



August 8, 2023



Winneconne Elementary Back-To-School 2023-24

Tuesday, August 29, 2023

- 12:00 - 6:30 PM Get to Know you Meetings K-5; (please sign up)
- 12:00 - 4:00 PM Get to Know You meetings 4K; (please sign up)
- 5-6:00 PM large group Parent information meeting (4K only) with child's teacher (no sign up needed)

- Families should sign up for a 15 minute time slot with their child's classroom teacher. The link to sign up will come from your child's classroom teacher on August 15, 2023. Please complete online registration (opens today - August 8, 2023) as soon as possible so teachers have up to date email addresses to send the Sign Up Genius link! Thank you!

Friday, September 1, 2023 First day of school for K-9 students;
continue Get to Know You meetings for 4K families

Monday, September 4, 2023 No School - Labor Day

Tuesday, September 5, 2023 First day of school for 4K and students in grades 10-12

PRINCIPAL'S MESSAGE

Hello Winneconne Families:

I am excited to see you back at school! I hope you had a fun summer and that you are getting ready to come back to school. We have been busy getting ready for the 2023-24 school year. In this newsletter you will find registration information, staff updates, 4 year old kindergarten details, fee schedules, safety/security information and more. You can find school supply lists on our website. Please call if you cannot find the list or if you have questions about anything. Our school secretary, Mrs. Breister, can be reached at 920-582-5803 X 3122. Mrs. Schmoker (x3123) will return to the office and work with Mrs. Breister once the school year begins.

Feel free to read/review the 2023-24 [Family Handbook](#) and watch for a google

form from your child’s teacher acknowledging you read and discussed the information in the handbook with your child.

The staff at WES will be teaching your child at his/her instructional level in an effort to make at least one year’s growth over one year’s time. We continue to monitor student learning data carefully to close any learning gaps. We are fortunate to have instructional coaches who work with teachers to implement teaching strategies that are the most engaging, effective, and advantageous for student growth.

We will also continue to focus on positive behaviors at WES. We know children make mistakes; we reinforce appropriate behaviors/expectations and provide students the opportunity to make a change. Our goal is to create positive relationships with our students and guide them to be good citizens.

Your student(s) may talk about Zones of Regulation. We use ‘Zones’ to help students identify their feelings and respond in a safe manner. We believe it is important for students to be able to recognize and identify their feelings/emotions and know how to respond safely. Feel free to learn more about the Zones of Regulation from your child’s teacher and/or our school counselors Ms. West and Mrs. Achterberg.

Our goal is to provide a safe and happy place for your child(ren). I am looking forward to a fantastic school year. Watch for more information about our next One Book One School. See you soon!

Please contact me at 920.582.5803x3127 or hughesl@w-csd.org if you have any questions.

Dr. Lisa Hughes

WES SCHOOL SCHEDULE

Recess and/or Breakfast (K-5)	7:45 – 8:10 AM
Students enter the building	8:10 AM
4K Arrival	7:45-8:00 AM 12:15-12:25 PM
4K AM	8:00-10:45 AM
4K PM	12:25-3:10 PM
Announcements/ Attendance/Class meetings	8:15- 8:25 AM
Lunch K-1	11:00-11:30 AM
Recess 2-3	11:00-11:30 AM
Lunch 2-3	11:30 – 12:00 AM
Recess K-1	11:30- 12:00 AM
Lunch 4-5	12:00 – 12:30 PM
Recess 4-5	12:30-1:00 PM
Dismissal	3:10 PM

NEW FACES AND CHANGES AT WES

- Ms. Kelsey Conway is a new School Psychologist for the District
- Miss Hannah Blob is our new 1st grade teacher (replacing Mrs. Williams)
- Ms. McKenzie Fuehrer is our new 2nd grade teacher (replacing Mrs. Clark)
- Mrs. Kelly Herman is our new 3rd grade teacher (replacing Mr. Wienke)
- Mrs. Susie Steinert is our new 4th grade teacher (replacing Mrs. Vosters)
- Ms. Stephanie McAuly is our new 5th grade Special Ed teacher (replacing Mrs. Ryf)
- Mrs. Rachel Ryf will be our new Program Support teacher
- Mrs. Angie Clark is our new Interventionist (moving from 2nd grade)
- Ms. Mindy Schoen is our new 5th grade Art teacher (replacing Ms. Horvath)
- Mrs. Brooke Overton is our Kindergarten Aide to join Mrs. Schulke's class
- Mrs. Emily Voight is our new Kindergarten Aide to join Mrs. Vindurst's class
- Mrs. Sara Behm will be our new Special Ed Aide (coming from the Middle school)
- Mrs. Bethann Kasuboski is a full time Special Ed Aide

