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Seymour Community School District



August 2015

Looking Toward Our Future Rock Ledge Primary/Intermediate School Open House

Rock Ledge Schools, both Primary and Intermediate, are inviting all students and their parents to tour the school, meet their teacher, and see their new classroom. This event will take place on Thursday, August 27th, from 3:30 – 5:30. Please feel free to bring in your completed forms, fee payments, and school supplies to put in your student desk for the first day of school! We can't wait to see all of you back at RLP & RLI!

#### Black Creek Elementary/Middle School Open House

Black Creek Back to School Open House is on Wednesday, August 26<sup>th</sup> from 3:30 p.m. to 5:30 p.m. This is a great time to meet your child's classroom teacher, drop off school supplies, learn about the curriculum, and maybe even see and visit with some of your friends at the TAFFE ice cream social. We are also reminding you to stop by and pay your school fees and locker fees (6<sup>th</sup> grade only) at some point. The Open House is a great time for this to happen.

## Seymour Middle School 6<sup>th</sup> Grade Transition Camp

Sixth grade students are invited to attend the Middle School Transition Camp Wednesday, August 19<sup>th</sup>.

Student session 12:00 – 4:30 p.m. - Parent session 4:00 – 5:30 p.m. Students will meet and make connections with the 6<sup>th</sup> grade advisors/teachers while easing their middle school uncertainties. Some activities taking place will include tours, schedule review, planner review, technology review, and team building.

<u>A general parent session will be held at 4:00 p.m in the gym</u>. Optional parent/ student breakout sessions will be available from 4:30 - 5:30 p.m. Parents will be able to hand in/pick up all necessary paper work and pay school fees any time from 3:30 - 5:30 p.m.

If you have not registered yet for the Transition Camp you still have time to do so by calling the Middle School office at 920-833-7199 x302.

#### **Orientation Planned For HS Students and Parents**

Ninth grade students and other new students and their parents/guardians are invited to attend an orientation session to become familiar with high school procedures and to tour the facilities. Students are encouraged to attend the program hosted by Seymour Community High School's STEP leaders which will take place from 3:00 p.m. to 6:00 p.m. on Monday, August 24, 2015. Students will receive their schedules, locker assignments, visit classrooms, and meet the counselors and administrators. Student id/yearbook pictures will be taken. Students that have their picture taken at orientation will receive their student id on the first day of school. There will be no cost for the student id/ yearbook picture; however students may purchase picture packets.

At 6:00 p.m. the students and their parents are invited to a meal provided by the school. An informational meeting for parents and students will follow at 6:30 p.m. in the auditorium. Staff members will be available to accept payment of school fees.

BACK TO SCHOOL! THE 2015-2016 SCHOOL YEAR-BEGINS TUESDAY SEPTEMBER 1, 2015



A Summer School They Will Never Forget !

Check our website for current, past and future issues of Inside newsletters.

Seymour Community School District

> 10 Circle Drive Seymour, WI 54165 Phone: (920) 833-2304 Fax: (920) 833-6037 www.seymour.k12.wi.us

#### WHEN CALLING THE SCHOOL Please Refer To The Following Numbers

Numbers

Aquatic Center	833-9704
Seymour Community High School	833-2306
Seymour Middle School	833-7199
Rock Ledge Intermediate School	833-7380
Rock Ledge Primary School	833-5155
Black Creek Elementary/Middle School	984-3396
Alternative School	833-7642
Pupil Services	833-5159
Fallen Timbers	984-3700
Administrative Office	833-2304
www.seymour.k12.wi.us	

School Fees	
Grades K-5	\$10.00
Grades 6-12	\$14.00
Physical Education Locks	\$5.00
Music Rentals	\$36.00
Art/Industrial Arts	\$10.00/semester
Student Activity Card (9-12)	\$10.00
Single Student Athletic Ticket	\$3.00
Adult Athletic Ticket	\$4.00
Adult Seasonal Athletic Pass	\$20.00
Family Athletic Pass (Admits Adults and Students grade 8 and under accompanied by parents.)	\$40.00

## SCHOOL LUNCH & BREAKFAST PRICES FOR 2015-2016

В	REAKFAST	LUNCH	
Grades 4K-5	\$1.15	\$2.25	
Grades 6-12	\$1.25	\$2.35	
Reduced Meal Price	.30	.40	
Adult	\$1.80	\$3.00	
Extra Milk/Juice Per Carton		.30	
*K-5 Milk Break/Year		\$47.00	
*K-5 Milk Break/Quarter		\$12.50	



#### Milk Break Program

Any family qualifying for free or reduced lunch with children in grades K-5, can receive free milk for milk break. This program is subsidized by the State of Wisconsin.

Children K-5 qualifying for regular lunch may purchase milk at a cost of \$0.30 per day, \$12.50 per quarter or \$47.00 per year.

## Free And Reduced Price Lunch

#### **Application**

Applications for Free and Reduced priced lunches are printed for your use in the newsletter. Extra copies are available in each of the principals' offices and may be obtained any time during regular office hours. It is very important to complete the application completely and promptly to insure efficient processing and approval for the program. You may also get the instructions and application at our website at www.seymour.k12.wi.us and click on DISTRICT, then Food Service Program. For further information or if you have any questions regarding this application please call 833-2306 Ext. 426.

## It's Against The Law

Checks returned to Seymour Community School District for nonpayment are subject to a service charge of \$30.00. An attempt will be made to contact the check writer; however, if there is no response after 21 days, the matter will be turned over to Financial Crime Services (FCS). Outagamie County has contracted FCS to conduct all investigations.

## e-Funds Users

Parents, please be aware of your child's meal account balance. Students' meal accounts are not allowed to go into the negative.

To help stay informed, you can choose to be notified by email whenever your child's meal account gets low. Go to your child's PowerSchool account and click on "Email Notification". Choose "Balance Alert", choose "Daily", and add your email address. You will receive a Balance Alert once your child's meal account gets low.

## **Back To High School**

The High School operates on a seven-period day with a 27 minute required extended learning time at the end of the day. Classes are in session from 8:00 a.m. until 3:00 p.m. High school students have forty eight-minute class periods with three minutes passing time between classes. Noon meals are taken during one of the two half-hour lunch periods.

The School District has a closed campus, which means that students are not allowed to leave the school grounds without a parent or guardian permission.

Teachers may be contacted by phone or email. Email contacts can be found on our website at www.seymour.k12.wi.us. If you phone and they are not available, you may leave a message on voice mail and they will return your call.

#### High School Absence Reporting Procedure

Parents/Guardians are to call the high school office to report student's absences or to request early dismissal. For the safety of students, 10:00 a.m. courtesy calls will be made to the parent/guardian of students who are marked absent without a previous parent phone call. Working together, parents and school personnel will know where the student is during school hours. Remember to call the high school office at 833-2306 ext. 429 to report a student's absence or to request early dismissal. Parents/guardians may call Seymour High School office 24 hours a day and leave a message at extension 429.

Parents are encouraged to schedule medical appointments after 3:00 p.m. When that isn't possible, it is in your child's best interest to schedule medical appointments during study hall. Proof of appointment timeline from medical provider may be requested. It is recommended to give as much advance notification as possible of appointments to ensure the student will receive their pass allowing them to leave the building. Calling at the last minute may delay the student from receiving notice and permission to leave the building and causing you to wait unnecessarily. High school class periods are as follows:

Period 1	8:00 a.m. to 8:48 a.m.
Period 2	8:51 a.m. to 9:39 a.m.
Period 3	9:42 a.m. to 10:30 a.m.
Period 4	10:33 a.m. to 11:21 a.m.
Period 5	11:24 a.m. to 11:54 a.m. Lunch A Mod
	11:57 a.m. to 12:45 p.m. Class A Mod
	11:24 a.m. to 12:12 p.m. Class B Mod
	12:15 p.m. to 12:45 p.m. Lunch B Mod
Period 6	12:48 p.m. to 1:36 p.m.
Period 7	1:39 p.m. to 2:28 p.m.
ELT	2:33 p.m. to 3:00 p.m.

A reminder – ELT is part of the school day. Students are not allowed to leave during this time for employment purposes. This includes students with gold card privileges. The school day ends at 3:00 p.m.

## Senior Parent Information Night

Seymour Community High School will be holding a "Senior Parent Information Night" on **September 14 at 6 p.m.** in the high school auditorium. School counselors will be sharing pertinent information regarding the four year and technical college financial aid process. A representative from Oneida Higher Education will be on hand to answer individual questions as well. All seniors and their parents are encouraged to attend!

## On That First Day

All high school students are to report to their 1<sup>st</sup> hour class upon arrival at school on Tuesday, September 1, 2015 at 8:00 a.m. Student planners and ID's will be distributed during 1<sup>st</sup> hour. Senior release will not begin until Wednesday, September 2. Students with our on the job or senior release should report to study hall during that release time. School fees can be paid during study hall the first two days of school. After September 2, school fees can be paid before or after school in the main office.

## **Thunder Talks**

Seymour Community School District provides every student the opportunity to meet three times throughout their school career with their parents and school counselor, separate from parent teacher conferences, in an effort to empower the student in their educational process and future plans. These student-directed conferences, known as Thunder Talks, are scheduled for Grade 5, 8, and 10 students.

Parent involvement in Thunder Talk is integral to the development of a student's personal and social growth, their educational and career development, and future transitioning. We hope all parents will take this opportunity to enhance the communication between themselves, their child, and their child's school counselor.

Thunder Talk conference timelines for 2015-2016 school year: Grade 8: December-January Grade 10: February-April

Grade 5: April-May

Parents will be notified and given the opportunity to schedule their Thunder Talks. Please contact your students's School Counselor with any questions you may have about this process.

## **School Counseling Program**

Individual and small group sessions are part of the Responsive Services component of our School Board approved (and DPI mandated as per Standard 'e') Comprehensive School Counseling Program, and as such, can be made available as need arises for students in

our district. Therefore, if you should wish for your child to refrain from participation in individual or group sessions with the counselor, please indicate your desire via letter, voice mail, or e-mail to his/her school counselor. Otherwise, it will be assumed that your child may take advantage of the full scope of our Comprehensive School Counseling Program as it has been designed and as requests or referrals are made on his/her behalf.

