



WCSD 2023/2024 ANNUAL NOTICES

IMPORTANT FOOD SERVICE INFORMATION

The Free and Reduced Price School Meal [Press Release](#), [Application](#) and [Instructions](#) included here, are also available to all families on the [District website](#). Your application will also be used for material fees, transportation fees, etc. The information sharing release form and the forms to report food allergies and ala carte limits are also on the District website. All food service forms are also available in the school offices. Reminder: You must fill out a new application, information sharing release form, and the form to report food allergies and ala carte limits every year.

If your child has forgotten their PIN over the summer or you are new to the District, we will be happy to assist you. The numbers are readily available in each of the school offices and are provided to the classroom teachers at the elementary level.

Please direct all your questions about the food service program to Diane Agrell - (920) 582-5810 x1104 or email agrelld@w-csd.org.

MEDICATIONS AT SCHOOL

Prescription or nonprescription medications can be administered to students at school, as long as the parent/guardian provides the medication and completes the Medication-Treatment authorization form. We also offer "Stock" (over the counter) medication to our middle school & high school students with parent/guardian consent.



*For the safety of our students, no student may self-carry personal medication without the authorization from the school health office. **Please contact the District Nurse for more information. 920-582-0934, fax 920-582-5816 or email krausej@w-csd.org***

Wisconsin Immunization Requirements for 2023/2024

- **4K:** 4 DTaP (diphtheria, tetanus, pertussis), 3 Polio, 3 Hepatitis B, 1 MMR (measles, mumps, rubella), 1 varicella
- **Kindergarten - 5th grade:** 4 DTaP (diphtheria, tetanus, pertussis), 4 Polio, 3 Hepatitis B, 2 MMR (measles, mumps, rubella), 2 varicella
- **6th - 12th grade:** as above + 1 dose Tdap (tetanus containing vaccine) booster
- **Waivers:** Immunization requirements will be waived for students if the parent/guardian elects a religious, health/medical reason or personal conviction. Parents/guardians are required to sign the Student Immunization Record and submit it to the health office.
- **Recommendations:** Meningococcal vaccine (give 1st dose at age 11-12 years with a booster at age 16 years). Human Papillomavirus-HPV (3 dose series recommended to begin at age 11-12 years); yearly flu vaccine; staying up to date on COVID-19 boosters.

Screenings and Services

Vision screenings are conducted annually for our elementary students and any student grades 6-12 with parent/guardian consent, teacher referral or student self-referral. Hearing and scoliosis screenings are available when requested. Bridging Brighter Smiles is a dental program available to students to provide preventative oral hygiene services. Our hope is to continue to provide these screenings and services to our students within our district, unless otherwise directed by the state or local health department.

Health condition and/or emergency health plans

To assist the District Nurse in providing the best possible care for your child at school, please inform the District Nurse if your child has a health condition that may require a health plan or emergency action plan. Please continue to update the District Nurse with any changes in your child's health status that may require some accommodations at school (such as new medical diagnoses, fractures, sprains/strains, concussions, etc.).

All this information and more is available on our school website under [Health Services](#). If you have any additional questions or concerns, please direct them to the District Nurse at (920) 582-0934, fax (920) 582-5816 or email krausej@w-csd.org.

DIRECTORY INFORMATION

The Winneconne Community School District designates the following personally identifiable information contained in a student's education record as "directory information," and may disclose that information without prior written consent as provided herein.

1. The student's name
2. The student's address
3. The student's telephone number
4. The student's date and place of birth
5. The student's major field of study
6. The student's participation in officially recognized activities and sports
7. The student's weight and height if a member of an athletic team
8. The student's dates of attendance
9. The student's digital image (photograph, video, etc...)
10. The student's degrees and awards received
11. The student's date of graduation
12. Secondary student's school email address

After the parents and/or students have been notified, they will have 14 days to advise the school's principal in writing of any or all of the items they refuse to permit the district to designate as directory information about that student.

School officials shall exercise discretion when releasing student information. Such release shall be in the best interest of the student and the school.

