J U L Y 2 0 2 5

Eagle Tales

Student Handbook

In this Issue:

- Message from Mr. Erickson
- Summer Projects
- Meal Information
- Health Office

Upcoming Events

Meet the Teacher Night Thursday, July 24th 5:30-7:00 PM

School Pictures Tuesday, August 19th

Parent-Teacher Conferences TBD

Veterans Day Celebration Monday, November 10th Dismissal at 11:30 AM

Missoula Children's Theater Residency December 8th-13th *Hansel & Gretel* Please take the time to go over the 2025-26 Student & Parent Handbook for the most up to date information! The handbook is located on the Elgin School website at https://www.elgink12.com/accnt_753370/site_753371/Documents/ Student-Handbook.pdf.

REMINDER:

Please complete the following forms and return them to the office prior to the first day of school:

- Dismissal Notice
- Handbook Signature Page
- > PUHS Transportation Form
- Self Insurance Device Policy (and payment)
- > 2025-26 Household Meals Application

Eagle Athletics

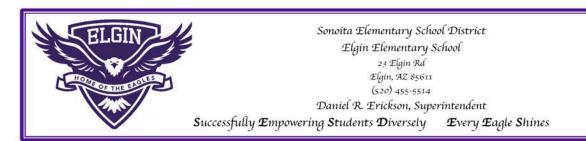
If your student plans on participating in any sports programs this year, a current physical is required as well as a current Athletic Guidelines packet. Forms can be found in the office or on the website at <u>https://www.elgink12.com/Athletics</u> Sign-ups for fall sports will take place when school starts.



Student Backpacks!

Special thanks to Santa Cruz County School Superintendent, Mr. Alfredo Velasquez and his office staff, for once again providing our students with a complimentary backpack with school supplies! The backpacks can be picked up at Meet the Teacher night on Thursday, July 24th or on the first day of school.

Message from Mr. Erickson



July 1, 2025

Dear Elgin Families,

Welcome to a new school year at Elgin Elementary School! To our returning families, welcome back! I am so glad to have you with us again. To all of our new students and families, welcome! We are confident that you will quickly experience the warm, family atmosphere that makes Elgin such a special place to learn and grow.

As I begin my second year as superintendent of Sonoita Elementary School District and principal of Elgin Elementary School, I want to share how truly honored I am to continue serving this incredible community. Last year was one of my favorite years as an educator. As I begin my 30th year, there is no other place I would rather be! Working alongside our dedicated staff and amazing students each day is a privilege I don't take for granted.

Our shared goal remains the same: to provide a safe, welcoming, and academically challenging environment where every child can thrive. We are committed to fostering a love of learning, developing strong character, and preparing our students for success in high school and beyond. Grounded in traditional American values, lifelong learning, and a strong sense of community, Elgin Elementary continues to be a place where children are supported, encouraged, and inspired.

I also want to emphasize how important our partnership with families is to the success of our students. Whether you're joining us for the first time or returning after summer break, your involvement—through school events, the Parent-Teacher Club, or simply staying connected—makes a tremendous impact. As a reminder, we have transitioned to a 4 Day School Week for this school year. Be sure to check the calendar and look for updates throughout the school year.

Please don't hesitate to reach out with any questions, ideas, or concerns. My door remains open, and I look forward to working together to make this year one of growth, celebration, and meaningful learning.

Here's to a fantastic school year ahead!

Warm regards,

Damil & Entron

Daniel R. Erickson Superintendent/Principal derickson@elgink12.com

Summer Projects 2025

- Middle School classroom furniture ordered and installed
- All classrooms, library, kitchen bathrooms, administrative and gym rooms cleaned and sanitized.
- All surfaces and devices cleaned and sanitized.
- Field Maintenance Aerated, fertilized, re-seeded
- Student Handbook Review and Revision.
- Staff/Faculty Handbook Review and Revision.
- End of year reporting for the Arizona Department of Education.
- ✤ 2025-26 Student Registration review
- Updates to all student and staff computers:
 - Operating Systems
 - Software, programs and apps
- ✤ Preparations for the 2024-25 Financial Audit.
- Supply purchases for the 2025-26 school year.
- ◆ Over 100 hours of training attended by Administrative and Support Staff.