## ACT Test Date at SCSD

The ACT test will be administered at Seymour Community High School on Saturday, October 24, 2015. Students wishing to take the test in Seymour must register by September 18, 2015. All Juniors will take the ACT test on March 1, 2016 and the ACT Work Keys test on March 2, 2016.

## **Athletic Eligibility Meetings**

All athletes <u>must</u> have a physical or alternate card on file <u>before</u> they practice. Athletes need the physical card every other year. Medical release forms and student conduct forms must also be filled out. All participants and a parent/guardian must attend one Athletic Eligibility meeting. Meeting dates for winter sports are November 3, 5 or 9. Meeting dates for spring sports are March 1, 3, 14. All meetings will be held at 6:30 p.m. in the High School Auditorium. A link to athletic forms can be found on the high school web page.

## Youth Options

Junior and senior students can take a maximum of 18 credits of post-secondary classes for high school credit and university/technical college credit while attending high school by enrolling in the Youth Options program. A pupil who intends to enroll in an Institution of Higher Education (IHE) must adhere to the following timelines:

- 1. Immediately contact the IHE from which admission is being sought to determine the application and admission process required by the IHE.
- 2. By **March 1**, for the fall semester and by **October 1** for the spring semester, notify the school board of the intention to attend IHE under the Youth Option program. Notification must include specific information.
- 3. As soon as possible, notify the school whether the pupil has been admitted to the IHE and whether the pupil is registered to attend a postsecondary course.
- 4. Students must provide his/her own transportation and maintain a minimum course load at Seymour High School.

- 5. Districts are not required to pay or grant credit for a post secondary course if the district offers a comparable course with an approximately 80% match in course content.
- 6. If a student receives a failing grade or fails to complete (drop) a course for which the school district has made payment through the Youth Options program, the school board will require reimbursement for all costs related to the course. Reimbursement will be required from the student if she/he is an adult or from the student's parent or guardian.

The school, by May 15, for the fall semester and December 15 for the spring semester, will notify the pupil if the post secondary course selected will be awarded high school credit and how much credit will be awarded. If you have any questions regarding the Youth Options program, please contact the student services office at 833-2306 ext. 430.

## Seymour Middle School 7<sup>th</sup>/8<sup>th</sup> Grade Open House

Seventh and eighth grade students and their parents are invited to attend the Seymour Middle School Open House on Wednesday, August  $26^{th}$ , from 3:45 - 5:30 p.m. During the Open House students will be able to meet some of their teachers, find their lockers, get fundraiser information, and pay school fees.

For any students planning to participate in extracurricular sports, an information meeting will be held at 5:30 p.m. in the gymnasium. Please remember that you need a physical or alternate card on file or with you in order to practice. Sports forms can be found on the Seymour Middle School webpage.

#### Black Creek Elementary/Middle School Back to School Information

#### Lunch and Brain Boost Breakfast

Remember to take advantage of our wonderful food service program. This year all students  $4K - 8^{th}$  grade will have the opportunity to eat both lunch and breakfast. Stop by the office or call in to see if your family can benefit from the district's free and reduced lunch meal programs.

#### Safety

Remember to always use the crosswalks. It is very difficult for drivers to see, especially when all the busses are parked in the front. Please read all the signage at the entrance and on the streets around the rear roundabout, as there are some new security measures in place for this up and coming school year.

#### 4 Year Old Kindergarten

The 4K programing will be back to a.m. and p.m. sessions for this school year.

- The AM session will be 8:00 to 11:00.
- The PM session will be 12:00 to 3:00.

4K families will be able to set up an account in the office to purchase milks during snack time if families so choose.

• Stop by the office or call in to see your family can benefit from the district's free and reduced lunch meal programs.

#### First Day for 2015-2016

The First day of school is September 1<sup>st</sup>. All students should be here by 8:00. Brain Boost breakfast will once again take place from 8:00 - 8:30. If you need copies of the school supply list, they are located at the school's front desk, at most stores, and on the district website.

This year dismissal for all students will be 3:00. The 4Kp.m. students can be picked-up at 2:55 to assist them in their transition. Once again, all students walking home; riding a bike home; or being pick-up by family will exit the back of the building. The bus riding students will leave from the front.

## **RL** Intermediate Absence Reporting



Students who are absent from Rock Ledge Interme-

diate will need to be called in to the school office before 9:00 a.m. in the morning on our absent line, (920)833-7380, ext. 251. For the safety of students, if our office does not receive a phone call, we will make a courtesy call to the parent/guardian to verify the student's absence. Please remember to inform our office as to when your child will be absent.

## **RLI Office Phone Calls**

Please remember that our students are here to learn. Disrupting the learning environment affects every student. We ask that you limit calls to deliver messages to students in the classroom. Please plan ahead so your child knows what he or she is doing at the end of the day. Students can come to the office first thing in the morning to change their normal way home. Thank you for your cooperation in making RLI a great place for students to learn!

#### **RLI Attendance**

Good attendance is crucial to good learning. Please make sure that your child is at school on time every day possible. Every day that is missed is another opportunity that can never fully be made up. Discussion, opportunity and learning happen every day at RLI! We are excited that your child can be a part of that every day!

#### Rock Ledge Student Drop Off & Pick Up

ARRIVAL PROCEDURE: School starts at 8:00. Students may be dropped off as early as 7:45.

- Parent Drop Off and Walkers: Students should arrive no earlier than 7:45 at the front of the Rock Ledge Primary Center. There are two lanes in the front of the school. Parents should use the right lane to pick up/drop off their child and immediately enter/exit into the left lane. Please have your child exit the vehicle on the sidewalk side to avoid going into traffic. The left lane is for travel only, not to stop and pick up or drop off. If parents need to enter the building, they should park in the lot in front of the school. Please walk your child across the lot to the front sidewalk for safety.
  - Kindergarten and 1<sup>st</sup> Graders: proceed to the Primary playground.
  - Second-Fifth Graders: should be dropped off at the NE corner (past Intermediate entrance door #4) and proceed to the Intermediate playusing the ground sidewalk.)
- Bus: Students will be dropped off at the end of Wiedemann Drive (near Aquatic Center.) Kindergarten and first grade students will proceed to the Primary playground. Second through 5<sup>th</sup> graders will proceed to the Intermediate playground.

DISMISSAL PROCEDURE: Dismissal is at 3:00. Please set up a meeting location outside of school.

- **Parent Pick Up:** Parents may pull up using the inside lane to pick up their child and exit immediately without leaving the vehicle. If parents need to enter the school they will need to park in the lot. The inside lane is for pick-up and drop-off only.
- The students will be dismissed out the following doors:
  - Kindergarten will be dismissed out the Primary playground door (Door #17) and can be picked up near the playground sidewalk.
  - 1<sup>st</sup> and 2<sup>nd</sup> Grade will be dismissed out the Primary entrance (Door #1).

3<sup>rd</sup>-5<sup>th</sup> Grade will be dismissed out the Intermediate entrances (Doors #2, #3, and #4).

**Bus:** Students will load the busses on the Intermediate playground.

#### **On-Line Payment System Available**

The Seymour Community School District is pleased to include a program called *e-Funds for Schools*. This program offers various options for parents/guardians who choose to make payments on-line and is extremely user friendly. You can still make payments by cash or check as you have in the past, but now not only will you have the ability to have various school fees and lunch payments electronically withdrawn from your checking account or charged to your credit card, you also have the flexibility to make a payment at any time through the school's website. The e-Funds for Schools service is offered to you by a third party service provider and they charge for processing your payment(s), similar to other on-line banking services. The district does not request or keep records of family checking or credit card account information.

The "e~Funds For Schools" electronic payment service is provided to the school by a third party service provider. The service provider has a nominal fee for their service. There is a \$1.00 transaction convenience fee for each electronic checking payment that you make. The system carries a Non-Sufficient Funds (NSF) charge if the payment is "bad". For payments made by credit or debit card, there is a transaction convenience fee of \$2.45/\$100.00. When you set up your account, please review your options carefully.

You are in full control of your account and can make a payment at any time that is convenient for you. No payments will be allowed without your knowledge and authorization through this secure payment system. By providing your home and/or work email address, an email notification informing you of the student's name, purpose of the payment, and the amount of the item will be sent to you each time that a payment is to be processed. The *e-Funds for School* site is secure and uses industry standard data encryption. The link can be found at <u>http://www.seymour.k12.wi.us/</u>, on the DISTRICT page.

#### How does e-Funds for Schools work?

- o Families set up and maintain their own login, password, and payment preferences. Your account information is retained in a passwordprotected file.
- o e-Funds for Schools will help to eliminate last minute check writing hassles, improve efficien-

cies, and help cut costs for both you and the school district

- o On-line payments will help eliminate the worry that your children could lose or forget the money intended for school items or that it might be spent on other non-school related items.
- o Payments from a credit card or checking account may easily be set up.
- o Parents/guardians may establish a reoccurring payment or may opt to make a one-time payment.
- o The program offers various types of payment to families that include but are not limited to instructional materials, registration fees, and food service payments. The system may be expanded to include other fees as well.
- o Your payment history for the year is available with a click of the mouse along with any past dues.

#### Bus Transportation Updates/Changes for 2015/2016

If your child/children have a bus transportation change for the next school year, please contact Marilyn in the transportation office at 833-2304 or go to our website to submit a change form as soon as possible. Examples of changes that could affect your child/children is if there is a change in your childcare situation; your family has moved to a different address; your child no longer requires transportation because your child will be driving their own vehicle or getting a ride to school.

It is important that our bus routes be as accurate as possible in case of an emergency or accident.

All eligible children will be assigned to a bus route. Bus drivers cannot transport your child/children unless they are assigned to their bus route.

During the regular school year, a 48 hour notice must be given to the transportation office before any bus route addition or change can go into effect.

Either bus route changes or additions can be done online by going to the school website and clicking "Transportation" under the DISTRICT drop down..



#### **Transportation Information**

We have included the 2015-2016 bus rules, regulations and disciplinary guidelines which govern all buses, in this newsletter. In order to make sure that all students and parents are familiar with the rules and procedures we ask that you review them with your children.

