capacity to be kind, and that kindness can be cultivated through intentional practice. Kindness is a universal topic with opportunities for education, recognition and celebration in a variety of venues, including schools, workplaces, neighborhoods and communities. Kind Campus is an innovative school-based outreach program that strives to educate students, families, faculty and staff about the benefits of kindness, and then empower them to create a culture of kindness in their school and beyond.

Recent research demonstrates that kindness benefits our physical and mental health, and that recognizing kindness in others increases a person's happiness and satisfaction. However, just as solving a calculus problem requires advanced math skills, the challenges of daily life require advanced kindness skills. By focusing on kindness and being intentional in our personal interactions, we can improve our ability to connect.



School Counseling Program

The school counseling program is an integral part of the total education system and is available to all students. The MUSD Comprehensive School Counseling Program follows the American School Counselor Association National Model (ASCA). The principle goals of the School Counseling Program are divided into three categories:

Academic Goals

All Marana Unified School District students will demonstrate educational competencies to successfully function in and contribute to society.

Social/Emotional Goals

All Marana Unified School District students will demonstrate competencies in effective interpersonal communication and in recognizing the contributions of self and others.

Career/Life Planning Goals

All Marana Unified School District students will develop a personal vision of their career path and a plan for achieving their goals.

School Counseling is unique in that it is the only program within the K-12 school system that is able to provide for the total development (academic, social/emotional, and career) of each student. This Comprehensive Program provides each student with the support and experiences



necessary to become productive and responsible citizens. *All students participate in classroom lessons with our school counselor to help them reach their academic, social/emotional and career/life planning goals.*

The general goals of the small counseling groups are (1) to help students learn effective communication skills, (2) to help students learn valuable coping skills, (3) to help students recognize how feelings and behaviors are related to academic performance, and (4) to provide an opportunity for children to help each other through sharing feelings and experiences in a safe environment.



Counseling groups take place during the school day once a week for approximately 30 minutes. Students that participate in a small group will be expected to abide by the Twin Peaks Counseling Group Rules. Groups are formed based on student needs. Groups typically have five to eight students participating at one time. If there are not enough children for a particular group, the group will either be postponed or will not be offered. Not all students benefit from a small group setting and therefore may not be able to participate.

The school counselor of Twin Peaks K-8 provides students with a safe environment in which to practice their skills, explore their ideas and feelings to reach their personal goals.

Recess: The Importance of Play

At Twin Peaks K-8 School, we believe in the value of recess for children and their learning. Unlike many schools, we have intentionally chosen to retain and enhance recess, rather than reduce it. At our school, children receive either a break or recess mid-morning. They also receive recess before lunch.

Many schools combine recess with lunch. In some schools, children are given the option of going to the playground as soon as they finish eating. Research has found that when given this choice, children eat less as they have a tendency to throw away their food in order to play longer. Students who do eat their entire lunch and then play are more likely to become nauseated from exercising on a full stomach. For these reasons, children at Twin Peaks go to recess first. Then, they wash their hands and go to the cafeteria. Students who eat slowly are allowed to stay in the cafeteria to finish eating after their class leaves when requested or needed. Let your child's teacher know if your child is coming home hungry and needs more time to eat.



To make recess a positive experience for all of our students, we have implemented **PBn'J Kids** and **Peaceful Playgrounds**.

PBn'J Kids stands for *Peers Bringing Joy*. At the beginning of the school year, students in older grades apply for PBn'J Kids. Selected students receive training from our counselor. Then, they take turns leading games on the playground. Students receive tickets for participating with the PBn'J Kids. Participation tickets are drawn for prizes during our monthly school spirit assemblies.



Peaceful Playgrounds is a program that our school implemented to reduce conflict and increase fun on the playground. Twice each year students go through a field day style training where they rotate through all of the activities available on the playground. They learn the specific rules for how to play each game, and these rules are posted for them. Children have fewer disagreements when everyone understands exactly how to play the game fairly using a

common set of rules. The games included in the training vary for younger and older children. Students also learn how to use the play master appropriately and how to pick up and return the various play equipment available to them such as balls and sand toys. One of the goals of Peaceful Playgrounds is to reduce congestion on the playground by offering a variety of fun activities throughout the entire space. In addition to rules and procedures for each specific game, children also learn rules for overall participation.

