

From the Desk of Superintendent Figueroa

I am happy to serve the students and families of Pittsville School District as Superintendent. The summer has moved quickly and a great deal of work has been completed in preparation for our most valuable assets, your children. One observation which stood out during the interview and hiring process was the strong



sense of community within and around the district. I continue to be impressed with staff commitment to serve kids and the community pride in their schools. The message I have heard loud and clear is Pittsville is a place where kids get a great education and people care about them.

I earned my undergraduate degree from UW Oshkosh, graduate degree from National Louis University, and am completing my superintendent licensure with Viterbo University. This year marks the beginning of my twenty-seventh year as a professional educator. My first twenty-two were invested in the Manitowoc Public school District as a math teacher and coach including two years as administrative intern. During those twenty-two years, I spent eleven as the head wrestling coach for Valders School District. The last four years, I have served as high school principal in New Holstein, Wisconsin. I have been fortunate to have had the opportunity to work with committed professionals, families, and communities. Lam certain this trend will continue in Pittsville.

I have three children, my oldest son is a professional educator in the Rhinelander School District, my middle son is a professional educator in the Campbellsport School District, and my youngest will begin her first year of college at UW Stout in Manufacturing Engineering. My wife works for DaVita and will be transferring to their Marshfield facility in the near future.

During my time at New Holstein High School, we made significant improvements to our academic and social culture. The students and families responded well, and in two years our school had modernized our curriculum and overcome significant issues which impeded our social culture. I am proud to have been part of the team that put kids first at our high school. We worked hard to value and know better, our kids, as students and as individuals.

I am looking forward to meeting many of you throughout the year and using my professional, competitive, and personal experiences to serve the students and families of the Pittsville School District. Working with Mrs. Heather Friday (Elementary/ Junior High Principal) and Mr. Mark Weddig (High School Principal) this summer, I am confident they have staff members who put kids and learning first while striving to meet their needs. We will give our best for their best.

Back-to-School **2016-2017**

SCHOOL BOARD MEETINGS

The Pittsville School Board's regular meetings are held on the second Monday of the month at 7:00 p.m. The public is invited to attend.

FREE AND REDUCED MEAL PROGRAMS

Please take a moment to complete and return the free/reduced school lunch application. There are long range benefits for all PSD students eligible for free or reduced school meals other than the positive impact individual students in the breakfast, lunch and/or milk programs. More families on the program generate more financial aid for SAGE, Title I, and Erate. Many State and Federal Grants depend on higher free and reduced rates in schools. Applications can be found on the district website or your school office.

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PUBLIC NOTIFICATION OF NONDISCRIMINATION POLICY

It is the policy of the Pittsville School District, pursuant to state and federal laws and regulations, that no person may be denied admission to any public school in this District or be denied participation in, be denied the benefits of, or be discriminated against in any curricular, extra-curricular, pupil service, recreational, or other program or activity because of the person's sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability or handicap as required by S. 118.13, Wis. Stats. This policy also prohibits discrimination as defined by Title IX of the Education Amendments of 1972 (sex), Title VI of the Civil Rights Act of 1964 (race and national origin), and Section 504 of the Rehabilitation Act of 1973.

The District encourages informal resolutions of complaints under this policy. A formal complaint resolution procedure is available; however, to address allegations of violations of the policy in the Pittsville School District.

Any questions concerning this policy should be directed to: Rodney Figueroa, Superintendent, 5459 Elementary Avenue, Suite 2, Pittsville, Wisconsin 54466 (715) 884-6694.

SKYWARD FAMILY ACCESS

Family Access is a free web-based application that gives parents and quardians online access to their child's grades, assignments, attendance, schedule, emergency information, and more! This access is made possible through our student information system, Skyward Family Access. Please contact your school's office for Family Access login names and passwords.

SKYLERT/SCHOOL MESSENGER NOTIFICATION SYSTEM

SchoolMessenger allows the district to quickly send mass notifications to employees, parents, and students. It can provide you with information through telephone or cell phone, e-mail, and/or text message. We will be using the system to let families know about emergency situations, weather related delays, cancellations, attendance, lunch balances, changes to athletic and other events, and general information about up-coming events.

Skylert works through Skyward's Family Access to provide you with the means to manage your contact sources and choose how you will be contacted for a variety of purposes. To check and update your Skylert contact information, go to our district home page at www.pittsville.k12.wi.us. Hover your mouse over 'Skyward' on the left side bar, click on the 'Family & Student Access' link from the pop-up menu, and login to your Family Access account. Click on the Skylert option listed on the left hand side. Click Edit to make changes to the information or to change your preference of notification delivery. You can add and remove checkmarks as you wish for the various types of contact calls, emails, or SMS text messages. Even though you may have checked phone numbers to receive SMS text messages, you must also 'opt in' to receive the services for each number.

If you do not know your Family Access login information or if you need more assistance with this issue, please contact your child's school: High School 715-884-6412; Elementary School 715-884-2517.

Superintendent Mr. Figueroa
Senior High Principal Mr. Weddig 715-884-6412
Elementary Principal Mrs. Friday 715-884-2517
Board of Education Amanda HoogestegerPresident Robert WolffVice President Jane WeselyClerk Kevin ZoglemanTreasurer Connie PotterMember-At-Large

2016-2017 SCHOOL CALENDAR

AUGUST						S	EPT	EME	BER				(OCT	OBE	R				1	VOV	EME	BER				
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The 1st Inclement Weather Day will not be made up by students or staff. All cancelled school days beyond the first will be made up on days scheduled by the district.

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FIRST DAY OF SCHOOL September 1

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LAST DAY OF SCHOOL **May 26**

MAKE UP DAYS: May 30, 31, June 1

Please check www.pittsville.k1.wi.us and click on Athletics for the most current sports schedules!