These rules and procedures also appear in the student handbook at each school. We need to stress the importance of prompt and open communication between the parent, bus company and school officials to foster good morale among the students and to insure the highest level of safety is provided to all students.

We also need to encourage students, parents, bus drivers and school officials to establish clear and positive disciplinary routines on the first day of school. This will help maintain a positive disciplinary climate for the balance of the school year. We look forward to the new school year and welcome all students to participate in our transportation program. We will make every effort to insure that your child receives a safe and pleasant bus ride each day. Please contact John Kasha at 833-2304 or your building principal if you have any questions or concerns.

#### A Note From Our Superintendent

Excitement for the start of the 2015-2016 school year is in the air. We have been working hard all summer to be sure we are ready for our students' return to school in the fall. New teachers/staff are hired. Buildings and classrooms are clean, repaired and in some cases repurposed. Supplies, books and equipment have been delivered. Faculty and staff have completed professional development and planning. We are ready to have this Superintendent's favorite day...the first day of school. I write to offer some simple advice to parents and students regarding our journey together for the next year...a journey that will eventually lead to many Superintendents' second favorite day of the school year...graduation!

Public school is not just about the facts and figures. "Intelligence plus character – that is the true goal of education." These simple few words, by Martin Luther King Jr., are inspiring in that public education is not just about what's in the books; public education is about developing character as well. To help ensure success, here are a few quick tenants for students to live by during the 2015-2016 school year and beyond.

 Be thankful and supportive of our system of public education. We give thanks to live in a country where public education is a right provided to all children regardless of family wealth or providence. Some countries in the world do not have a system of education for all. Many of those countries are run by violence, corruption and greed. Those countries are characterized by lack of civil rights, poor healthcare and few opportunities for family sustaining income. Since the early 1900s here, a strong public system of education for all has been part and parcel to the success and financial well-being of our nation.

- 2. Be responsible and understand what is important. A good education is not just about straight "A's" or taking the toughest classes. Children are most successful as adults when they learn as students to be responsible. Get up on time. Cheerfully help your parents while at home. Get to school and class on time. Honestly and completely do your homework and turn in projects when they are due. Study hard and honor commitments to your parents, your teachers and yourself.
- 3. Be kind to those around you. We all know success in life comes from being able to get along with others rather than just being able to assert your will. Make new friends. Be honest and reliable with your parents, teachers and friends. Help a new student find their class or feel welcome. Welcome a new teacher. Be respectful to your parents, classmates, teachers and others, both in person and when you use social media.

We are ready to serve students this next year. Students, remember your education is not just about what is in the books, it is also about being a productive and positive contributor to our society. These elements of character will serve you well in school and in life: be thankful; be responsible; be kind. Make 2015-2016 your best year yet. We all look forward to your graduation, grade level promotion and your future. Have a great year!

Mr. Ross



Seymour High School FBLA enjoying some free time at the Nationals in Chicago, IL.



Mr. Reuter and SHS Outdoor Adventure Club navigating the boundary waters.

## **Activities/Sports Schedules**



To access high school activities and sports click on the link Bay Conference Calendars on the district web site. It is located below the calendar on the right side of the page. Click on Seymour High School and you will have instant access to high school activities and district sports' events. Please use this site for notification of cancelled events.

#### 2015/2016 High School Calendar of Events

August 24	Freshmen Orientation 3:00 p.m. to 6:00 p.m.	
August 25	New staff	
August 26, 27	Teacher inservice	
Sept. 1 (Tuesday)	First day for students	
Sept. 3	Picture make up day - lunch	
Sept. 7	No School – Labor Day	
Sept. 14	Senior Parent Info night 6:00 p.m.	
Sept. 17	WI Education Fair – all juniors 9:00 a.m. – 11:00 a.m.	
Oct. 2/3	Homecoming game / dance	
Oct. 15	Evening parent teacher conferences – (students have classes)	
Oct. 19	AM parent teacher conferences/Prof. Development p.m. – no classes	
Oct. 20	Evening parent teacher conferences – (students have classes)	
Oct. 24	ACT test in Seymour – 8:00 a.m.	
Oct. 27	Choral Concert – 6:30 p.m. Auditorium	
Oct. 29, 30, 31	Fall Play	
Nov. 3	Athletic Eligibility Meeting – 6:30 p.m.	
Nov. 4	End first quarter	
Nov. 4 Nov. 5	Start second guarter	
Nov. 5	Athletic Eligibility Meeting – 6:30 p.m.	
Nov. 5 Nov. 9	Athletic Eligibility Meeting – 6:30 p.m. Athletic Eligibility Meeting – 6:30 p.m.	
Nov. 13 Nov. 25 - 27	Professional Development Day – no school for students	
	No school	
Dec. 2	Blood Drive	
Dec. 14	Winter Band Concert – 6:30 p.m. Auditorium	
Dec. 22	Winter Choir Concert – 6:30 p.m. Auditorium	
Dec. 24 – Jan 1	Winter break – no school	
Jan. 4	Classes resume	
Jan. 21	End of second quarter	
Jan. 22	Start of third quarter	
February 10	Blood Drive	
February 11 – 14	Musical	
February 15	Professional Development Day – no school for students	
February 25	Evening parent teacher conferences – (students have classes)	
February 26	Day Conferences/Prof. Development – no school for students	
March 1	ACT Testing – all juniors	
March 1	Athletic Eligibility Meeting – 6:30 p.m.	
March 2	ACT Work Keys testing – all juniors	
March 3	Athletic Eligibility Meeting – 6:30 p.m.	
March 7 – 11	Winter Break	
March 14	Athletic Eligibility Meeting – 6:30 p.m.	
March 21	Band Concert – 6:30 p.m. Auditorium	
March 25	Non Contract day – no school for students	
March 29	Chori Concert – 6:30 p.m. Auditorium	
April 5	End third quarter	
April 6	Start fourth quarter	
April 13	Blood Drive	
May 16	Band Concert / Art Fair 6:30 p.m. Auditorium	
May 24	Choir Concert / Art Fair 6:30 p.m. Auditorium	
May 30	Memorial Day – no school	
May 31	Senior finals	
June 1	Senior finals and last day	
June3	Graduation practice – 10:00 a.m.	
June 5	Graduation 2:00 – field house	
June 8	Last day of school for students	

#### 2015-2016 Seymour Middle School Calendar of Events

June 5, 2015	Students Last Day	
June 8-26	SMS Summer School	
June 8-26	Oneida-Seymour Summer School (Flying Leaf Community Center)	
August 17-21	7/8 <sup>th</sup> Grade School Year Jump Start	
August 18 & 19	6th Grade Band Lessons (8-8:30 Perc., 8:30-9:30 flutes, 9:30-10:30 clarine & sax, 10:30-11:30 brass)	
August 19	6 <sup>th</sup> Grade Transition Camp (12-4:30 students / 4-5:30 parents)	
August 25	9-10 8 <sup>th</sup> Grade Football Equipment Pick-Up	
	10-11 7 <sup>th</sup> Grade Football Equipment Pick-Up & Impact Testing	
August 26	7/8 Grade Open House 3:45-5:30 p.m.	
_	5:30 p.m. 7/8 <sup>th</sup> Grade Fall Sports/ Activities Meeting	
September 1	Students First Day	
	1 <sup>st</sup> Day Practice for Cross Country & Football	
September 2	1 <sup>st</sup> Day Practice for Volleyball	
September 3	SMS Picture Day	
	Fundraiser Kick Off	
September 7	No School – Labor Day	
September 17	Fundraiser Ends	
October 7	Fundraiser Delivery	
October 12-20	Book Fair	
October 15	PM Parent/Teacher Conferences 5-8:30 pm	
October 19	No School – Afternoon Parent/Teacher Conferences	
October 20	PM Parent/Teacher Conferences 4-7:30 pm	
October 23	Picture Re-Take Day	
November 4	End Q1	
November 5	Start Q2	
November 13	No School	
November 25-27	No School-Holiday Break	
December 24-January 1	No School-Holiday Break	
January 21	End Q2/S1	
January 22	Start Q3/S2	
February 15	No School	
February 25	PM Parent/Teacher Conferences	
February 26	No School – Afternoon Parent/Teacher Conferences	
March 7-11	No School – Spring Break	
March 25	No School	
April 5	End Q3	
April 6	Start Q4	
May 2-6	Teacher Appreciation Week	
May 3	Teacher Appreciation Day	
May 30	No School – Memorial Day	
June 8	Students Last Day	

#### High School Yearbook

Seymour High School Yearbooks are available for sale NOW! Yearbooks can be purchased in the following ways. (Be sure to specify Seymour, WISCONSIN.)

- Online via jostensyearbooks.com (quick and easy!) over the phone, call 1-877-767-5217
- Over the phone, call 1-877-767-5217
- Through the mail (watch for order forms sent directly from Jostens in the fall)

Buy early and save with our yearbook pricing 2015-2016 schedule:

Registration sale	Now- September 25	\$35 (save 30%)	Online, phone, or in school or- ders only
Mid-year pre -orders	September 26-January 15	\$45	Online, phone, mail, or in-school
Distribution sale (limited quantities remaining)	At book dis- tribution in May	\$50	Cash only, in school

#### Senior Pictures

Senior pictures must be submitted for the Seymour High School yearbook by October 30, 2015. The photographer will usually take care of this, however you will need to make sure your appointment is scheduled early enough for pictures to be submitted before the deadline. Scheduling your senior portrait sitting before school starts in the fall is generally recommended-check with your photographer.

Photo requirements are available on the yearbook http://www.seymour.k12.wi.us/high/ website: shs yearbook.cfm. Be sure to share these requirements with your photographer prior to your session! Please contact Tina Harpold, yearbook adviser, (charpold@seymour.k12.wi.us) with any guestions.

#### Yearbook Grad Ads

Senior pictures must be submitted for the Seymour High School yearbook by October 30, 2015. The photographer will usually take care of this, however you will need to make sure your appointment is scheduled early enough for pictures to be submitted before the deadline. Scheduling your senior portrait sitting before school starts in the fall is generally recommended-check with your photographer.