Peaceful Playground Rules

1. We value “Fair Play.” (There are no freebies or do overs. When you are out of a game, someone else gets a turn.)
2. You can’t say, “You can’t play.” (Everyone is invited to participate in any game of their choice. You can’t exclude anyone.)
3. Use “Walk,” “Talk,” or “Rock” to solve conflicts.
 - Walk: Walk away and go play something else.
 - Talk: Talk out the problem. PBn’J Kids are here to help you.
 - Rock: Play rock, paper, scissors. The winner makes the decision or goes first.
4. We agree to play by the rules. (Everyone abides by the same rules that are posted on the playground and taught during the training.)
5. Bullies are cruel and bystanders rule! (This is a peaceful playground. All are welcome and accepted no matter what you look like or who you are. Bystanders are asked to get an adult playground monitor to help resolve big sized problems such as bullying.)



Peaceful Playground Training

Children will receive Peaceful Playground Training during the first week of school and at the start of the second semester. Be sure your child wears sunscreen, a hat, and tennis shoes for the training. Send an extra water bottle for your child to stay hydrated during the training. The training lasts approximately 1 hour.

Thank you for choosing Twin Peaks K-8 for your child’s growth, development and learning. We are excited to offer a positive, peaceful recess experience as a component of an overall outstanding education.

Marana Unified School District Dress and Appearance Policy

The Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance except when their choices affect the educational program of the schools or the health and safety of others.

The Board authorizes the Superintendent to develop and enforce school regulations prohibiting student dress or grooming practices that:

- Present a hazard to the health or safety of the student or to others in the school.
- Materially interfere with school work, create disorder, or disrupt the educational program.
- Cause excessive wear or damage to school property.
- Prevent students from achieving their educational objectives.
- Represent membership in a gang.



Obscene language or symbols, or symbols of sex, drugs, or alcohol on clothing are expressly prohibited.

Expectations for Student Dress at Twin Peaks K-8

At Twin Peaks K-8 School, we have developed specific expectations for student dress to provide additional guidance to families in regards to school appropriate attire.

1. **Coverage:** Shirts should appropriately cover the shoulder and fit under the arm. Shirts should not expose any part of the torso (front, back, or midriff) at any time. Pants and shorts must adequately cover the body at all times and must not be sagging. Buttons, zippers, and snaps secured appropriately. Sheer, see through garments are prohibited. Undergarments may not be visibly exposed at any time.

2. **Length:** Shorts, dresses, and skirts must be no shorter than mid-thigh. When your child is standing with arms hanging down, shorts should be approximately fingertip length.
3. **Prohibited Pictures and Messages:** Any article of clothing which refers to alcohol, drugs or any act which is illegal or hazardous to one's health, or which in any way may be construed to have a double-meaning may not be worn. Anything portraying offensive, suggestive, derogatory, violent, sexual, cult-related pictures or writing may not be worn.
4. **Footwear:** Students must wear shoes at all times. We urge parents to be certain that their children wear footwear that is adequate to protect them from the elements and playground scrapes and bruises. Tennis shoes are ideal for school. Crocs, high heeled shoes, and sandals that can be easily kicked off do not provide adequate protection. Flip-flops are not appropriate for school. Children with loose sandals or inappropriate shoes will be asked to not participate in soccer, basketball or running games during recess.
5. **Footwear for Physical Education (P.E.):** In order to participate in physical education, students must wear sneakers/tennis shoes, or other rubber soled shoes that tie securely. Cowboy boots are too slippery for running and jumping on cement. Sandals offer no support. Students may bring sneaker/tennis shoes to change into just for P.E. class as an option.
6. **Hats or Caps:** Students are welcome to wear hats and caps to school for outdoor use during P.E. classes and recess. We will require that all caps, hats, and hoods be removed when inside any of our buildings. Headwear required for religious beliefs will be allowed indoors. Bills must be worn facing forwards at all times.



Math Facts Goals by Grade Level

Kindergarten

First Semester: Count to 100 by ones

Second Semester: Add within 5

First Grade

First Semester: Add and Subtract within 5

Second Semester: Add and Subtract within 10

Second Grade

First Semester: Add and Subtract within 10

Second Semester: Add and Subtract within 20

Third Grade

First Semester: Multiplication Facts 0-5

Second Semester: Multiplication Facts 6-9

Fourth Grade

First Semester: Multiplication Facts 0-12

Second Semester: Division Facts 0-12

Fifth Grade

First Semester: Multiplication Facts 0-12

Second Semester: Division Facts 0-12

Sixth Grade

First Semester: Multiplication/Division Facts 0-12

Second Semester: Reducing Fractions

Help your child meet their math facts goal by practicing at home.



