Kickapoo Area School District

BACK TO SCHOOL

Newsletter

2019-20
School Year

What You Will Find in This Issue:

- Student Registration Information
- Free & Reduced Lunch Application Form
- 2019-20 School District Calendar
- 2019-20 District Fees
- Back to School Info

Kickapoo Area School District
S6520 State Hwy 131
Viola WI 54664

Address Service Requested
Kickapoo Area School District
Important Dates to Remember
2019-20 School Year

Registration

Grades 4K – 5 (New Students Only)

4K students who attended screening in December of 2018 are already registered. Registration is not required for K-5 students who attended Kickapoo last year.

Elementary Secretary will be in the office from
7:30 A.M. – 3:30 P.M. Monday – Friday.
On Wednesday, August 28th, from 7:30 A.M. – 6:30 P.M.
Please come in as soon as possible if you have new students to register; you may also put money on your lunch account before school starts.

Grades 6-12 (All Students)

Students should come to the middle/high school office to pick up class schedules, locate lockers, try locker combinations, and locate classrooms.
Tuesday, August 27, 2019 ~ 7:30 A.M. – 3:30 P.M.
Wednesday, August 28, 2019 ~ 7:30 A.M. – 6:30 P.M.
Thursday, August 29, 2019 ~ 7:30 A.M. – 3:30 P.M.

22nd Annual Spaghetti Supper
Wednesday, August 28, 2019
4:30 – 6:30 P.M.
All Purpose Room

4K – 5 Open House
Wednesday, August 28, 2019
Open House from 4:00-5:00 P.M.
Kickapoo Elementary

Grade 6 Orientation
Wednesday, August 28, 2019 @ 6:00 P.M.
Auditorium

Picture Day
Grades 4K – 11
Tuesday, September 17, 2019
Beginning at 8:15 A.M.
(Retake Date: Tuesday, October 22nd)
NEW THIS YEAR!

There is a link on our website that will allow families, through Skyward’s Family Access, to pay for student lunches electronically from a checking account.

The one-page brochure on the flip-side of this notice is a step-by-step guide to setting this up for your family.

You will need to access this program via the link on our website at www.kickapoo.k12.wi.us to set up an account with eFunds for Schools, then follow the link on the website.

Once you have your account set up, you will be able to make a payment using your checking account by clicking the “make a payment” button in Family Access. There is a $1.00 charge each time you make a transaction. (ex. choose to pay $50.00, your checking account will decrease by $51.00)

Welcome back to another great school year!

Every Kid ~ Every Day
Step-by-Step Guide for Parents
Getting started with e~Funds for Schools Mobile Website

CREATING A NEW ACCOUNT
1. Visit the website that was provided to you by your school district.
2. Click on Create an Account.
3. Provide Requested Information.
4. Click Create Account.

ACCOUNT MANAGEMENT – STUDENTS
1. Log into your account.
2. Select Manage Students under Manage Account.
3. Enter student Last Name and Family or Student ID#.
4. Select Add Student(s).
5. Repeat steps 2-4 to add additional students.

ACCOUNT MANAGEMENT – PAYMENT INFORMATION
1. Log into your Account
2. Select Payment Methods under Payment Settings.
3. Select New Credit Card or New Direct Debit to add new payment information.
4. After entering all required information, read Consent and select Add to save information to account.

MAKE A PAYMENT
1. Select type of payment you would like to make.
2. Select student.
3. Enter amount of payment.
4. Select Begin Checkout.
5. Choose payment method or enter new method.
6. Review items and total.
7. Select Pay Now.
Kickapoo Area School District
2019-20
Fees

**Lunch:**
(Adult summer prices are the same)
K-5: 2.65/13.25
6-12: 2.85/14.25
Reduced: K-12 - Free
Adult: 3.85/19.25

**Breakfast:**
(Adult summer prices are the same)
K-12: Universal Free
Reduced: Universal Free
Adult: 2.25/11.25

Milk: .30 cents per carton (subject to change upon receipt of milk bids)

**Athletic Passes**
Board of Education waived admission charges to athletic events for the 2019-20 school year.

**Request for Transcript:**
1.00 each transcript

**Faxes:**
1.00 per page

**Records Search:**
15.00 per hour

Board Approved: 06/10/19

kld
Online Registration

For Students

Online registration will be open August 22nd. We have created an online registration for parents to complete instead of filling out the paper copies of the registration form. A registration form must be completed for EACH student.

To complete the online registration, go to the Kickapoo School District website, under Menu – Students – Skyward Access log into your account. Click on the Online Registration button and begin. Please remember to complete each step and register each student.

If you forgot or don’t know your password, please call Marla at the MS/HS office at (608) 627-0100 or Melissa Wiegel at the Elementary Office at (608) 627-0107.

Come to the Open House/Spaghetti Supper night on August 28th from 4:30-6:30 PM!

We will have the MS/HS computer lab open for anyone wishing to complete your student’s registration then. We will have someone assisting you if you need help.
2019-20 Back to School Newsletter

1st Day of School—Tues. September 3rd

Welcome Back to School!

On behalf of the Kickapoo School Board, Administration, Faculty and Support Staff, we would like to welcome everyone back for another school year. We hope you have a successful and rewarding experience in 2019-20.

As September 3rd quickly approaches, we hope everyone is looking forward to the new year.

The staff will try to provide your children with the best education possible. Students should take advantage of all educational opportunities to the best of their abilities.

Parents, please feel free to call or visit school at any time. We will make every effort to address your questions and concerns.

Most school events, calendars, and schedules will be posted on our school website. If there is something you would like to see added to the website, you will find the URL to this site on the last page of this section of the newsletter. Please do not hesitate to call our school and make your request.

Middle/High School Office:
Maria ~ 627-0100
Elementary Office:
Melissa ~ 627-0107
District Office:
Kristi ~ 627-0102

“Transportation News” for 2019-20

From your Transportation Supervisor, Jeff Wendorf
Hard to believe we’re talking about school starting but here it is!
This year, we will continue with six full-time routes and the Readstown Shuttle.

2019-20 routes are as follows:
John Matthes—same route
Connie Brown—same route
Sara Hamilton-AM and PM route (John Johnson drove PM last year)
Burdette Nelson—same route
Sheili Gilman—Lyle Wallace’s route
Connie McGinnis—same route
Steve Bass—Readstown shuttle route

Many pick-up times will not change but any changes will be communicated to families before the first day of school.

Efficiency is the name of the game these days. My best guess is that no student will be on the bus longer than one hour in the AM or PM (but not both) and I am thinking it will be less than that.

4K parents and students, we will be getting in touch with you about AM or PM routes before school begins. 4K drivers are:
Connie McGinnis: AM 4K Home
Burdette Nelson: PM 4K In
Also, even though we don’t want to think about this, winter weather is coming again. If we have a 2 hour late start, make sure your students are ready to get on the bus at least 15 minutes early. For example, if your students usually get on the bus at 7:10 AM, the should be ready for pick-up at 8:55 AM on a late start morning. This allows the bus drivers to use extra care transporting your children and getting them to school on time.

As always, if you have any questions or concerns throughout the year, please call me at the bus barn: 627-0137
I hope you are all having a great summer!

Kickapoo App!
Check it out!
You can download this app by searching for “Kickapoo Area Schools” in the Apple App Store or in the Google Play Store (for androids)

! ATTENTION!
Anyone interested in obtaining their bus driver license, please contact Jeff Wendorf at: 627-0137
School Immunization Law Fact Sheet for Parents

Parents:
The Wisconsin Student Immunization law was recently changed. Two different vaccine requirements were added which may affect your child’s compliance with the law. Parents are required to have their children vaccinated or claim a waiver by indicating their choice on the attached Student Immunization Record and returning it to their child’s school. The following fact sheet should help to answer your questions about the new requirements:

New Tdap and Varicella Immunization Requirements for Students

Why are these requirements being made?

From 1986 through 2004, Wisconsin had the 8th highest rate of pertussis (whooping cough) in the nation with almost 5,000 cases being reported in 2004 alone. Pertussis outbreaks occur because protection declines 5-10 years after completion of childhood DTP/DTaP vaccinations. Tdap is a new vaccine that is recommended for adolescents and is anticipated to help prevent pertussis from occurring including pertussis outbreaks in schools. Pertussis can place a significant burden on children and parents as a person with pertussis must be isolated for a minimum of 5 days of antibiotic treatment.