## Yearbook Photo App

#### SEND US YOUR PHOTOS!

You could be a yearbook photographer! Anyone in the community can take pictures at high school events/activities an upload them directly to the yearbook staff via **replayit.com**. Be sure to specify Seymour, WISCONSIN. The ReplayIt mobile app is also available to conveniently upload pictures directly from your Apple or Android device.

## Child Development Days

The Seymour Community School District provides evaluations and special services to those students identified as disabled in accordance with the state and federal quidelines. Each child between birth to 21 years of age is entitled to screening for, and evaluation of, suspected disabling conditions. These services are at no cost to the parents or student identified.

Child Development Days, a screening for children with special needs between three and five years of age, is

held in October and April of each school year. If you have a child who will be at least 3 years, 3 months old by October 1<sup>st</sup>, 2015, you and your child will be invited to participate in Seymour Community Schools Child **Development Days.** 

If you choose to participate in this event, your child will be involved in a small play group while you have the opportunity to meet other parents and talk with school personnel about normal growth and development. You can expect to spend about 40 minutes at school. Before you leave, a member of the screening staff will review her/his observations of your child's development with you as well as answer any questions you might have. Please call Lisa Daubert, school psychologist, if you need more information (833-7199, ext. 310).

#### Seymour School District Website

11. Post-it-notes 12. 3 glue sticks

14. Box of Kleener 15. Computer ear buds 16. Flash Drive (optiona

17. Highlighters

9

13. Scissors

Check the updated Seymour Community School District website at http://www.seymour.k12.wi.us for up-to-date school information. Staff lists are available as well as school supply lists, student activities and athletic information, photos from class events, and many other posts by individual classroom teachers and athletic and activities coaches. Also on our website you will find school calendars. lunch and breakfast menus and Student and Family Handbooks.

	SEVMOUD MIDDLE SCHOOL	TOOLS FOR LEADNING
	SEYMOUR MIDDLE SCHOOL -	TOOLS FOR LEARNING 2015-2016
The	e student's possession of these supplies wil	l insure his/her readiness for academic success.
Grade	2 6	Grade 8
1.	Binder (Accordion binder with dividers OR 3 ring	1. Scissors
	binderstudent preference for organization)	2. 2 box of pencils
2.		<ol> <li>1 box of colored pencils, markers, OR crayons</li> </ol>
3.	Zippered art bag (holds scissors, markers, glue, etc.)	<ol> <li>Scientific calculator (preferably Texas Instruments 2)</li> </ol>
	(boxes break open too easily)	line display)
4.	1 SINGLE subject notebooks for science and math	5. 4 large glue sticks
	2-5 subject notebooks for social studies and math	<ol> <li>8 wide-lined spiral notebooks (separate notebooks)</li> </ol>
	(1 for each subject)	<ol><li>8 folders (one should be Five Star with pockets on</li></ol>
6.	Two composition notebooks for language arts	the sides)
7.	1" 3-ring Binder with plastic cover on front (writing)	8. Computer ear buds
8.	Dividers for writing binder (for Writing)	9. 6 blue/black pens
9.	48 lead pencils (#2 lead)	10. 4 pack of highlighters (Assorted Colors)
	1 pack red correction pencils/pens	11. 1 pack graph paper or graph paper notebook
11.	2 packages of Black or Blue pens. NO NEON COLORS	12. 3 boxes of Kleenex
	4 pack of Highlighters	13. 1 Ruler
	Colored Pencils – 12 color set	14. 3 Roll Duct Tape
	Crayons	15. Protractor
	Markers (set of fine and wide point)	
	1 pack Post-it notes (Reading)	
	2 Glue Sticks	Physical Education
	Large Eraser	Requires shorts, t-shirt, sweatshirt, sweatpants, socks,
	Scissors	and sneakers.
	Box of Kleenex	and sheakers.
	Backpack – no wheels	
	Computer ear buds (required)	* ALL girls will need a one piece swimsuit for Phy
	grade teachers will help students organize all	Ed unit.
materia	Is on the first few days of school ****	
Grade	7	*Mark all items with student's name.
	Colored Pencils – 12 color set	
	Trapper Keeper	Fees
	3-ring binder (2" or larger) 6 spiral notebooks	School Fees - \$14.00
	2 Blue and/or Black Pens	Phy Ed Padlock - \$5.00
	2 Blue and/or Black Pens Metric Ruler	Band Instrument Rental - \$36.00/yr
	5 pocket folders	bund instrument Kental - \$50.00/ yr
	Set of markers	Maral Driver
	Pencil or Art Box	Meal Prices
	30 No. 2 Pencils	Breakfast - \$1.25/meal
		Weekly Breakfact 66 35

Weekly Breakfast - \$6.25 Lunch - \$2.35/meal Weekly Lunch - \$11.75 Milk - \$.30



#### SMS Summer School Service Projects

In summer school, Seymour Middle School students created service projects for our community. They made blankets and pot

holders for Community 2000. They created two different types of ABC coloring books and recycled crayons into molds of ponies, cars, hearts, and cows for little ones to color with while working in their ABC books at Good Shepherd Day Care and Muehl Public Library. They created bookmarks to encourage reading and decorated book ends promoting their favorite books. For

children to carry their books, students made back packs that were adorable, as well as useful. They made aprons and candles from recycled materials. They also made t-shirt blankets and dog toys for the local animal shelter. Students were rewarded with kind words and sense of accomplish-

ment. It was a very positive experience for all that participated. For we all know, it is better to give than to receive.