School officials may routinely provide class lists of the information listed above only to schools, universities and the armed forces.

STUDENT RECORDS

An adult student or the parent or legal guardian of a student currently enrolled in the Winneconne Community School District has the right to:

1) Inspect and review the student's education records. The request to inspect and review the records must be made in writing to the respective school administrator/ designee. The adult student or parent or guardian of the student can make an appointment with the respective school administrator /designee for this inspection and review of the records subsequent to the school receiving the written request.

2) Seek amendment of their own student records or their child's student records that are believed to be inaccurate, misleading or otherwise in violation of the student's privacy rights. The request to seek amendment of the records must be made in writing to the respective school administrator/designee.

3) Consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that the federal Family Educational Rights and Privacy Act (FERPA) and state law authorize disclosure without consent.

*The Winneconne Community School District requires written permission from the adult student or parent or legal guardian of the student currently in attendance in the Winneconne Community School District to transfer that student's educational records to another school district when the request to transfer the records is made prior to the student enrolling in another school district. If a request for educational records is made by another school district, the Winneconne Community School District will forward those records without consent from the adult student or parent or legal guardian of the student upon enrollment in that school district.

*The Winneconne Community School District shall disclose a student's educational records to school officials within the district who have a legitimate educational interest in those records.

District school officials including the Board of Education Members acting officially, who have a legitimate educational interest in a student's educational records; include all professional staff and administrative staff employed within the district who have instructional contact with the student, supervision of the student and/or an evaluative or consultative relationship on behalf of the student.

4) File a complaint with the Family Compliance Office of the U.S. Department of Education alleging the school's noncompliance with FERPA requirements. The address of this office is Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-4605.

Student behavioral records shall be maintained for one (1) year after the student ceases to be enrolled in the District, unless the student specifies in writing that his/her behavioral records may be maintained for a longer period. Student progress records shall be maintained for at least five (5) years after the student ceases to be enrolled in the District.

RELEASE OF INFORMATION TO MILITARY/HIGH EDUCATION INSTITUTIONS

WCSD is required to release students' names, addresses, and telephone listings to military recruiters or institutions of higher education without parental consent unless a request not to release information is received.

ACADEMIC STANDARDS/LEARNING TARGETS

Winneconne Community School District will implement the Wisconsin Academic Standards through a target-based learning system under section 118.30(1g) (a) of the state statutes for the 2023-2024 school year. Details of these academic standards and learning targets can be viewed on our District website or contact Peg Mischler, Director of Learning at mischlep@w-csd.org or 920-582-5802 x3135.

EDUCATIONAL OPTIONS

WCSD is focused on providing a quality education to all of the students within our district. In addition to the traditional, high quality education offered within our classrooms, WCSD seeks to provide educational options to meet the diverse needs and interests of its students.

Options include:

- CAPP/AP courses through UWO, Lakeland College, and other UW system schools (college credits)
- Transcript and Advanced Standing courses through FVTC (tech college credits or advanced standing)
- Certified Nursing Assistant (CNA) program through FVTC
- Virtual and Blend-ed courses
- Early College Credit program options
- Youth Apprenticeships
- 66.0301 enrollment agreements between school districts
- Home-based & private education opportunities
- Part-time & Full-time open enrollment
- Winneconne eAcademy

If you are interested in learning more about these educational options, please contact Peg Mischler, Director of Learning at mischlep@w-csd.org or 582-5802 x3135.

SPECIAL NEEDS SCHOLARSHIP PROGRAM

(Private School voucher program) - Section 115.7915(5)

The State has created a special education voucher program for students with an individualized education program (IEP) who meet specified conditions outlined in state law. Add'l information can be found on the [WI Department of Public Instruction website](#).

SCHOOL DISTRICT ACCOUNTABILITY

Per the State of Wisconsin, accountability report cards will be released sometime in the Fall of 2023, and assessment results will still be publicly posted in WISEdash as well. Results from the 2022-2023 Wisconsin Forward Exam, ACT, ACT Aspire, and DLM, will all be reported in the [WISEdash Public Portal](#). Please contact Peg Mischler, Director of Learning at 920-582-5802 ext. 3135, mischlep@w-csd.org if you would like to request this data or have questions regarding the assessment data for the Winneconne Community School District.