Two doses of varicella vaccine have been shown to be more effective than one dose in preventing “breakthrough disease” cases of chickenpox in children of all age groups.

Recommendations for both Tdap and varicella vaccines are made by the Advisory Committee on Immunization Practices to the Center for Disease Control (CDC).

What are the requirements, what grades are affected and when will they begin?

The Wisconsin Student Immunization Law will require:

1. dose of tetanus, diphtheria and acellular pertussis vaccine (Tdap) for students entering 6th, 9th, and 12th grades, and
2. 2 doses of varicella (chickenpox) vaccine for students entering Kindergarten, 6th and 12th grades. What do parents need to do?

Have your child vaccinated with Tdap and/or varicella vaccine if he or she has not already received the vaccine(s). Record the date(s) of the immunization in the bold outlined box(s) on the enclosed Student Immunization Record, sign it and return it to your child’s school. To claim a waiver for health, religious or personal conviction reasons follow the instructions on the Student Immunization Record and return the signed form to your child’s school.

Also, be sure to add the Tdap and varicella vaccine dates to the permanent immunization record you keep for your child at home. In the future, s/he may need to give these dates to other schools, colleges or employers.

Are there exceptions to the Tdap and varicella vaccine requirements?

Yes, The first is with Tdap vaccine. If your child will be entering 6th, 9th or 12th grade and already received a tetanus-containing vaccine (e.g. Td vaccine) within the last 5 years, your child is compliant and Tdap vaccine is not required. Check the box marked “Td”, enter the date it was received on the Student Immunization Record and return it to school. The second exception is for varicella vaccine. If your child had chickenpox disease, even after the 1st dose of varicella vaccine, further doses of the vaccine are not required. Check the “Yes” box to the chickenpox disease question on the Student Immunization Record and return it to school.

If my child already had pertussis disease, should he or she still get the Tdap vaccine?

Children who have had pertussis disease should receive Tdap according to the routine recommendations because the length of protection provided by disease is unknown and because the diagnosis can be difficult to confirm. This is not an exception to the Tdap requirement.

Where can I get Tdap and/or varicella vaccine for my child?

These vaccines are available from your child’s doctor or local health department. Please have your child immunized well in advance of school opening to avoid the late summer rush at doctor’s offices and immunization clinics.

Viola Food Pantry

New Location: 106 W. Wisconsin St.
The Viola Food Pantry serves those in need who reside within the boundaries of the Kickapoo Area School District. Please take your driver’s license and a current utility bill as proof of address when you visit the pantry. The Food Pantry is open the 3rd Saturday of each month; additional times can be found in the Epitaph News.

Anyone in the Kickapoo Area School District experiencing food insecurity is welcome.

Donations are always welcome and may be dropped off at Citizen’s First Bank of Viola, the Viola Village Office, or the Viola United Methodist Church.

If you have questions, please call 627-1910.

Student Picture Days

Grades 4K-11

Tues. Sept. 17th

Retake Date:
Tues. October 22nd

2019-20
PARENT/COMMUNITY INVOLVEMENT FOR TITLE I GRANT

The Kickapoo Area School District has established the following policy pertaining to Title I parent/guardian involvement.

Needs Assessment

The district shall conduct a needs assessment with Title I parents/guardians on an annual basis. The needs assessment shall review the following activities required by law:

1. School Climate: The district shall permit parents/guardians to observe in the classroom upon making prior arrangements. The principal and appropriate school personnel shall be readily accessible during school hours or as needed before and after school.

2. Communication: The district shall provide opportunities to help teachers communicate and collaborate with parents/guardians. Parents/guardians shall be invited to an annual meeting that explains Title I programs and activities. Parent-teacher conferences may be held twice a year in addition to orientation and a school/community gathering in the Fall (ex. Spaghetti Supper).

3. Parents as Partners: A parent/teacher/student compact shall be developed for each child in the elementary school. The school-parent partnership reflects shared responsibility for improving student achievement.

Highly Qualified Teachers and Paraprofessionals: Parents may request and obtain information regarding the professional qualifications of their child’s classroom teachers and/or paraprofessionals providing instructional-related services to their child.

Parent/Teacher/Student Learning Compact

The purpose of the school-parent compact is to represent partnerships that reflect shared responsibility for improving student achievement. The district believes that all students, parents, and teachers come together with their own unique strengths. With shared responsibility for student learning both at home and at school, these strengths can emerge as the keys to student success.

Title I Advisory Meeting

In June of every year, an advisory meeting will be held to discuss the needs of the students, parents, and school district. This meeting will be an additional time to review the Parent Involvement Policy, compacts, and participants will be offered the opportunity to participate in the development of programs and strategies involving their child’s education. An evaluation review regarding the content and effectiveness of ESSA programs will also be completed at this meeting.

Annual Achievement Review

Each year the Kickapoo Area School District will hold a public meeting to review student achievement results and other outcome indicators. This meeting will be open to all staff members, parents, community groups, and researchers/organizations. The effectiveness of the programs and services funded with ESSA will be discussed.

Adopted: October 10, 2005
Reviewed: 3/10/08
Revised: September 11, 2006; 12/13/10; 05/08/17
Dear Parents
The Kickapoo Area School District will be using the same computer software for the lunch and breakfast program again this year. The district is participating in the Universal Free Breakfast Program again this year, which means that all students eat breakfast for free. Students approved for reduced lunches will eat for free again this year!

Family accounts will remain the same as last year, and student’s four digit number will also remain the same.

Coming Soon! Payments can be made electronically ~ details will be made available at the Spaghetti Supper and on the District website.

The cost of the meal and any ala carte items will be deducted from your family account.

If you are sending cash or checks, we ask that you send payment with one child, at which time your account will be credited for all children. Please feel free to contact the middle/high school office at 627-0100 or the elementary office at 627-0107 with any questions regarding your child’s lunch account.

Families with students eligible for free meals will also have an account and students approved for free meals will be given a four digit number. Any ala carte purchases beyond the regular breakfast and lunch will be charged to the family account and will require payment.

A snack cart is available in the hallways at the middle/high school level each day for students to purchase an assortment of healthy choice snacks.

Free & Reduced Applications
Families are encouraged to apply for free or reduced meals for their children.

Applications are included in this newsletter and on the district’s website. Read the instructions carefully, as they can only be fully processed if all questions are answered.

Please return the applications to the District Office by Thursday, August 29th. If you have questions or need assistance, please call Kristi at 627-0102.

Please check out the school website for more news from the Food Service Department for the 2019-20 school year.

22nd Annual Spaghetti Supper

On Wednesday, August 28, 2019 from 4:30 to 6:30 P.M., KASD will hold the 22nd Annual Spaghetti Supper in the All Purpose Room. This has become a very popular event each year, where parents can visit with each other and their students' teachers in a relaxed atmosphere.

Needless to say, the meal is always delicious!

Please plan to join us ~ we look forward to visiting with you!

Middle/High school students can pick up schedules and locker assignments; elementary students and parents can meet teachers and classmates!

“Learning is a treasure that will follow its owner everywhere.”

-Chinese Proverb

Student Insurance

The Kickapoo Area School Board does not provide student athletic insurance. All students will still be covered under the student insurance policy during school time not related to co-curricular events.

Any parent/guardian interested in purchasing athletic insurance coverage for their child(ren) should contact Melissa in the District Office @ 627-0104.

Online Athletic Registration

A link is available for online athletic registration on the Athletics Page of our website:

www.kickapoo.k12.wi.us

Athletic Events & Start Times

A schedule of athletic events can be found at:

www.ridgeandvalleyconference.org

Fall Sporting Events:

- Football 7:00 P.M.
- Volleyball 7:15 P.M.
- J.V. Volleyball 6:00 P.M.
- Fresh. Volleyball 5:00 P.M.
- Cross Country – time varies

Please Note:
The Kickapoo Area School District Board of Education has waived admission costs to athletic events for the 2019-20 school year.
STUDENT ATTENDANCE POLICY

KICKAPOO AREA SCHOOL DISTRICT
ATTENDANCE POLICY

ATTENDANCE
As required by recent legislation, the Kickapoo Area School District adopted a policy on attendance that will be like the procedure for all the schools in Vernon County. Since our district also serves students from Crawford and Richland Counties, the District Attorney from each of these counties will be enforcing our policy.

