
2023 -2024

Rock Ledge Intermediate Center

	Parent Handbook	
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330 W Hickory Street
Seymour, WI 54165
Phone: (920) 833-7380
Fax: (920) 833-9684

Website: <https://www.seymour.k12.wi.us/rockledge35/>



OFFICE HOURS: 7:15 am to 3:45 pm
SCHOOL HOURS: 7:55 am to 3:05 pm

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Seymour Community School District 2023-2024 School Calendar



NO SCHOOL/
HOLIDAY



NO SCHOOL 4K-12 (PROF. DEV.)



SPECIAL DAYS

August 2023						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2023						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2023						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2023						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2023						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 2024						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2024						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2024						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July 2024						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER

04 NO SCHOOL LABOR DAY
05 FIRST DAY OF SCHOOL
15 NO SCHOOL-PROF. DEV.

OCTOBER

09 NO SCHOOL-PROF. DEV.
27 NO SCHOOL

NOVEMBER

10 NO SCHOOL-PROF. DEV.
22-24 NO SCHOOL/THANKSGIVING
30 END OF TRIMESTER

DECEMBER

01 NO SCHOOL-
PROF. DEV./RECORDS DAY
25-29 NO SCHOOL

JANUARY

01 NO SCHOOL
15 NO SCHOOL-PROF. DEV.

FEBRUARY

19 NO SCHOOL-PROF. DEV.
29 END OF TRIMESTER

MARCH

01 NO SCHOOL-
PROF. DEV./RECORDS DAY
25-29 SPRING BREAK

APRIL

01 NO SCHOOL-PROF. DEV.

MAY

24 SNOW DAY MAKE-UP OR NO SCHOOL
27 HOLIDAY/NO SCHOOL

JUNE

02 GRADUATION
05 LAST DAY-EARLY DISMISSAL

Rock Ledge Intermediate Center School Calendar 2023-2024

September	4	No School- Labor Day
	5	First Day of School for all students
	15	No School - Professional Development
	20	Rock Ledge Intermediate School Pictures
October	9	No School - Professional Development
	19	Evening Parent Teacher Conferences, 4:00-7:45
	TBD	Picture Retake Day
	24	Evening Parent Teacher Conferences, 4:00-7:45
	27	No School
November	10	No School - Professional Development
	22 - 24	No School-Thanksgiving Break
	30	End of first trimester
December	1	No School - Professional Development
	25 - 1	No School-Christmas Break
January	15	No School - Professional Development
February	19	No School - Professional Development
	29	End of 2nd trimester
March	25 - 29	No School - Spring Break
April	1	No School - Professional Development
May	24	Snow Day Make Up or No School
	27	No School - Memorial Day
June	5	Last day of school

Rock Ledge Intermediate Center Staff Contacts

School Phone Number (920) 833-7380

Office Staff	Email	Phone Ext.
Amy McKeefry-Principal	amckeefry@seymour.k12.wi.us	200
Pauline Gagnow-Administrative Assistant	pgagnow@seymour.k12.wi.us	202
<u>3rd Grade Teachers</u>		
April Kocken	akocken@seymour.k12.wi.us	208
Letha Young	lyoung@seymour.k12.wi.us	209
Stacey Jones	sjones@seymour.k12.wi.us	210
Rachel Navis	mnavis@seymour.k12.wi.us	211
Katie Schultz	kschultz@seymour.k12.wi.us	212
<u>4th Grade Teachers</u>		
Carolyn Reuter	creuter@seymour.k12.wi.us	205
Jenna Plummer	jplummer@seymour.k12.wi.us	228
Jodi Roskowski	jroskowski@seymour.k12.wi.us	238
Jason Rieckmann	jrieckmann@seymour.k12.wi.us	239
<u>5th Grade Teachers</u>		
Ashley Skenandore	askenandore@seymour.k12.wi.us	232
Carrie Ninham	cninham@seymour.k12.wi.us	233
Michelle Ellie	mellie@seymour.k12.wi.us	234
Sam Goeben	sgoeben@seymour.k12.wi.us	235
Briana Peterson	bpeterson@seymour.k12.wi.us	236
<u>Special Education Teachers</u>		
Staci VandeKolk-Cross Categorical	svandekolk@seymour.k12.wi.us	215
Haley Watterud-Cross Categorical	hwatterud@seymour.k12.wi.us	219
Amanda Cote-Cross Categorical	acote@seymour.k12.wi.us	741
Jenni Weyer- Speech & Language	jweyer@seymour.k12.wi.us	742
Kristen Diermeier- Speech & Language	kdiermeier@seymour.k12.wi.us	206
Paula Lees-Occupational Therapy	plees@seymour.k12.wi.us	217
<u>Library Teachers</u>		
Alison Monfort- Library Lead Teacher	amonfort@seymour.k12.wi.us	242
Michelle Erickson-District Library Media Specialist	merickson@seymour.k12.wi.us	440
<u>Interventionist Teachers</u>		
Darlene Brody- Reading Specialist	dbrody@seymour.k12.wi.us	219
Hannah Ngowakl- Learning Support Teacher/Math	hngowakl@seymour.k12.wi.us	222
Amanda Urban - Student Support Teacher	aurban@seymour.k12.wi.us	229
Darla Dorosz-Title VI Teacher	ddorosz@seymour.k12.wi.us	227
Stephanie VanThiel-English Language Learners	svanthiel@seymour.k12.wi.us	216
<u>Related Arts Teachers</u>		
Lisa Cornette-Physical Education	lcornette@seymour.k12.wi.us	257