Sep 1 – Nov 4 1st Quarter 2nd Quarter Nov 7 – Jan 13 3rd Quarter Jan 16- Mar 17 4th Quarter Mar 27 - May 26

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3

23

17 18 19

24 25 26 27 28

PARENT/TEACHER CONFERENCES

Oct 13 & 18 4:00 -7:30 PM

STUDENT NO SCHOOL DAYS

Sep 5 Labor Day Nov 4 Teacher Inservice Nov 23-25 Thanksgiving Break Dec 26-30 Winter Break Teacher Inservice Jan 13 Mar 17 Teacher Inservice Mar 20-24 Spring Break Apr 14 No School May 29 Memorial Day

Holiday - No School HOL Teacher Inservice - No School INS VAC. Vacation - No School

Parent/Teacher Conferences (Evening) PT Inservice – Parent/Teacher Conferences I/PT

CANCELLATIONS, DELAYS, EARLY DISMISSAL

If weather conditions are such that you think the school schedule may be interrupted, please listen to one of the radio stations listed below. Notification of cancellations, delays, or early dismissals due to inclement weather will also be made through the Pittsville School District's SchoolMessenger alert system. Parents should have an emergency plan for dealing with these situations for the safety and health of their children. Do not drop children off at school on mornings when school is to be delayed, as there is not supervision available on those days.

WIFC **WOFM** TV-7 95.5 FM 94.7 FM WSAW WOSQ 92.3 FM WGLX 103.3 FM WAOW TV-9 WEAU TV-13



PHS News

The first thing I get to brag about every year in this pre-school newsletter is how great our schools look! Again, the custodian have done a wonderful job of cleaning, waxing, and repairing to give our students the best possible environment for learning. They are a talented and hard-working group!

This year, I am also proud to boast about our academic achievements. Our class of 2017 ACT scores were above the state average. This is admirable, but we have a plan in place to do much better in the future. Our goals are set very high! On the AP exams, we have excelled greatly! We set school records in both participation and success. We had 26% of our students taking AP exams, and 51% of those exams were scored at a "3" or higher (AP exams are graded from 1 - 5, with 3 considered "passing", allowing the student to be eligible for free college credits). This is outstanding, considering participation has steadily increased; from 4% in 2006, to 8% in 2012, and more than three times that this year! And we will get better!

We have two new teachers at the high school this year. The first you may know because he is a PHS grad; Jordan Rayburn. Jordan will be teaching Business Education to our 7th - 12th grade students. He recently graduated from UW-Stout with an emphasis in finance. He is very excited about beginning his career here, as well as advising our FBLA club and doing some coaching.

Our other new teacher you don't know, because at the time of this writing, he or she has yet to be hired! We are in the interviewing process for a new General Music/Choir teacher. I am sure we will find someone with great enthusiasm for Music, who excited to share their skills in the Pittsville District.

Regarding starting school; we will have our Freshmen First Day (only freshmen at school) on September 1st this year, with all students (9-12) reporting on September 2nd. We are excited to get started!

To be honest, we continue to improve at PHS only because we have a great staff, a supportive community, and enthusiastic students. I am happy to speak highly of our district, and all that it has to offer. My Panther Pride is easy to share, and when I compare us to other districts, it is easy to see how fortunate we are to learn and work here. Go Panthers!

Mr. Weddig, High School Principal

A NOTE REGARDING ATTENDANCE

One way to increase the likelihood of increased student success is to make sure your child is in school as often as possible.

A reminder about attendance; the state allows for 10 excused absences per year, which include things such as appointments, vacations, and sick days (when accompanied by a note or phone call). Once the 10 days are used, those same reasons for being absent are un-excused (yes, even sick days, unless excused by a doctor). After 5 un-excused absences, the student is considered habitually truant, which is a violation of state statutes. So please make sure your student is present as often as possible (believe it or not, a young lady recently graduated who never missed a day of school for six years; grades 7-12!). Statistics show students who regularly attend school are much more academically successful than those that don't. Besides, we love having your child here!

First day of school for FRESHMAN

will be Sept 1st. ALL high school students (9-12) will report on Sept 2nd.

FBLA National Qualifiers Colton Ortner (Cyber Security), Austin Carlson and Josh Zogleman (Global Business) in Atlanta, GA. Congratulations!



Congratulations to FCCLA members Laney Garrels, Lydia Sanken, and Sarah Downs for earning a National Gold for their "Focus on Children" presentation in San Diego, CA this summer.

DON'T PASS A STOPPED BUS

From the Wis Dept of Transportation

Drivers must stop on the street or highway 20 feet or more from any school bus that has stopped and is flashing red warning lights.

- This applies both to vehicles approaching from the rear and from the opposing lanes.
- All lanes of traffic must stop for the school bus, except in opposing lanes if the highway is divided with a center median.
- No vehicle may proceed until the bus resumes motion and has turned off the red warning lights.
- The stop arm on the bus is an added communication to other drivers, but the lack of an extended stop arm is not reason to pass a bus whose red lights are flashing.

A vehicle owner can be cited when the driver of a car passes a school bus illegally. A law enforcement officer need not witness this violation if the school bus driver reports it to the law enforcement agency within 24 hours. Fines can be quite high for illegally passing a school bus, but the risk of hitting a child is even higher.



Students performing in the Prairie Fire Children's Theater – Jack & the Beanstalk.







Show Time: 2:00 PM Pittsville Auditorium

Sunday, October 23rd

Lyle Miller and the DC Quartet



Elementary News

Dear Families.

August is one of my favorite months of the year! It's the time of year where everyone feels the excitement of the upcoming school year. The teachers are back to school arranging their classrooms and working on curriculum.

The custodians are doing last minute tasks to tidy up the school so everyone entering sees the clean, shiny floors of the school! We are all so excited about the students returning! On behalf of all the staff at school, we want to welcome the returning students and families and say how happy we are that we have new families joining our wonderful learning community! We hope you love our school as much as we do!

We have new team members joining our staff. We want to welcome our new Special Education Director, Laurie Genz Prien; School Psychologist, Tabitha Prutz; 1st Grade Teacher, Brittnee Stone; 7th Grade Teacher, Ty Natzke; Health Assistant, Mary Lou Masanz; and Long-Term Substitute, Elizabeth Knutson. We are fortunate to have these individuals joining our staff.

Summer is often a time of change. We are excited to share that our Elementary Office has moved! To help ensure the safety of all the children in our school, the office is now located on the north end of the building. When you come in for Stop 'N Drop, we will guide you in the right direction! Please note the doors by the old entrance will be locked during Stop 'N Drop, so you can begin using the new entrance as soon as you come to school this year!