A. The responsibility for regular school attendance of a child rests upon the child's parent(s) or guardian.

B. All excused absences require parent(s)/guardian/legal custodian written verification which is to be submitted to the principal, or designee, in advance or prior to re-admittance to school.

The district administrator/attendance officer is empowered to approve a legal excuse to any student for the following reasons:

EXCUSED ABSENCES
Excused absences require parent(s)/guardian/legal custodian verification. The district administrator/attendance officer is empowered to approve a legal excuse to any student for the following reasons:

1. Personal illness-a note from a doctor, school nurse or county nurse will be required after three (3) consecutive absences, or five (5) absences in any semester, or upon other circumstances as determined by the Principal.

2. Medical, dental, chiropractic, optometry, or other professional appointments not to exceed one-half day. Absences should be pre-excused by the parent/guardian with a signed note given to the office. Excessive absences will need to be verified with a doctor's note.

3. Family emergency (death, injury, funeral).

4. Family trip during the regular school term. Parent(s)/guardians are requested to notify the school prior to leaving on vacation. Student trips that are not accompanied by a parent/guardian are unexcused.

5. Approved school activities during class times.

Emergency work at home. (A maximum of (3) days per semester).

Any student excused in writing by his/her parents or guardian before the absence. (A maximum of (10) days per school year). The student is required to complete the course work missed during the absence.

All students with excused absences will be given the opportunity to make up work missed in accordance with the following guidelines:

a. It is the student's responsibility to contact the teacher(s) to make arrangements for making up work missed during an absence from school.

b. Students who miss classes for reasons that are determined to be excused will be given the opportunity, whenever possible, to make up that work missed when they return to school.

c. Teachers will be asked to grant the number of days absent plus one (1) for make-up time. This provision applies to all work assigned during absence(s).

d. Examinations missed during an excused absence will be permitted to be taken at a time mutually agreed upon by the student and the teacher.

UNEXCUSED ABSENCES AND ABSENCES DUE TO SUSPENSION
Children who are absent from school with the consent of their parent(s) or guardian, but whose absence does not fall under the reasons listed above shall be considered unexcused. In such cases, the student shall be required to make up classwork missed.

The student, on his/her return to school will be expected to submit a written statement signed by his/her parent(s) or guardian explaining the reason for the absence. On the basis of this statement, the principal or designee will determine whether credit for the make-up work will be granted.

A student who is absent from school for no particular reason or is truant will also be considered unexcused. However, credit will not be given for classwork missed during an absence. Students have the obligation to understand and use all materials presented during their unexcused absence.

All students with an unexcused absence will be permitted to make up an examination missed during an absence.

Adopted: 11/14/88
Reviewed: 12/5/89; 5/24/93; 5/8/95; 7/8/96; 8/12/97; 3/10/08; 4/10/17
Revised: 8/8/94; 4/12/99; 8/14/00
CYBER BULLYING

(Excerpt from Board Policy 1025 -- Student Internet Use)

CYBER BULLYING

The Kickapoo Area School District’s computer network and the Internet, whether accessed on campus or off campus, during or after school hours, may not be used for the purpose of harassment. All forms of harassment over the Internet, commonly referred to as cyber bullying, are unacceptable and viewed as a violation of this policy and the District’s acceptable computer use policy and procedures.

Malicious use of the district’s computer system to develop programs or to institute practices that harass other users or gain unauthorized access to any entity on the system and/or damage the components of an entity on the network is prohibited. Users are responsible for the appropriateness of the material they transmit over the system. Hate mail, harassment, discriminatory remarks, or other antisocial behaviors are expressly prohibited.

Cyber bullying includes, but is not limited to the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another person by sending or posting inappropriate and hurtful e-mail messages, instant messages, text messages, digital pictures or images, or Web site postings, including blogs. It is also recognized that the author (poster or sender) of the inappropriate material is often disguised (logged on) as someone else.

Students and community members, who believe they have been the victims of such misuses of technology as described in this policy, should not erase the offending material from the system. A copy of the material should be printed and brought to the attention of the building principal or Director of Technology.

The administration shall fully investigate all reports of cyber bullying.

In situations in which the cyber bullying originated from a non-school computer, but brought to the attention of school officials, any disciplinary action shall be based upon whether the conduct is determined to be severely disruptive of the educational process so that it markedly interrupts or severely impedes the day-to-day operations of a school. In addition, such conduct must also be in violation of a publicized school policy AND MAY BE REFERRED TO LAW ENFORCEMENT. Such conduct includes, but is not limited to, harassment, or making a threat off school grounds that is intended to endanger the health, safety or property of others at school, a district employee or school board member.

Disciplinary action may include, but is not limited to, the loss of computer privileges, detention, suspension, or expulsion for verified perpetrators of cyber bullying. In addition, when any kind of threat is communicated or when a hate crime is committed, this shall be reported to local law officials.

Students and employees shall be informed annually of this prohibition via the parent/student handbook, employee handbook, or other such publications. This policy shall not be interpreted to prohibit a reasonable and civil exchange of opinions or debate, which is protected by state or federal law.

IMPORTANT LIBRARY ANNOUNCEMENT

For students who checked out books for the summer, those books will need to be returned to the library as soon as school resumes in September if you haven’t already returned them during summer school so that you can start checking out new books this Fall. If you have lost/damaged any of your summer checkouts, they will need to be paid for before you can resume checking out books during the school year. Books may be returned the night of the Spaghetti Supper or the first week of school. Thank you!

Pupil Records—Class of 2016

On or about September 15, 2019, the Kickapoo High School Office will begin destroying records for the graduating class of 2016. Pupil records include elementary report cards, elementary photos, achievement test results, health records, and other miscellaneous notes.

If you are interested in securing student records for the graduating class of 2016, please call Marla in the High School Office at 627-0100.

These records will need to be picked up by:

September 15, 2019.
Families That Have Moved Over the Summer or are Planning a Move During the 2019-20 School Year

Parents:
If you have moved over the summer or are planning to move out of the district during the 2019-20 school year, please notify Kristi Deaver in the District Office at 627-0102 prior to your move.

This move may require paperwork to be completed in order for your children to continue attending Kickapoo.

Open enrollment applications are filed electronically through the DPI website and will be available on February 3, 2020 for the regular open enrollment period. You may be eligible to apply for an Open Enrollment Exception outside of the regular open enrollment period.

Please contact Kristi in the District Office: 627-0102

Co-op Football & Cross Country with La Farge!

This year will be our 17th year of co-op varsity football with La Farge. Middle school and J.V. football teams co-op also.

Please support our team and attend a few (or all!) football games this season.

High School Coaches Tom Kotten, Dustin Clements and Kurtus Mueller will appreciate your team spirit!

Middle school football coaches for 2019 are Mike Fowell and Chris Hanson.

The cross country team has been a co-op for several years as well. Coaches Jake Gehrke, Sam Geary, and team members are looking forward to a successful season and hope to see some of you cheering on the sidelines!

Join in the fun as our Kickapoo-La Farge football and cross country teams begin a successful tour for 2019!

Covering Kids & Families

FoodShare helps families buy the food they need for good health.

Families can use the monthly benefit to serve healthful meals at home.

In addition, children in households that get FoodShare are automatically enrolled in FREE meals at school through the School Lunch Program. That’s an average of 20 lunches for a child every month! Families can go to:

[www.access.wi.gov](http://www.access.wi.gov) to check eligibility and enroll in FoodShare or call Member Services at 1-800-362-3002.

If I had my child to raise all over again
I’d build self-esteem first, and the house later
I’d finger-paint more, and point the finger less
I would do less correcting and more connecting
I’d take my eyes off my watch, and watch with my eyes
I’d take more hikes and fly more kites
I’d stop playing serious and seriously play
I would run through more fields and gaze at more stars
I’d do more hugging and less tugging.