Joshua Rhea-Physical Education	jrhea@seymour.k12.wi.us	257
Spencer Bunch-Music	sbunch@seymour.k12.wi.us	224
Maggie Stumpf -Art	mstumpf@seymour.k12.wi.us	223/727
<u>Pupil Services</u>		
Amy Wachewicz-Director	awachewicz@seymour.k12.wi.us	732
Kelley Selissen-School Psychologist	kselissen@seymour.k12.wi.us	731
Jackie Hill-Program Support Teacher	jhill@seymour.k12.wi.us	729
Kellie Bushmaker-School Counselor	kbushmaker@seymour.k12.wi.us	237
Jeanna Zuelke-School Social Worker	jzuelke@seymour.k12.wi.us	715
Amber Thompson-School Nurse	athompson@seymour.k12.wi.us	427
<u>Technology Staff</u>		
Andy Wilichowski-Network Administrator	awilichowski@seymour.k12.wi.us	622
Brad Reger-Network Technician	breger@seymour.k12.wi.us	611
Jesse Valle-Network Technician	jvalle@seymour.k12.wi.us	620
<u>Instructional Aides</u>		
Jenny Pintar-Building Level	jpintar@seymour.k12.wi.us	244
Kim Schultz-Building Level	kschulz@seymour.k12.wi.us	240
Quinton Holl-Building Level	qholl@seymour.k12.wi.us	240
Sam Streim-Building Level	sstreim@seymour.k12.wi.us	204
Joan Hanson-Building Level	jhanson@seymour.k12.wi.us	230
Renee Smet-Building Level	rsmet@seymour.k12.wi.us	240
Tina Kuske-Special Education	tkuske@seymour.k12.wi.us	215
Jeanne Sell-Special Education	jsell@seymour.k12.wi.us	222
Wanda Holtz-Special Education	wholtz@seymour.k12.wi.us	222
Mason Kocken-Special Education	mkocken@seymour.k12.wi.us	
Nickie Abel-Special Education	nabel@seymour.k12.wi.us	215
<u>YES Staff</u>		
Vicki Strzelecki	vstrzelecki@seymour.k12.wi.us	225
<u>School Maintenance</u>		
Dave VandeHei-Custodian	dvandehei@seymour.k12.wi.us	256
Dawn Doughty-Maintenance	ddoughty@seymour.k12.wi.us	256
Margaret Malcheski	mmalcheski@seymour.k12.wi.us	256
<u>Food Service</u>		
Tami Kimball-Director	tkimball@seymour.k12.wi.us	255
Sara Baumgart	sbaumgart@seymour.k12.wi.us	255
Pam Baumgart	pbaumgart@seymour.k12.wi.us	255
Donna Maass	dmaass@seymour.k12.wi.us	255
Mary Schaumberg	mschaumberg@seymour.k12.wi.us	255
<u>School Resource Office</u>		
Officer Greg Fischer	gfischer@seymour.k12.wi.us	201



Welcome to the 2023-2024 school year!!! The Rock Ledge Intermediate has been busy getting ready for a new school year. We are so happy you are part of the Seymour Community School District Family - together we will accomplish great things!

This handbook is intended to provide you with important information about the upcoming school year. We look forward to working together to help your child succeed. It is going to be an amazing year!!!

Mrs. McKeefry - Principal

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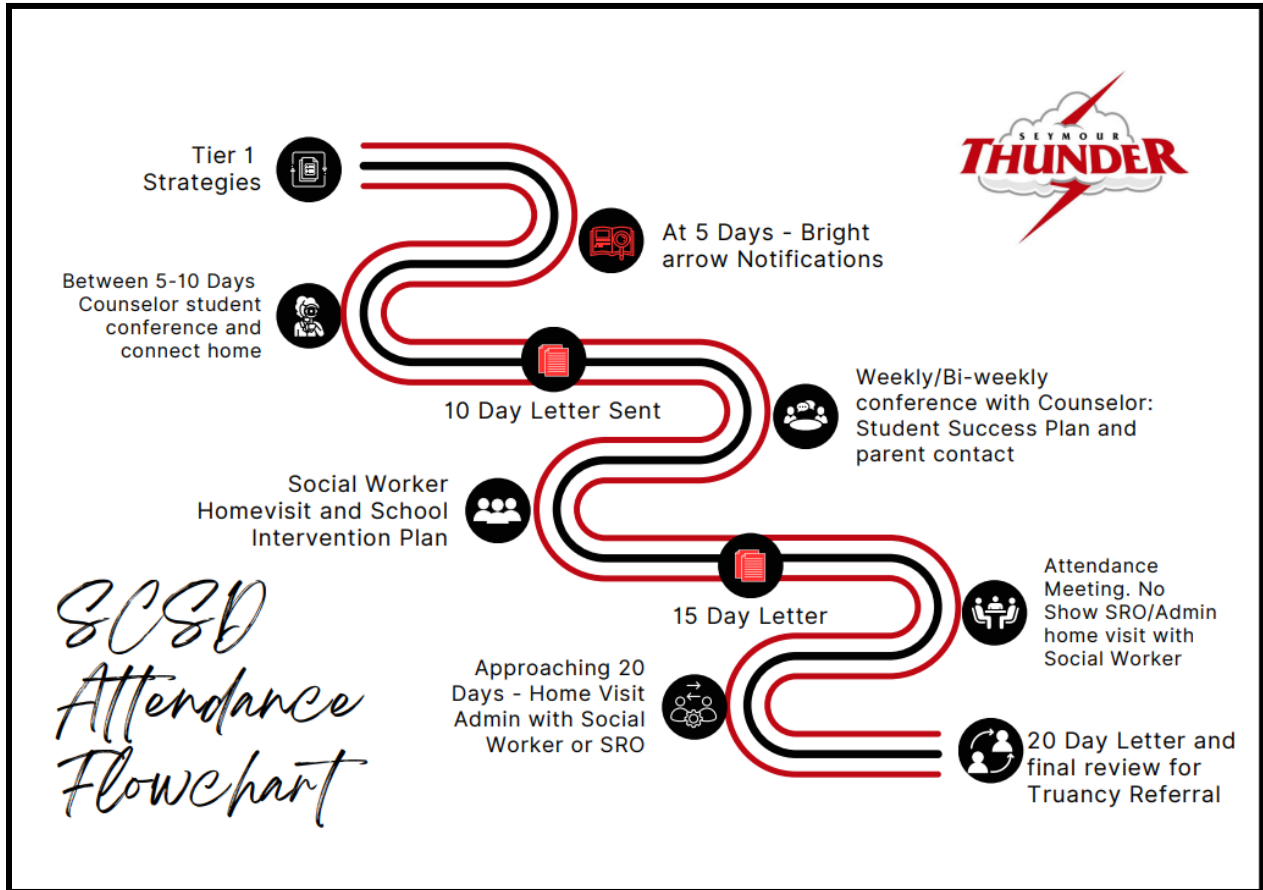
ATTENDANCE

Attendance is mandatory. Coming to school every day is important for academic success. Students may not be absent unless it is for reasons outlined either by STATE LAW, SCHOOL BOARD POLICY, or CITY ORDINANCE. Rock Ledge Intermediate enforces these expectations. (School Board Policy 431)

- Truancy is defined by State Statute 118.16 as any absence for all or part of one or more days from school during which the school attendance officer, principal, or teacher has not been notified of the legal cause of such absence by the parent or guardian of each pupil.
- A Habitual Truant is defined as a pupil who is absent without an acceptable excuse for part or all of five school days during a semester. A child may not be excused for more than 10 days in a school year under this provision, Wis. Stat. sec.118.16(6).