Sincerely, Mrs. Friday

Important Dates to Note....

September 1st First Day of School

September 5th No School September 12th Picture Day

October 13th Parent/Teacher Conferences

October 18th Picture Retakes and Parent/Teacher Conferences

November 4th No School

To access the school calendar, please go to our district website.

Stop 'N Drop

All families are invited and encouraged to come to our annual Stop 'N Drop on Thursday, August 25th, from 4:00 p.m. to 6:00 p.m. Students can bring their school supplies in and meet their new teacher! Hope to see you all there.

FALL ASSESSMENTS - Your child's teacher will be giving you exact dates and information about the fall assessments.

PTO Corner

Welcome back!! We hope your summer was wonderful and you continued to save Box Tops, milk caps, Coke points, and empty tape dispensers.

PTO has already met and are busy planning events for our staff, students and families. We are excited to let you know we will be at the Stop 'n' Drop, helping host a school camp out, the Scholastic Book Fair, sponsoring meals for the teachers and will continue the Honor Roll for Junior High students. We will also be holding the Little Caesars Pizza Sale. If you do not want to sell pizzas, you are more than welcome to participate in the no pizza sale, held at the same time, by simply sending in a donation. More information will be sent home to students. We will also be continuing the Scrip program this year, more information will be sent home with your student on how to participate with scrip. Please visit us at our Stop 'n' Drop table and see what exciting things we have planned for the 2016-2017 school year.

Our next meeting will be Monday, September 12, at 3:30 PM in the teacher's lounge. We hope to see you there.

If you have any questions please feel free to email the PTO at pto@pittsville.k12.wi.us or call Amy Bartlett at (715) 896-7595.

Food Service News

FLAVOR STATIONS

This year, we will be introducing a variety of spices and seasonings at a FLAVOR STATION so you can customize lunch your way. As time goes on, we plan on keeping the favorite seasonings then introducing a new seasoning once in a while for variety. Some of the choices may include Taco, Fajita, Caribbean Jerk, Fiesta lime, Chili and cheese, Ranch, and many more. The FLAVOR STATION will be located in the cafeteria next to the salad dressings.

WATCH THE SALAD BAR

We will be experimenting with new types of salads on the salad bar. Lettuce and all the vegetable fixin's will still be offered, but we plan to feature a new type of salad once in a while to shake things up. Seeds & Greens, Oriental salad, Cole Slaw, Potato Salad, and Caesar Salad, are just a few examples.

BREAKFAST WILL START ON THURSDAY, SEPTEMBER 1ST

The **High School** will serve breakfast during PPT time and the students will take the food items to their next class.

The **Elementary School** will be serving breakfast at 8:00 am. Students that would like breakfast will first report to their classrooms, and then come down to the cafeteria for breakfast. Grades 4Kgn-3rd will be issued a breakfast card in the classroom to be turned in at the breakfast line. Grades 4th-8th will punch in their lunch numbers before going through the lines. School breakfast is an ideal solution on busy mornings when students are running late or parents have to be at work early. The cost is only \$1.00. Students that qualify for free or reduced lunch receive free breakfast.

ONLINE PAYMENTS ARE EASY AND CONVIENENT

Parents can make online payments from home or work, 24/7. If their child's food service balance is low, it only takes a few minutes to add money to it using their VISA or MasterCard credit or debit card (NOTE: your credit card will be charged \$2.50 for the convenience of making an online payment). Payments are made through the student's Skyward Family Access account.

- · Visit our district website www.pittsville.k12.wi.us
- From the left side menu click on Skyward > Family and Student Access
- Log in to **Skyward Family Access** (you will need your Login and Password)
- Select "Food Service" from "General Information" menu on the left
- · View Balance and select "Make Online Payment"
- Enter payment amount and select "Pay with RevTrak"
- Verify payment amount and select "Go to Checkout"
- If a new customer, select "I am a new customer" and enter your email address. If a returning customer select "I am a returning customer."

FREE OR REDUCED LUNCH APPLICATIONS

Your children may qualify for free meals or reduced price meals. To apply, complete a Free and Reduced Price School Meals Application. Use one application for all students in your household. Be sure to fill out all required information and return the application to Joe Dostal, Food Service Director, 5459 Elementary Avenue, Suite 1, Pittsville, WI 54466. The free or reduced lunch program not only benefits families but it also helps your school. Your application is completely confidential. If you did not receive a copy in the mail, the applications are available online at www.pittsville.k12.wi.us and in your school offices.

"DOUBLE UP"

We will be offering a second entrée "DOUBLE UP" again this year for grades 6-12. For an additional charge to your families lunch account, your student will be able to purchase a second entrée, just the entrée, or go through the salad bar to complement a lunch from home. Students that qualify for free meals may also participate in the "DOUBLE UP" promotion as long as money is in their family account.

You can monitor your family account online through Skyward Family Access at www.pittsville.k12.wi.us. If you have any questions, please contact Joe Dostal at 715-884-2517 or dostajos@pittsville.k12.wi.us.

LOW LUNCH BALANCES

Accounts below \$25.00 will be notified weekly through the Pittsville School District's SchoolMessenger alert system. The notice explains that your family food service funds are running low and money should be added as soon as possible.

If a family account gets below zero, a notice will be sent out stating if the amount due is not paid in three working days, your children will no longer be able to participate in the breakfast and/or lunch program. If no money is received, a note will go home explaining the account is closed and Pittsville Schools will no longer be providing breakfast, lunch, or milk. It is then the parent's responsibility to provide their child with a lunch from home. Once money is added, your children may again participate in the school's food service programs.

Here are a few tips to insure your family food service account is up-to-date and in good standing.

- Check with your answering machines and email to see if your family received an alert message concerning a low lunch balance.
- If you received a notice, please send payment as soon as possible.
- When sending in a payment, please include your family name and amount sent.

