



# MARYVALE PREPARATORY ACADEMY

## A GREAT HEARTS ACADEMY

### ARCHWAY NEWSLETTER

### FEBRUARY 1, 2024

#### UPCOMING EVENTS:

##### February 2nd

PSO's Donut Sale

\$1.00 Jean Day

Coffee with the Counselor at 8am

Early Release Friday

*Great Hearts Faculty In-Service*

Athenaeum will be CLOSED

##### February 3rd

Great Hearts Hiring Event

##### February 8th

Class Picture Day

##### February 16th

Special Person Dance for K-2nd Grade

##### February 19th

No School - President's Day

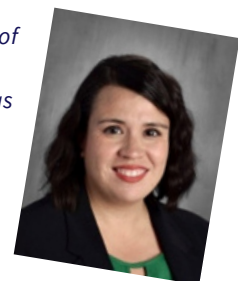


#### A Message from Headmaster Cruz...

We hope you all are well. I mentioned a few weeks ago that Mrs. Ramirez would be taking on the role of Executive Assistant to Headmaster. Amongst many things, she will be the primary reviewer of my emails and will take charge of my schedule. This will ensure I spend less of my time on administrative desk tasks and more time amongst our students and teachers. It will also ensure that as I continue here, I am able to dedicate the same level of commitment I have provided our school for a decade to my own family. You can expect the following as we make this transition:

- Mrs. Ramirez will review, respond to or delegate emails. Providing all details whether by email or phone will allow us to serve you most efficiently.
- The following subject lines will ensure efficiency as well:
- MEETING REQUESTED: \_\_\_\_\_
- STUDENT CONCERN: \_\_\_\_\_
- ACADEMIC CONCERN: \_\_\_\_\_
- EMERGENCY: \_\_\_\_\_
- Ms. Carmona, will be your first point of contact up front in the main office and via phones. That said, if it involves a direct need of the Headmaster, she will connect you with Ms. Ramirez first.
- Emails sent on a weekend will receive a response at our next available opportunity within work hours, unless they are tagged as emergencies and are valid as such.

Thank you for your patience and flexibility as we go through this transition. I am excited for the time it will afford me away from a computer screen and amongst your children.



Main Office Phone Number: (623) 247-6095

Attendance Line: (623) 247-6095 Option 0 (leave a detail voicemail to report absences)

Attendance Email: [attendance@maryvaleprep.org](mailto:attendance@maryvaleprep.org)

#### School Hours:

Full Days: Mon/Tue/Thu/Fri

8:00 AM - 3:15 PM (campus opens at 7AM)

Half Days: Wed

8:00 AM - 12:45 PM

[www.maryvaleprep.org](http://www.maryvaleprep.org)



#### Office Hours:

Full Days: Mon/Tue/Thu/Fri

7:00 AM - 4:00 PM

Half Days: Wed

7:00 AM - 1:30 PM



# SCHOOL POLICIES

## ATTENDANCE

A student that is absent more than ten percent (18 days) of the required number of school days per year is considered to have "excessive absences" whether the absence is excused or unexcused.

This year, we are introducing **CUTS LITE Service (Court Unified Truancy Suppression Limited Intervention To Educate)**. We will follow the following timeline:

- 5 Absences: You will receive the 1st warning letter CUTS Lite Conference
- 9-11 Absences: 2nd warning letter CUTS Hearing
- Parent Conference/School Intervention



## TARDIES

Any student here beyond 7:57 a.m. is considered tardy and **must be signed in by a parent in the front office**. Please avoid any consequences for multiple tardies by arriving on time.

## PICK UP

Due to our school day in sessions and safety precautions arrival for end of day pick up will not begin until 2:30 pm. If you arrive prior to that, please note that you will be asked to exit campus and return after 2:30 pm. Emergency and office business vehicles cannot get onto campus if the school is blocked with waiters.

- Enter into carline **after 2:30pm on Full Days and after 12:15pm on Early Release Days**. This will allow our students & faculty to have a cleared parking lot in the event EMS needs access.
- Please keep the **East Entrance merge point cleared** at all times. Wait to enter until all traffic is cleared.
- **Archway only:** follow blue signs and circle around the Sport Field
- **Archway & Prep:** follow blue/green signs and snake through faculty parking lot
- **Prep only:** follow blue/green signs, snake through faculty parking lot & merge out of lane by Prep building
- Maintain safe parking lot speed of 5 mph
- Merge point will utilize a zipper merge (1 car per lane)

## EARLY STUDENT PICK UP

Students who need to be picked up early for appointments must be picked up in the main office **no later than 2:45pm on full days and 12:30pm on half days, NO EXCEPTIONS**. The current Placard with student's name or a valid identification with photo is required when picking up through the office. The student must be signed out with a reason for leaving.