*Diane Loomans, from "If I Had My Child to Raise Over Again"*
KICKAPOO AREA SCHOOL DISTRICT

VIRTUAL EDUCATION/ONLINE LEARNING POLICY

Virtual education or online instruction is a form of distance education — instruction offered from a remote location using technology. Online instruction is viewed as a supplement to permit the Kickapoo Area School District to enhance or expand course offerings or to provide an alternative better suited to the learning needs of some students.

Credit/Course Enrollment

The following guidelines are based upon a number of principles identified as relevant to the fair, appropriate and effective use of virtual courses. Credit from an online or virtual course may be earned only in the following circumstances:

1. The Kickapoo Area School District does not offer the course, or one comparable. (added)

2. Although the course is offered by the Kickapoo Area School District, the student will not be able to take it due to unavoidable scheduling conflicts or special circumstances.

3. The course may serve as a supplement to extend homebound instruction or placement in an alternative setting.

4. The student has been expelled from the regular school setting, but educational services are to be continued.

5. The building administrator, with agreement from the school guidance counselor and parents/guardians, determines the student required a differentiated or accelerated learning environment.

6. The course must be taken from a list of approved vendors or be pre-approved by the administration.

7. The number of online credits that can be applied towards graduation will be determined on an individual basis.

The courses must be aligned to state standards. (removed reference to Course Selection Handbook as all WVS courses will not be listed in our handbook)

Guidelines

Participation in a virtual education opportunity will be voluntary. Students must apply for permission to take online or virtual course work. The Course Approval Form must be completed by December 1 of each school year for the second semester consideration. The deadline for first semester is May 1 of the previous academic year. (New students will be given until August 1.) Virtual course work as part of an educational plan (special education, gifted/talented, 504, at risk, ELP, alternative education) will have to be approved by the educational plan team. If extenuating circumstances exist, the high school principal can approve online course work past the deadlines stated above. Approved virtual courses will be considered extensions of the offerings available in the Kickapoo Area School District. If a student rejects a virtual class, and thus has not exhausted the curriculum at KASD, and subsequently chooses to enroll in a college course that is taught non-virtually, the board reserves the right to contribute the equivalent cost of the comparable virtual class towards the student’s college tuition costs. If the district does contribute to the cost of the college course, the student’s grade will be counted on their High School transcript, following a similar procedure utilized for Youth Options coursework where the student receives both College and High School Credit. The deciding factor in making Youth Options considerations is the 80% comparable content match. (see Youth Options Policy).

Grading

Grades received for virtual online course work will count the same as any other course grade. The school must receive an official record of the final grade before credit is determined. All grades received as a result of a student taking an approved course will be recorded as percentages, and transferred into the Kickapoo School District’s grading scale via school board policy.

Youth Options

Online courses offered for Youth Options will be treated in the same manner as those taken on the post-secondary institution campus. All criteria pertaining to Youth Options will apply. §118.55(7)(a), Wis. Stats.) A student may be limited to 18 college credits over the two years the student is eligible for Youth Options, per school district policy.

Venue

1. Students must be enrolled (at least part time) in the district to take advantage of online/virtual course work. For home schooled children this means at a minimum, enrollment in two courses in core areas. Students must also have/maintain at least a 2.5 GPA in order to be eligible, unless administrative waiver is granted.

2. Students will take online/virtual courses during the regular school day on the school campus. Administrative approval for courses taken off campus or outside the regular school day will be determined on an individual basis with prior approval of the principal.

Home schooled students working on course requirements at home will be in compliance with compulsory attendance.

Course Supervision

A local school district staff member will be assigned to oversee student progress. Online coursework will be taught by certified teachers, and students will have access to that teacher by phone, through the U.S. mail or e-mail.

Payment of Fees/Hardware

The Kickapoo Area School District will pay tuition fees for approved virtual online courses in compliance with Wis. Statute 118.55(3), (6), (7r) and Article X, Section 3 of the Wisconsin Constitution. The school will provide the hardware and software needed for a student to take a virtual online course on school premises. The Kickapoo Area School District will not provide equipment for home instruction, nor pay for home Internet access or technical assistance. If an online class is not completed or the student is issued a failing grade, the student shall be held responsible for costs of the entire class. In such cases the pupil’s parent/guardian or the pupil if he/she is an adult, shall reimburse the school district for the amount paid upon the principal’s request. In situations where a student fails a course or does not complete, the principal will use good judgment in deciding whether or not to request reimbursement. Reasons could include extenuating medical or family situations. Students who fail virtual or online coursework are ineligible to take further online courses.

Agreements

Access to and participation in Wisconsin Virtual School/other approved online courses requires students participating to abide by the following:

Use only copyrighted software in full compliance with licensing agreements.
Students will respect the work and creativity of software developers and not download or duplicate licensed software.

Exercise responsible ethical behavior while using the internet.

Respect individual freedom from harassment.

Students understand that the WVS/other approved online courses require the use of e-mail and newsgroups as a means of communication and learning; and will, therefore, respect the technology as a means of instruction. Students will not use their e-mail account as a means to harass people who use the Internet, including other WVS students.

Actions that constitute inappropriate use include, but are not limited to:

- Use a login or password other than the student’s own without permission.
- Use files or data other than the student’s own without permission.
- Attempt to break into system operations of the network or servers.
- Attempt to decode or circumvent security protocols.
- Make illegal copies of software.
- Use the Wisconsin Virtual School/Kickapoo Schools District network, email, newsgroups, for partisan political purposes, harassment, or commercial venture.
- Engage in any activity that does not comply with the Acceptable Use Policy of the Kickapoo School District.
- Engage in activity that does not comply with the Kickapoo School District nondiscrimination policy.

Use plagiarized, offensive, or inappropriate material.

Violations of 1-4 above may result in removal from the course, and denial of enrollment in further virtual coursework, in addition to any possible legal ramifications.

References: WI State Stat.: 118.55(7)(a)  
Adopted: February 9, 2009  
Revised: May 11, 2009; 3/13/17

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"Your greatness is measured by your kindness; your education and intellect by your modesty; your ignorance is betrayed by your suspicions and prejudices, and your real caliber is measured by the consideration and tolerance you have for others."

~ William J. H. Boetcker

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"You can teach students a lesson for a day; but if you can teach them to learn by creating curiosity, they will continue the learning process as long as they live."

~ Clay P. Bedford
KASD Student Records Board Policy

KICKAPOO AREA SCHOOL DISTRICT

STUDENT RECORDS

Student records are maintained in the interest of the student to assist the school in providing appropriate educational experiences.

CONTENT

Student records include all records relating to an individual student other than notes or records maintained for personal use by teachers or other certified personnel, which are not available to others, and records necessary for and available only to persons involved in psychological treatment of a student.

Progress records maintained by the school include the student's grades, a statement of the courses the student has taken, the student's immunization records, the student attendance record and records of the student's extra-curricular activities.

Behavioral records maintained by the school include psychological tests, personality evaluations, records of conversations, any written statement relating specifically to an individual's achievement or measurement of ability, the student's physical health are records as defined by law other than a student's immunization records, and any other student records which are not progress records.

CONFIDENTIALITY

All student records are confidential, except as provided by law. The principal shall be responsible for maintaining the confidentiality of all student records kept at his/her school in accordance with established procedures and state law.

PARENT ACCESS TO RECORDS

A parent regardless of whether the parent has legal custody of the child shall have access to a child's medical, dental and school records unless the parent has been denied access to such records as outlined by state law (e.g. denied periods of physical placement with the child, ordered by the court).

CHALLENGE TO RECORD CONTENT

An adult student and the parent/guardian of a minor student shall be provided the opportunity for a hearing to challenge the content of the student's records in order to:

a. ensure that the records are not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student; and

b. provide an opportunity for the correction or deletion of any such inaccurate, misleading, or otherwise inappropriate data contained therein.

The principal shall make arrangements for requested hearings.