SAFETY AND SECURITY: VISITORS

Our front entrance has been revised, and we added fencing to the south playground in an effort to keep students, staff, and visitors safe. The protocol for coming into school is similar to what we have done in years' past; however, it looks a bit differently.

We have created a pass-through window at each entrance if you simply need to drop something off for your child. If you need to enter the building during the school day, you will buzz in, ask for permission to enter the building, and go through our school visitor management system called Raptor. As a reminder, all visitors will need to bring a government issued ID if you plan to enter the building. In addition, visitors going into the building must wear a visitor sticker. Please be patient with our security procedures as we do our best to be both efficient and helpful while maintaining maximum school safety. In an effort to keep everyone safe, we also need parents to refrain from entering the playground area. If you want to walk your child to the playground you can, but you will not be able to enter the playground and wait.

SAFETY AND SECURITY: ALICE TRAINING

All staff will be trained in Alice (Alert, Lockdown, Inform, Counter, Evacuate) prior to the start of school. ALICE training provides options for staff and students when faced with an active shooter/armed intruder. ALICE drills have been conducted semi-annually across the district, typically in the fall and spring of each year. Security experts in our community and across the country believe, as we do, that these practices will enhance student and staff safety. Please read below to find out more about the guidelines and recommendations that WCSD will be following in an effort to provide a safe and secure environment at all district locations. If you have any questions or concerns, please contact Mrs. Hughes.

ALICE

ALERT This is the first notification of danger. Get the word out!

Lockdown Use PLAIN language to convey the type and exact location of the situation.

Lockdown is a good starting point. We will make lockdown more secure by learning how to barricade/tie down classroom doors whether they open into the room or outward into the hall.

Inform Continue to communicate via the 'all call' system. An 'all call' can keep an intruder off balance and allow for good decision making by other staff members.

Counter Apply skills the staff has learned to distract, confuse, and gain control.

Evacuate Reduce the number of potential targets by evacuating students in a controlled manner to pre-established rally points. Rally point practice drills will be held.

REGISTRATION AND DISTRICT INFORMATION

Who should register? Every child entering grades 4K-12 for the 2023/2024 school year is required to register online.

Why do I need to register my children every year? Registering online each school year provides an opportunity to update contact information such as addresses, cell/work phone numbers, emergency contacts, email addresses, etc. This updated information will help our staff communicate effectively with families.

How do I complete the online registration?

1. Starting today, August 8th, 2023 please visit the district website at www.winneconne.k12.wi.us, proceed to "Families" tab and then click on "Family Access Skyward". From there you will be prompted to enter your login information. If you do not know your username and/or password please contact Lynn Breister in the elementary office 920-582-5803 ext 3122. Please register by August 15th so teachers have accurate contact information to send you information about the Get To Know You Meetings.
2. Once you are logged in, select the **online registration tab** to begin the registration process. Once registration is completed, you will receive a **confirmation of completion** letting you know you are done with the registration process.
3. Once your registration is complete log back into family access and click on the "Schedule" tab to discover which classroom teacher your child will have for this school year. If you do not have access to a computer, we will have computers available during the Get To Know You meetings on August 29, 2023 from 12:00 PM - 6:30 PM.*****When prompted to enter emergency contact information, please DO NOT USE PARENT INFORMATION. Please enter grandparent, aunt/uncle, friend, neighbor etc. Parents/Guardians will automatically be called first. If we cannot reach the Parent/Guardian, we then call the emergency contact(s).** Once registration is completed, you will receive a **confirmation of completion** letting you know you are done with the registration process.