## LATE PICK UP

Students picked up after 3:45pm (1:30pm early release), will incur late pick up fees beginning with the second occurrence of late pick-up, families will be assessed a late pick-up fee according to the following fee schedule:

- Up until 4:00pm (1:30 pm early release) = \$5.00 per student
- 4:01 – 4:30pm (1:46-2:15pm early release) = \$5.00 per student + \$1.00 per student, per minute
- After 4:30pm (2:15pm early release) = same fee structure as above + Department of Child Safety phone call

## PLACARD FOR CAR-LINE PICK UP

Placards can be accessed on the Parent Portal at <https://greathearts.schoolaxis.com/>

Log in, on main page PICK UP PLACARDS, Select Maryvale Prep Academy, Download and Print, if you cannot locate the placard on your Parent Portal Account, please contact the Front Office. **Please note, we will not accept phone images of the placard for student pick up, parents must have the current paper copy of the placard for safety and fast process.**

## STUDENT WALKERS

If you would like to add your child to the walker list, you will need to do so at least 12 hours in advance of when you want them to begin walking. If you do not receive confirmation, they have not been added and will have to wait until then to be dismissed as walkers. Please note, once on the walker list they must walk daily until they are removed. If you want your child to be on the walker list, please email [enrollment@maryvaleprep.org](mailto:enrollment@maryvaleprep.org). The same applies if you want them removed. Parents meeting their student walkers must park off campus.

The walker list includes full days and early release days; at this time, we cannot accommodate only specific days. Students will be dismissed from Gate 3 at 3:15pm, students from 1st to 6th grade will be asked to exit by 3:30pm. Kindergarten students must be picked up by their parent/guardian or older sibling. The gate will close at 3:30pm and kinder students still waiting to be picked up will need to be picked up at the front office.

Due to our limited space in our property, the North parking lot (along Camelback Road) is reserved for families who need to visit the front office, please do not park in this lot if you are picking up a student walker. We do not have enough spots to accommodate everyone and having cars exit in this area slows down the flow of traffic during student pick-up.



## CAMPUS SAFETY

Our campus has 5 security gates. East Entrance gate includes a vehicular gate and a pedestrian gate and the West Entrance is now secure.