CHILD FIND NOTICE

The school district must locate, identify, and evaluate all resident children with disabilities, including children with disabilities attending private schools, regardless of the severity of their disabilities. The school district has a special education screening program to locate and screen all children with suspected disabilities who are residents of the district and who have not graduated from high school. Upon request, the school district will screen any resident child who has not graduated high school to determine whether a special education referral is appropriate. A request may be made by contacting Laurin Dodd, Director of Pupil Services (920-582-5803, ext. 3125) doddl@w-csd.org

NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY - 2260

The Board is committed to providing an equal educational opportunity for all students in the District. The Board does not discriminate on the basis of race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex (including transgender status, change of sex or gender identity), or physical, mental, emotional, or learning disability ("Protected Classes") in any of its student program and activities. Students, parents and all other members of the School District community are encouraged to promptly report suspected violations of this policy to a teacher or administrator. Any teacher or administrator who receives such a complaint shall file it with the District's Compliance Officer at their first opportunity.

The District's "Compliance Officer" is Peg Mischler, Director of Learning at mischlep@w-csd.org

ENGLISH LANGUAGE PROFICIENCY – 2260.02

Dr. Peggy Larson, District Administrator, is the contact person for English language learners and if you have a child who qualifies for the program, you may contact her at larsonm@w-csd.org or (920) 582-5802 x3141. Policy 2260.02 is available on the school's website in its entirety.

Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities. This policy applies to sexual harassment that occurs within the District's education programs and activities and that is committed by a Board employee, student, third-party vendor or contractor, guest, or other members of the school community. Policy 2266 is available in its entirety on the District's website.

Title IX Coordinators are Peg Mischler, Director of Learning 920-582-5802 x3135, mischlep@w-csd.org and Laurin Dodd, Director of Pupil Services/Special Education 920-582-5802 x3125, doddl@w-csd.org

Policy 2414 - HUMAN GROWTH AND DEVELOPMENT

This school policy requires students to receive medically accurate and age-appropriate instruction in various topics related to human growth and development. The curriculum includes education on communication about sexuality with parents or guardians, reproductive and sexual anatomy, abstinence, healthy life skills, alcohol and drug awareness, and more. The policy ensures that parents have the opportunity to review the program and materials and have the right to excuse their child from the instruction if desired, with certain exemptions. An advisory committee of various stakeholders, including parents and professionals, is established to assist in the design and implementation of the curriculum

STUDENT PRIVACY/SURVEYS – 2416

This school policy ensures student and parent privacy by requiring written consent before participation in surveys revealing sensitive information. Parents have the right to opt their children out, and collected data is treated confidentially. The Board respects the privacy rights of parents and their children. No student shall be required to participate in any survey associated with a school program or the District's curriculum, or which is administered by a third party in the schools, if the survey includes one (1) or more of the following items:

- A. political affiliations or beliefs of the student or the student's parent;
- B. mental and psychological problems of the student or the student's family;
- C. sex behavior or attitudes;
- D. illegal, anti-social, self-incriminating or demeaning behavior;
- E. critical appraisals of other individuals with whom students have close family relationships;
- F. legally recognized privileged or analogous relationships such as those of lawyers, physicians and ministers;
- G. religious practices, affiliations or beliefs of the student or the student's parent; or
- H. income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program.

Policy 2416 is available on the school's website in its entirety.

CAREER & TECHNICAL EDUCATION PROGRAM - 2421

"Career and technical education" is a program designed to provide educational experiences and guidance for students to plan and prepare for a future in technical fields.

The programs are available to students without regard to race; color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including transgender status, change of sex or gender identity), or physical, mental, emotional, or learning disability ("Protected Classes").

The District's "Compliance Officer" is Peg Mischler, Director of Learning at mischlep@w-csd.org or 920-582-5802 x3135.