2016-2017 MEAL PRICES

4K- Grade 3 Lunch	\$2.25
Grade 4-8 Lunch	\$2.70
Grade 9-12 Lunch	\$3.20
Adult Lunch	\$3.75
Reduced Lunch	\$.40
Milk	\$.30
4K-Gr 12 Breakfast	\$1.00
Adult Breakfast	\$2.00

Breakfast & Lunch menus are available on the district website at www.pittsville.k12.wi.us

SCHOOL VOLUNTEERS POLICY 353.1 UPDATED

Volunteers contribute valuable services to the students and staff in the Pittsville School District helping in many different ways: classrooms, playgrounds, libraries, offices, field trips, team sports and special projects. The school board encourages the use of volunteers to enhance communication and cooperation between the students, staff members, and the community.

For the safety of our students, School Board Policy now requires any parent or community member who wishes to provide volunteer services to the district to complete the volunteer application form annually. This includes all individuals who volunteer in the schools on a regular basis (whether academic, athletic/extracurricular) and all volunteers who chaperone school sponsored field trips. Forms must be submitted at least two weeks prior to the first time the individual volunteers. This policy does not apply to "incidental adult visitors" who visit school upon invitation by a staff member of the school for a specific limited purpose, including speaking to a class or assembly, judging an academic or extra-curricular competition, or giving a musical or theatrical performance. A background check will be completed on all volunteers.

To read the complete updated School Board Policy 353.1 on School Volunteers, please visit our website at www.pittsville.k12.wi.us.

School District of Pittsville

VOLUNTEER APPLICATION

(Please print legibly and complete the entire form)

FOR OFFICE USE ONLY: Background Check Date:												
DL:	_ SO:	CCAP: Rejected:										
Restrictions:		No Field Trips No Driving No Overnight Trips		Within Line of Sight No Handling of Money								

All school volunteers must complete this application to volunteer in any of the schools of the School District of Pittsville. Please PRINT legibly and complete the entire form. For your safety, and that of our students, a BACKGROUND CHECK will be completed on all volunteers. Approved volunteers will need to be reapproved on an annual basis. A complete application form with an original signature and a copy of your legal/government issued photo ID, must be kept on file. PLEASE ATTACH A COPY OF YOUR LEGAL/GOVERNMENT ISSUED PHOTO ID.

* Required field	s. The application cannot b	e processed	without complet	tion of these field	ls.		
	VOLUNTEER	INFORM	ATION				
* Legal Name as it appears on your photo	DID (last, first, middle):	* Sex Male Female	* Birth Date:	* Other Names Used	t:		
* Street Address:		* Social Securit	y No.:	* Home Phone No.:			
P.O. Box:	* City/State:		*ZIP Code:	* Length of WI Residency:			
Other Phone No.:	* E-Mail Address:						
School where you will be Volunteering:	☐ Pittsville High School ☐ Pittsville Elementary School	Students(s) Nar	me:				
	EMERGENCY CON	ITACT IN	FORMATION				
Name:				Phone No.:			
	PLEASE COMPLET	TE AND S	IGN BELOW				
to complete a criminal history document. Wisconsin state law. In the space provide or in another state. Include all convictions	consibility to its students, staff, and visitors. The School District of Pittsville reserves ed below, please list all charges of criminal s of criminal traffic offenses, such as DUI, of ions or confirmations of child abuse. In confirmations of child abuse.	the right to refuse offense, whether driving with a susp	volunteer assignments t adjudicated guilty or not, ended license and carele	to individuals convicted of and whether the offense of as or reckless driving. Als	offenses pursuant to occurred in Wisconsin so, include any sealed		
	efined above, pled no contest, or had adju ing against you other than minor traffic vio		in a criminal offense, felor	ny, or misdemeanor OR	No Yes		
* If yes, please show date of convictions noto contendere, adjudication, PTI/PTD, e	, the town, city, state where it occurred, thetc.)	ne arresting agenc	y, the specific offense, a	nd the disposition of the	case (paid fine, guilty,		
DATE OF CONVICTION	LOCATION/ARRESTING AGENCY	SPE	CIFIC OFFENSE	DISPO	SITION		
day, on school grounds, or a school-sp	e volunteer assignment. I understand that a ponsored activity. My signature below cert PUBLIC DOCUMENT IS A CRIMINAL (A VOLUNTEER.	ifies that I have rev	viewed the criminal statem	nent and responded truthf	ully. FALSIFICATION		
 I agree to maintain CONFIDENTIALIT 	TY of student's information.						
* Volunteer Signature				* Date			

State Statutes requires that notice be provided to parents annually on a number of issues of importance regarding your student(s). Please review the enclosed information carefully. If you have any questions regarding the content, please contact your child's building principal.

STUDENT ACADEMIC STANDARDS (Policy 313). State law requires the District to provide the parents and guardians of all enrolled students with notice of the academic standards in mathematics, science, reading and writing, geography, and history that have been adopted by the School Board and that will be in effect during each school year. The District academic standards that will be in effect in these specific content areas for this school year are listed on the district website. Electronic links to the detailed version of the applicable standards are provided at http://dpi.wi.gov/standards.

SCHOOL ACCOUNTABILLITY REPORT. Under Section 115.38(2) of the state statutes, school boards are required to notify, by January 1, the parents/guardian of each student enrolled in the district of their right to request a school and school district performance report. The report must be distributed to those parents/guardians who request it by May 1 of each year. In addition, each public school that maintains and internet site is required to prominently display a link to the school's accountability report on the home page within 30 days after the DPI published the accountability report. District and school data regarding test results, graduation, attendance, other academic indicators, teacher quality, and more can be located on the DPI WINSS website. To find information for the Pittsville School District or your child's school, go to: http://dpi.wi.gov/wisedash. If you do not have home web access, contact your school's office for access to a school computer.

EDUCATIONAL OPTIONS AVAILABLE TO PITTSVILLE SCHOOL DISTRICT STUDENTS. School boards are required by Section 118.57 of the state statutes to annually publish, prior to January 31, a description of the educational options available to the children residing in our district, including public schools, private schools participating in parental choice programs, charter schools, virtual schools, full-time open enrollment, Youth Options Program, Course Options, and options available for home-based private educational program students. This description will be published as a Class 1 Notice under Chapter 985 of the state statutes and posted on the district web site.