A HUGE thank you to our exceptional summer maintenance, custodial, and administrative staff for all their hard work this summer.

Maintenance/Custodial	<u>Administrative</u>
William Botz	Dan Erickson
Valerie Etchart	Heidi Gonzales
Lisa Lopez	Regina Padilla
Tracy Lewis	Melissa Paul
Markos Rodriguez	















Elgin School

Just now · 🚱

Out with the old and in with the new! Elgin School was awarded a \$40,000 grant from SSVEC thanks to the hard work of Business Manager Heidi Gonzales! This money was used to purchase much needed new furniture for our middle school! The desks are all equipped with dry-erase surfaces. In addition, we will be purchasing updated science equipment for the science lab as well! Thank you SSVEC & Heidi!!



••• Х

2025-26 Elgin School Drop off & Pick Up Procedures <u>School Hours</u> 7:55 AM-3:00 PM, Monday-Thursday

Student supervision starts at 7:30 AM and ends at 3:00 PM.

Please do not drop off your students prior to 7:30 AM. Although we have staff on campus at that time, those responsible for supervision are not available until 7:30 AM.

Late Drop Off Procedures

If your child(ren) will be late to school you may choose to do one of the following for any child(ren) arriving on campus after 8:00 AM:

- Drop the child(ren) off at the curb & call the office to notify us the student is on their way into the office.
- Walk your student in to the office and sign them in on the clipboard.

If your child(ren) **will be later than 8:30 AM and require a school lunch**, please notify the office by **9:00 AM** by phone or email so we can order one.

Early Pick Up

If your child(ren) will be picked up early from school you may choose to do one of the following for any child(ren):

- Call or email the office with the time you will be picking your child(ren) up and whether you will be coming in to the office or if you would prefer we bring them out.
- The office staff will call the child(ren) down just before your arrival time.
- When you arrive on campus:
 - If you will be coming to the office, just park and proceed to the office where you can sign out your student.
 - If you prefer we walk them out:
 - Please pull up to the curb and call the office to let us know you have arrived.
 - The office staff will watch your child(ren) walk to your vehicle.
 - The office staff will sign your child(ren) out for you with the time of their departure.

All visitors to campus are required to sign-in and obtain a visitor pass before proceeding on campus



School Transportation

Sonoita School District contracts with Patagonia District for all of our transportation needs. A "Transportation Services Enrollment Form" will be mailed home to each family. This form needs to be completed and returned to the school office on or before the first day of school.

Bus Route and transportation information can be found on our website at <u>https://www.elgink12.com/Transportation</u>. *Please check your stop times for updates!*

Health Office

The Health Office is located in the Main Office and <u>provides services for health</u> <u>incidents and emergencies occurring during</u> <u>school hours</u>. If you need urgent care or doctor services, please contact your family physician.

Your child should not be in school if he or she has a fever, rash of undetermined cause, vomiting or diarrhea, conjunctivitis (pink eye), chicken pox, impetigo, ringworm, or head lice unless they have been treated medically or are symptom free. A child who has vomited, has had diarrhea or a temperature of 100 F° or greater will be sent home. Additionally, your child should remain fever free for a period of 24 hours prior to returning to school <u>without taking</u> <u>fever reducing medications</u>.

Student emergency information is kept in the office. The information is used to contact parents or designated adults if an emergency arises. Most calls are made simply because the child is feeling ill and needs to be sent home.

*Parents should be aware of the importance of the emergency contacts and phone number section of the emergency information form. These are the people called in the event of an emergency when parents cannot be reached. It is imperative that the school office be informed of any changes in address, phone number, parent's employment, guardianship, and emergency numbers.

If your child needs to take prescription medication at school, it is necessary for the parent to sign a consent form. These forms are available in the Health Office or on the website at https://www.elgink12.com/Health-and-Wellness.