Professional Learning Community Friday Early Release

Every Friday when children leave school early at 12:55 (K-5) or 1:40 p.m. (6-8), teachers collaborate with one another in grade level teams to plan instructional experiences for students.

During this time, teachers work on the following:

- ❖ Write weekly lesson plans
- ❖ Create curriculum maps
- ❖ Design common assessments
- ❖ Review student data and performance
- ❖ Plan interventions and enrichment

for small groups and individuals

- ❖ Share instructional strategies



Providing time for planning provides consistency across classrooms and throughout the school.

Our students benefit when our teachers work together and share ideas.

Little Free Library

Twin Peaks K-8 School has a “Little Free Library” at the front of the school near the cafeteria and the parent loop. This library is intended to encourage reading and provide books for our students and community.

The “Little Free Library” has books that are appropriate for preschoolers, elementary school



aged children, and preteens. Children are welcome to access the library before and after school, in the evenings or on the weekends. Simply take a book and return a book. As with a traditional library, you can borrow and return the same book. However, if you find a book that you really like, you can keep it. Replace the book with a different book that you no longer want. You are welcome to donate books that your child has outgrown by placing them inside the library.

Encourage your Tiger or Tiger Cub to start reading today by taking a book from our school’s “Little Free Library.” Check it out! We are excited to grow a love of reading for our students!



Arrival and Dismissal Procedures

Twin Peaks has established arrival and dismissal procedures to ensure safety for all children.

Arrival:

- ❖ Use the front loop to drop off your child.
- ❖ When using the parking lot please park in a parking space and walk your child to the front gate.
- ❖ Do not drop your child off in the parking lot.
- ❖ Do not park on the street and walk your child onto the parking lot.

Dismissal/Parking Lot:

- ❖ Park in a parking space in the parking lot and pick up your child at the front gate.
- ❖ If there are no spaces available, please use the front loop for pick-up.
- ❖ Do not park on the street in the bike lane.
This causes bike riders, including our students, to veer into traffic.
- ❖ Do not have your child walk to an offsite location to meet you. Should you arrive late, this would create a safety and supervision concern for your child.



Dismissal/Front Loop:

- ❖ Place a placard in the front window of your vehicle that contains your child's last name and grade level.
- ❖ Drive forward to the loading zone to pick up your child.
- ❖ Your child will be loaded by an adult on the passenger side.

- ❖ Once your child is loaded, you may drive around the parked cars and exit.

Dismissal/Parent Pickup

- ❖ Parents of students in grades 1-8, go to the cafeteria, and give your child's last name and grade to the attendant.
- ❖ Kindergarten parents, go to the kindergarten gate, and give your child's last name and grade to the attendant.

Dismissal Changes:

Please notify your child's teacher in writing of a planned change to your child's normal dismissal routine. Also, discuss this change with your child before school. If you have an unanticipated emergency change, please call our office prior to 11:30 a.m. Monday through Friday. Calling early gives our attendance clerk time to notify your child's teacher before the bell rings.

Visiting Campus:

As we seek to keep our students and staff safe, we require all who visit to stop and sign in with the front office. We value the support we receive from our community and welcome all parents/guardians, however we ask that everyone honor this procedure throughout the year as we work together to keep our campus secure.



Regular Attendance Improves Performance

Attending school regularly provides children with continuity in the learning program and enhances their probability of success in school. In addition, children should arrive at school on time and remain all day. Please avoid absences for reasons other than illness or emergencies. Whenever possible, schedule appointments for the doctor and dentist before or after school. Save family vacations for times when school is not in session. School attendance is directly tied to academic performance.

Reporting an Absence

To report an absence or late arrival, please call our school's attendance hotline at 520-579-4756. This line is available for your convenience 24 hours a day. Please provide the following information:

- Child's name
- Grade level
- Date of the absence
- Reason for the absence
- Name of the person who is calling to report the absence
- Caller's relationship to the child (I.E. mother, father, guardian, etc.)