Kng**	5/2016 School Supplies	4th Grade**	5th Grade**
(There is no need to label any supplies. They will		10	pencils
be collected and shared in our learning communities.)	(please have all items labeled w/student's name)	Must haves:	2 red pens
		2 spiral notebooks (wide-lined, no binders or trapper	
Backpack (lockers are small, no wheeled backpacks)		Keepers	2 highlighters
2 boxes crayons	Backpack (lockers are small, no wheeled backpacks)	3 pocket folders	2 thin dry erase markers
2 boxes of classic color wide markers	2 Box of crayons	Colored pencils	1 pkg post-it notes
2 package of Classic color fine tip skinny markers	2 Pocket folders	2 red ink pen	1 box sandwich size zip lock bags
2 packages of dry erase markers (fine point)	2 pkgs Dry erase markers	1 box of crayons (24 count)	1 sharpie permanent marker, fine point black Colored
8 small glue sticks	2 Spiral bound wide lined notebook	1 bottle of white glue	pencils Crayons Scissors 12" ruler (with cm also)
2 large erasers	12 #2 Pencils	Plastic pencil case or box	2 glue sticks
1 pkg of 3x3 sticky notes	2 Box washable wide markers	1 highlighter	2 reams loose leaf paper
1 box of facial tissues	1 Large box of facial tissues	1 pkg of loose leaf paper	1 pkg 3"x5" index cards
1 box of guart/sandwich size zip-lock bags	8 Glue sticks		5 spiral notebooks
1 three-prong plastic solid color folder	1 Scissors	#2 pencils	3 pocket folders
(Poch-Green, Laatsch-Blue, Scheuerell-Red)		1 large eraser	2 box facial tissues
(roch-breen, Laatsch-blue, Scheuerell-Red)	1 Bottle of Liquid Glue	2 dry erase markers (THIN TIP ONLY)	
	Headphones (optional)	12-inch ruler (centimeters and inches)	3 CLEAR plastic 2L soda bottles (empty, used in scie
		Scissors	right away in the fall) NO GREEN BOTTLES ACCEPT
If your last name begins with A-H, please buy 1 box	If your last name begins with A-M, please buy 1 box	2 boxes of facial tissues	Assignment Notebook \$2.00 purchased at school
gallon size zip-lock bags	gallon size zip-lock bags	Backpack	
		Protractor	
f your last name begins with I-P, please buy 1 box of	If your last name begins with N-Z, please buy 1 box		(Separate pair of gym shoes are NOT necessary, but
aper plates	quart size zip-lock bags	Personal pencil sharpener	tennis shoes are to be worn on gym days. A schedul
	your i size zip-lock bags	Assignment Notebook \$2.00 purchased at school	f these descriptions are to be worn on gym days. A schedule
f your last name begins with Q-Z, please buy 1 pkg		Ear buds (optional)	of those days will go home at the start of the school
f dixie cups.			year.)
i dixie cups.	(Separate pair of gym shoes are NOT necessary,	Would be nice to have:	
	but tennis shoes are to be worn on gym days. A	Markers	Optional: binder
Separate pair of gym shoes are NOT necessary, but	schedule of those days will go home at the start		Optional: individual small pencil sharpener
ennis shoes are to be worn on gym days. A schedule	of the school year.)	1 Prov. 1 1 Prov	Optional: scotch tape
f those days will go home at the start of the school			
ear.)		(Separate pair of gym shoes are NOT necessary, but	
		tennis shoes are to be worn on gym days. A schedule	
21 A. A. A. Martin, Manager Theory, 1	The second se	of those days will go home at the start of the school	
		year.)	
2 <sup>nd</sup> Grade**	3rd Grade**		
	(Please have all items labeled w/student's name)		
(Please have all items labeled w/student's name.)			
	1 3-ring binder size 1" for take home work		
4 dry erase markers	(no trap keepers)	6-8th Grade**	
24 sharpened #2 pencils		(Please have all items labeled w/student's name)	
1 pencil sharpener	2 3-hole punched folders (for take home work)	<ul> <li>A second sec second second sec</li></ul>	
1 box markers	3 notebooks (any color)	10 Spiral notebooks	1 - OV CHO
	1 box of markers (8ct)	1 semantic not be at ((TH (TTH and ))	
1 bottle white glue	1 scissors	1 composition notebook (6 <sup>TH</sup> /7 <sup>TH</sup> only)	lack Creek
1 box crayons	1 old sock for dry erase boards	Graph paper notebook/pad	
2 large erasers	24 or more #2 pencils (no mechanical pencils)	3 packs of post it notes (any color)	
3 spiral bound wide lined notebooks-any color	1 large ergser	6 folders	•
1 plastic folder w/ 3 prongs-no name	1 small box or zipped bag for pencils	36 #2 pencils	
2 other folders (any colors)	1 box of crayons (8-24 ct)	10 pens	
1-1" three ring binder (Mrs. Tingo only)		1 box markers	
3 pks Post-it notes (100 or more per pk)	1 bottle of white glue-no colored glue or 8 glue sticks		
pro rust-ti notes (100 or more per pk)	1 box of facial tissues	1 box of colored pencils	
	1 12" ruler metric/standard	2 erasers	
If your last name begins with A-L, please buy 1	3-4 dry erase markers	4 permanent marker (fine/extra fine)	
box gallon size Ziploc bags.	2 reams loose leaf/filler paper	2-4 highlighters	
	1 Box Kleenex	3 alue sticks	
		1 bottle of whiteout	
If your last name begins with M-Z, please buy 2		1 scissors	
	Assignment notaback @2.00 numbered at aska		
	Assignment notebook @2.00 purchased at school		
arge boxes of tissue.		1 set of earbuds	
large boxes of tissue. 1 sock (to be used as eraser)	Assignment notebook @2.00 purchased at school Change of clothes to be kept in locker		
arge boxes of tissue. I sock (to be used as eraser) I scissors	Change of clothes to be kept in locker	1 scientific calculator (w/squares, sq root, sin/cos/tan keys	s)
large boxes of tissue. 1 sock (to be used as eraser) 1 scissors 1 backpack without wheels		1 scientific calculator (w/squares, sq root, sin/cos/tan keys	s) udents takina Alaebra
If your last name begins with M-Z, please buy 2 large boxes of tissue. 1 sock (to be used as eraser) 1 scissors 1 backpack without wheels 2 arbuds or headphones in a plastic bag labeled w/	Change of clothes to be kept in locker	1 scientific calculator (w/squares, sq root, sin/cos/tan keys TI-83 Plus or TI -84 Graphing calculator recommended for st	s) udents taking Algebra
arge boxes of tissue. L sock (to be used as eraser) L scissors backpack without wheels Garbuds or headphones in a plastic bag labeled w/ ane	Change of clothes to be kept in locker Backpack (lockers are small, no wheeled backpacks)	1 scientific calculator (w/squares, sq root, sin/cos/tan keys TI-83 Plus or TI -84 Graphing calculator recommended for st 3 large box of tissues (to be given to homeroom teacher)	s) judents taking Algebra
arge boxes of tissue. L sock (to be used as eraser) L scissors backpack without wheels Garbuds or headphones in a plastic bag labeled w/ ane	Change of clothes to be kept in locker	1 scientific calculator (w/squares, sq root, sin/cos/tan keys 17-83 Plus or 17-84 Graphing calculator recommended for st 3 large box of tissues (to be given to homeroom teacher) 1 -shirt/arthletic shorts for PE	udents taking Algebra
arge boxes of tissue. L sock (to be used as eraser) L scissors backpack without wheels Garbuds or headphones in a plastic bag labeled w/ ane	Change of clothes to be kept in locker Backpack (lockers are small, no wheeled backpacks) Earbuds or headphones in a plastic bag labeled w/name	1 scientific calculator (w/squares, sq root, sin/cos/tan keys TI-83 Plus or TI -84 Graphing calculator recommended for st 3 large box of tissues (to be given to homeroom teacher)	udents taking Algebra
large boxes of tissue. 1 sock (to be used as eraser) 1 scissors 1 backpack without wheels Carbuds or headphones in a plastic bag labeled w/ name Extra change of clothes to be kept in plastic bag	Change of clothes to be kept in locker Backpack (lockers are small, no wheeled backpacks) Earbuds or headphones in a plastic bag labeled w/name (separate pair of gym shoes are NOT necessary, but	1 scientific calculator (w/squares, sq root, sin/cos/tan keys 17-83 Plus or 17-84 Graphing calculator recommended for st 3 large box of tissues (to be given to homeroom teacher) 1 -shirt/arthletic shorts for PE	udents taking Algebra
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arge boxes of tissue. 1 sock (to be used as eraser) 1 sockpack without wheels 2 arbuds or headphones in a plastic bag labeled w/ ane 2 arbuds or headphones in a plastic bag 2 stra change of clothes to be kept in plastic bag 3 Separate pair of gym shoes are NOT necessary, wit tennis shoes are to be worn on gym days. A	Change of clothes to be kept in locker Backpack (lockers are small, no wheeled backpacks) Earbuds or headphones in a plastic bag labeled w/name (separate pair of gym shoes are NOT necessary, but	1 scientific calculator (w/squares, sq root, sin/cos/tan keys 17-83 Plus or 17-84 Graphing calculator recommended for st 3 large box of tissues (to be given to homeroom teacher) 1 -shirt/arthletic shorts for PE	udents taking Algebra bes are to be worn on gym days
arge boxes of tissue. i sock (to be used as eraser) i backpack without wheels arbuds or headphones in a plastic bag labeled w/ ame Extra change of clothes to be kept in plastic bag Separate pair of gym shees are NOT necessary	Change of clothes to be kept in locker Backpack (lockers are small, no wheeled backpacks) Earbuds or headphones in a plastic bag labeled w/name (separate pair of gym shoes are NOT necessary, but tennis shoes are to be worn on gym days (a schedule of	1 scientific calculator (w/squares, sq root, sin/cos/tan keys 17-83 Plus or 17-84 Graphing calculator recommended for st 3 large box of tissues (to be given to homeroom teacher) 1 -shirt/arthletic shorts for PE	udents taking Algebra



Community Family Resource Centers, Inc. (CFRC) is a non-profit organization providing family-friendly, affordable education and entertainment for children birth to 5<sup>th</sup> grade. Located in the Black Creek Elementary School and the Rock Ledge Primary Center, Seymour, CFRC is close and convenient for you and your family. All CFRC programs are open to ALL area residents. To register for any of our events, contact us at cfrc@seymour.k12.wi.us or (920) 833-5155 x703. Visit our website at www.seymour.k12.wi.us/cfrc.cfm for more information. "Like" CFRC Seymour/Black Creek on Facebook.

#### Parent And Child Enrichment (PACE) Program begins September 14, 2015!

PACE is designed for families with children ages 0-5 to foster parent and child interaction in a fun, structured environment. PACE focuses on child social skills and learning, parent education and fun through activities including play time, circle-time activities, art projects, story time and snack. Join us for PACE during the day or in the evening whatever works in your schedule! For a small fee, families can attend as many playgroups as they'd like. And, scholarships are available. Session 1 (fall semester) begins the week of September 14, 2015.

#### 2015-2016 PACE SCHEDULE

Black Creek Location: **Black Creek Elementary School** Monday 9 a.m. – 11 a.m. Wednesday 9 a.m. – 11 a.m. Wednesday 6 p.m. -7:30 p.m.

Seymour Location: **Rock Ledge Primary Center** Monday 6 p.m. – 7:30 p.m. Tuesday 9 a.m. -11 a.m. Thursday 9 a.m. -11 a.m.

Mark your calendars for CFRC's Autumn Extravaganza - Friday, October 9-This fun, family event features music and dancing, art projects, snacks and more.

Watch for More Me & My Family Events and Family Education Programs coming this Fall!

To register for any of our events, contact us at cfrc@seymour.k12.wi.us or (920) 833-5155 x703. Visit our website at www.seymour.k12.wi.us/cfrc.cfm for more information. And, "like" CFRC Seymour/Black Creek on Facebook.

Rock Ledge Kindergarten Supply List	Rock Ledge Elementary, Seymour Community School District First Grade Student Supply List 2015 - 2016 These are items needed for art class, gym class, or the regular classroom. Please make sure to <u>label all items with your child's name</u>	Rock Ledge Primary 2nd Grade 2015/2016 School Supply Lis
2015-16 Please <u>label</u> the following items with your child's name: BACKPACK (Large/ No Wheels) BOX OF 24 CRAVAONS (Groyola Brand) SCISSORS (Fiskars Brand) 2 (402) BOTTLES ELMERES WHITE SCHOOL GLUE Please do not send no-rung like or gel type glue 2 BOXES OF MARKERS (Wide tip Crayola) Please initial each marker (ray corregs, yellow, green, blue, purple) lock, howan, grow, pink) LARGE T-SHIRT (for painting) No plastic amacks PENCIL BOX (8 1/2 x 5) Please do not send a larger bax CHANGE OF CLOTHES (underweer, socks, ports, shirt-in Ziploc bag) HEADPHONES (preferably not ear buds) Please send the following to share with the class:	Your child's first grade teacher will store extra items, and distribute them as needed.         One large box of Kleenex or other brand tissues         Three dozen #2 pencils (plain wooden ones preferred)         Two basic folders (NOT binders, notebooks or Trappers)         3 LARGE glue sticks         Six black dry erase markers         One large backpack or school bag         One large backpack or school bag         One art supply container for supplies no more than 3.5 in. deep (we highly recommend a Ziploc brand large rectangular storage container)         One box of 24 crayons         Two large pink erasers         One small pointed scissors (Fiskars brand is recommended)         One pkg. of 10 Classic Colors wide-tip Crayola washable	24 Crayola crayons 4 black dry erase markers 3 folders 2 wide-lined spiral notebooks 8 or 10 pack Crayola classic wide-tip markers 2 composition notebooks 3 or 4 jumbo glue sticks 1 pkg pencil top erasers 2 large pink erasers 3 pads 3x3 Post-Its (at least 100 sheets/pad) 1 dry erase marker eraser (could be a scrap of cloth) 24 sharpened #2 pencils 1 med. white glue bottle
Piezde Send The following to smalle with the class. 2 GLUE STICKS 2 EXPO DRY ERASE MARKERS 1 BOX OF KLEENEX 2 BOXES OF SINACI/CRACKERS (not individual size) ZIPLOC BAGS (quart or gallon) 1 PACK OF POST-IT NOTES (solid color) PAPER PLATES (small) (dist names A-M) PAPER CUPS (1202 or larger) (list names N-Z)	markers Two 4-ounce bottles of Elmer's WHITE school glue One 1 in, binder One 3-hole zipper pencil pouch One set of personal headphones (to be used for technology purposes throughout the next several years.) Two wide-ruled spiral notebooks One composition notebook	1 pair of scissors 1 art box 1 large box of tissues gym shoes headphones (in a labeled Ziploc bag) backpack
Additional quantities of consumable supples will be requested later in the year. Updated 5-19-15	Last Names A-F: One box of Ziploc bags. Last Names G-Z: 3 packs of 3x3 sticky notes (at least 100 sheets per pock) Please make sure your child has available or wears a pair of tennis shoes for gym days. S for all grades at all schools are available	able on our website at

http://www.seymour.k12.wi.us/. Use Mozilla Firefox, Google Chrome or Internet Explorer Browsers.