MAINTENANCE

a. Behavioral records will not be maintained for more than one year after the date upon which the student graduated from or last attended Kickapoo Area School District, unless the student specifies in writing that individual behavioral records be maintained.

b. Progress records will be maintained permanently after a student ceases to be enrolled at Kickapoo Area School District. The school may maintain the records in such form as the Board deems appropriate.

c. A written record will be kept permanently with the student's file of all persons, agencies, or organizations desiring access to the records of the student. This permanent written record will require the signatures of all persons, agencies or organizations requesting access to the records of the student. Only the parent/guardian, student and school official responsible for maintaining this record shall be allowed to see this form.

TRANSFER OF RECORDS

Student records relating to a specific student shall be transferred to another school or school district upon written notice from an adult student or the parent or guardian of a minor student that the student intends to enroll in the other school or school district; upon written notice from the other school or school district that the student has enrolled; or upon written notice from a court that legal custody of the student has been transferred to the department of health and social services for placement in a juvenile correctional facility. Transfer of record requests shall be maintained for at least five years after the student ceases to be enrolled in the school district.
DIRECTORY INFORMATION
Information such as the student’s name, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, photographs, degrees and awards received and the name of the school most recently previously attended by the student shall be considered public information and may be released unless parents or adult students refuse the release, in writing, of their own initiation. Information not considered directory data will be the student’s date and place of birth, address and telephone listing.

NOTIFICATION OF PUPIL RECORDS RELEASE
When a public school discloses the following pupil record information, the school must notify the pupil who is the subject of the record and the pupil’s parent/guardian of the disclosure and provide the information disclosed, unless disclosure to a parent/guardian would result in imminent danger to the pupil: (a) progress records to the judge of a court in which a student is the subject of a court proceeding; (b) the student’s attendance record to a law enforcement agency; (c) pupil records to licensed district employees and other school officials who have legitimate educational or safety interests; (d) pupil records in compliance with a court order or to a court in response to a subpoena for in-chamber inspection; (e) any information given to a public officer; (f) any information given to the DPI for program audit or evaluation purposes or state law compliance; (g) pupil records for a court-ordered educational plan. (b) school district may disclose personally identifiable information from a student’s records to appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals.

ANNUAL POLICY NOTIFICATION
Parents/guardians and students shall be notified annually of the following: (a) their rights to inspect, review and obtain copies of student records; (b) the existence of the student records policy and procedures and where copies can be obtained; (c) the categories of student record information which have been designated as directory information and their right to deny the release of such information; and, (d) their right to file a complaint with the Family Policy and Regulations Office of the U.S. Department of Education. When a student transfers into the district after the above notice has been given, the student and his/her parent (s)/guardian shall receive a copy of the notice.

LEGAL REF.: Sections Wisconsin Statutes 48.396(2m); 115.85(4); 118.125; 118.127; 146.025; 146.81-146.83; 767.24(7)
Family Educational Rights and Privacy Act
Juvenile Justice Code Wisconsin Act 77 (effective July 1, 1996)

Adopted: 11/8/93
Reviewed: 5/8/95; 7/8/96; 8/12/97; 4/12/99; 3/13/00; 3/10/08; 4/10/17
Revised: 4/8/96; 5/10/10; 4/13/2015

School Payments & Returned Checks

It is the policy of the Kickapoo Area School District to charge $10.00 for each check returned to the school due to insufficient funds. When a check is returned, the District Office mails a letter asking for payment for the returned check, along with the $10.00 service charge for each check returned. At that time, the district will not accept checks on these accounts until full payment has been made.

The Kickapoo Area School District will make every effort to assist you with any questions in regards to student payments throughout the year; please don’t hesitate to call the district office at (608) 627-0102.
KICKAPOO AREA SCHOOL DISTRICT

BULLYING POLICY

The Kickapoo Area School District believes that a safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with students' ability to learn and teachers' ability to educate students in a safe environment. The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, and other similar disruptive behaviors.

- Bullying includes aggressive or hostile behavior that is intentional and involves an imbalance of power between the bully and the bullied. It is typically repeated over time.

- Bullying takes many forms, including, but not limited to, physical or verbal assaults, nonverbal or emotional threats or intimidation, social exclusion and isolation, extortion, and the use of a computer or telecommunications to send embarrassing, slanderous, threatening, or intimidating messages. (See Cyber Bullying in Policy 1025)

- Bullying is a form of victimization and is not necessarily a result of or part of an ongoing conflict.

Bullying can also be characterized by teasing, put-downs, name-calling, cruel rumors, false accusations, and hazing.

"School district property" or "at school-related functions" means all school district buildings, school grounds, school property, school technology, school bus stops, school buses, or any other vehicles approved for school district purposes, the area of entrance or departure form school grounds, premises, or events, and anywhere students are under the jurisdiction of the Kickapoo Area School District. School district property also means a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting bullying at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

An act of bullying, by either an individual student or a group of students, is expressly prohibited on school district property or at school-related functions. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct constitutes bullying that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees, as well as bullying by an adult staff member bullying a student or another staff member.

No employee of the Kickapoo Area School District shall permit, condone, or tolerate bullying.

Consent by a student being bullied does not lessen the prohibitions contained in this policy.

Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.

A person who engages in an act of bullying, reprisal, or permits, condones, or tolerates bullying shall be subject to discipline for that act in accordance with school district's policies and building procedures.

The school district may take into account but not be limited to the following factors: the developmental and maturity levels of the students involved; the circumstances; the severity of the behavior; and past incidences or continuing patterns of behavior.

Consequences for students who commit acts of bullying may range from positive behavioral interventions up to and including suspension and/or expulsion. Consequences for employees who permit, condone, tolerate or engage in bullying may result in disciplinary action up to and including termination or disciplinary action up to and including termination or discharge. Consequences for other individuals engaging in acts of bullying may include, but not be limited to, exclusion from school district property and events.

The school district will act to investigate all complaints of bullying and will discipline or take appropriate action against any student or employee of the school district who is found to have violated this policy.

While it is the intent of the school district to prevent bullying, take actions to stop bullying, and protect reporters of bullying, the school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel.

REPORTING PROCEDURE

A. Any person who believes he or she has been the victim of bullying or any person with knowledge or belief of conduct that may constitute bullying shall report the alleged acts immediately to the building employee most closely connected to the student or the incident. This reporting procedure is not intended to prevent any person from reporting bullying directly to the building principal or school district superintendent.

B. Any employee that receives a report of, observes, or has other knowledge or belief of conduct that may constitute bullying, is required to report to the building principal or principal's designee in a timely manner.

C. The school district encourages the reporting party or complainant to use the report form available from the principal of each building or available from the school building office. However, oral reports shall be considered complaints as well. Anonymous reports will be investigated but the school district's ability to take action on such reports may be limited.

D. Reports of bullying are classi-
fied as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law.

E. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district’s obligation to investigate, take appropriate action, and comply with any legal disclosure obligations.

F. Submission of a good faith complaint or report of bullying will not affect the complainant’s or reporter’s future employment, grades, or work assignments, or educational or work environment.

SCHOOL DISTRICT ACTION

A. Upon receipt of a complaint or report of bullying, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district.

B. The school district may take immediate steps, at its discretion, to protect the complainant, reporter, students, or others pending completion of an investigation of bullying, consistent with applicable law.

C. Upon completion of the investigation, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable school district policies, and other regulations.

REPRISAL

The school district will discipline or take appropriate action against any student or employee of the school district who retaliates against any person who makes a good faith report of alleged bullying or against any person who testifies, assists, or participates in an investigation, or against any person who testifies, assists, or participates in a proceeding or hearing relating to such bullying. Retaliation includes, but is not limited to, any form of intimidation, harassment, or intentional disparate treatment.

TRAINING AND EDUCATION

A. The school district annually will provide information and any applicable training to school district staff and bus drivers regarding this policy.

B. The school district annually will provide education and information to students regarding bullying, including information regarding this school district policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to prevent bullying.

C. The administration of the school district will implement programs and other initiatives to prevent bullying, to respond to bullying in a manner that does not stigmatize the victim, and to make resources or referrals to resources available to victims of bullying.

NOTICE

The school district will give annual notice of this policy to students, parents or guardians, and staff, will publish in the back to school edition of the school district newsletter, and a summary of this policy shall appear in the student handbook.