Families have the ability to pay fees and add money to lunch accounts together through [e-Funds](#) for Schools! This e-funds service will allow you to make payments on behalf of your student(s) for lunch account deposits, material fees, and athletic/activity fees. To get started, you will need to create an account by following the instructions at the link [e-Funds for schools](#). If you have already created an account, you can proceed directly to the "Add a Fee" or "Make a Payment" section under FEE MANAGEMENT. For your convenience, and to encourage more online payments, the regular user fees associated with the online fee payment system will be waived.

The school fees for each grade level are listed below. **We are not accepting cash payments this year. Please pay through efunds (no charge).** As part of the online registration process, you will be asked to choose what information you would like to receive from our **Skylert Messaging System**. Skylert uses telephone, email, and text message communications to notify you about school closings, food service, and other events taking place in your child's school or in the district. We do not allow parents to deselect the emergency notifications. Our goal is to make sure we are able to contact everyone should an emergency arise. All other notifications can be deselected, based on your preferences.

When you list your work phone number, please make sure you look at the notifications that will be made. Last school year we received many complaints from companies about non-emergency calls. The problem is that many parents had auto forwarding in place for after hours calls, and the wrong people were being notified about low or negative food service accounts. If your work number is a general number or you have after hours voice messages going to a central mailbox, please make sure that you deselect items you do not want other people to know about.

"GET TO KNOW YOU DAY" - Tuesday, August 29, 2023

This year we are hosting 'Get to Know You Day' on Tuesday, August 29, 2023 from 12:00 PM - 6:30 PM. Classroom teachers will send an email and link for families to sign up for a 15 minute time slot to meet and get to know each other. Sign Up Genius is the tool/website we are using to schedule these meetings. Please register your child (online) by August 15 so classroom teachers have parent/guardian contact information to send out the link to sign up for the Get To Know You meetings. **These Get To Know You meetings are in place of the large scale Open House we have hosted in previous years. Families are encouraged to bring in school supplies to the Get To Know You meeting.

ELEMENTARY SCHOOL SUPPLY LISTS - Click [here](#)

(Prices/fees listed below are for Elementary School only)

MATERIAL FEES

\$10.00 Early Childhood

\$15.00 Kindergarten - grade 5

BREAKFAST Daily/Weekly

\$1.40/\$7.00

HOT LUNCH Daily/Weekly

\$2.70/\$13.50

MILK Daily

\$.45 (This has increased by 5 cents)

All grade levels/families sports fees

Family Season-All sports \$50.00

Adult Season-Fall Sports \$20.00

Adult Season-Winter Sports \$30.00

FREE/REDUCED FEES AND LUNCH/BREAKFAST

To qualify for free/reduced prices families must fill out an application (below) or qualify through Direct certification through the state. You will not be able to use the application form from last year to qualify. The online application will be available through family access under food service; there will be an application ([APPLICATION LINK](#)) tab starting Aug. 1 and continuing through the conclusion of the school year. Please wait to pay any fees until you hear back from the district about the status of your application. If you have additional questions, please contact our Food Service Director, Diane Agrell at agrelld@w-csd.org -

FROM THE TRANSPORTATION COORDINATOR

Lamers Bus Lines will be sending route information by the end of August. Mr. Dan Dobner, Transportation Coordinator, can assist you with busing questions 582.5800 ext. 1102 or changes to your transportation needs.

Bus passes: Due to space concerns on buses, **we will not** be able to issue or use bus passes again this year.

If the busing address changes during the school year, please obtain and fill out a Transportation Request Form from the Transportation Dept. page on the district website.

Please allow at least one week for any address changes to the students pick up or drop off location. These requests can take longer since approval is based upon a spot available on the bus.

Please help us ensure your child's safety by following these simple but important procedures:

- Make sure your child arrives at the bus stop at least *five minutes early* each day. Children who are late for the bus may panic and chase it, or run into the road creating an unsafe situation. Realize that the bus times can fluctuate with weather and changes in ridership.
- Insist that your child wait for the bus safely in an orderly fashion, back from the roadway to avoid creating hazardous conditions for children.
- When the bus arrives, your child should wait for the bus driver's signal before boarding and then board single file.
- Children are to sit in their seats and not move around the bus.
- Remove long drawstrings or other dangling items from your child's clothing and backpack to avoid these items getting snagged in the bus door as they get off the

bus. Consider bright clothing or backpacks with reflective material to make your child more visible at the bus stop

- Teach your child to sit quietly on the ride to and from school. Behavior problems could distract the bus driver and could result in an accident. It is important that our drivers are able to concentrate on driving the route safely.