**Students are allowed onto campus at 7am and all of these gates will be opened at this time.**

**Student walkers should adjust their time on campus to reflect the timing of the campus gate openings.**

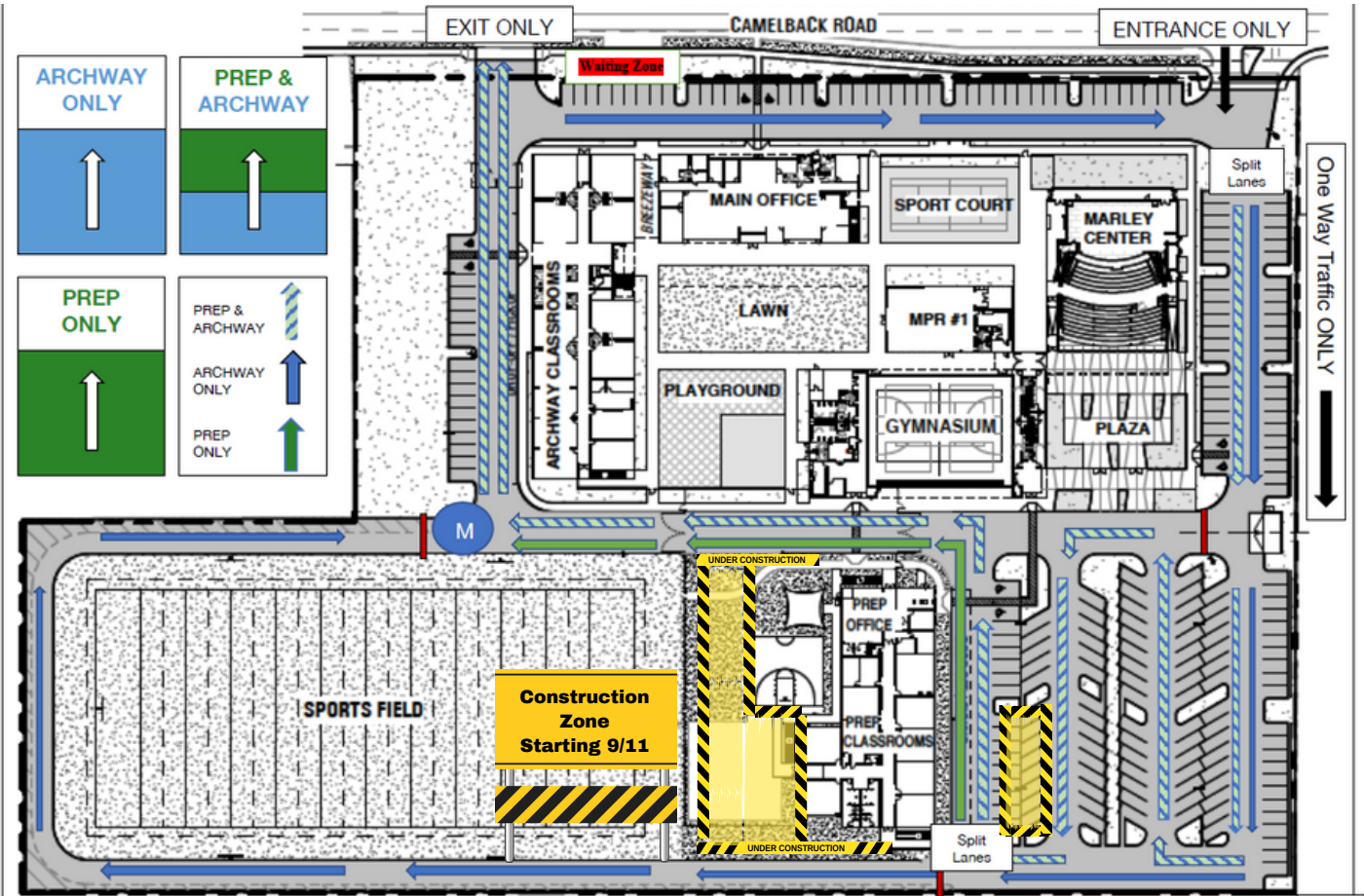


## RED FIRE LANE

Do not park in the red fire lane are next to the stop sign. Cars will be towed at your own expense.

## SCHOOL ZONE

We have school zone signs posted and are in the works for additional modifications from the City of Glendale to make school zone safety more prominent.



**If you have ONLY Archway (K-6th Grade) Students, use ARCHWAY ONLY Lane**

## STUDENT DROPOFF

Students should not be dropped off on the side of Camelback Road near or by the campus. This is extremely unsafe and does not follow our student drop off guidelines. Faculty and parents have witnessed students exiting from cars in a lane with moving vehicles. The drop-off guideline is to use carline to safely drop off students or park near the school property and walk to school using the sidewalk.

In the recent months, we have witnessed multiple car accidents on Camelback Road directly in front of our campus, several of the car accidents included Maryvale Prep students who had to be transported to a local hospital.

Please refer to our family handbook listed in our website for additional information on our guidelines.

## CARLINE ETIQUETTE

- Stay in your lane
- DO NOT try to go around other vehicles
- DO NOT speed
- Watch your surroundings at all times
- Always have your Placard ready to be scanned
- Roll down your window when approaching a staff member that can scan your placard, they will not scan if window is up as this causes delays with window barrier
- The use of cell phones while on carline has slowed us down, and its ultimately unsafe. Please do not use your cell phone to avoid delays.
- DO NOT record or take pictures of students

## CONSTRUCTION UPDATE

We are right on schedule for the Prep Building Expansion Project and your continued patience with delivery trucks, construction crews and carline detours is very much appreciated. This expansion will include a Prep Multipurpose Room (cafeteria), outdoor restrooms, classrooms, offices and interior faculty restrooms. Please continue to drive extra safe.

## TRUANCY LETTERS

We are sending letters and getting caught up with reports for students who have missed more than 10 days of their enrollment this school year. As noted in our CUTS section of this newsletter, attendance is crucial and we are using this program through the state to help curb unnecessary absences. We understand that some absences are out of your control due to illnesses and emergency situations and will always look at the full student attendance record for history of proper attendance reporting and doctor's notes prior to engaging a truancy officer. That said, be sure to email attendance/absence information to [attendance@maryvaleprep.org](mailto:attendance@maryvaleprep.org) or call our office to report absences and always send/bring doctor's notes when available. You may be asked to bring documentation as well if days are excessive. Telling your child's teacher will not ensure proper documentation. As always, please avoid absences that are within your control, especially if you have received one of these notices.