*Prescription medication must be in the original, labeled container as prepared by a <u>pharmacist</u> and include: patient name, name of medication, dosage, and time to be given. Overthe-counter medications must be in the original packaging, with all directions, dosages, compound contents, and proportions clearly marked. A signed physician's statement indicating the necessity must accompany any request for administration of over-the-counter medicine. <u>A parent or guardian must personally</u> <u>deliver medications to the health office</u>.

DO NOT SEND MEDICATIONS IN YOUR CHILD'S BACKPACK.

A parent must bring medications to the office and fill out the consent form.



Medical Release Required for Student Participation in Physical Activities

Please be advised that for the safety and well-being of all students, a current medical release form will be required for your child to participate in any physical activity such as recess, class activities, PE classes, or school athletic programs. A student without a valid medical release on file, will not be able to participate in these activities until a release or limitations letter has been received.

Thank you for your understanding and cooperation in ensuring a safe and healthy environment for our students.

Elgin School School -to-Home Communication

Elgin School uses email as our primary communication.

- Please ensure any parent/guardian email addresses are current in ParentVUE during • online registration and the "Mailings Allowed" box is checked.
- Any changes to email, phone numbers, or addresses after the online registration period can be communicated to Ms. Paul.

Emergency/Urgent communication:

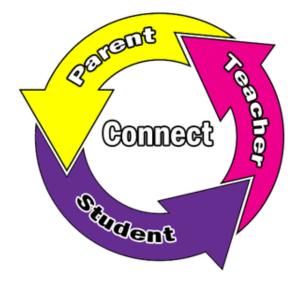
- Messages will be sent via the Elgin School Remind App. •
- Follow up information will be sent via regular email as well.

Classroom to Home communication:

- Teachers will utilize email and ParentVUE. •
- Elementary teachers also utilize the Bloomz app.

ParentVUE app features:

- Submit absences in advance
- Communicate directly with teachers
- Check current grades
- School Calendar •





July 28, 2025

Dear Elgin Families,

Welcome back to a new school year! I'm reaching out to share an update about the emergency preparedness measures we have in place at Elgin Elementary School. Each summer, our team carefully reviews and strengthens our Emergency Response Plan to ensure we are doing everything possible to provide a safe and secure environment for all students and staff.

While we hope we never face a serious emergency, it's important for you to know that we are prepared. Arizona public schools are built to meet strict safety and construction standards, and Elgin Elementary is no exception. In many cases, schools may be safer than homes during certain types of emergencies.

Here are a few important reminders to help us work together effectively in the event of an emergency:

Communication During Emergencies

Please avoid calling the school during an emergency. We need to keep phone lines open for coordination with emergency responders. Instead, we will communicate updates through the Remind app, email, and local media as needed.

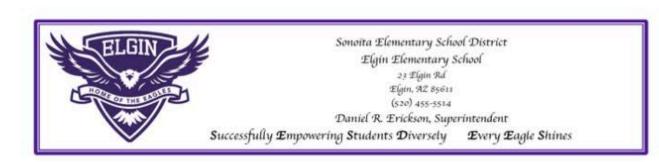
Student Release Procedures

If students need to be released due to an emergency, we will only release them to parents or trusted adults listed on your child's registration/emergency contact form. To ensure a smooth and safe process, please keep your child's emergency contact information current and consider the following when listing other adults:

- They must be at least 18 years old
- Be available during the school day
- Be able to drive to the school if needed
- Be someone your child knows and trusts
- Be willing and able to take responsibility for your child

Following Staff Directions

Please talk with your child about the importance of listening to school staff during any emergency. Our team is trained and ready to help students stay safe.



Transportation Situations

If a natural disaster affects school transportation:

- Students already at school will remain safely on campus or be moved to a designated location.
- Students on a bus will remain with the driver, who will be in contact with the school for further instructions.
- If a child is waiting at home and roads are not passable, the bus may not be able to pick them up. In this case, the child remains in the care of their parent or guardian.