DROP OFF/PICK UP

We need your help and patience when dropping off and picking up. Please drive slowly and watch for pedestrians.

**DURING THE MORNING, 3RD AVE. WILL BE FOR BUS TRAFFIC ONLY!
PASSENGER CARS SHOULD USE MEADOW LANE
FOR 4K-K (Hug N Go Zone)
OR
5TH AVE. FOR GRADES 1-5**

Drop off in the morning/before school

Buses will unload along the east side of the street near the kindergarten playground as we have in the past. Parents choosing to drive their student(s) to school have two options for drop off: 1. Meadow Lane Hug 'N Go Zone near the opening in the fence onto the playground (4K AND KDG) 2. In back of school on 5th Ave. using the Hug 'N Go Zone.

After school pick-up

Children getting a ride home from school can meet up with parents at the following locations:

1. In back of school (East Playground)
2. Outside by the bell in front of school (cars cannot park in front of school)
3. On Meadow Lane
4. You may also use St. Mary's parking lot provided there is not a scheduled church activity.

Please do not drop off on 3rd Avenue.

Please do not drop your child off prior to 7:45 AM since there will not be supervision.

PLEASE try to avoid driving on 3rd Ave. during morning drop-off and afternoon pickup due to buses and students crossing the streets.

****ATTENDANCE (arriving late and/or leaving early)****

All communication regarding your student's attendance (appointments, late arrival, early departure, etc.) should go to the office - through Mrs. Breister and/or Mrs. Schmoker. Mrs. Breister and Mrs. Schmoker will then pass the information on to the classroom teacher.

*****Please help us by getting information to the office first, and then let the office share the information with the teachers.*****

Students arriving late and/or leaving early must enter and exit the building through the front doors only.

Please email the attendance line or send a note for your child to bring to the office stating the time the student should meet his/her parent in the office and the reason for leaving during the day.

Parents should come into school when dropping off or picking up at any time during the regular school day (8:10 AM - 3:10 PM).

If someone other than a parent/guardian will be picking up your child, please call or email the office to let us know who will be picking up. Student safety is our biggest concern and we want to ensure we are releasing your child to the appropriate and safe person.

****When your child is absent, please notify the school by email/phone.**

Email: esattendance@w-csd.org Phone: 920-582-5803, then press 1

****To prevent truancy issues:**

*If your child is absent due to an illness and sees a physician, please get a note from the physician and have your child bring it to the office when they return to school.

*If your child is absent all day or part of a day due to a dental or medical appointment, please get a note from the health professional and have your child bring it to the office when they return to school.

**For vacations and other planned absences lasting more than 3 days, please fill out a [Pre-Arranged Absence Form](#) or once can also can be picked up in the office. Please return the filled out form to the office at least 2 days before the absence. Each child is permitted 10 personal days and 10 sick/dr days.

PROJECT BACKPACK

Our Mission: To support students inside and outside the classroom.

Your child(ren) can participate in a program called "Project Backpack." This program gives your child a backpack not for books, but for food. Each Friday, or on the last day of classes in vacation-shortened weeks, your child can receive a backpack to take home filled with nutritious food and snacks. On Mondays, or on whatever day happens to be the first day of classes for that week, your child will return their empty backpack to the school for it to be restocked with food to take home the following Friday. During online registration you will be asked if your child would like to participate in this program.

BIRTHDAYS

Birthdays are an exciting time for our students to celebrate. Again this year we are asking families to refrain from sending food items and/or treat bags/other 'stuff' to school. We are going to celebrate your child's birthday with different opportunities. Teachers in each grade level will share birthday options with students so every child has the choice of how to celebrate their special day. Some options *may* include choosing where to sit in the cafeteria, reading a special book to the class, inviting a guest reader to school, eating lunch with a favorite teacher, bringing and playing a favorite game. Every student in the classroom will be offered the same grade level choices so we are able to eliminate the concern of food allergies and reduce the competitive and costly nature of birthday treats/bags/decorations, etc. Our goal is to

celebrate your child's special day.....we will continue to celebrate their special day with some different opportunities. Thank you for your support.