## OUTERWEAR

### Sweater:

- Color: Navy blue with an MVA Crest.
- Style: Cardigan or pullover with a 1/4 zipper.
- Vendor: Dennis Uniforms and Anton Uniforms.

### Outerwear:

- Jackets may be worn to school for warmth but must be free of logos and messages.

### Jacket Definition:

- Waterproof fabric or Wool.
- Must have a zipper or buttons.
- One color scheme.
- no words or images.

### Other items:

- Beanies and gloves are permitted when the weather is cold. Must be a single-color scheme and free of logos and messages.
- Jackets may only be worn before and after school and during recess. Cardigans with the MVA Crest may be worn inside and out of the classroom. No long sleeve undershirts permitted.

Outerwear can be purchased at [Dennis Uniforms](#) and [Anton Uniforms](#)



## A NOTE FROM THE HEALTH OFFICE

With Flu Season upon us, it is important that we work together to keep our scholars and staff healthy. You can help prevent the spread of colds and flu viruses by following a few simple steps:

- Cover noses and mouths with a tissue or the bend of your elbow when sneezing or coughing.
- Wash hands frequently with warm water and soap for at least 20 seconds.
- Remind students to avoid touching their face, mouth, nose and eyes.
- If your child has a fever, chills, cough, sore throat, body aches, keep them at home to prevent the spread of illness to others.
- Vitamin C is always touted to be a game changer for colds. Regular vitamin C is not easily absorbed in the body. Find a liposomal vitamin C which has been shown to increase absorption.
- Hydration is extremely important, when feeling sick, plain water doesn't truly hydrate unless it's a spring water with natural minerals. Add trace of mineral drops to water, drink teas, broths, coconut water and low sugar electrolyte powders.
- Your child should be fever free (temp. below 100 degrees without Tylenol or Motrin) for at least 24 hours before returning to campus.
- Students with vomiting need to stay home 24 hours after the last incidence of vomiting.

Also, please make sure your child is eating a healthy breakfast and packing a lunch if they don't eat the school lunch.

## LOST AND FOUND

It is important to label your student's belongings with first and last name and their class section. Many sweaters and jackets get left behind during recess and physical education class. Faculty checks clothing for names to return to the student's classroom and any other clothing will be added to the lost and found cart. This cart is available for students throughout the day near the playground and will be moved to the front office for parents to have access after school. In a more secure lost and found area, we also have lost prescribed glasses, electronics and other personal belongings that have not been claimed by a student or a parent/guardian. Please check with the Front Office if any of these items your child is missing may be here.

Unclaimed bottle waters and lunch boxes get disposed at the end of each week in order to maintain cleanliness at our campus. Please label water bottles and lunch boxes with your child's name; the lost and found cart for these items is stationed near the MPR for easier access to students.



## COFFEE WITH THE COUNSELOR

Tomorrow Friday, February 2nd,  
at 8 am in the MPR,

Join our Counselor Mrs. Limas-Herschell and other  
parents to talk about **Discipline Strategies**

Topics discussed will include ways to proactively  
encourage positive behavior, establishing consequences  
and addressing misbehavior in the moment.



All Archway parents are invited

## STUDENT SPIRIT WEAR DAYS

Our next paid Spirit Wear Day is  
**tomorrow Friday, February 2nd.**  
Ripped jeans **will not** be allowed.  
Students can wear Matador  
Spirittop/sweatshirt/hoodie, non-  
ripped or frayed jeans, any closed  
toe athletic shoes.



To purchase Spirit Wear, follow our Maryvale Athletics  
Instagram to see when home athletic games are to  
purchase then and come out while you are here to support  
our Matadors!

## CLASS PICTURES

Class pictures will be next week:  
**Thursday, February 8th**

You can pre-order at

[mylifetouch.com](http://mylifetouch.com)

Picture ID: **EVTPZ42XN**

**Don't miss your chance to get this special  
keepsake for \$12**

Parent volunteers can help with picture day.  
If you are available, please email Ms. Castro at  
[lcastro@maryvaleprep.org](mailto:lcastro@maryvaleprep.org) or call the office.

*(We can use your help for any length of time you're available)*

## EXTRACURRICULAR CLUBS

Please make note that this round of extracurricular clubs  
will end on **February 9th**. Please adjust accordingly.