Shelter-in-Place

If there is a safety concern outside the school (such as a nearby chemical spill), we may initiate a "Shelter-in-Place" procedure. During this time, students and staff will remain indoors with all exterior doors and windows secured. If students arrive while Shelter-in-Place is in effect, they should check in at the office. We'll give an "all clear" once it is safe to resume normal activity.

Evacuation Procedures

If an evacuation is necessary, we have plans to safely transport students and staff to a secure off-site location. You will be notified of the pick-up procedures via the Remind app, email, and local media.

We know that conversations about emergencies can be sensitive, but having a plan in place brings peace of mind. We encourage you to review this information with your family and reach out if you have any questions. Thank you for your continued partnership in keeping our school community safe.

Sincerely,

Damil & Embron

Daniel R. Erickson Superintendent Sonoita Elementary School District



Please contact the office by **<u>8:30 AM</u>** if your student will be absent or tardy, and include the following information:

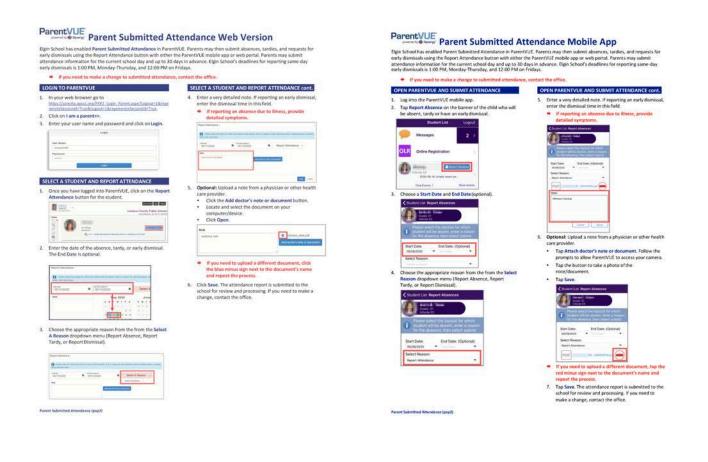
- Reason for absence
 - Illness include symptoms such as fever, vomiting, etc.
 - o Medical/Dental Appointments
 - Personal
- How many days student(s) will be absent
- Tardy students please notify office if a school lunch is required.

Absences that have not been reported will be marked as unexcused.

Contact the office to report absences or tardy via: Phone – (520) 455-5514, ext. 300

Email - mpaul@elgink12.com

ParentVUE - via website or mobile app (see directions below)



Inclement Weather & Emergency Communication

The protocol for sending out notices regarding school closures, delays and other emergency communication will be as follows:

- 1. Local news media in Tucson will be notified so they can broadcast the information.
- 2. Messages will be sent to parents/guardians via:
 - a. Remind app You do not have to have a smartphone to receive messages, you can receive them through text or email.
 - b. Email emails will be sent to those on file.
- 3. Notice will be posted on the Elgin School Facebook page.

If you have not done so, please take a moment to sign up for notifications through the remind app.

Changes or updates to email addresses can be made by contacting Ms. Paul at (520) 455-5514, ext. 300 or <u>mpaul@elgink12.com</u>.

Sign up for important updates from Elgin School.

Get information for Elgin School right on your phone-not on handouts.

Pick a way to receive messages for Elgin School: (A) If you have a smartphone, get push notifications. ٠ On your iPhone or Android phone, open your web browser and go to rmd.at/elginsch the following link: Join Elgin School rmd.at/elginsch Full Name Follow the instructions to sign up First and Last Name for Remind. You'll be prompted to Phone Number or Email Address download the mobile app. (555) 555,5555 If you don't have a smartphone, get text notifications. То Text the message @elginsch to the number 81010. 81010 If you're having trouble with 81010, try texting @elginsch to (423) 437-9101. @elginsch * Standard text message rates apply

Don't have a mobile phone? Go to md.at/elginsch on a desktop computer to sign up for email notifications.