<u>STUDENT ASSESSMENTS</u>. The Pittsville School District annually administers the following examinations: Grade 4 – Wisconsin Forward Exam, Grade 8 – Wisconsin Forward Exam, Grade 9 – Aspire 9 Exam, Grade 10 – Aspire 10 and Wisconsin Forward (Social Studies only) Exams, Grade 11 – ACT and Work Keyes. Your child's teacher will give you exact dates and information about the assessments.

STUDENT NONDISCRIMINATION (Policy 411). The Pittsville School District is committed and dedicated to the task of providing the best education possible for every child in the District for as long as the student can benefit from attendance, and the student's conduct is compatible with the welfare of the entire student body. The right of a student to be admitted to school and to participate fully in curricular, extra-curricular, student services, recreational, or other programs or activities shall not be abridged or denied or impaired because of a student's sex, race, color, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or mental, physical, emotional or learning disability.

STUDENT RELIGIOUS ACCOMMODATIONS (Policy 381.1). Students may be excused from a classroom activity or from portions of the established course of instruction where the instructional content would violate the child's religious beliefs. Students may be required to complete an alternative assignment or course of instruction to meet course requirements. Questions or complaints concerning accommodations should be directed to the student's teacher or building principal.

EDUCATION OF HOMELESS CHILDREN AND YOUTH (Policy 342.5). The school district's designated liaison for homeless children and youth is expected to ensure that public notice of educational rights of homeless children and youths is disseminated where such children and youths receive services such as the schools and family shelters. Homeless children and youth must have equal access to the same free, appropriate public education as provided to other children residing in the district and be provided with comparable services. Homeless children and youth cannot be required to attend a separate school or program for homeless children and must not be stigmatized by school personnel. Districts are also required to inform school personnel, service providers, advocates working with homeless families, the parents or guardians of homeless children and youth, and homeless children and youths of duties of the local liaison for homeless children and youth. Schools have additional obligations to communicate specific information to parents and guardians of homeless children and youth, and unaccompanied youth as they are identified.

STUDENT PRIVACY/SURVEYS (Policy 440.1). The school board respects the privacy rights of parents and their children. No student shall be required to participate in any survey associated with a school program or the district's curriculum, or which is administered by a third party in the school, if the survey includes one or more of the following items:

- 1) Activities involving the collection, disclosure or use of personal information collected from students for the purpose of marketing or for selling that information (otherwise providing that information to others for that purpose.)
- 2) The administration of any survey containing information related to one or more of the following items:
 - political affiliations or beliefs of the student or the student's parent;
 - mental and psychological problems of the student or the student's family;
 - sex behavior or attitudes;
 - illegal, anti-social, self-incriminating, or demeaning behaviors;
 - critical appraisals of other individuals with whom students have close family relationships;
 - legally recognized privileged or analogous relationships such as those of lawyers, physicians, and ministers;
 - religious practices, affiliations, or beliefs of the student's parents; or
 - income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program.
- 3) Any non-emergency, invasive physical examination or screening that is: (a) required as a condition of attendance, (b) administered by the school and scheduled by the school in advance, and (c) not necessary to protect the immediate health and safety of the student or other students.

The building principal shall notify parents/guardians at the beginning of each year of the specific or approximate dates during the school year when such survey activities are scheduled involving their children. Parents/guardians shall be given the opportunity to request that their child not participate in a survey containing the above information. If a survey containing the above information is funded in whole or in part by a program administered by the U.S. Department of Education, written consent shall be obtained from the student or, in the case of a minor student, the student's parent/guardian before the student participates in the survey.

Parents/guardians may, upon request, inspect a survey containing any of the above information and any survey created by a third party before the survey is administered or distributed to a student. They may also request to inspect any instructional materials used in connection with the survey or any instructional material used as part of the educational curriculum for the student. Requests to inspect a survey or instructional materials should be made to the building principal or his/her designee. Survey inspection requests should be made prior to the date in which the survey is scheduled to be administered to students. The principal or designee shall respond to such requests without delay.

HUMAN GROWTH AND DEVELOPMENT (Policy 341.31). The Pittsville School District provides instruction in human growth and development throughout the K-12 curriculum. No student may be required to take any or all instruction in this area if the student's parent/guardian files with the teacher or school principal a written request that the student be exempted. Students exempted from such instruction will still receive instruction in the subject areas described in sections 118.01(2)(d)2c and 8 of the state statutes.

SPECIAL EDUCATION. Upon request, the Pittsville School District is required to evaluate a child for eligibility for special education services. A request for evaluation is known as a referral. When the district receives a referral, the district will appoint an Individualized Education Program (IEP) team to determine if the child has a disability, and if the child needs special education services. The district locates, identifies, and evaluates all children with disabilities who are enrolled by their parents in private (including religious) schools, elementary schools and secondary schools located in the school district. A physician, nurse, psychologist, social worker, or administrator of a social agency who reasonably believes a child brought to him or her for services is a child with a disability has a legal duty to refer the child, including a homeless child, to the school district in which the child resides. Before referring the child, the person making the referral must inform the child's parent that the referral will be made. Others, including parents, who reasonably believe a child is a child with a disability may also refer the child, including a homeless child, to the school district in which the child resides. Referrals must be in writing and include the reason why the person believes the child is a child with a disability. A referral may be made by contacting the Director of Special Education, Pittsville School District, at 715-884-2517 or by writing him/her at 5459 Elementary Avenue, Suite 1, Pittsville, WI 54466.

SPECIAL NEEDS SCHOLARSHIP PROGRAM. Under the special needs scholarship program, a child with a disability may be eligible to receive a scholarship from the Department of Public Instruction (DPI) that allows the child to attend a private school that is participating in the scholarship program. Additional information about the program is available on the website of the Wisconsin DPI http://dpi.wi.gov/.

TITLE I PROGRAMS/TEACHER/PARAPROFESSIONALS QUALIFICATIONS. The School District of Pittsville receives federal Title I program funds under the Elementary and Secondary Education Act (ESEA).