Chromebooks

At Twin Peaks K-8 School students have access to Chromebooks. The Chromebook is a tool for accessing educational content, promoting creativity, supporting collaboration, and allowing students to [engage in the discovery of learning](#) in a more flexible and mobile way. Students in grades 3-6 will have an assigned Chromebook, which they take back and forth from home to school. Students in grades K-2 will receive a Chromebook for use only within the classroom.

While digital tools hold great promise, they also have the potential for misuse. Twin Peaks recognizes that for our students to be successful with these tools, [a team effort is required](#).

Terms of the Device Loan

The Chromebook and charger are the property of the Marana Unified School District. Each item is available to students for educational purposes. If a student is issued a Chromebook and fails to

return it and all assigned accessories as directed, the District may file a report with local law enforcement, in addition to seeking reimbursement from the student's parent(s)/guardian(s).

Care of the Device

Students agree to be responsible for the [general care](#) of the Chromebook issued by the school. Parent(s)/guardian(s) are responsible for their child's use of the Chromebook, including any damage or loss of the device. If a student's issued Chromebook is damaged, lost, or stolen, it must be reported to school staff immediately. A User Insurance Plan is provided to support parent(s)/guardian(s) with accidental device damage. [Refer to the website for insurance eligibility, coverages, and costs.](#)

Student Expectations

Students agree to abide by the generally accepted rules of [digital citizenship](#), and conduct themselves in a responsible, ethical, and polite manner while using any Marana Unified School District technology.

Safety

The Marana Unified School District will make every effort to support student online safety directly associated with student use of Chromebooks. Safety features are available on the student's device 24 hours per day, seven days a week, no matter the location of the child's Chromebook. An Internet filter and safety management service are enabled regardless of where students access the Internet. Parent(s)/Guardian(s) are ultimately responsible for monitoring their child's internet access on the device beyond the MUSD network.



Cell Phones: Away for the Day

Students are discouraged from bringing personal cell phones, cellular smart watches, and or tablets to school. The school and its employees take no responsibility for lost or stolen devices. We recognize that parents may rely on cell phones to communicate with their children before and after school; therefore, although discouraged, cell phones are allowed.

To keep the focus on academics and to reduce unnecessary distractions, the school enforces an "Away for the Day" procedure for cell phones. Upon entering campus in the morning, all cell

phones and other similar devices must be turned off and stored inside your child's backpack. Students may use their phones when they exit the campus in the afternoon.

If you need to reach your child during school hours, including with dismissal changes or pick up information, please contact our front office at 520-579-4750. If your child is not feeling well or is injured at school, our health office is available to assist and assess your child. Our school health aide will contact you if your child needs to go home or needs a doctor's care.

If a student violates the cell phone and mobile device guidelines, the phone or device will be confiscated and sent to the office. **The office will call the parent to pick up the phone.** If a student receives five cell phone notices within one quarter, the student will serve after school detention. Thank you for supporting our "Away for the Day" procedure.



Band and Orchestra

Students in fifth grade will be given a choice of band, orchestra or choir. These programs will run simultaneously. If a student chooses band or orchestra, he/she is responsible for his/her music book and instrument.

Each student must make a one-year commitment when choosing these classes. A student selecting band or orchestra will not be able to transfer to general music during the middle of the school year.

Other Rules and Policies to Know

Personal Property

Students should not bring extra money, valuable items, or personal toys to school. These can be lost, stolen, or broken. The school and its employees take no responsibility for lost or stolen items. School balls, sand toys, and other items are available on the playground for students' enjoyment. Students are encouraged to use bike locks within our bicycle storage area. All necessary personal items such as lunch boxes, jackets, caps, etc. should be clearly marked with the student's name. We have a lost and found area in the cafeteria.

Pets

Animals are not allowed on school grounds including the campus, parking lot and playground. Please do not bring your pet to school with you when you drop off or pick up your child. If your child is a bus rider, please make sure the pet does not follow him/her to the bus stop. The school calls Pima County Animal Control to remove any stray animals from the school grounds.

Community Use of the Playground

In order for our children to have a clean and safe place to play, please do not bring pets onto the playgrounds. Bikes and motorbikes are also not allowed.

Gum

Students are asked not to chew gum on campus. We are proud of our clean campus and want to keep our sidewalks, furniture, and carpets free of gum.

Selling and Trading

Students are not allowed to sell, buy, or trade personal belongings at school. Students are also not allowed to sell items for personal profit.