#### **RULES AND REGULATIONS FOR BUS RIDERS**

#### SEYMOUR COMMUNITY SCHOOL DISTRICT

Please keep in mind that riding the school bus is a privilege, and that 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.

#### 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. or his/her parent or guardian shall be financially responsible for damage done to the seats or other bus equipment.
- 4. shall remain in 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 their driveway until the bus comes to a complete stop.
- 3. If the bus rider crosses the road, he/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 their 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.
- 6. Unnecessary distractions may cause confusion and divert the driver's attention which may result in a serious accident.

#### **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 the driver's signature and route number.

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

- 1. The school official will inform the parent or guardian of the offense and discuss possible disciplinary measures to correct the situation or,
- 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 or 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.

#### FREQUENTLY ASKED QUESTIONS ABOUT FREE AND REDUCED PRICE SCHOOL MEALS

#### Dear Parent/Guardian:

Children need healthy meals to learn. Seymour Community School District offers healthy meals every school day. Breakfast costs (4K-5) \$1.15 and (6-12) \$1.25; lunch costs (4K-5) \$2.25 and (6-12) \$2.35. Your children may qualify for free meals or for reduced price meals. Reduced price is \$0.30 for breakfast and \$0.40 for lunch. This packet includes an application for free or reduced price meal benefits, and a set of detailed instructions. Below are some common questions and answers to help you with the application process.

#### 1. WHO CAN GET FREE OR REDUCED PRICE MEALS?

- All children in households receiving benefits from FoodShare, the Food Distribution Program on Indian Reservations (FDPIR), or W-2 Cash Benefits are eligible for free meals.
- Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.
- Children participating in their school's Head Start program are eligible for free meals.
- Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
- Children may receive free or reduced price meals if your household's income is within the limits on the Federal Income Eligibility Guidelines. Your children may qualify for free or reduced price meals if your household income falls at or below the limits on this chart.

FEDERAL EI	LIGIBILITY INCOM	IE CHART For School	Year 2015-2016
Household size	Yearly (\$)	Monthly (\$)	Weekly (\$)
1	21,775	1,815	419
2	29,471	2,456	567
3	37,167	3,098	715
4	44,863	3,739	863
5	52,559	4,380	1,011
6	60,255	5,022	1,159
7	67,951	5,663	1,307
8	75,647	6,304	1,455
Each additional person:	7,696	642	148

- 2. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY? Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and haven't been told your children will get free meals, please call or e-mail Sue Kaphingst, Pupil Services Director, at 920-833-5159 Ext. 732 or email skaphingst@seymour.k12.wi.us.
- 3. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD? No. Use one Free and Reduced Price School Meals Application for all students in your household. We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to: **Seymour Community High School, Attn: Health Services, 10 Circle Drive, Seymour WI 54165.**
- 4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE MEALS? No, but please read the letter you got carefully and follow the instructions. If any children in your household were missing from your eligibility notification, contact the **Seymour High School Health Services Office at 920-833-2306 Ext. 426** immediately.

- CAN I APPLY ONLINE? A copy of the application can be found at our website at Seymour.k12.wi.us and click on Food Service Program for an application or to learn more about the application process. Contact Seymour Community High School, Attn: Health Services, 10 Circle Drive, Seymour WI 54165 or call 920-833-2306 Ext. 426 if you have any questions about the application.
- 6. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE? Yes. Your child's application is only good for that school year and for the first few days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year.
- 7. I GET WIC. CAN MY CHILDREN GET FREE MEALS? Children in households participating in WIC <u>may</u> be eligible for free or reduced price meals. Please send in an application.
- 8. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report.
- 9. IF I DON'T QUALIFY NOW, MAY I APPLY LATER? Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.
- WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION? You should talk to school officials. You also may ask for a hearing by calling or writing to: John Kasha, Food Service Director, 10 Circle Drive, Seymour WI 54165; 920-833-2304 Ext. 508 or email jkasha@seymour.k12.wi.us.
- 11. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN? Yes. You, your children, or other household members do not have to be U.S. citizens to apply for free or reduced price meals.
- 12. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you <u>normally</u> receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
- 13. WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT? Household members may not receive some types of income we ask you to report on the application, or may not receive income at all. Whenever this happens, please write a 0 in the field. However, if any income fields are left empty or blank, those will <u>also</u> be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you <u>meant</u> to do so.
- 14. WE ARE IN THE MILITARY. DO WE REPORT OUR INCOME DIFFERENTLY? Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, or receive Family Subsistence Supplemental Allowance payments, it must also be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Any additional combat pay resulting from deployment is also excluded from income.
- 15. WHAT IF THERE ISN'T ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY? List any additional household members on a separate piece of paper, and attach it to your application.
- 16. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for FoodShare or other assistance benefits, contact your local assistance office or call 1-800-362-3002.

If you have other questions or need help, call 920-833-2306 Ext. 426.

Sincerely, John D. Kasha, Food Service Director



Please use these instructions to help you fill out the application for free or reduced price school meals. You only need to submit one application per household, even if your children attend more than one school in the Seymour Community School District. The application must be filled out completely to certify your children for free or reduced price school meals.

Please follow these instructions in order! Each step of the instructions is the same as the steps on your application. If at any time you are not sure what to do next, please contact Carol Henke at the Seymour High School Health Services Office at 920-833-2306 Ext. 426.

PLEASE USE A PEN (NOT A PENCIL) WHEN FILLING OUT THE APPLICATION AND DO YOUR BEST TO PRINT CLEARLY.

**STEP 1:** LIST ALL INFANTS, CHILDREN, AND STUDENTS UP TO AND INCLUDING GRADE 12 WHO ARE HOUSEHOLD MEMBERS

Tell us how many infants, children, and school students live in your household. They do NOT have to be related to you to be a part of your household.

Who should I list here?

When filling out this section, please include all members in your household who are:

- Children age 18 or under and are supported with the household's income;
- In your care under a foster arrangement, or qualify as homeless, migrant, runaway youth, or Head Start;
- Students attending Black Creek Elementary/Middle School, Rock Ledge Primary, Rock Ledge Intermediate, Seymour Middle School or Seymour High School *regardless of age*.

A) List each child's name. For each child, print their first name, middle initial and last name. Use one line of the application for each child. When writing names, print one letter in each box. Stop if you run out of space. If there are more children present than lines on the application, attach a second piece of paper with all required information for the additional children.

B) List the name of the school the child attends or N/A if the child does not attend school.

C) Do you have any foster children? If any children listed are foster children, mark the "Foster Child" box next to the child's name. Foster children who live with you may count as members of your household and should be listed on your application. If you are only applying for foster children, after completing STEP 1, skip to STEP 4 of the application and these instructions.

D) Are any children homeless, migrant, or runaway? If you believe any child listed in this section may meet this description, please mark the "Homeless, Migrant, Runaway" box next to the child's name and complete all steps of the application.

E) Are any children in Head Start? If any child is enrolled in a Head Start Program, check the Head Start box after the child's name and complete all steps of the application.

STEP 2: DO ANY HOUSEHOLD MEMBERS (INCLUDING YOU) CURRENTLY PARTICIPATE IN ONE OR MORE OF THE FOLLOWING ASSISTANCE PROGRAMS: FOODSHARE, W-2 CASH BENEFITS, OR FDPIR?

If anyone in your household participates in the assistance programs listed below, your children are <u>eligible</u> for free school meals:

- The Supplemental Nutrition Assistance Program (SNAP) or FoodShare
- Temporary Assistance for Needy Families (TANF) or W-2 Cash Benefits
- The Food Distribution Program on Indian Reservations (FDPIR)

A) IF NO ONE IN YOUR HOUSEHOLD PARTICIPATES IN ANY OF THE ABOVE LISTED PROGRAMS:

- Circle 'NO' and skip to STEP 3 on these instructions and STEP 3 on your application
- Leave STEP 2 blank.

B) IF ANYONE IN YOUR HOUSEHOLD PARTICIPATES IN ANY OF THE ABOVE LISTED PROGRAMS:

- Circle 'YES' and provide a case number for FoodShare, W-2 Cash Benefits, or FDPIR. You only need to write one case number. If you participate in one of these programs and do not know your case number, contact your case worker. You <u>must</u> provide a case number on your application if you circled "YES". Please note: A BadgerCare case number cannot be used on this application, only the programs listed above.
- Skip to STEP 4, leave STEP 3 blank.

#### **STEP 3:** REPORT INCOME FOR ALL HOUSEHOLD MEMBERS

A) Report all income earned by children. Refer to the chart titled "Sources of Income for Children" in these instructions and report the combined gross income for ALL children listed in Step 1 in your household in the box marked "Child Income." Only count foster children's income if you are applying for them together with the rest of your household. It is optional for the household to list foster children living with them as part of the household.

#### What is Child Income?

Child income is money received from outside your household that is paid **directly** to your children. Many households do not have any child income. Use the chart below to determine if your household has child income to report.

Sources of Income for Children		
Sources of Child Income Example(s)		
Earnings from work	• A child has a job where they earn a salary or wages.	
<ul> <li>Social Security         <ul> <li>Disability Payments</li> <li>Survivor's Benefits</li> </ul> </li> </ul>	<ul> <li>A child is blind or disabled and receives Social Security benefits.</li> <li>A parent is disabled, retired, or deceased, and their child receives social security benefits.</li> </ul>	
• Income from persons <i>outside</i> the household	• A friend or extended family member <i>regularly</i> gives a child spending money.	
Income from any other source	• A child receives income from a private pension fund, annuity, or trust.	

#### FOR EACH ADULT HOUSEHOLD MEMBER:

#### Who should I list here?

#### When filling out this section, please include all members in your household who are:

• Living with you and share income and expenses, even if not related and even if they do not receive income of their own.

Do **not** include people who:

- Live with you but are not supported by your household's income **and** do not contribute income to your household.
- Children and students already listed in Step 1.