Parental Involvement Policy (811). The Board of Education believes that the education of each student is a responsibility shared by the school as well as parents. The Board recognizes the need for a constructive partnership between the district and parents that provides for two-way communication and fosters educational support for students and parents. In this policy, the word "parent" also includes guardians and other members of a student's family involved in the student's education. In keeping with these beliefs, it is the intention of the district to cultivate and support active parental involvement and to set and realize goals for parent-supported student learning. To that end, the district shall:

- 1) Keep the citizens of the district regularly and thoroughly informed through all channels of communication on all policies, programs, and planning of the district, and to carry out this policy through its own efforts and through the offices of the district administrator and building principals.
- 2) Consult with and encourage parents to share in school planning and in the setting of objectives through participating in school advisory committees.
- 3) Help parents understand the education process and their role in supporting student achievement.
- 4) Inform parents of school choices within the district, including but not limited to, information about open enrollment, choice programs, and charter schools.
- 5) Provide opportunities for parents to be informed about their student's progress toward attaining proficiency on state and district content standards through written materials and public meetings. Information shall explain how the student's progress will be measured and how parents will be informed of such progress. This information shall also be provided to the building level and district committees.
- 6) Provide appropriate avenues for parents to find support in their role.
- 7) Encourage organizations for parents at each school building as well as at the district level. The organizations shall receive information concerning district and school activities and shall have opportunities for input into district decisions as appropriate.

<u>Professional Qualifications of Teachers and Paraprofessionals</u>. All teachers have at least a bachelor's degree in the Pittsville School District and many have advanced degrees. In addition, 100% of the teachers in this district are fully licensed for their assignment. If you want to see the state qualifications for your child's teacher, you may ask us or find it on the DPI Website at http://tepdl.dpi.wi.gov/licensing/elo-public-search. In addition, school district instructional aides are considered qualified for this work

Student Assessment Information. Districts receiving federal Title 1 program funds are required by the ESSA (Every Student Succeeds Act) [20 U.S.C. 6312(e)(2A)] to notify parents of each student attending any school receiving such funds that the parents may request information regarding any state or local school district policy regarding student participation in any assessments mandated by law and by the district.

Student Achievement Level and Academic Growth on State Academic Assessments. Each school receiving Title 1 funds is required by the ESSA (Every Student Succeeds Act) [20 U.S.C. 6312(e)1B(i)] to provide each individual parent of a child who is a student in such school, information on the achievement level and academic growth of their child, if applicable and available, on each of the state academic assessments.

<u>District Report Card.</u> District receiving federal Title 1 program funds are required by the ESSA (Every Student Succeeds Act) [20 U.S.C. 6311(h)(2)] to prepare and disseminate an annual school district report card that includes designated information on the district as a whole and each school served by the district. Pittsville School District's report card can be found at https://apps2.dpi.wi.gov/sdpr/spr.action.

PROGRAMS FOR ENGLISH LANGUAGE LEARNERS (Policy 342.7). Parents/Guardians of limited English Proficiency (English Learners) students participating in a language instruction program shall be notified, no later than 30 days after the beginning of the school year, of the following:

- 1) The reason for the identification of their child as an English Learner and in need of placement in a language instruction educational program.
- 2) The child's level of English proficiency, how such level was assessed, and the status of the child's academic achievement.
- 3) The methods of instruction used in other available programs, including how such programs differ in content, instructional goals, and the use of English and a native language in instruction.
- 4) How the program in which their child is, or will be, participating will meet the educational strengths and needs of their child.
- 5) How the program will specifically help their child learn English and meet age-appropriate academic achievement standards for grade promotion and graduation.
- 6) The specific exit requirements for the program, including the expected rate of transition from the program into classrooms that are not tailored for English learners, and the expected rate of graduation from high school.
- 7) In the case of a child with a disability, how the program meets the child's individualized education program (IEP) objectives.
- 8) Information pertaining to parental rights to enroll or remove a child from the language instruction program (Wis State Statutes 115.96(2) and Board Policy 342.7).

ACADEMIC AND CAREER PLANNING SERVICES FOR STUDENTS. Pittsville School District will offer an Academic and Career Plan (ACP) to all students in grades 6 - 12 through a program called "Career Cruising". Please visit the district's website to find out how to access this program, where you will also find contact information for your student's individual adviser.

STUDENT ATTENDANCE (Policy 431). The Board of Education recognizes the positive relationship between regular school attendance and success in school and employment. If student learning and growth are to take place, parents/guardians, students, and school personnel must recognize their responsibilities to assure regular attendance. Regular school attendance is expected of all students. State law requires every student between six and 18 years of age to be in school attendance unless he/she: 1) Is excused temporarily for physical or mental reasons, or other reasons defined by the Board; 2) Has been excused by his/her parent/guardian prior to an absence in accordance with state law; 3) Has graduated; or 4) Has been authorized to attend an alternative educational program.

It is the responsibility of any person having under his/her control such a student to ensure regular attendance during the full period and hours that school is in session until the end of the quarter or semester of the school year in which the student become 18 years of age. Procedures shall be developed by the administration to enhance

the full attendance requirement and to determine appropriate action to serve as a deterrent to truancy. These procedures shall be in accordance with state law and the District's truancy plan and shall be approved by the Board. The District shall not deny student credit in a course or subject solely because of a student's unexcused absence.

USE OR POSSESSION OF ELECTRONIC COMMUNICATION DEVICES (Policy 443.5). The School District of Pittsville may prohibit pupils from using or possessing electronic communication devices such as cell phones while on premises owned, rented, or under control of the School District. This policy may allow for the use or possession of such a device by a pupil when the Principal determines that the device may be used or possessed for medical, school, educational, or other legitimate use. Annually, each student in the Pittsville School District shall be informed of this Board of Education policy. Electronic communication devices such as cell phones will be confiscated if the device is being used in a manner that is contrary to the Student Handbook guidelines. Laser beam pens or similar devices are also prohibited.

STUDENT BULLYING (Policy 411.1). Harassment and/or bullying of students will not be tolerated in the Pittsville School District, which includes any property or vehicles owned, leased, or used by the schools. The School Board considers these actions to be detrimental to the health and safety of students, and disruptive to the educational environment.

The educational environment is defined as consisting of every activity under the supervision of each school. For purposes of this policy, harassment and /or bullying are defined as any conscious, willful, or deliberate act or attempted act, through the use of words or actions, which are intended to cause physical injury, emotional distress/suffering or property damage or which impact the learning environment.