Legal Reference: WI §118.46
Cross-reference: Board Policy 1025, Cyberbullying
Adopted: August 9, 2010
Revised: 4/10/17

Asbestos Statement

In January and June of last year, the areas of Kickapoo High School where asbestos-containing building materials are still in existence were checked and found to be non-friable and in need of no special repair. The inspection will be repeated in January and June of 2020. Copies of the inspection reports are on file in my office located in the elementary section of the building and may be viewed by appointment.

Dan Van Vuren, LEA Safety Specialist ~ Kickapoo Area School District
A Walk a Day

A daily family walk is a great way to get your child—and you—moving.

Some families take a walk after dinner. Others plan a morning walk on the weekends. For parents who are home after school, that’s often a great time to walk.

Figure out the best time for your family’s schedule, and use the time to walk and talk—you’ll be helping everyone get healthier, and you’ll be spending special time together.

Make the walk more fun by mixing it up: walk one block and skip for the next, or alternate walking fast and slow.

You can even sneak in some learning time on your walk. For example, have your child count how many trees you pass or read the signs along the way.

Snack Time for Kids!

Fruits and Vegetables...

- Apple (good with peanut butter)
- Banana (good with peanut butter)
- Carrots (good with hummus or ranch dip)
- Celery (good with peanut butter and raisins a.k.a. “Ants on a Log”)
- Mango
- Pear
- Grapes
- Strawberries (good with yogurt)

It All Adds Up

Exercise doesn’t have to be done all at once. Encourage your youngster to be active throughout the day—small amounts of time will add up! In general, school-age children should get at least an hour of physical activity each day. Here are some ways to put more exercise into your child’s routine:

- Have him/her invite friends over for a backyard game of tag or capture the flag
- Suggest that he/she jump rope for 10 minutes
- Put on some music and DANCE!!
- Bike together to the library or a friend’s house—don’t forget your helmets
- When you do errands together, park far from the store to encourage more walking time
- Take the steps rather than the elevator—always!

Remember:

Regular exercise will not only make your child healthier—it will help him/her sleep better at night and be in better shape to learn and play all day.
The safety of our students is and always will be the number one concern of the Kickapoo Area School District. We can not be alone in this very important endeavor, we must count on you, our families and community to assist us to make this happen.

Nearly all communities in Wisconsin currently house, have in the past housed, or will sometime in the future house a convicted sexual predator.

As a school, we remain vigilant with the assistance of the Vernon County Sheriff’s Department and our local police departments.

But, we can not do this alone. Provided is a website and phone numbers for the State of Wisconsin Department of Corrections, Division of Community Corrections. If you have questions or concerns related to the Wisconsin Sexual Offender Registry, the website and phone number provided are your resource by which to have your questions answered.

Our district does want our community to know that we take this very seriously and with your help, will do everything we can to keep our students safe. The website is: www.widocoffenders.org

The phone numbers which may be a resource for you are:
For Updates:
1-888-963-3363;
Sex Offender Registration Main Line:
(608) 240-5830.

“Each day of our lives we make deposits in the memory banks of our children.”

~Charles R. Swindoll

4th Grade Class Needs Your Help!

Please save your aluminum cans for the fourth graders to help them fund some “extra fun” for their end of the year field trip.

If you have some bags of aluminum cans and would like to donate them, please drop them off behind the school shed. There is a nice cage to store them in. Thank you in advance for your donations!

The 4th Grade Class of Kickapoo Elementary
PARENT RIGHTS AND DISTRICT PROGRAMS/ACTIVITIES

The Kickapoo Area School District, in order to be in compliance with the Every Student Succeeds Act, [reauthorization of the Elementary and Secondary Education Act of 2001 (also known as the No Child Left Behind Act)] and the January 2002 Protection of Pupil Rights Amendment, adopts the following policy.

Parents/guardians may inspect, upon request, any instructional material used as part of the educational curriculum for students. In addition, parents/guardians may deny their child’s participation in certain District educational programs or activities in accordance with state and federal laws and regulations. Specifically, parents/guardians may:

- Request reasonable accommodations for their child with regard to examinations and other academic requirements based on their child’s religious beliefs.
- Request that their child not participate in instruction in human growth and development or instruction in certain health-related subjects (physiology and hygiene, sanitation, the effects of controlled substances and alcohol upon the human system, symptoms of disease and the proper care of the body).
- Request that their child not participate in any survey administered or distributed to students in the schools that reveals information concerning any of the following:
  - Political affiliations or beliefs of the student or the student’s parent;
  - Mental and psychological problems of the student or the student’s family;
  - Sex behavior or attitudes;
  - Illegal, anti-social, self-incriminating or demeaning behavior;
  - Critical appraisals of other individuals with whom students have close family relationships;
  - Legally recognized privileged or analogous relationships such as those of lawyers, physicians, and ministers,
  - Religious practices, affiliations or beliefs of the student or student’s parent(s); or
  - Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program.

Parent(s)/guardians may inspect, upon request, any survey containing items related to any of the above information and any survey created by a third party, as well as any instructional materials used in connection with any such survey. If a survey containing any of the above information is funded in whole or in part by any program administered by the U.S. Department of Education, written consent shall be obtained from the student or in the case of a minor student, the student’s parent/guardian before the student participates in the survey.

- Request that their child not participate in any activities involving the collection, disclosure or use of personal information collected from students for the purpose of marketing or selling that information, or otherwise providing that information to others for that purpose. “Personal information” includes individually identifiable information such as a student’s or parent’s first and last name, address, telephone number, or Social Security identification number. Upon request, parent(s)/guardians may inspect any instrument used in the collection of personal information from students for marketing, or selling purposes before the instrument is administered or distributed to students.
- Request that their child not participate in any non-emergency, invasive physical examination or screening that is: (a) required as a condition of attendance, (b) administered by the school and scheduled by the school in advance, and (c) not necessary to protect the immediate health and safety of the student, or of other students. “Invasive physical examination” means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion or injection in the body, but does not include a hearing, vision, or scoliosis screening.

Parent(s)/guardians shall be informed at the beginning of the school year of the specific or approximate dates during the school year when activities outlined in items 3), 4), and 5) are scheduled to take place and shall be given the opportunity to request that their child not participate in such activities.

Parent(s)/guardians shall make any of the above requests, in writing, to the building principal or designee. All requests will be judged individually based upon state and federal guidelines. The principal or designee shall respond to such requests in a timely manner.

The following addendum will be published annually in the school district’s Back to School Newsletter.
Adopted: November 10, 2003
Reviewed: 9/10/07
Revised: 03/13/17

**Family Educational Rights and Privacy Act (FERPA)**

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that the Kickapoo Area School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child’s education records. However, the Kickapoo Area School District may disclose appropriately designated “directory information” without written consent, unless you have advised the District to the contrary in accordance with District procedures.

The Kickapoo Area School District may disclose personally identifiable information from a student’s records to appropriate parties in connection with any emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals.

The primary purpose of directory information is to allow the Kickapoo Area School District to include this type of information from your child’s education records in certain publications. Examples include:

- A playbill, showing your student’s role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent’s prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEA’s) receiving assistance under the *Every Student Succeeds Act of 2013 (ESSA)* [reauthorization of *Elementary and Secondary Education Act of 1965* (ESEA)] to provide military recruiters, upon request, with three directory information categories – names, addresses, and telephone listings – unless parents have advised the LEA that they do not want their student’s information disclosed without their prior written consent.

If you do not want the Kickapoo Area School District to disclose directory information from your child’s education records without your prior written consent, you must notify the District in writing by October 1st of each school year. The Kickapoo Area School District has designated the following information as directory information:

- Student’s name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- Date and place of birth
- Major field of study
- The most recent educational agency or institution
- Dates of attendance
- Grade level attended

Ref.: *Family Educational Rights and Privacy Act (FERPA) [34CFR Part 99]*
- WI State Stat. 118.125(2)(p)
- 118.125 Board Policy 973 Parent Rights and District Programs/Activities

Reviewed: 5/10/10
Revised: 03/13/17
The Kickapoo Area School District has adopted the CCSS for Language Arts, Literacy, and Mathematics, and the Next Generation Science Standards for the 2019-20 school year. The district also implements the Wisconsin Model Academic Standards in Social Studies, Geography, and all other curricular areas such as: Music, Art, PE, Health, Foreign Language, Agriculture, Business, and Tech. Education. The information and technology literacy standards are being infused into all curricular areas.