CAFETERIA/FOOD SHARING

Students may bring cold lunch to school, however, we do not want students to share the cold lunch with others. Cold lunches may have items that are not pre-packaged (which is fine) but we will not know the ingredients and thus allergens may be present and cause an unsafe situation for some. Please talk with your student about eating only his/her lunch.

OTHER FOOD SHARING/SPECIAL EVENTS

Classrooms may or may not have celebrations throughout the school year for productions, end of unit sharing, or holidays (not birthday celebrations). You will receive information regarding these celebrations from the classroom teachers. If your beliefs restrict the celebration of certain holidays, please contact your child's teacher so appropriate accommodations can be made. Teachers will contact families to determine which pre-packaged snacks students may bring to share. Pre-packaged foods will reduce the spread of germs and help identify allergens.

Students are taught in the classrooms about good nutrition and the value of healthy food choices. Below are some suggestions for healthier party treats.

Milk/Flavored milk;100% juice;water/flavored water (calorie free);fresh fruit;100% fruit snacks; veggies, string cheese/cheese cubes;pretzels;lowfat popcorn;graham crackers;animal crackers;vanilla wafers;apples with fatfree caramel dip;instant pudding made with milk;yogurt parfaits/smoothies;lowfat breakfast or granola bars;apples or celery.

Health Office

The health office will be open from 12pm - 6:30pm. Please feel free to stop by to drop off any medication and paperwork for your child's health needs or to answer any medical questions you may have regarding your child. If you would like to meet with me to further discuss your child, please contact me at krausej@w-csd.org.

PICTURE DAY

We have 3 Picture days scheduled for WES: Location will be in the Big gym inside the main doors by the office.

You can come anytime during these hours -

August 22, 2023 from 11:00 - 7:00 PM

August 24, 2023 from 8:00 - 5:00 PM

October 5, 2023 - Picture retake or for students that were not able to attend the August 22nd or August 24th date. Since students will be in school, they will be called down during the school day to have their picture taken.

Families will have two options to order/pay for pictures. Orders can be placed prior to picture day online at mylifetouch.com using our school code **:EVT37HHX3** or they can be

ordered in person on the actual picture days. Each order will also include a class picture. There will be order forms available at the elementary school. Online orders and forms will need to be completed before pictures are taken and exact payments must be included. Our photographers will accept cash, money orders or checks payable to Lifetouch. We appreciate your cooperation and hope that this early picture day is enjoyable and convenient for your families!

YEARBOOK INFORMATION

If you would like to purchase a yearbook, sales will run from now until December 31st, 2023. Yearbook orders/payments will only be offered online through Walsworth. The office will not be accepting payments for the yearbook. The yearbook cost is \$20.00. To order a yearbook please click [here](#).

SUMMER HOURS FOR AUGUST

August 8th - August 24th: Monday – Thursday 6 AM - 4:30 PM *The office closes for a half-hour lunch.*

Regular hours will begin August 28th Monday - Friday 7:30 AM - 4:00 PM

SCHOOL YEAR CALENDAR LINK [2023-2024 School Year Calendar](#)

PUPIL NONDISCRIMINATION/HARASSEMNT

The Board does not discriminate on the basis of sex (including sexual orientation or gender identity), in its education programs or activities, and is required by Title IX of the Education Amendments Act of 1972, and its implementing regulations, not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The Board is committed to maintaining an education and work environment that is free from discrimination based on sex, including sexual harassment.

The Board prohibits sexual harassment that occurs within its education programs and activities. When the District has actual knowledge of sexual harassment in its education program or activity against a person in the United States, it shall promptly respond in a manner that is not deliberately indifferent.

Pursuant to our Title IX obligations, the Board has developed Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities (Adopted 8/3/2020). 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.

For questions regarding Title IX, please contact the District's Title IX Coordinators:
Peg Mischler
Director of Learning
920-582-5800 x3135
233 S 3rd Avenue

Winneconne, WI 54986

mischlep@w-csd.org

or

Laurin Dodd

Director of Pupil Services/Special Education

920-582-5803 x3125

233 S. 3rd Avenue

Winneconne, WI 54986

doddl@w-csd.org