A parent/guardian must call (920) 833-7380 option 1 prior to 7:55 am EVERY day that a student will be absent from school. Only calls from parents or guardians will be accepted. If we have not received a call regarding the absence or if no explanation for the absence is provided, the student will be marked as “unexcused”. Excessive unexcused absences will result in Truancy Intervention Steps (see graphic below). This information may be used in the event that a truancy

referral is needed. **Each case will be assessed individually.** Attempts to call the parent(s)/guardian(s) will be made if notification is not received as to why the child is absent.



BICYCLES, SKATEBOARDS, ROLLERBLADES, HEELYS, ETC

These items are to be used outdoors keeping in mind the safety of people walking. Riding these items in the parking lots or school hallways are not permitted.

BREAKFAST & HOT LUNCH INFORMATION:

Breakfast and lunch are very important parts of the day. The school meal program is designed to give students balanced and nutritious meals. The U.S. Department of Agriculture (USDA) Food and Nutrition Service (FNS) national waiver has been discontinued resulting in the school district charging for all meals.

Families are encouraged to complete the Free/Reduced lunch paperwork if you meet qualifications. If your family qualifies for Free/Reduced lunch your child(ren) will also qualify for free milk break. The names of families who qualify for free and reduced lunch is *extremely* confidential. If you are interested in applying, forms are available on the District website under the Food Service Program and in our school office.

Unpaid Meal Policy: Students that have a negative balance of \$8 or more will not be allowed to receive the regular hot lunch or breakfast until a full deposit has been made to the account bringing it above \$0. They will be offered a sandwich (cooks choice) and milk for lunch until their account has adequate funds. Students will receive written notifications that their account has a negative balance.



BUS RULES AND REGULATIONS FOR BUS RIDERS

Please keep in mind that riding the school bus is a privilege, this privilege can be taken away if your child is not willing to follow the regulations necessary to insure the safety and comfort of all passengers. Video camera monitors may be used on any bus to document student behavior problems and may be used to assist the school administrators in determining the proper disciplinary action.

BUS RULES:

The Bus Rider:

1. shall conform to the same standards of conduct that are expected of them at school.
2. is expected to obey the driver the same as other school staff and be respectful of other students.
3. shall use bus equipment properly or his/her parent or guardian shall be financially responsible for damage done to the seats or other bus equipment.
4. shall remain in the assigned seat and not engage in horseplay on or around the bus.
5. shall not put any part of their body out of a window.
6. shall be absolutely quiet when approaching a railroad crossing stop.
7. shall not throw anything in the bus or out the window.

BUS SAFETY PROCEDURES:

1. The bus rider is expected to be on time at the designated bus stop. The bus cannot wait for students.

2. The bus rider should wait at the end of the driveway until the bus comes to a complete stop.
3. If the bus rider crosses the road, he or she shall do so in front of the bus, after making sure that the highway is clear and after receiving a signal from the bus driver. The student shall stay at least ten (10) feet in front of the bus while crossing the road.
4. The bus rider is expected to get on and off the bus at the regular stop unless a parent or guardian sends a written request to the building principal.
5. When stepping off the bus students are to proceed directly to their driveway. Do not go to the mailbox, paper box, etc. Unnecessary distractions may cause confusion and divert the driver's attention, which may result in a serious accident.
6. Unnecessary distractions may cause confusion and divert the driver's attention which may result in a serious accident.
7. The bus rider will not be able to use the last two seats at the rear of the bus unless the bus is at capacity.

DISCIPLINARY GUIDELINES: If a violation of the above rules occurs, the driver will fill out a conduct report and return it to the building principal within 24 hours of the offense. The report will state the date of the offense, student name, offense committed and driver's signature and route number.

The following disciplinary actions will be taken by the school's administration, depending on the nature of the report.

1. The school official will inform the parent/guardian of the offense and discuss possible disciplinary measures to correct the situation, or
2. The school official could recommend that the Board of Education expel the student from bus service for the remainder of the school year.

IN CONCLUSION:

- Parents/guardians and students are to be aware that in any of the preceding actions, they have the right to due process.
- Drivers may refuse to transport a student only if an immediate report of the circumstances is made to the school principal on the next trip to the school. No students shall be put off the bus except at the school or at his/her home. The driver may not put a student off the bus unless authorized by the building principal or school official.
- The bus driver or school official has the authority to assign riders to designated seats.

COMMUNICATION WITH SCHOOL

Ongoing communication between school and home will create a good foundation for your child's education. Please contact your child's teacher with any questions or concerns regarding your student. This will allow you to stay informed regarding your academic progress and situations that may arise. Our goal is to work with you for a positive and rewarding school experience for your children.

Your child will have a daily folder. This folder will be sent home each day as a method for sharing projects, and communication. Please make sure you check your child's folder each day and return it to school. Your child will also have an assignment journal to help keep you informed of what is happening at school.

CURRICULUM & ASSESSMENT

SCSD Curriculum: curriculum is aligned to the WI Model Academic Standards. A complete list of the Academic Standards can be viewed at <https://dpi.wi.gov/standards>.

SCSD Assessment: we assess student progress by using informal and formal assessment tools. We use the Fountas and Pinnell Benchmark Assessment to assess and monitor student reading skills.

If you have any questions about curriculum or our assessment measures please feel free to contact your child's teacher.