#### How do I fill in the income amount and source?

#### FOR EACH TYPE OF INCOME:

- Use the charts in this section to determine if your household has income to report.
- Report all amounts in gross income ONLY. Report all income in whole dollars. Do not include cents.
   Gross income is the total income received before taxes or deductions.
  - Many people think of income as the amount they "take home" and not the total, "gross" amount. Make sure that the income you report on this application has NOT been reduced to pay for taxes, insurance premiums, or any other amounts taken from your pay.
- Write a "0" in any fields where there is no income to report. Any income fields left empty or blank will be counted as zeroes. If you write '0' or leave any fields blank, you are certifying (promising) that there is no income to report. If local officials have known or available information that your household income was reported incorrectly, your application will be verified for cause.
- Mark how often each type of income is received using the check boxes to the right of each field.

B) List Adult Household member's name. Print the name of each household member in the boxes marked "Names of Adult Household Members (First and Last)." Do not list any household members you listed in STEP 1. If a child listed in STEP 1 has income, follow the instructions in STEP 3, part A.

C) Report earnings from work. Refer to the chart titled "Sources of Income for Adults" in these instructions and report all income from work in the "Earnings from Work" field on the application. This is usually the money received from working at jobs. If you are a self-employed business or farm owner, you will report your net income.

#### What if I am self-employed?

If you are self-employed, report income from that work as a **net** amount. This is calculated by subtracting the total operating expenses of your business from its gross receipts or revenue.

D) Report income from Public Assistance/Child Support/Alimony/SSI/VA Benefits. Refer to the chart titled "Sources of Income for Adults" in these instructions and report all income that applies in the "Public Assistance/Child Support/Alimony/SSI/VA Benefits" field on the application. Do not report the value of any cash value public assistance benefits NOT listed on the chart. If income is received from child support or alimony, only court-ordered payments should be reported here. Informal but regular payments should be reported as "other" income in the next part.

E) Report income from Pensions/Retirement/Social Security/All other income. Refer to the chart titled "Sources of Income for Adults" in these instructions and report all income that applies in the "Pensions/Retirement/Social Security, Other Income" field on the application.

F) Special Situations. For seasonal workers and others whose income fluctuates and usually earn more money in some months than others. In these situations, project the annual rate of income and report that. This includes workers with annual employment contracts but may choose to have salaries paid over a shorter period of time. This includes school employees.

G) Report total household size. Enter the total number of household members in the field "Total Household Members (Children and Adults)." This number MUST be equal to the number of household members listed in STEP 1 and STEP 3. If there are any members of your household that you have not listed on the application, go back and add them. It is very important to list all household members, as the size of your household determines your income cutoff for free and reduced price meals.

H) Provide the last four digits of your Social Security Number. The household's primary wage earner or another adult household member must enter the last four digits of their Social Security Number in the space provided. You are eligible to apply for benefits even if you do not have a Social Security Number. If no adult household members have a Social Security Number, leave this space blank and mark the box to the right labeled "Check if no SSN."

Sou	rces of Income for Ad	ults
Earnings from Work	Public Assistance/ Child Support /Alimony	Pensions/Retirement/All Other Income
<ul> <li>Salary, wages, cash bonuses</li> <li>Net income from self- employment (farm or business)</li> <li>Strike benefits</li> <li>If you are in the U.S. Military:         <ul> <li>Basic pay and cash bonuses (do NOT include combat pay, FSSA or privatized housing allowances)</li> <li>Allowances for off-base housing, food, and clothing</li> </ul> </li> </ul>	<ul> <li>Unemployment benefits</li> <li>Worker's compensation</li> <li>Supplemental Security Income (SSI)</li> <li>Cash assistance from State or local government</li> <li>Alimony payments</li> <li>Child support payments</li> <li>Veteran's benefits</li> </ul>	<ul> <li>Social Security (including railroad retirement and black lung benefits)</li> <li>Private Pensions or disability</li> <li>Income from trusts or estates</li> <li>Annuities</li> <li>Investment income</li> <li>Earned interest</li> <li>Rental income</li> <li>Regular cash payments from outside household</li> </ul>

#### **STEP 4: CONTACT INFORMATION AND ADULT SIGNATURE**

All applications must be signed by an adult member of the household. By signing the application, that household member is promising that all information has been truthfully and completely reported. Before completing this section, please also make sure you have read the privacy and civil rights statements on the back of the application.

A) *Provide your contact information.* Write your current address in the fields provided if this information is available. If you have no permanent address, this does not make your children ineligible for free or reduced price school meals. Sharing a phone number, email address, or both is optional, but helps us reach you quickly if we need to contact you.

B) Sign and print your name. Print your name in the box "Printed name of adult completing the form." And sign your name in the box "Signature of adult completing the form."

C) Write Today's Date. In the space provided, write today's date in the box.

D) Share children's Racial and Ethnic Identities (optional). On the back of the application, we ask you to share information about your children's race and ethnicity. This field is optional and does not affect your children's eligibility for free or reduced price school meals.

Definition of Household Member: "Anyone who is living with you and shares income and expenses, even if not related.	with you and shares income	and expenses, even if not related."		Schoo	School the Child Attends or	Humelees
Child's First Name	W	Child's Last Name		N	NA if not in school	Foster Migrant, Head Child Runaway Start
						/idde
						tert lik x:
STEP2 Do any Household Members (including you) currently	s (including you) c		participate in any of the following assistance programs:	FoodShare, W-2 Cash	ו Benefits, or FDPIR?	Yes / No
			Case Number:		Program Name:	
If you answered NO > Complete STEP 3. If you answered YES > Write a case num	answered YES > Write a	a case number here, then go to S I EP 4 ( <u>Do not complete S I EP 3)</u>	10 March 10	Write only one case number in this space.	Note: Do not include BadgerCare in Step 2	rCare in Step 2
STEP 3 Report Income for ALL Household Members (Skip	Household Membe	ts (Skip this step if you answered 'Yes' to	s' to STEP 2)			
A. Child Income Sometimes children in the household earn income. Please include the TOTAL incom including grade 12 of all Household Members listed in STEP 1 here.	e. Please include the TO in STEP 1 here.	0TAL income earned by all infants, children and students up to and	and students up to and \$	Meekdy	How oten? Bi-weeky [2x Month Manth]	
B. All Adult Household Members (including yourself) List all Household Members not listed in STEP 1 (including yourself) even if they do not whole dollars only. If they do not receive income from any source, write '0'. If you enter '0'	ng yourself) cluding yourself) even if tt m any source, write '0'. If y	h <b>ey do not receive incom</b> e. For each House /ou enter '0' or leave any fields blank, you are	receive income. For each Household Member listed, if they do receive income, report total income for each source in of or leave any fields blank, you are certifying (promising) that there is no income to report.	some, report total income for e	щ	Special Situations Seasonal Workers, Annual contract paid over a shorter period of time (school
Name of Adult Household Members (First and Last)	C. Eamings from Work	How often? D. Public Assistance/ Child Support/ Weekly Bi-Weekly 2x Month Monthy Alimony/SSIVA Benefits	How often? Weekty Bi-Weekty 2X Month Monthly	E. Pensions/Retirement/ Social Security, Other Income	How often? Bi-Weekly 2x Month Monthly	employees), fluctuating income. Annualize income and report here.
	\$	\$ 0 0 0		\$	* 0 0	
	\$	\$ 0 0 0		•	• 0 0	
	\$	\$		S	* 0 0	
	\$	\$ 0 0 0		S	* 0 0 0	
	\$	\$			<b>\$</b> 0 0 0 0	
G. Total Household Members (Children and Adults)	H. Last Four Digits of Social Secu Primary Wage Earner or Other	rrity Number (SSN) of X	X X X	Check if no SSN		
STEP 4 Contact information and adult signature	ıd adult signature			l	l	
" certify (promise) that all information on this application is true and that all income is reported. I understand that this information is given in connection with the receipt of Federal funds, and that school officials may verify (check) the information. I am aware that if I purposely give false information, my children may lose meal benefits, and I may be prosecuted under applicable State and Federal laws."	ue and that all income is repor nay be prosecuted under applic	rted. I understand that this information is given in cor cable State and Federal laws."	nnection with the receipt of Federal funds, and	that school officials may verify (che	eck) the information. I am aware	that if I purposely give
Street Address (if available)	Apt #	City	State Zip	Daytime Phone and Email (optional)	l (optional)	
Printed name of adult completing the form		Signature of adult completing the form		Today's date		

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Apply online at: ( $\frac{1}{1000}$  tink if have an online application or delete if not applicable)

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 2015-2016 Application for Free and Reduced Price School Meals
 Apply online at: (insert link if have an online application or delete if not applicable

 Complete one application per household. Please use a pen (not a penci).
 Apply online at: (insert link if have an online application or delete if not applicable

 STEP1
 List ALL infants, children, and students up to and including grade 12 who are Household Members
 (If more spaces are required for additional names, attach another sheet of paper.