Meal Prices

Breakfast: Student - \$1.75 Adult - \$2.50

Lunch Student - \$3.00 Adult \$5.00

Milk - \$.50



National School Lunch Program

- Applications for Free and Reduced price meals must be completed by each school year.
- Prepayment for student meals is required. Payments of cash or check are accepted in the office.

Meal Service Elgin School Food Service offers a menu at breakfast and lunch

a menu at break down meeting the USDA meal pattern requirements for a reimbursable meals. The menu profides an offering bar with fruits and vegetables in addition to the daily entree. Menus can be found on our website at www.elgink12.com



Sonoita Elementary School District 2025-2026 Elgin School Staff

Elementary Faculty

Kindergarten 1st Grade 2nd Grade 3rd Grade 4th Grade 5th Grade Kim Crawford Sheree Gronlund Callie Mattus Kerry Newberry Rachel Lyman Aisel Gaviola

Middle School Faculty

6th Grade Advisor/Social Studies 7th Grade Advisor/Language Arts 8th Grade advisor/Math Science Jen Cranston Jerome Ramirez Kyndra Ortiz Richard Graeme

Associate Faculty

Fine Arts Library/Media Center/Technology Special Education Counselor, Health & PE Anna Coleman Jayci Whittington Christine Clouse Terrell Harper



Para-Professionals (Educational Aides)

Jessica Carter Yana Carter Jaimee Cass Lucy Reyes

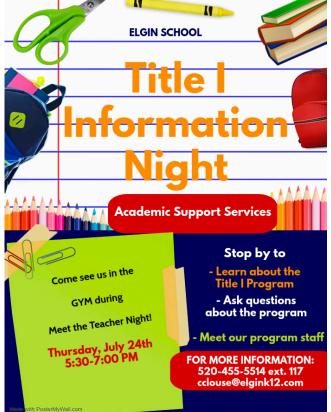
Administration

Superintendent/Principal Business Manager Executive Assistant/Office Manager Business Office Administrative Asst. School Nurse Facilities Custodial Kitchen/Custodial Kitchen Manager Daniel Erickson Heidi Gonzales Melissa Paul Regina Padilla Kathe Prentice Markos Rodriguez Tracy Lewis Lisa Lopez Valerie Etchart

Elgin School Calendar 2025-26

2025-26	
Vormal School Hours: July 4 ':55 AM-3:00 PM S M T W T F S M T W T F 12 13 14 15 16 17 18 19 20 21 22 23 24 26 27 28 29 30 31	July 21st-24th July 28thFaculty & Staff Return First Day - StudentsSept. 1stLabor Day - No SchoolOct. 6thFall Break - No SchoolNov. 10thSpecial Event Release (11:30AM)Nov. 24th-28thNov. 24th-28thThanksgiving Break - No
16 September 17 S M T W T F S S M T W T F S S M T W T F S S M T W T F S 3 4 5 6 7 8 9 10 11 12 13 10 11 12 13 14 15 16 17 18 19 20 17 18 19 20 21 22 23 24 25 26 27 28 29 30 26 27	Dec. 22nd-Jan.2nd Winter Break - No School Jan. 5th Students Return Jan. 19th Civil Rights Day - No School March 9th- 13th Spring Break - No School May 21st Last day for Students - Early Dismissal at 11:30 AM This calendar is subject to change. 152 Instructional Days
31 Dctober 17 S M T W T F S I 2 3 4 S M T W T F S I 1 2 3 4 Image: S Image: S M T W T F S I 1 2 3 4 Image: S Image: S <th>Report Card Periods 1st Quarter - 7/28-10/2 2nd Quarter - 10/7-12/18 3rd Quarter - 1/3-3/5 4th Quarter - 3/16-5/21</th>	Report Card Periods 1st Quarter - 7/28-10/2 2nd Quarter - 10/7-12/18 3rd Quarter - 1/3-3/5 4th Quarter - 3/16-5/21
December 12 January 15 S M T W T F S S M T W T F S S M T W T F S S M T W T F S S M T W T F S S M T W T F S S M T W T F S S M T W T F S S M T W T F S S M T W T F S S M T U 1 12 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26	Teacher & Staff In-Service First & Last Days Vacation - No School Special Event Release
-ebruary 16 March 14 S M T W T F S 1 2 3 4 5 6 7 1 2 3 4 5 6 7 1 2 3 4 5 6 7 1 2 3 4 5 6 7 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 4 5 6 7 28 29 30 31 4 5 6 7 28 29 30 31 4 5 6 7 28 29 30 31 4 5 6 7 28 29 30 31 4 5 6 7 28 <td< th=""><th></th></td<>	
April 18 May 12 S M T W T F S Image: 1 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Childfind Screenings If you have concerns about your child's development from ages 3 to 21 years of age in these areas: VISION/HEARING * SPEECH/LANGUAGE * THINKING SKILLS PHYSICAL DEVELOPMENT * BEHAVIOR * NORMAL DEVELOPMENT
	Your school's CHILDFIND can help – with a free screen- ing, and if needed, referral for diagnostic evaluation and/or early intervention programs (birth to three). If you have any concerns about your child's development, certain benefits are available through your local school district. Screenings are available by appointment . To schedule
	your appointment or for more information please contact: Christine Clouse– Student Services 455-5514 cclouse@elgink12.com