FEES:

Breakfast - \$1.40

Hot Lunch - \$2.70 per meal

Milk with cold lunch - \$.40 per carton

Adult tickets - \$2.60 for breakfast, \$4.65 for lunch

Milk Break - \$21.00 per trimester or \$63.00 per year

School Fees - Grades 3rd - 5th - \$10.00



FIELD TRIPS

Field trips are an extension of classroom study and will be planned by teachers to assist in teaching course content. Field trips may be denied to students with compulsive disciplinary concerns at the decision of the teacher and principal.

Please note that although we want to welcome parents/guardians to join us on field trips as chaperones, we ask that no siblings be brought along. Also note that any chaperone will need to have completed a background check. The form can be found online at <https://www.seymour.k12.wi.us/schools/rockledge35/>. Students must travel with their classroom to the field trip. If parents want to take their child home from the field trip, they must inform the teacher at the field trip site stating that they have chosen to do so and sign their student out for the day with the teacher.

Occasionally there are fees involved for our students to attend field trips. In the event that you are only able to pay partial or none of the fee please call the principal to discuss, with confidentiality, other arrangements.

PLEASE NOTE: On field trip days, we encourage parents to take advantage of our bag lunch that can be provided by the school. Just let your child's teacher know that you would like to have them take a school bag lunch, and it will just be deducted from your child's account.

GUIDELINES FOR CHAPERONES

As a chaperone, your participation is very important. In order to make field trips educational, fun, and a safe learning experience, we have outlined a list of chaperone guidelines.

1. Field trip chaperones are expected to be in professional and appropriate dress.
2. Chaperones are responsible for reminding students to be respectful, responsible and safe.
3. Chaperones are responsible for all members of your assigned group.
4. It is important to have a cell phone on you at all times in the event of an emergency, but please do not use it to engage in business or personal matters and do not take phone calls or text while supervising children.
5. Don't hesitate to ask questions of the teacher. The teacher is in charge, and her/his directions must be followed at all times. Please speak to the teacher privately if you have any concerns.
6. Chaperones are responsible for reporting all injuries to the teacher.
7. In order to comply with school policy, before or during the field trip, chaperones:
 - may not use or possess alcohol or other drugs
 - may not use tobacco in the presence of, or within the sight of students
 - may not administer any medications, prescription or nonprescription to students

GENERAL SCHOOL EXPECTATIONS

Students at Rock Ledge Intermediate are expected to display mutual respect to all. Students are expected to do their best everyday, take pride in everything they do and be kind to everyone, everyday.

Our school uses the Responsive Classroom Discipline approach. The goals of this approach are to ensure that children:

- ★ Feel physically and emotionally safe in school so that they can learn at their best.
- ★ Learn the skills for working and learning cooperatively with others.

The following is a general list of prohibited behaviors:

- Profanity or vulgarity including all verbal, written or gesture forms.
- Fighting and disruptive behavior.
- Defacing or destruction of and/or theft of, public or private property.
- Possession of dangerous or inappropriate materials not limited to, but including: weapons or items that may be used as weapons, combustibles, alcohol or controlled substances.
- Abusive or inconsiderate behavior towards others.
- Playing any physical, aggressive games which may result in student injury i.e. throwing snowballs, tackle football.
- Smoking in school or possessing tobacco products on school premises or at a regular school function.
- Students are encouraged to leave toys, games, or electronic equipment at home unless specifically requested or needed for class. The school cannot be held responsible for these items if lost or damaged.
- Clothes, jewelry or apparel must be school appropriate. Students may not wear clothing that contains pictures and/or writing referring to alcohol, tobacco, controlled substances, inappropriate language or inappropriate images. Undergarments must be covered. Hats, hoods, visors, etc. are not permitted except during special occasions where these items may be permitted by school administration.

Failure to comply with the general school expectations may result in the following:

- Give a reminder or tell the child to do something different
- Have the child sit closer to the teacher or other adult
- Use “take-a-break” in the classroom, allowing the child a chance to regain self-control
- Contact or meet with the child and/or parents to find other solutions
- Request the parent to come to school to speak with the child or to pick the child up for the remainder of the day.
- Have the child spend a period of time at home (at-home suspension)

When a child is suspended from school, a parent may be required to accompany the child to school the next day for a re-entry meeting with the teacher and the administrator. This meeting is typically held before the school day.

HEALTH/EMERGENCY INFORMATION

If changes occur during the school year, **please notify us** so that our information is accurate. It is important that we have accurate medical information for your child. Please contact Erica Albert, Health Services Secretary, with any updated medical information for your child. You can contact her by email at ealbert@seymour.k12.wi.us or by phone at 920-833-2306, Ext. 426. Thank you for your help in keeping your child's information up to date.

ILLNESS OR INJURY

Any child that is injured or complains of illness is brought to the office. The severity of the illness/injury may result in parents or emergency designees being contacted immediately. Please keep the office informed of any changes in emergency contact information. This will allow us to meet the needs of your child(ren) as quickly as possible. Accident forms will be filled out on serious injuries. All children are expected to go outdoors for recess. If a child needs to stay in from recess due to an illness or injury for a period of days, **a doctor's excuse will be necessary**.

If your child is ill with a communicable disease, please report this to the school so information can be given as to the time a student should remain home. The school will report these illnesses to the Health Department. Communicable diseases that need to be reported include: Chicken pox, measles, mumps, COVID-19 and whooping cough.

INCLEMENT WEATHER & EMERGENCY SCHOOL CLOSINGS

On days that the weather is severe enough to possibly close school, parents should check the district web page, www.seymour.k12.wi.us, listen to the radio, watch the tv stations and watch for notification sent to email or phone from the district. Decisions will be made by school officials and relayed to the media. Early closing during the day may also happen, and parents should listen to the same stations. Please utilize the media outlets for this information. It is a good idea for each family to have a plan for days when school is closed early.

LEAVING SCHOOL EARLY

If a student is going to be picked up before the regular dismissal time, a parent note should be sent to the office explaining the reason for early dismissal and the pick-up time. In emergency situations, the parent may come to the school or call the main office **before 2:00 pm** to arrange for an early dismissal. Please stop at the office to sign the child out before leaving the school. We will call your child to the office at that time.

If students will be changing their regular end of day plan, a note must be sent to the office requesting this change. A change in bus, pick up person, walk or ride, or any other event should be indicated. This prevents students from making decisions on their own in regards to where they will be going at the end of the day. If a parent is going to be late in picking up a child after school, please call the office. Sometimes students become frightened if parents are not here on time.