Policy 1422 - NONDISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY

This policy ensures that the Board does not discriminate against administrative staff based on various protected characteristics, and it provides a clear process for addressing complaints of discrimination or retaliation. The District Administrator will appoint Compliance Officers responsible for handling complaints, and the policy emphasizes confidentiality and the right to prompt and equitable resolution of complaints.

Policy 3122 - NONDISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY

The school policy 3122 - Non-discrimination and Equal Employment Opportunity ensures that the school district provides fair and equal employment opportunities to its professional staff without discrimination on the basis of various factors such as race, color, national origin, age, sex, sexual orientation, disability, and more. The policy outlines the role of designated Compliance Officers responsible for handling inquiries or complaints related to discrimination and retaliation. It also establishes a clear investigation and complaint procedure to address any alleged violations and provides safeguards against retaliation for reporting such incidents. Policy 4122 ensures fair and equal employment opportunities to its support staff.

HOMELESS STUDENTS – 5111.01

Dr. Peggy Larson, District Administrator, larsonm@w-csd.org or (920) 582-5802 x 3141 is the contact person for homeless children and youth. Winneconne Community School District will provide homeless children and youth with access to a free, appropriate public education as provided to all other children residing in the district and will provide comparable services.

IF YOUR FAMILY LIVES IN ANY OF THE FOLLOWING SITUATIONS:

- In a shelter
- In a motel or campground due to the lack of an alternative adequate accommodation
- In a car, park, or abandoned building
- Doubled up with other people due to loss of housing or economic hardship

Your school-age children may qualify for certain rights and protections under the federal McKinney-Vento Act.

Your eligible children have the right to:

- Receive a free, appropriate public education
- Enroll in school immediately, even if lacking documents normally required for enrollment
- Enroll in school and attend classes while the school gathers needed documents
- Enroll in the local school; or continue attending their school of origin, if that is your preference
- Receive transportation to and from the school of origin, if you request this
- Receive educational services comparable to those provided to other students, according to your children's needs

A complete list of [community resources](#) can be found on the district website.

*If you need further assistance with your children's educational needs, contact the National Center for Homeless Education: 1-800-308-2145 * homeless@serve.org * <http://nche.ed.gov>*

ABSENCES FOR RELIGIOUS INSTRUCTION – 5223

The Board desires to cooperate with those parents who wish to provide for religious instruction for the children but also recognizes its responsibility to enforce the attendance requirements of the State. The Board shall permit students, with written parental permission, to be absent from school during required school periods at least sixty (60) minutes but not more than 180 minutes per week to obtain religious instruction outside of school. A student must be properly registered and a copy of such registration must be filed with the principal. The supervisor of the religious instruction must report monthly to the District the names of the students who are attending the weekly instruction. The District will assume no liability for a student while attending religious instruction nor will it provide transportation for such instruction. No solicitation for attendance at religious instruction shall be permitted on District premises. No member of the staff shall encourage nor discourage participation in any religious instruction program. 118.155, Wis. Stats.

If you are interested in learning more on religious accommodations, please contact Peg Mischler, Director of Learning at mischlep@w-csd.org or 920-582-5802 x3135.

Policy 5500 - STUDENT CODE OF CLASSROOM CONDUCT

This policy emphasizes respect for authority, others' rights, and property within the school community. It outlines behavior expectations on school premises, vehicles, and at events, including social media conduct related to the school. Each school develops its own Code of Classroom Conduct with input from stakeholders and School Board approval.

Policy 5530 - DRUG PREVENTION

This policy aims to prevent drug abuse through education rather than punishment. It prohibits drug use, possession, and distribution on school property and at school events. The District Administrator will develop guidelines to raise awareness about drug abuse and its impact on safety and mental health, including prescription drugs.

Policy 8431.01 - ASBESTOS MANAGEMENT

This policy outlines the Board's commitment to ensuring a safe environment by addressing asbestos in school buildings as required by State and Federal law, including AHERA.