Educational Options Notice (Act 55):

According to State Statute, the Kickapoo Area School District is required to notify parents of the educational options available to children who reside in the school district. This statute also requires notification of the school's accountability report. The most current school report card can be found on our website and at: https://apps2.dpi.wi.gov/reportcards/. As such, the Kickapoo Area School District will reference our most recent accountability report and current listing of educational options.

- Kickapoo Area School District - http://www.kickapoo.k12.wi.us/
- Department of Public Instruction - http://dpi.wi.gov/
- State Virtual Schools including those listed at: http://dpi.wi.gov/imt/digital-learning/virtual-schools
- Full-time Open Enrollment - http://dpi.wi.gov/open-enrollment
- Early College Credit Program - The FCCP statute allows Wisconsin public and private high school students to take one or more courses at an institution of higher education for high school and/or college credit. Under this section, "institution of higher education" means an institution within the University of Wisconsin System, a tribally controlled college, or a private, nonprofit institution of higher education located in the state. While technical colleges are not eligible institutions under the new program, pupils that have completed 10th grade will continue to have the option to take courses at technical colleges through a separate statute, 38.12(14). On April 16, 2018, the Governor signed AB 805, enacting significant changes to the ECCP statute. 2017 Act 307 excludes certain post-secondary courses from the rules and requirements under the ECCP, as created under Act 59. The Department of Public Instruction is in the process of updating their website to reflect recent changes. Please contact the Kickapoo Area School District Office at 608-627-0102 for assistance.
- Part-time Open Enrollment – https://dpi.wi.gov/open-enrollment/ptoe
NOTICE OF SPECIAL NEEDS SCHOLARSHIP PROGRAM

This notice serves to inform parents and guardians of students with disabilities that the State of Wisconsin has established the Special Needs Scholarship Program. Under this scholarship program and as further specified in state law, a child with a disability who has been denied the opportunity to attend a nonresident school district under the full time open enrollment program may be eligible to receive a scholarship from the Department of Public Instruction (DPI) that allows the child to attend an eligible private school that is participating in the Special Needs Scholarship Program.

This is a state-administered program. A parent or guardian who is interested in the Special Needs Scholarship Program should independently verify the participating private schools and the specific terms, eligibility criteria, and application procedures of the scholarship program with the DPI.

2019-20 SNSP Student Eligibility Requirements

- Wisconsin resident
- Enrolled in a Wisconsin public school for the entire 2018-19 school year
- IEP or services plan in effect at the time of application
- Open enrollment denial & appeals upheld for the 2019-20 school year

The Special Needs Scholarship Program is further defined under section 115.7915 of the state statutes. However, special eligibility requirements not found in that statute exist for program scholarships that are awarded for private school attendance that initially began in the 2016-17 school year. Additional information about the program should be available on the website of the Wisconsin Department of Public Instruction: http://dpi.wi.gov/.

Read to Your Children (Author Unknown)

Twenty minutes a day;
You have the time,
And so do they.
Read while the laundry is in the machine;
Read while dinner cooks;
Tuck a child in the crook of your arm
And reach for the library books.
Hide the remote,
Let the computer games cool,
For one day your child will be off to school;
Make it fun! You have the choice.
Let them hear their first tales,
In the sound of your voice.
Read in the morning,
Read over noon.
Read by the light of Goodnight Moon.
Turn the pages together,
Sitting close as you'll fit,
'Till a small voice beside you says,
"Hey, don't quit."

"The whole purpose of education is to turn mirrors into windows."
~Sydney J. Harris
Military Recruiter Access to Student Info

The federal "No Child Left Behind Act of 2001", education legislation signed into law by President George W. Bush includes a provision that requires local school districts receiving federal assistance under the Act to provide, on request made by military recruiters or an institution of higher education, access to secondary school students’ names, addresses and telephone listings.

A secondary school student or the parent of the student may request that the student’s name, address and telephone listing not be released to military recruiters or institutions of higher education without prior written parental consent. Local schools are required to notify parents of the option to make such a request to comply with any request.

Please contact the High School Office at 608-627-0100 by September 15, 2019 if you wish to submit a written request asking that your child’s directory information be withheld for the 2019-20 school year.
FREQUENTLY ASKED QUESTIONS ABOUT FREE AND REDUCED PRICE
SCHOOL MEALS FOR SCHOOL YEAR 2019-20

Dear Parent/Guardian:

Children need healthy meals to learn. Kickapoo Area School District offers healthy meals every school day. There is no charge for Breakfast; lunch costs $13.25 per week for K – 5 and $14.25 per week for 6 - 12. Your children may qualify for free meals or for reduced price meals, (reduced kids eat free as well per Board approval). 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, when listed on the application.
   - 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 qualify to receive free or reduced price meals if your household’s income is at or below the limits on the Federal Income Eligibility Guidelines.

<table>
<thead>
<tr>
<th>Household size</th>
<th>Yearly ($)</th>
<th>Monthly ($)</th>
<th>Weekly ($)</th>
</tr>
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<tbody>
<tr>
<td>1</td>
<td>23,107</td>
<td>1,926</td>
<td>445</td>
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<td>2</td>
<td>31,284</td>
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<td>39,461</td>
<td>3,289</td>
<td>759</td>
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<td>4</td>
<td>47,638</td>
<td>3,970</td>
<td>917</td>
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<tr>
<td>5</td>
<td>55,815</td>
<td>4,652</td>
<td>1,074</td>
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<td>63,992</td>
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<tr>
<td>7</td>
<td>72,169</td>
<td>6,015</td>
<td>1,388</td>
</tr>
<tr>
<td>8</td>
<td>80,346</td>
<td>6,696</td>
<td>1,546</td>
</tr>
<tr>
<td>Each additional person:</td>
<td>8,177</td>
<td>682</td>
<td>158</td>
</tr>
</tbody>
</table>

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 have not been told your children will get free meals, please call or e-mail Kickapoo Area School District, Douglas Olsen, 608-627-0102 or dolsen@kickapoo.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: Kristi Deaver, Kickapoo Area School District, 56520 State Hwy 131, Viola WI 54664, or kdeaver@kickapoo.k12.wi.us; phone: 608-627-0102.

4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE OR REDUCED PRICE MEALS? Please read the letter you received carefully and follow the instructions. If your letter indicated you qualify for free meals, then no application is needed. If any children in your household were missing from your eligibility notification, contact Kristi Deaver, Kickapoo Area School District, 56520 State Hwy 131, Viola WI 54664, or kdeaver@kickapoo.k12.wi.us; phone: 608-627-0102 immediately. If your household was notified it qualified for reduced price meals, please remember that, per Board approval, your children eat for free.

5. DO I NEED TO FILL OUT AN APPLICATION IF MY CHILD ATTENDS A COMMUNITY ELIGIBILITY PROVISION SCHOOL (CEP)? If your child attends a school that participates in CEP, receipt of free breakfast and lunch meals does not depend on returning this
application. However, this information is necessary for other programs and may be used to determine if your household is eligible for additional benefits.

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, through [date], or when a new eligibility is determined. You must submit a new application unless the school told you that your child is eligible for the new school year. If you do not submit a new application that is approved by the school or you have not been notified that your child is eligible for free meals, your child will be charged the full price for meals.

7. I GET WIC. CAN MY CHILDREN GET FREE MEALS? Children in households participating in WIC may be eligible for free or reduced price meals, but it is based on income. Please submit an application.

8. MY CHILD(REN) QUALIFIES FOR BADGERCARE PLUS OR MEDICAID. CAN MY CHILD GET FREE MEALS? Children with BadgerCare Plus, Medicaid, or subsidized insurance may be eligible for free or reduced price meals, but it is based on household income and income size. Please submit an application to determine if your household qualifies.

9. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report.

10. 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 or experience a financial hardship may become eligible for free and reduced price meals if the household income drops below the income limit.