MEDICATIONS AT SCHOOL

A Medication Request Form **must be completed before** any medication is administered at school. The Medication Request Form can be found on the district website or obtained in the school office. To administer over-the-counter medication, the office must have the Parent/Guardian Instruction/Consent for Medication Administration form with a parent signature. All doctor prescribed medications will require the Physician's Instruction/Consent for Medication Administration form along with a physician's signature. All medication must be in the original container, which indicates the child's name, dosage, and frequency of administration. These items will be kept in the school office.

PARENT VOLUNTEERS & CHAPERONES

All visitors and volunteers must sign in and receive a badge from the office. Upon arrival, the office will complete security checks to ensure that the visitor is either a guardian or approved by the guardian to come visit a student in our school. Any visitors who are not listed as a guardian, will need to be approved by parents/guardians on the Visitor Permission form or a separate note sent to school. If a visitor comes to join a student for lunch, they must be approved by the parent prior to being released from the office. If they are not pre-approved, the office will make a phone call to the parent/guardian.

Parents/guardians and visitors are always welcome to join the students for lunch. Adult tickets are available for purchase at the RLI office. For the safety of our students, only students and staff are allowed on the playground during the student recess.

If you would like to volunteer your time in our building or would like to chaperone a field trip, a background check will need to be completed. Please complete and return the chaperone form in the event you are able to join a field trip. When planning to attend volunteer activities, we ask that you submit the form at least 5 days prior to your volunteer involvement so that the background check can be processed. While the district reserves the right to do routine checks on all volunteers, the background check form only needs to be completed once every three years.

REPORT CARDS

The elementary report card is designed to communicate a comprehensive picture of how your child is performing in school. This performance reflects the progress and effort demonstrated with the specific knowledge and skills that are being taught in the classroom. If you have any questions or concerns regarding your child's progress in school, please contact your child's teacher. PLEASE NOTE: Report cards will be sent home at trimester (every 12 weeks).

SAFETY DRILLS

Students will be involved in practice drills during the school year in order to be prepared to deal with any emergency that could occur. A District Safety Plan is in place to address the appropriate procedures that need to be taken during an emergency. It is the policy of the Seymour School District to practice necessary safety drills during the school year. Tornado, fire and various safety drills are carried out in accordance with state regulations.

SCHOOL START AND END TIMES

The school day begins at 7:55 am and ends at 3:05 pm. Students are allowed to enter the school starting at 7:45 am. If students are eating a school breakfast they should proceed to the lunchroom to get their breakfast then go to their classroom. If breakfast at school is not needed students should go directly to their classroom. Students should not arrive at school earlier than 7:45 am.

STUDENT ARRIVAL PROCEDURES

Arrival Time: **Students should not arrive at school before 7:45 a.m.** Students must enter through Door 3.

Parent Drop Off

- All families will drop off via the carline (lane closest to the sidewalk).
- Parents will not be allowed to leave their vehicles for drop off.
- ALL students should enter through Door #3. Staff will be present to supervise students while entering the building.

STUDENT DISMISSAL PROCEDURES

Dismissal Time: Students will be dismissed at 3:05 p.m.

Parent Pick Up / “Walker” Procedures

- Families can pick up via the carline (lane closest to the sidewalk) - Parents will not be allowed to leave their vehicles for pick up in the carline.
- Families may park in the parking lot and walk to the sidewalk to meet your child. Children are NOT allowed to cross in the parking lot without an adult.
- Staff will be present to supervise students while exiting the building.
 - 3rd students will exit out Door #4
 - 4th grade students will exit out Door #3 (RLI main entrance)
 - 5th grade students will exit out Door #2
- Students will be expected to proceed home immediately upon dismissal

SEYMOUR COMMUNITY SCHOOL DISTRICT SCHOOL BOARD POLICIES

Please visit www.seymour.k12.wi.us to review the following school board policies:

Public Notification Of Student Nondiscrimination (Policy 411)

The Seymour Community School District prohibits all forms of unlawful discrimination against students and other persons in all aspects of the District's programs and operations. Accordingly, consistent with section 118.13 of the state statutes, no person shall unlawfully 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, extracurricular, pupil service, recreational or other program or activity because of the person's sex, sexual orientation, race, color, national origin, ancestry, religion, creed, pregnancy, marital or parental status, or physical, mental, emotional or learning disability. The District likewise requires and enforces nondiscrimination in a manner consistent with the rights and obligations established under all applicable federal civil rights laws, including the current provisions of Titles IV and VI of the Civil Rights Act of 1964 (race, color, religion, sex, or national origin), Title IX of the Education Amendments of 1972 (sex), Section 504 of the Rehabilitation Act (disability), the Americans with Disabilities Act (including Title II of the ADA, which prohibits discrimination on the basis of disability in state and local government services), and the civil rights provisions associated with the District's participation in federal meal programs.

Children of homeless individuals and unaccompanied homeless youth (youth not in the physical custody of a parent or guardian) as identified under federal law shall have equal access to the same free, appropriate public education, including comparable services, as provided to other children and youth who reside in the District. Homeless children and youth shall not be required to attend a separate school or program for homeless children and shall not be stigmatized by school personnel.

The District shall provide legally-required accommodations and appropriate educational services or programs for students who have been identified as having a disability, regardless of the nature or severity of the disability. The District shall also provide for the reasonable accommodation of a student's sincerely held religious beliefs with regard to examinations and other academic requirements. Requests for religious accommodations shall be made in writing and approved by the building principal.

All District career and technical education opportunities are offered to students on a nondiscriminatory basis. Additional information regarding such program offerings and the applicable admission/participation criteria can be obtained on the District's website or by contacting any school's guidance office.

When acceptable to the complaining party, the District encourages informal resolution of discrimination complaints and related concerns. However, a formal complaint resolution procedure is available to address allegations of unlawful discrimination and/or any alleged violation of the District's equal educational opportunities policies.