Sonoita Elementary School District Elgin School

Do you have a student who resides within the Sonoita District boundaries but attends a private school or homeschool and is need of Special Education Services? Please attend this meeting for more information!

portionate

hare

Thursday, July 24th

5:30-7:00 PM

A

Meeting

Elgin School Gym FOR MORE DETAILS CONTACT 520-455-5514 ext 117 or

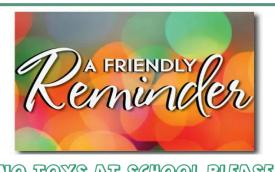
@elaink12.com



Elgin School July Office Hours

Monday	Tuesday	Wednesday	Thursday	Friday
7	8	9	10	11
	Office and Campus			
	Closed			
14	15	16	17	18
	Office and Campus			
	Closed			
21	22	23	24	25
8:30-10:30 AM	8:30-11:30 AM	Open By	1:30-3:30 PM	Office and Campus
2:30-3:30 PM	12:30-3:30 PM	Appointment	5:30-7:00 PM Meet the Teacher Night	Closed



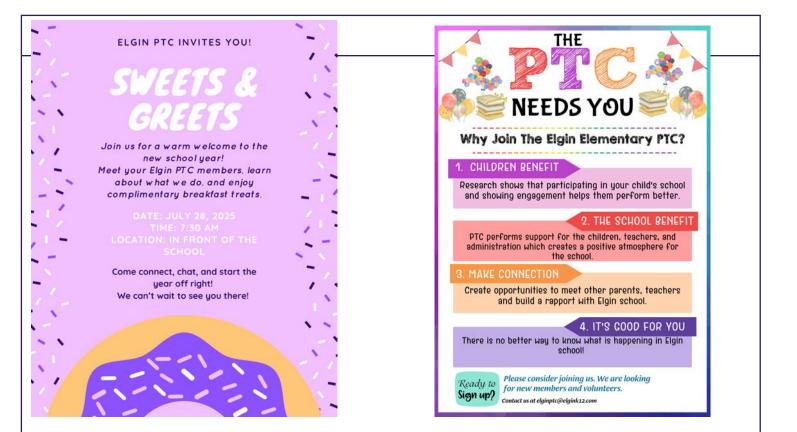


NO TOYS AT SCHOOL PLEASE

Please support your children by reminding them that toys are not allowed at school. This will help to eliminate distractions during learning times.

Thank you For your Help and Support.





2025-2026 PTC VOLUNTEERS NEEDED



Our PTC relies on volunteers to lead events and programs for our school. If you're able to help out, we'd love to have you as part of the team that "makes the magic happen" at school! Every little bit of time you can give helps—there are even volunteer roles that can be done from the comfort of your own home! Help us make an impact on students and staff this year by volunteering!