11. 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 Douglas Olsen, Kickapoo Area School District, 56520 State Hwy 131, Viola WI 54664, 608-627-0102 or dolsen@kickapoo.k12.wi.us.

12. 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.

13. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you normally 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.

14. 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 also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.

15. 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, 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. Do not include any combat pay resulting from deployment as income.

16. WHAT IF THERE IS NOT 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.

17. 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 608-627-0102, or email: kdeaver@kickapoo.k12.wi.us

Sincerely,

Kristi Deaver, Determining Official
STEP 3: Report INCOME for ALL HOUSEHOLD MEMBERS

1. Go to Step 4.
2. Under List 2, blanked out check “No” and go to Step 3.
3. Leave List 2, blanked out check “No” and go to Step 3.

Above listed programs:
- Food Distribution Program (FDP)
- Temporary Assistance for Needy Families (TANF) or W-2 Cash Benefits
- Supplemental Nutrition Assistance Program (SNAP) for Foodstamps

If anyone in your household (including you) currently participates in one or more of the assistance programs listed below, your children are eligible for free meals:

- Free
- Reduced Price

STEP 2: DO ANY HOUSEHOLD MEMBERS CURRENTLY PARTICIPATE IN Foodstamps, W-2 Cash Benefits OR FDP?

- Yes
- No

If “Yes”, list the assistance programs:

Additional children:

- Free
- Reduced Price

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

Please use a pen (not a pencil) when filling out the application and do your best to print clearly.

If you are not sure if a community eligibility provision school (CEP) is in your school district, please contact your school district or your local educational agency.

Please follow these instructions in order if you are not sure what to do next, please contact your local educational agency in the district office.

If your child attends a Community Eligibility Provision School (CEP) located outside of the school district, please contact their local educational agency or your local educational agency in the district office for more information.

How do I report my income? (Continued)

1. List all household members who are infants, children, and students up to and including grade 12.

How do I report my income?

1. Go to Step 4.
2. Under List 2, blanked out check “No” and go to Step 3.
3. Leave List 2, blanked out check “No” and go to Step 3.

Above listed programs:
- Food Distribution Program (FDP)
- Temporary Assistance for Needy Families (TANF) or W-2 Cash Benefits
- Supplemental Nutrition Assistance Program (SNAP) for Foodstamps

If anyone in your household (including you) currently participates in one or more of the assistance programs listed below, your children are eligible for free meals:

- Free
- Reduced Price

STEP 2: DO ANY HOUSEHOLD MEMBERS CURRENTLY PARTICIPATE IN Foodstamps, W-2 Cash Benefits OR FDP?

- Yes
- No

If “Yes”, list the assistance programs:

Additional children:

- Free
- Reduced Price

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

Please use a pen (not a pencil) when filling out the application and do your best to print clearly.

If you are not sure if a community eligibility provision school (CEP) is in your school district, please contact your school district or your local educational agency.

Please follow these instructions in order if you are not sure what to do next, please contact your local educational agency in the district office.

If your child attends a Community Eligibility Provision School (CEP) located outside of the school district, please contact their local educational agency or your local educational agency in the district office for more information.

How do I report my income? (Continued)
**Step 4: Contact Information and Adult Signature**

**Step 1:** Provide the last four digits of your Social Security Number (SSN) on all household members. If you do have a SSN, list it on this page. If you do not have a SSN, write "No SSN" in the space provided. You are eligible to apply for benefits even if you do not have a SSN.

**Step 2:** Provide the last four digits of your Social Security number (SSN) on all household members. If you do have a SSN, list it on this page. If you do not have a SSN, write "No SSN" in the space provided. You are eligible to apply for benefits even if you do not have a SSN.

**Step 3:** Provide the last four digits of your Social Security number (SSN) on all household members. If you do have a SSN, list it on this page. If you do not have a SSN, write "No SSN" in the space provided. You are eligible to apply for benefits even if you do not have a SSN.

**Step 4:** Provide the last four digits of your Social Security number (SSN) on all household members. If you do have a SSN, list it on this page. If you do not have a SSN, write "No SSN" in the space provided. You are eligible to apply for benefits even if you do not have a SSN.

**Step 5:** Provide the last four digits of your Social Security number (SSN) on all household members. If you do have a SSN, list it on this page. If you do not have a SSN, write "No SSN" in the space provided. You are eligible to apply for benefits even if you do not have a SSN.

**Step 6:** Provide the last four digits of your Social Security number (SSN) on all household members. If you do have a SSN, list it on this page. If you do not have a SSN, write "No SSN" in the space provided. You are eligible to apply for benefits even if you do not have a SSN.
### 1. IDENTIFY (Name your school district mailing address here)

Insert your school district mailing address here.

### 2. Step 1

**List All Household Members (Including Yourself):**

- **Income:**
  - [ ] **Child:**
  - [ ] **Adult:**

### 3. Step 2

**Do Household Members (Including Yourself) Currently Participate in Any of the Following Assistance Programs?**

- [ ] FoodShare
- [ ] WIC
- [ ] Child Nutrition

### 4. Step 4

**Last Four Digits of Social Security Number (SSN) of Primary Wage Earner:**

- [ ] $[ ]
- [ ] $[ ]
- [ ] $[ ]
- [ ] $[ ]

**Social Security Number (SSN) of Other Adult Household Member:**

- [ ] $[ ]
- [ ] $[ ]
- [ ] $[ ]
- [ ] $[ ]

**Social Security Number (SSN) of Child:**

- [ ] $[ ]
- [ ] $[ ]
- [ ] $[ ]
- [ ] $[ ]

**Name of Alien Identification Numbers:**

- [ ] $[ ]
- [ ] $[ ]
- [ ] $[ ]
- [ ] $[ ]

### 5. Step 3

**Report Income for All Household Members (Skip this step if you answered Yes to STEP 2. Write a case number here. Then go to STEP 4.):**

- [ ] $[ ]
- [ ] $[ ]
- [ ] $[ ]
- [ ] $[ ]

### 6. Step 5

**Child Income:**

- [ ] $[ ]
- [ ] $[ ]
- [ ] $[ ]
- [ ] $[ ]

### 7. Step 6

**Total Household Income (including your) and Including Children:**

- [ ] $[ ]
- [ ] $[ ]
- [ ] $[ ]
- [ ] $[ ]

### 8. Step 7

**Filling in the Form:**

- [ ] Fill the form completely. Be sure to include all information. If you need more space, use the blank space at the end of page.

- [ ] If more space is needed for additional answers, an additional sheet of paper may be used.

### 9. Step 8

- [ ] File for a free or reduced-price school lunch.

- [ ] File for additional programs.

- [ ] File for financial assistance.

- [ ] File for reduced-price meals.

- [ ] File for free meals.

- [ ] File for other programs.

- [ ] File for community programs.

- [ ] File for other assistance.

### 10. Step 9

- [ ] File for other assistance.

- [ ] File for community programs.

- [ ] File for other programs.

- [ ] File for financial assistance.

- [ ] File for reduced-price meals.

- [ ] File for free meals.

- [ ] File for additional programs.

- [ ] File for a free or reduced-price school lunch.

- [ ] File for more space is needed for additional answers, use an additional sheet of paper.
### Calendar 2019 - 2020 Kicarpeo Area School District Calendar

#### Key Dates:
- May 25 - Memorial Day
- Memorial Day Early Release: May 24
- June 6 - Last Day of School
- June 6 - Last Day of School
- June 6 - Last Day of School
- June 6 - Last Day of School

#### Important Notes:
- School Holiday: June 6
- Teacher Inservice: June 6
- Teacher Inservice: June 6
- Teacher Inservice: June 6

#### Monthly Calendar:

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<th>Month</th>
<th>January 2020</th>
<th>February 2020</th>
<th>March 2020</th>
<th>April 2020</th>
<th>May 2020</th>
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<td>We</td>
<td>Th</td>
<td>Fr</td>
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<td>4</td>
<td>5</td>
<td>6</td>
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</tbody>
</table>

#### Notes:
- Teacher Inservice: No School for Students
- Holiday Early Release Days (12:00 PM)

#### Contact:
- CalendarPedia
- For further updates:

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*CalendarPedia.com*