Any questions concerning this notice, the District's nondiscrimination and equal educational opportunities policies, policy compliance, or the District's complaint procedures may be directed to the District's equal educational opportunities compliance officer:

Pupil Services Director
Seymour Community School District
10 Circle Drive, Seymour, WI 54165
920-833-2304 or 920-833-5159

Discrimination-related complaints may be filed with the Compliance Officer. The Compliance Officer also serves as the District's Title IX Coordinator (sex discrimination and sexual harassment issues and complaints) and Section 504 and Americans with Disabilities Act Coordinator (disability rights and disability-based discrimination issues) for all student and all non-employment related matters.

By following all required procedures and timelines, complaints of unlawful student discrimination may also be filed externally with the Wisconsin Department of Public Instruction, the Chicago office of the U.S. Department of Education's Office for Civil Rights, or, in appropriate circumstances, with any state or federal court or other agency of competent jurisdiction.

Student Attendance (431)

The School Board believes attendance is a key factor in student achievement and believes that students must be in regular school attendance in order to successfully achieve the goal of high school graduation.

Any person having under their control a child who is between the ages of 6 and 18 years of age (including through the end of the semester in which the child becomes 18 years of age), or a child enrolled in 5-year-old kindergarten in the District, shall cause the child to attend school regularly in accordance with state law. The child is expected to attend school on each day school is in session, unless he/she is excused from school attendance for any of the following reasons or has graduated from high school:

1. Prior Parent-Excused Absences.

A student excused in writing by his/her parent or guardian prior to an absence is excused from school attendance. A student may be excused by the parent or guardian under this provision for not more than 10 school days in the school year. Students so excused are responsible for making up work missed during the absence. It is the student's responsibility to make arrangements with their classroom teacher(s) to complete any assignments or examinations that are or will be missed during the absence. Absences falling into this absence category include discretionary absences known in advance such as family vacations/travel, family weddings, hunting, and, unless within the number of visits counted as school-excused absences under the next section of these procedures, college visitation days.

2. Other Excused Absences of a Temporary Nature.

- a. Illness, including reasonable treatment for such illness, where the student is temporarily not in proper physical or mental condition to attend school.

A written statement from a health care provider may be required to be submitted as proof of the student's condition for student absences due to illness that are 3 school days or more in length. Such health care provider's excuse shall state the period of time for which it is valid, and shall not exceed 30 days.

- b. Medical appointments (although the District strongly encourages parents and guardians to make every effort to schedule non-emergency medical examinations and appointments, e.g., for health maintenance/preventative care, at times that avoid or at least minimize the student's loss of instructional time);
- c. Religious holidays or instruction to the extent authorized by law;

- d. Family emergency;
- e. Severe weather conditions that, in the parent's or guardian's reasonable judgment, are a danger to the health and welfare or safety of the student;
- f. Funerals of a family member or friend;
- g. Up to 3 days per school year for college visitations by high school juniors and seniors;
- h. Suspension from school;
- i. Mandatory court appearances;
- j. Visiting a parent or guardian who is on active military duty and has been called to duty for or is on leave from deployment to a combat zone or combat support posting, or has returned from deployment to a combat zone or combat support posting within the past 30 days;
- k. Serving as an Election Official – Students may be excused to serve as an election official provided they have at least a 3.0 grade point average or the equivalent and have the permission of their parent(s) or guardian and the building principal;
- l. Sounding Taps – A student in grades 6 to 12 may be excused for the purpose of sounding "Taps" during a military honors funeral for a deceased veteran;
- m. Any other reasonably non-discretionary absence deemed appropriate by the school attendance officer.

Parents and guardians are required to notify the school of an absence prior to or on the day of the absence. Excused absences other than a suspension from school require written approval of the student's parent or guardian. All students with excused absences will be given the opportunity to make up class assignments missed during the absence, including tests and examinations. It is the student's responsibility to contact the teacher(s) to make arrangements for making up the work missed during an absence from school.

As indicated above, absence from school during a period of suspension will be considered an excused absence for purposes of this policy. Students serving a suspension will be permitted to make up class work and examinations missed during their suspension from school under the same conditions as other excused absences.

Students who are participating, with District approval, in extracurricular activities, athletics, and other District-sponsored programs or events during any portion of an instructional day are not considered absent from school, but teachers shall treat their absence from class as excused with the right to make up work to the same extent permitted in connection with excused absences from school.

3. Program or Curriculum Modifications.

A child may be excused from regular school attendance pursuant to a program or curriculum modification, as further defined under state law that has been requested by the student's parent or guardian and approved by the building principal.

Program or curriculum modifications shall be requested in writing. The administrative decision in response to the request shall likewise be provided in writing. If a child, or his/her parent or guardian, is not satisfied with the decision made by the building principal he/she may appeal in writing to the District Administrator. The District Administrator shall respond in writing. If a child, or his/her parent or guardian is not satisfied with the decision of the District Administrator, they may ask the School Board to review and act on the request. The Board shall render its determination upon review in writing, if the student's parent or guardian so requests.

4. Participation in a Board-Approved Alternative Program.

A child who is 16 years of age or older may be excused from regular school attendance to attend an alternative educational program leading to high school graduation or a high school equivalency diploma in accordance with state law provisions.

5. High School Students Who Are No Longer Subject to Compulsory Attendance.

For any student who is 18 years of age or older and no longer subject to compulsory attendance and truancy referral, the student will still be held to the distinctions between excused and unexcused absences. In addition, by state law, the District may not grant a high school diploma to any student unless, during the high school grades, the student has been enrolled in a class or has participated in an activity approved by the school board during each class period of each school day, or the student has been enrolled in an alternative education program.

6. High School Students Approved to Leave School Grounds During a Class Period.

The Board authorizes the administration to establish a program that allows a student enrolled in the high school grades who has demonstrated a high level of maturity and personal responsibility to apply for school approval to leave the school premises for up to one class period each day if the student does not have a class scheduled during that class period. A student who is under the age of 18 must have parent or guardian permission to seek such approval. Absence from school with approval under such a program constitutes an excused absence from school and does not affect the student's eligibility for graduation.