Harassment and/or bullying could include acts motivated by, but not limited to, hostility toward the victim's real or perceived sex, race, color, national origin, ancestry, creed, pregnancy, marital status, sexual orientation, gender identity, social, socio-economic or family status, physical attributes, disability/handicap, or any other basis protected by state or federal law. Examples of acts of harassment and/or bullying include physical intimidation, force or assault, humiliation, bigoted epithets, vandalism, extortion, oral or written threats, taunting, put downs, name calling, threatening looks or gestures, false accusations, social isolation, retaliating against another student for reporting harassment or bullying, or any other behavior that substantially interferes with a student's school performance or creates an intimidating, hostile, or offensive school environment.

All forms of harassment in cyberspace commonly referred to as cyber bullying are unacceptable and viewed as a violation of this policy. Cyber bullying includes but is not limited to the following misuses of technology: harassment, teasing, intimidating, threatening, terrorizing another person or group of people by sending or posting inappropriate and hurtful e-mail messages, instant messages, digital pictures or images, or website postings, including blogs or any other messages via cyberspace.

For purposes of this policy, "cyperspace" is defined as a global domain within the information environment consisting of the interdependent network of information technology infrastructures, including the Internet, telecommunications networks, computer systems, and embedded processors and controllers. In situations in which cyber bullying originated off school property or from a non-school computer or telecommunication device, but is brought to the attention of school officials, any disciplinary action shall be based upon whether the conduct is determined to be severely disruptive of the educational process so that it markedly impedes the day to day operations of a school. Such conduct includes, but is not limited to, harassment, bullying or making a threat off school grounds through cyberspace that is intended to endanger the health safety, or property of others at school, a District employee, or a school board member.

Any student who believes he/she has been subject to harassment and/or bullying may file a complaint in accordance with established complaint procedures or may complain directly to the building principal or designee. If the alleged harasser/bully is the person to whom the complaint would normally be made, the complaint should be made to the next higher administrative authority in the complaint procedure. Filing a complaint or otherwise reporting harassment and/or bullying in good faith will not reflect upon the individual's status nor will it affect his/her grades or benefits provided by the District. The District shall respect the confidentiality of both the complainant and the accused consistent with the District's legal obligations and with the necessity to investigate allegations of misconduct and to make corrective and/or disciplinary action when the conduct has occurred.

Any student or parent/guardian who becomes aware of or witnesses harassment and/or bullying has an obligation to report and will be supported by involved staff members in reporting the bullying/harassment to the proper authorities. Any District employee who becomes aware of or witnesses harassment and/or bullying has an obligation to intervene and report.

Students who engage in harassment and/or bullying in violation of this policy and/or retaliating against an individual for reporting harassment and/or bullying shall be subject to school disciplinary measures consistent with District policies and procedures up to and including suspension and/or expulsion.

The Building Principal will develop administrative rules to implement this policy in their buildings.

Notice of this policy will be circulated to all schools and departments in the District on an annual basis and incorporated in employee and student handbooks. It will also be distributed to all organizations in the community having cooperative agreements with the public schools. Failure to comply with this policy may result in termination of the cooperative agreement.

Students who engage in sexual and other harassments shall be subject to discipline according to Student Conduct policy and Student Handbook which may include expulsion. Any person reporting alleged sexual harassment in good faith will be protected from retaliation. Any person who retaliates by harassing any complainant or accused person will be considered to have violated this policy and will also be subject to corrective disciplinary action.

The School Board will not tolerate any conduct that fails to comply with the letter and spirit of those guidelines. Disciplinary measures up to and including suspension or expulsion of students from school or up to and including discharge of employees or volunteers may be imposed for a violation of this policy.

STUDENT LOCKER SEARCHES (Policy 446.1). School lockers are the property of the School District of Pittsville. At no time does the School District of Pittsville relinquish its exclusive control of these lockers. These lockers are assigned to individual students as a convenient receptacle for storage of clothing, books, and other articles necessary for the student's use during the school day and shall not be used for any other purpose. Periodic general inspection of lockers may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant. No padlocks other than those issued by the school may be used on school lockers. The school authorities will maintain a pass key for these padlocks. All school lockers and the contents within may be searched by school authorities for weapons, drugs, other contraband or any item that may place any student, employee, or anyone else on the school premise in danger. School authorities may seize any or all items which are dangerous and/or illegal and any other item not authorized to be in the locker.

YOUTH OPTIONS PROGRAM. The Board shall annually, by October 1, provide information about the Youth Options program to all students enrolled in the District in the 9th, 10th, 11th and 12th grade. A statement on Youth Options is included in the high school handbook.

STUDENT RECORDS (Policy 347). The Pittsville School District maintains student records for each student attending school in the District. These records include: (1) student progress records – courses taken, grades, immunization records, extracurricular activities and attendance; and, (2) student behavioral records – psychological tests, personality evaluations, records of conversations, records relating specifically to an individual student's behavior, tests relating specifically to achievement or measurement of ability, physical health records other than immunization records, law enforcement agency records obtained by the District, and any other student records which are not progress records.

State and federal laws require that the maintenance of student records assure confidentiality. The District has also adopted a student records policy and procedures (Policy 347). This notice is subject to state and federal laws and the District's policy and procedures. Accordingly, the following shall apply in the District:

- 1. An adult student, or the parent(s) or guardian(s) of a minor student, has the right to inspect, review and obtain copies of the student's school records upon request in accordance with established District procedures. The District will respond to such requests without unnecessary delay. Copies of the District's student records procedures are available upon request at the School District Office.
- 2. An adult student, or the parent(s) or guardian of a minor student, has the right to request the amendment of the student's school records if he/she believes the records are inaccurate, misleading or otherwise in violation of the student's privacy rights. Complaints regarding the content of student records may be made in accordance with established District procedures. Copies of the District's procedures are available upon request as outlined above.
- 3. An adult student, or the parent(s) or guardian(s) of a minor student, has the right to consent to the disclosure of information contained in the student's school records, except to the extent that state and federal laws authorize disclosure without consent. One exception that permits disclosure without consent is disclosure to school officials determined to have legitimate educational or safety interests in the records. A "school official" is a person employed by the District who is required by the Department of Public Instruction to hold a license; a law enforcement officer(s) who is individually designated by the School Board and assigned to the District; a person employed by or working on behalf of the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and police-school liaison personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a specific task (such as an attorney, hearing officer, auditor, medical consultant or therapist); or a person serving on an official committee such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks. A school official has a "legitimate educational interest" if the official needs to review a student record in order to fulfill his/her professional or District responsibility.
 - The District also, upon request, forwards a student's records to another school without consent in accordance with state law for purposes related to the student's enrollment or transfer. District procedures outline the specific reasons for disclosure without consent and are available upon request as outlined above.
- 4. An adult student, or the parent(s) or guardian(s) of a minor student, has the right to file a complaint with the U.S. Department of Education for alleged District noncompliance with federal Family Educational Rights and Privacy Act (FERPA) requirements. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-5920.