The **Spring Season** will start **February 26 through May 3**.  
We will post clubs and registration in Configio on 2/14.

## SPORTS

**MP** For all Athletics News and Events, please  
check out the Athletics **Newsletter** and  
**Website**.

## IMPORTANT REMINDER:

**Early Release TOMORROW Friday, February 2nd**  
Also, tomorrow only, Athenaeum will be **CLOSED**

## ATHENAEUM UPDATE

Students attending Athenaeum will be temporarily  
dismissed from Gate 1 for safety and security purposes.

## VOLUNTEERS AND FIELD TRIP CHAPERONES

Volunteers must have a Raptor clearance before  
volunteering on campus or to attend a field trip as a  
chaperone. Raptor clearance must be renewed annually,  
so if you were cleared last year, you must complete the  
clearance process again for the 2023-24 school year. The  
cost is \$5 and it only takes a few minutes. **Click here to  
Register**

All field trips have a small fee to help cover transportation  
and venue fees. Payment and electronic permission slip  
must be completed by parent/guardian in **Configio**.

### Field Trips Coming Up:

DATE	FIELD TRIP	GRADE
February 15th	AZ Sonoran Desert Museum in Tucson	6th Grade
February 16th	Arizona Science Center	1st Grade
February 22nd	Arizona Natural History Museum	4th Grade
March 7th	Musical Instrument Museum	3rd Grade
March 8th	Pioneer Living History Museum	2nd Grade
April 5th	Tolmachoff Farm	Kindergarten

## FEBRUARY MEAL MENUS

### BREAKFAST

### LUNCH K-1

### LUNCH 2-6

Effective January 1st 2024, the National School Lunch  
Program (NSLP) granted Maryvale Prep free meal benefits  
for all students regardless of their household income. This  
benefit was implemented last Monday, January 29th.

The benefit for this program was approved mid-year,  
therefore any outstanding balance on your SOS Meal  
Account until December 31st, 2023 will not be covered by  
the program, this balance must be paid by the  
parent/guardian of the student. Any meal charges after  
January 1st, 2024, will be credited to your SOS Meal  
Account and reimbursed to the parent/guardian in the form  
of a check. We will review each account to make the proper  
adjustments, we ask for your patience as the  
reimbursement will take time to process. All  
reimbursements will be completed by March 1, 2024.



**PSO EVENTS**

**FRIDAY, FEBRUARY 2ND  
\$1.00 TO PARTICIPATE**



**DONUT**  
*Sale*

IN FRONT OF THE MPR -  
ARCHWAY | PREP  
COURTYARD

7:00 AM - 7:45 AM

\$1 A DONUT

FRIDAY, FEBRUARY 2, 2024



**PSO PRESENTS 1ST FRIDAY JEAN DAY!  
02/02/24**

**\$7**

**JEANS DAY**

\$ will be collected  
by your scholars  
teacher

For Archway  
& Prep

No ripped  
jeans



ALL FUNDS WILL BE FOR SPRING FIESTA!  
**\*Spirit Wear allowed\***



**FRIDAY, FEBRUARY 2ND  
\$1.00 EACH**

**FRIDAY, FEBRUARY 16TH**

**\$10.00 TICKETS  
COVERS ONE STUDENT AND  
ONE SPECIAL PERSON**





**FRIDAY, FEBRUARY 16, 2024**

♥ DANCE STARTS AT 6PM ♥

**Special Person  
Dance**

ADMIT 2

**DRINKS - MUSIC - LOVE - DANCE**

♥ **\$10 per Ticket** ♥

MARYVALE PREP ACADEMY - MPR

ENJOY YOUR LOVELY NIGHT WITH A SPECIAL ONE

**K-2nd Only**

ONE STUDENT & ADULT ADMISSION PER TICKET

PURCHASE TICKETS ON CONFIGO  
2/7/24 - 2/15/24

## GREAT HEARTS HIRING EVENT

Great Hearts is hosting a hiring event on  
**Saturday, February 3rd**

Click here to register to any of our three locations:  
<https://careers.greatheartsamerica.org>



Feb. 3rd  
**HIRING  
EVENT!**

*East Valley: Chandler Prep, 12:30-2:30pm*  
*West Valley: Archway Trivium, 12:30-2:30pm*  
*North Valley: North Phoenix Prep, 9:30-11:30am*

GreatHeartsCareers.org

# GreatHearts

CLASSICAL EDUCATION. REVOLUTIONARY SCHOOLS.