Students who are absent from school without an acceptable excuse as authorized above will be considered truant and shall be dealt with in accordance with state law and established District procedures. Students with unexcused absences (truant students) will be permitted to make up tests and examinations that were missed during the unexcused absence period provided that that test/examination can be completed independently and by a reasonable deadline that is established by the teacher. Such students will also be permitted to make up assignments missed during their truancy to the extent such assignments can be completed independently and were not integrated with an in-school or group-based activity that the student missed while truant. Truant students may receive less than full credit for make-up assignments and make-up tests/exams. Teachers shall be expected to apply the same standard for making up missed classroom assignments to all truant students on a fair and consistent basis. With the approval of the building principal, a school may establish periods of supervised study, either during or outside of the regular school day, during which students who need to do make-up work will be expected to complete the make-up work. The District shall not deny student credit in a course or subject solely because of a student's unexcused absences.

The building principal shall serve as the primary school attendance officer and deal with all matters relating to school attendance and truancy. The building principal may designate one or more licensed staff members as deputies who shall also be permitted to serve in the role of school attendance officer provided that each such deputy is sufficiently familiar with the relevant requirements and procedures.

The Pupil Services Director and building principals shall establish necessary procedures to encourage regular student attendance, to identify excused and unexcused absences, and to determine appropriate action to respond to and serve as a deterrent to truancy. These procedures shall be in line with recommendations of the county truancy committee, the District's truancy plan, and state law requirements.

Teachers, students, and parents and guardians shall be informed of the District's student attendance policy and procedures annually via school handbooks or other means necessary to provide proper notice of student attendance-related responsibilities.

STUDENT USE AND POSSESSION OF ELECTRONIC COMMUNICATION DEVICES **(POLICY 443.5)**

This policy is intended to apply to students when they are at school, participating in any school-sponsored activity, and at all other times when the student is subject to the authority and supervision of District officials. At such times and under the conditions established in this policy, students may possess an electronic communication device such as a cellular telephone or other personal electronic device with communications functions or with recording, photographic, or video-imaging capabilities. Students may use such devices only with school permission that has been granted pursuant to this policy.

Building principals are authorized to establish school rules and acceptable use guidelines for students' limited and non-disruptive use of electronic devices for educational, safety, medical, vocational, or other legitimate reasons.

The rules shall permit students at all grade levels to use a personal electronic device as needed (e.g., to contact a responsible adult) in any emergency situation that involves an immediate threat to the health, safety, or property of any person. However, when carrying out school emergency response plans an administrator or other staff member may direct students to turn off their personal electronic devices so that emergency communication networks are not overwhelmed and so that emergency response efforts are not jeopardized.

Students shall not use electronic communication devices:

- To engage in bullying or harassment.
- To communicate test answers, photograph tests, or engage in any other conduct that constitutes or facilitates academic dishonesty.
- To take, disseminate, transfer, or share any images, recordings, or other content that is obscene, lewd, illegal, sexually-explicit, or otherwise inappropriate for the school setting.
- In areas where other people have a reasonable expectation of privacy, including all locker rooms, bathrooms, or other changing areas (except in an emergency).
- To create, communicate, share, or post recordings or images of any other student or staff member without permission from that student or staff member (except in an emergency).
- In violation of the District's rules surrounding students' acceptable use of technology.

Possession and use of an electronic communication device by a student under this policy is a privilege. A student who chooses to exercise this privilege does so subject to the following conditions:

- The District is not responsible for the safety or security of personal electronic equipment that students possess or use at school or at a school-related activity. Students who possess or use such device(s) do so at their own risk with regard to possible theft, damage, misappropriation of data/equipment, or other loss.
- If the District determines that a student has possessed or used such a device in violation of the law, this policy, or a school rule or directive, the student is subject to appropriate school-imposed consequences, such as the possible loss of privileges, suspension, and/or expulsion. The District may also refer certain matters to law enforcement.
- If a District official has reason to suspect or determines that a student has possessed or used an electronic device in violation of the law, this policy, or a school rule or directive, a District official may temporarily confiscate the device and/or turn the device over to law enforcement.

- A device possessed or used by a student may be subject to an appropriately limited search by a District official when the official has reason to suspect that such a search may lead to evidence of a crime or a violation of Board policy or school rules. The scope of any such search will be limited to the suspected violation.

To the extent prohibited by law, school employees shall not request or require a student to disclose the access information for any of the student’s personal Internet account(s), including those that may be accessible through a student’s personal electronic communications device.

Neither this policy nor any school rules shall be construed to limit a student’s ability to possess and appropriately use an electronic device that functions as assistive technology that is necessary for a student’s education and that is required or authorized under an individualized education program (IEP) or a Section 504 plan.

Students shall be informed of this policy annually via student handbooks.

BULLYING POLICY (POLICY 443.71)

Introduction

The Seymour Community School District strives to provide a safe, secure and respectful learning environment for all students in school buildings and on school grounds, on school buses and at school-sponsored activities. Bullying has harmful social, physical, and psychological and academic impact on the bullies, the victims and the bystanders. The district consistently and vigorously addresses bullying so that there is no disruption to the learning environment and learning process.

Definition

Bullying is a deliberate or intentional behavior using words or actions, intended to cause fear, intimidation or harm. Bullying may be repeated behavior and involves an imbalance of power. The behavior may be motivated by an actual or perceived distinguishing characteristic, such as, but not limited to: age, national origin; race; ethnicity; religion; gender; gender identity; sexual orientation; physical attributes; physical or mental ability or disability; and social, economic or family status.

Bullying behavior can be:

1. Physical (e.g. assault, hitting or punching, kicking, theft)
2. Verbal (e.g. threatening or intimidating language, teasing or name-calling, racist remarks)
3. Indirect (e.g. spreading cruel rumors, intimidation through gestures, social exclusion and sending insulting messages or pictures by mobile phone or using the internet – also known as cyber bullying)
4. Covert (e.g. secretly or with concealed electronic equipment recording audio and/or video conversations, images, and interactions between people)
5. Between students and students, students and adults, or adults and adults.

Prohibition

Bullying behavior is prohibited in all schools, buildings, property and educational environments, including any property or vehicle owned, leased or used by the school district. Educational environments include, but are not limited to, every activity under school supervision.

Procedure for Reporting/Retaliation

It is the responsibility of all school staff members, students, and concerned individuals who observe or become aware of acts of bullying to report these acts confidentially to a school staff member or administrator designated by the Board of Education to be a recipient of such reports. All such reports, either verbal or in writing are to be taken seriously and a clear account of the incident is to be documented. There shall be no retaliation against individuals making such reports. Individuals engaging in retaliatory behavior will be subject to disciplinary action.