OPTIONAL Children's Raci We are required to ask for inform Responding to this section is opti	OPTIONAL Children's Racial and Ethnic Identities We are required to ask for information about your children's race and ethnicity. This information is important and h Responding to this section is optional and does not affect your children's eligibility for free or reduced price meals.	<b>OPTIONAL</b> Children's Racial and Ethnic Identities We are required to ask for information about your children's race and ethnicity. This information is important and helps to make sure we are fully serving our community. Responding to this section is optional and does not affect your children's eligibility for free or reduced price meals.
Ethnicity (check one):	one or more	): American Indian or Alaskan Native □ Black or African American
Not Hispanic or Latino	🔲 Asian 🔄 Native Hawaiia	Native Hawaiian or Other Pacific Islander
The Richard B. Russell National Schc	The Richard B. Russell National School Lunch Act requires the information on this application.	in any program or activity conducted or funded by the Department. (Not all prohibited bases will
You do not have to give the information,	You do not have to give the information, but if you do not, we cannot approve your child for free or	apply to all programs and/or employment activities.)
reduced price meals. You must include	reduced price meals. You must include the last four digits of the social security number of the	
adult household member who signs the application. The last four	re application. The last four digits of the social security	If you wish to file a Civil Rights program complaint of discrimination, complete the USDA
Number is not required when you apply	number is not required when you apply on behalf of a foster child or you list a Supplemental Nutrition Assistance Drontom (SNAD) Temorony Assistance for Needy Femilias (TANE)	riogram discrimination Complaint Form, jound online at http://www.ascr.usda.gov/complaint filing_cust.html, or at any USDA office, or call (866)
Program or Food Distribution Program	Program or Food Distribution Program on Indian Reservations (FDPIR) case number or other	632-9992 to request the form. You may also write a letter containing all of the information
FDPIR identifier for your child or when	FDPIR identifier for your child or when you indicate that the adult household member signing the	requested in the form. Send your completed complaint form or letter to us by mail at U.S.
application does not have a social secu	application does not have a social security number. We will use your information to determine if	Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W.,
your child is eligible for free or reduced p	your child is eligible for free or reduced price meals, and for administration and enforcement of the	Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at <u>program intake@usda.gov</u> .
lunch and breakfast programs. We MA	lunch and breakfast programs. We MAY share your eligibility information with education, health,	Individuals who are deaf, hard of hearing, or have speech disabilities and wish to file either an
and nutrition programs to help them $\epsilon$	and nutrition programs to help them evaluate, fund, or determine benefits for their programs,	EEO or program complaint please contact USDA through the Federal Relay Service at (800)
auditors for program reviews, and law enforcement officials to help	enforcement officials to help them look into violations of	877-8339 or (800) 845-6136 (in Spanish).
program rules.		Persons with disabilities who wish to file a program complaint. please see information above on
The U.S. Department of Agriculture (USDA) prohibits discrimination	SDA) prohibits discrimination against its customers,	how to contact us by mail directly or by email. If you require alternative means of
employees, and applicants for employn	employees, and applicants for employment on the bases of race, color, national origin, age,	communication for program information (e.g. Braille large print audiotape etc.) please contact
disability, sex, gender identity, religion,	disability, sex, gender identity, religion, reprisal and, where applicable, political beliefs, marital	using the second s
derived from environthic excitations status, sexual offentiation, of an of part of	al oliciitatioli, ol all ol part ol all'illuvidual s'illoolife is anne et exercited acceptio information in ample mont er	
	טפוועפט ווסוו מווץ ףעטור מאאאמונכפ אוסטומוון, סו אוסנפנופט טפוופעני וווסו וומוסוו ווו פווואוסאווופוו סו 	USDA is an equal opportunity provider and employer.
	DO NOT FILL OUT THIS PAR Annual Income Conversion: Weekby 55 Ev	DO NOT FILL OUT THIS PART. THIS IS FOR SCHOOL USE ONLY. Annual Income Conversion: Weekby 557 Eveny 3 Weekey 35 Twine & Month y 34 Monthly y 12
Total	Total Income: Per: 🗆 Week, 🛛 Every 2 Weeks,	Per: 🗆 Week, 🗆 Every 2 Weeks, 🗆 Twice A Month, 🗆 Month, 🗆 Year Household size:
Categ	Categorical Eligibility: Income Eligibility: Free Ree	Reduced Denied
Date	Date Withdrawn: Reason for denial or withdrawl:	
Deter	Determining Official's Signature:	Date:
Confi	Confirming Official's Signature:	Date:
Verify	Verifying Official's Signature:	Date:

Ethnicity (check one):	Race (check one or more)	re):	
Hispanic or Latino	White	American Indian or Alaskan Native	Black or African A
Not Hispanic or Latino	□ Asian □	Native Hawaiian or Other Pacific Islander	

## **Public Notices**

#### **Student Records**

Seymour Community School District designate as directory data a student's name, parents' name, address, telephone listing, date of birth and photographs. Directory data shall be considered public information and may be released to appropriate persons and media unless parents or adult students refuse the release, in writing, of their own initiation. Refusal of such release must be made no later than two weeks after the opening of school or of enrolling in the case of those entering after the school year has started.

Concerns regarding the school records should be taken up with the appropriate building principal or may be filed with the Family Policy and Regulations Office of the U.S. Department of Education.

#### Certification Regarding Drug-Free Workplace Requirements Grantees Other Than Individuals

This certification is required by the regulations implementing the Drug-Free Workplace Act of 1988.34 CFR Part 85, Subpart F. The regulations, published in the January 31, 1989, <u>Federal Register</u>, require certification by grantees, prior to award, that they will maintain a drug-free workplace. The certification set out below is material representation of fact upon which reliance will be placed when the agency determines to award the grant. False certification or violation of the certification shall be grounds for suspension of payments, suspension or termination of grants, or government-wide suspension or debasement (see 34 CFR Part 85, Sections 85.615 and 85.620).

The grantee certifies that it will provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition:

b) Establishing a drug-free awareness program to inform employees about:

1. The dangers of drug abuse in the workplace.

2. The grantee's policy of maintaining a drug-free workplace.

3. Any available drug counseling, rehabilitation, and employee assistance programs; and

4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace:

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a):

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

1. Abide by the terms of the statement; and

2. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.

(e) Notifying the agency within ten days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction:

(f) Taking one of the following actions, within 30 days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

1. Taking appropriate personal action against such an employee, up to and including termination; or

2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency:

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraph (a), (b), (c), (d), (e) and (f).

Seymour Community School District #59-WI-89-1502.

#### Screening And Evaluation Of Possible

#### **Special Needs Students**

The Seymour Community School District provides evaluations and special services to those students identified as handicapped in accordance with the state and federal guidelines. Each child between birth to 21 years of age is entitled to screening for, and evaluation of, suspected handicapping conditions. These services are at no cost to the parents or student identified. Child Development Days, a screening for special needs children between three to five years of age, is held in October and April of each school year. In addition screening of other students will be done at parental request. Requests can be made by contacting the building principal or by contacting Sue Kaphingst, Director of Pupil Services, 833-7199 ext. 308.

#### Notification Of Non-Discrimination Policy

It is the policy of the Seymour Community School District that no person may be denied admission to any public school in this district or 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, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability or hand-icap as required by s. 118.13, WI 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 resolution of complaints under this policy. A formal complaint resolution procedure is available, however, to address allegation of violations of the policy in the Seymour Community School District questions concerning this policy should be directed to:

Mr. Peter Ross, Superintendent of Schools Seymour Community School District 10 Circle Drive, Seymour, WI 54165 920-833-2304 ext. 503

The Seymour Community School District is an equal opportunity employer and does not discriminate against applicants on the basis of race, creed, sex, national origin, handicap, age, or political affiliation.

## **Equal Education Opportunities**

The Seymour Community 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 the student to be admitted to school and to participate fully in curricular, extracurricular, student services, recreational or other programs or activities shall not be abridged or impaired because of a student's sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability.

Complaints regarding the interpretation or application of this policy shall be referred to the Seymour Community School District Administrator and processed in accordance with established procedures. Notice of this policy and its accompanying complaint procedures shall be published at the beginning of each school year and posted in each school building in the district. In addition, a student nondiscrimination statement shall be included on student and staff handbooks, course selection handbooks and other published materials distributed to the public describing school activities and opportunities.

#### Equal Educational Opportunities Discrimination Complaint Procedures

If any person believes that the Seymour Community School District or any part of the school organization has inadequately applied the principles and/or regulations of Title VI, Title IX and Section 504 or in some way discriminates on the basis of sex, race, national origin, ancestry, creed, pregnancy, parental or marital status, sexual orientation, or physical, learning, mental or emotional disabilities, he/she may bring forward a complaint to the Title VI, Title IX or Section 504 coordinator at his/her office in the Seymour Community School District, Seymour, WI, or contact him/her by phone: 920-833-2304.

#### **Informal Procedure**

The person who believes he/she has a valid basis for complaint shall discuss the concern with the building administrator who shall in turn investigate the complaint and reply to the complainant verbally within five (5) days. if this reply is not acceptable to the complainant, he/she may initiate an informal complaint to the local Title VI, Title IX or 504 coordinator who shall in turn investigate the complaint and reply to the complainant in writing within five (5) school / business days. If this reply is not acceptable to the complainant, he/she may initiate formal procedures according to the steps listed.

#### Formal Grievance Procedure

Step 1: A written statement of the grievance shall be prepared by the complainant and signed. This grievance shall be presented to the local Title VI, Title IX or 504 coordinator within give (5) school / business days of receipt of the written reply to the informal complaint. The coordinator shall further investigate the matters of the grievance and reply in writing to the complainant within ten (10) school / business days.

Step 2: If the complainant wishes to appeal the decision of the local Title VI, Title IX or 504 coordinator, he/she may submit a signed statement of appeal to the Seymour Community School District Administrator within five (5) school / business days after receipt of the local coordinator's response to the grievance. The Seymour Community School District Administrator shall meet with all parties involved, formulate a conclusion, and respond in writing to the grievance within ten (10) school / business days.

Step 3: If the complainant remains unsatisfied, he/she may appeal through a signed, written statement to the Seymour Community School Board of Education within five (5) school / business days of his / her receipt of the Seymour Community School District Administrator's response to Step 2. In an attempt to resolve the grievance, the Board of Education shall meet with the concerned parties and their representatives at the next regular Board meeting or within fifteen (15) school / business days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent by the Board Clerk to each concerned party within ten (10) school or business days of this meeting.

Step 4: If, at this point, the grievance has not been satisfactorily settled, further appeal may be made within 30 days to the Department of Public Instruction, Equal Educational Opportunity Office, P.O. Box 7841, Madison, WI 53707. Also, an appeal may be made to the Office for Civil Rights, U.S. Department of Education, Washington, D.C. 20201.

#### **Grievance Procedure - Special Education**

Discrimination complaints relating to the identification, evaluation, educational placement or the provision of free appropriate public education of a child with exceptional educational need shall be processed in accordance with established appeal procedures outlined in the district's special education handbook.

## **Grievance Procedure - Federal Programs**

Discrimination complaints relating to programs specifically governed by federal law or regulation shall be referred directly to the State Superintendent of Public Instruction.



# **Invide** is published for residents of the Seymour Community School District

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Seymour Community School District provides equal opportunity regardless of sex, race, color, age, handicap,

or national origin.