RECRUITER ACCESS TO STUDENTS/RECORDS (Policy 347.1). In accordance with the District's designation and written notice of student directory data, the District may disclose a student's directory data to any person unless the student's parent or guardian (or adult student, if applicable) has notified the District, in writing, that any or all of the student's directory data shall not be disclosed. If an appropriate party exercises a valid opt out under this policy, then the District shall not disclose the directory data covered by the opt-out decision unless (1) an appropriate party provides advance written consent for the disclosure; or (2) the District determines that there is a separate and otherwise applicable exception to the confidentiality of the records that permits or requires such disclosure.

MENINGOCOCCAL DISEASE INFORMATION. Public health authorities recommend that teenagers and college-bound students be immunized against a potentially fatal bacterial infection called meningococcal disease, a type of meningitis. Meningococcal disease is a rare but potentially fatal bacterial infection that can cause severe swelling of the brain and spinal cord (meningitis) or a serious blood infection (meningococcemia). Meningococcal disease strikes up to 3,000 Americans each year; nearly 30 percent of these cases are among teenagers and college students. Up to 83 percent of all cases among teens and college students may potentially be prevented through immunization, the most effective way to prevent this disease. A meningococcal vaccine is available that protects against four out of five strains of bacterium that cause meningococcal disease in the U.S. The Centers for Disease Control and Prevention (CDC) and other leading medical organizations recommends that all 11-12 years olds should be vaccinated with meningococcal conjugate vaccine (MCV4). A booster shot is recommended for teens at age 16 to continue providing protection when their risk for meningococcal disease is highest. Teens who received MCV4 for the first time at age 13 through 15 years will need a one-time booster dose at 16 through18 years of age. If a teenager missed getting the vaccine altogether, they should ask the doctor about getting it now, especially if they are about to move into a college dorm or military barracks.

About Meningococcal Disease. Meningococcal disease is often misdiagnosed as something less serious because early symptoms are similar to common viral illnesses. Symptoms of meningococcal disease may include high fever, severe headache, stiff neck, nausea, vomiting, sensitivity to light, confusion, exhaustion and/or a rash. Teenagers and college students are at increased risk for meningococcal disease compared to the general population, accounting for nearly 30 percent of all U.S. cases every year. Meningococcal disease can be misdiagnosed as something less serious, because early symptoms like high fever, severe headache, nausea, vomiting and stiff neck, are similar to those of common viral illnesses. The disease can progress rapidly and can cause death or permanent disability within 48 hours of initial symptoms. Meningococcal disease is spread through direct contact with respiratory and/or oral secretions from infected persons (for example, kissing or sharing drinking containers). It can develop and spread quickly throughout the body, so early diagnosis and treatment are very important. Even with immediate treatment, the disease can kill an otherwise healthy young person within hours of first symptoms. Of those who survive, up to 20 percent may endure permanent disabilities, including brain damage, deafness and limb amputations. Lifestyle factors common among teenagers, college students and military personnel are believed to put them at increased risk of contracting meningococcal disease. These lifestyle factors include crowded living situations (for example, dormitories, sleep-away camps), active or passive smoking and irregular sleeping habits. Teens should avoid sharing eating utensils and drinking out of the same container, since infections may spread through this type of close contact.

To learn more about meningococcal disease, vaccine information, and public health resources visit the following web sites - Center for Disease Control and Prevention meningococcal meningitis information: General information regarding meningitis disease, Meningitis Fact Sheet, American Committee of Immunization Practice Recommendations for Prevention and Control of Meningitis. National Association of School Nurses - Voices of Meningitis. A list of local Wisconsin public health departments and contact information, Meningitis Foundation of America, National Meningitis Association, American Academy of Family Physicians, American Academy of Pediatrics.

NOTICE OF SUICIDE PREVENTION RESOURCES. According to section 115.365 of the state statutes, each school board must annually inform their professional staff of the resources available from the DPI and other sources regarding suicide prevention. Information describing the suicide prevention resources and services and how staff can access them, along with model notices, are available on DPI's website.

<u>CHILD NUTRITION PROGRAMS</u>. The "National School Lunch Program" notice informing parents of the child nutrition programs offered in the Pittsville School District and eligibility requirements for free/reduced price meals, along with the application form, are sent to each parent at the beginning of the school year. If you have not received this information, please contact your school's office.

ASBESTOS HAZARD EMERGENCY RESPONSE ACT NOTICE. As a result of Federal legislation (Asbestos Hazard Emergency Response Act – AHERA), each primary and secondary school in the nation is required to inform the public of the asbestos hazards and management plans. In response to his notification requirement, it has been determined all buildings used by the Pittsville School District are free of friable asbestos.

WI ACT 96 INDOOR ENVIRONMENTAL QUALITY MANAGEMENT PLAN. The Pittsville School District would like to inform staff, students, parents and the public of the district's Indoor Environmental Quality (IEQ) Plan. The plan was initially developed in 2012 and is reviewed as necessary. The plan was developed as deemed appropriate for the district. Questions and concerns should be directed to the IEQ Coordinator. Copies of the plan are available at the district office for a fee.

SCHOOL DISTRICT OF PITTSVILLE 5459 ELEMENTARY AVENUE, SUITE 2 PITTSVILLE, WI 54466 NON-PROFIT ORG US Postage PAID U.M.S.

School Opens Sept 1 Please Drive Carefully





Back-to-School, 2016-2017

Newsletter