Procedure for Investigating Reports of Bullying

An investigation to determine the facts will take place in a timely manner to verify the validity and the seriousness of the report. Affected parents and/or guardians will be notified that a report has been made. The district shall keep the complaint confidential to the extent required by law for both the accused and the accuser.

Sanctions and Supports

If it is determined that students participated in bullying behavior in violation of the policy, the principal may take disciplinary action, including: suspension, expulsion and/or referral to law enforcement officials for possible legal action as appropriate.

Students found in violation of the bullying policy may be referred to pupil services staff for counseling or other educational programming designed to prevent repetitive bullying behavior. Employees found to have participated in bullying behavior, or having become aware that bullying was taking place and failed to report the behavior, are considered to be in violation of the prohibition expressed by this policy. They may be subject to disciplinary action consistent with the collective bargaining agreement or disciplinary action established by policy or practice.

Disclosure and Public Reporting

The policy will be distributed annually to all students enrolled in the school district, their parents and/or guardians and employees. It will also be distributed to organizations in the community having cooperative agreements with the schools. The school district will also provide a copy of the policy to any person who requests it.

Records will be maintained on the number and types of reports made, and sanctions imposed for incidents found to be in violation of the bullying policy.

Student Search Activities (Policy: 446)

It is the policy of the District to provide a safe and healthy environment for all persons in school buildings and on school premises. School officials have a duty to investigate any suspicion that items or materials harmful to the health and safety of students, school personnel, or property are present within the school or on school premises. This includes, but is not limited to, conducting search activities as outlined in this or other Board policies.

- Locker Searches – A school locker is provided for the convenience of the student to be used solely and exclusively for the storage of the student’s wearing apparel and school-related materials during the time the student is attending school. No student shall use the locker for any other purpose. The locker is assigned to a student but remains the property of the District. At no time does the District relinquish its exclusive control of the lockers. Locker searches may be conducted as determined necessary or appropriate without notice, without student consent, and without a search warrant. Locker searches under this policy may be

conducted by the District Administrator, a building principal or assistant principal, a school employee specifically designated by the District Administrator or building principal, a school liaison officer, or other law enforcement official who is acting at the request of or in conjunction with school authorities.

- Search of Students and/or Their Personal Belongings – District staff may conduct a search of a student or the student’s personal belongings (e.g., backpacks) when the student voluntarily consents to the search or where there is reasonable suspicion that the student has in his/her possession items that violate the law, Board policies or school rules. The search shall be conducted in a reasonable manner and must not be overly intrusive in light of the age and sex of the student and nature of the infraction. Searches of a student’s person or personal belongings should generally be conducted outside the presence of other students. No District official, employee, or person acting as an agent of the District shall conduct a strip search of a student.
- Vehicle Searches – The District may search student-operated vehicles parked on school premises when there is reasonable suspicion of a violation of the law, Board policies or school rules or the student has given consent to the search of the vehicle
- Use of Canine Units in Safety and Search-Related Activities – The School Board authorizes the use of trained canine units to detect the presence of drugs, explosive devices, or other illegal items/substances on school property under the following conditions: (1) the presence of the canine unit on school property is authorized in advance by the District Administrator or designee or is pursuant to a court order or warrant; (2) a law enforcement officer specifically trained to work safely and competently with the canine unit must handle the canine; and (3) the canine unit is represented by the sheriff or chief of the law enforcement agency providing the service as capable of accurately detecting specific contraband. The District shall not use trained canine units to sniff a student’s person, including articles of clothing a student is wearing or a bag while the student is holding it. A positive reaction by a trained canine unit will provide reasonable suspicion for a search of a student’s locker, vehicle or other property in accordance with this policy.

To the extent prohibited by law, school employees shall not request or require a student to disclose the access information for any of the student’s personal Internet accounts.

To the extent permitted by law, a school official conducting student-related search activities under this or any other Board policy may request the active assistance of a school liaison officer or other law enforcement official. School officials may remove any unauthorized item found as a result of a search. Items belonging to the student but removed or temporarily confiscated by the District will generally be held by the school for return to the student’s parent or guardian (for students who are minors) or, if appropriate, turned over to law enforcement. The student and his/her parent or guardian shall be notified of any unauthorized item belonging to the student/family that has been found and turned over to law enforcement officials.

Students and their parents and guardians shall be informed of this policy and the specific provisions related to locker searches through the student handbook.

Student Records:

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days after the day the [Name of school ("School")] receives a request for access.

Parents or eligible students who wish to inspect their child's or their education records should submit to the school principal [or appropriate school official] a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the [School] to amend their child's or their education record should write the school principal [or appropriate school official], clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest must be set forth in the school's or school district's annual notification for FERPA rights. A school official typically includes a person employed by the school or school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the [School] to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Student Privacy Policy Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

See the list below of the disclosures that elementary and secondary schools may make without consent.

FERPA permits the disclosure of PII from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, § 99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student –

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(3) are met. (§ 99.31(a)(1))
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State educational agency (SEA) in the parent or eligible student's State. Disclosures under this provision may be made, subject to the requirements of § 99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf, if applicable requirements are met. (§§ 99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary for such purposes as to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to § 99.38. (§ 99.31(a)(5))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction, if applicable requirements are met. (§ 99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))

- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§ 99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena if applicable requirements are met. (§ 99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31(a)(10))
- Information the school has designated as “directory information” if applicable requirements under § 99.37 are met. (§ 99.31(a)(11))
- To an agency caseworker or other representative of a State or local child welfare agency or tribal organization who is authorized to access a student’s case plan when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student in foster care placement. (20 U.S.C. § 1232g(b)(1)(L))
- To the Secretary of Agriculture or authorized representatives of the Food and Nutrition Service for purposes of conducting program monitoring, evaluations, and performance measurements of programs authorized under the Richard B. Russell National School Lunch Act or the Child Nutrition Act of 1966, under certain conditions. (20 U.S.C. § 1232g(b)(1)(K))

The Seymour Community School District does not discriminate against students on the basis of sex, race, color, religion, age, national origin, ancestry, creed, pregnancy, marital or parental status, health, sexual orientation, gender identity, gender expression or physical, cognitive, emotional or learning disability in its education programs or activities.