

SCHOOL DISTRICT OF REEDSBURG



HANDBOOK FOR PARENTS & ELEMENTARY AND
INTERMEDIATE SCHOOL STUDENTS

PINEVIEW ELEMENTARY
PRAIRIE RIDGE INTERMEDIATE
WESTSIDE ELEMENTARY

2025-2026

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MEDICATION CONSENT REQUEST FORM

WELCOME

Welcome, students and parents, to the 2025-2026 school year. Our entire staff is excited about the year of learning that lies ahead for all of us. We hope this will be a successful and satisfying year for you.

The pages of our handbook are filled with information that you will find useful about our schools. It is designed to help students and parents understand all aspects of life at the Reedsburg Elementary Schools. We suggest parents and students read it together and keep this handbook for reference throughout the school year. Feel free to ask your child's teacher, guidance counselor or the school office personnel for additional information or explanation of the material in this handbook.

Close cooperation between the home and school is essential to promote the best interests of the child. Parents are encouraged to visit school and to attend scheduled meetings of parents and teachers. Mutual benefits accrue when there is a meaningful exchange of information between home and school. It is hoped that this handbook will be helpful to you.

Pineview Elementary School

1121 8th Street
Reedsburg, WI 53959
(608) 768-8932
(608) 768-8933 Fax
Jennifer Hynek, Principal

Westside Elementary School

401 Alexander Ave.
Reedsburg, WI 53959
(608) 768-8934
(608) 768-8935 Fax
Jackie Craker, Principal

Prairie Ridge Intermediate School

2400 8th Street
Reedsburg, WI 53959
(608) 768-8942
(608) 768-8943 Fax
Travis Frey, Principal
Seth Landolt, Associate Principal

MISSION STATEMENT

Empowering all students to maximize their potential
in fearless pursuit of human excellence

BOARD OF EDUCATION

Name

Phone

Committee Appointment

Area

Term Expires

Regular School Board meetings: are held the third Monday of each month, at 7:00 PM, in the school district central office located at 501 K Street, Reedsburg.

Gary Woolever - President 1570 Canterbury Drive Reedsburg WI 53959 e-mail: gwoolever@rsd.k12.wi.us	608-963-5232	TIFF Rep Reedsburg Schools Foundation	City of Reedsburg	Elected 04/2005 2026
LuAnn Brey - Clerk S2178 Chitwood Road Reedsburg, WI 53959 email: lbrey@rsd.k12.wi.us	608-985-8117	Curriculum Operations Reedsbug Schools Foundation WASB Delegate	At Large- Rural	Elected 04/2007 2028
Gabe Bauer - Board Member S2473 Norwegian Church Rd LaValle, WI 53941 email: gbauer@rsd.k12.wi.us	608-985-8380	Finance - Chair Operations	Area I	Elected 04/2019 2028
Heather Westphal, Board Member S6306 Maple Hill Rd Rock Springs, WI 53961 e-mail: hwestphal@rsd.k12.wi.us	608-522-4995	Finance Curriculum CESA 5 Rep	Area III	Elected 04/2021 2026
Leo Almeida, Board Member 549 N. Grove St Reedsburg, WI 53959 e-mail: lalmeida@rsd.k12.wi.us	608-477-7611	Policy - Chair Finance	City of Reedsburg	Elected 04/2021 2028
Nikki Foesch, Board Member 2219 Doris Rd Reedsburg, WI 53959 email: nfoesch@rsd.k12.wi.us	608-415-2141	Curriculum Chair Policy	City of Reedsburg	Appointed 5/12/23 2027
Ross Retzlaff, Board Member S1659 Farber Rd Reedsburg, WI 53959 e-mail: rretzlaff@rsd.k12.wi.us	608-415-8095	Operations - Chair Policy	Area II	Elected 04/2021 2027

2025-26 Teaching Assignments

Area	Pineview	Prairie Ridge	Westside
Principal	Jennifer Hynek	Travis Frey	Jackie Craker
Associate Principal		Seth Landolt	
4-Kindergarten	Tonya Brandt Kristin Coleman Kelley Rood		Carol Pottinger Amanda Mathis -Head Start Angela Stecky - Head Start
Kdgn	Tina Brooks Zach Buros Brittany Curtin Katie Park Sarah Wessel		Sarah Lancaster Gail Lichte Jennifer Meacham
Grade 1	Jennie Bindl Tiffany Kraemer Emily Tobey Meadow Woolever		Kari Youngquist-Hyde Chelsey Kraemer Michaela Peper
Grade 2	Karla Campbell Lori Fry Jeremiah Grundahl Autumn Kurkiewicz Bryanna Stando Stacy Stecker		Becky Colwell Hailey Gardner Hannah LeMoine
Grade 3		Erin Backeberg Sarah Casey Carolyn Lohr Jesse Monte Megan Naquin Mary Olson Sarah Schmitt Lizzy Stoltz	
Grade 4		Amy Bass Shirley Green Katie Holme Erin Knipp Sandra Rohweder Ali Schuenke Robin Sterkowitz	
Grade 5		Katie Corbin Tom Hora Danica Ihde Emma Mundth Jen Neumann Jordan Peters Betty Weiss	
Art	Ashley Lahti	Darren Honnold	Ashley Lahti - Gr K & 1 Cindi Pfaff - Gr 2
Physical Education	Erika Molitor	Bill Schultz Chris Hahn	Brenda Erdman
Music	Ethan Ott	Alma Schnurr	Ann Larson

2025-26 Teaching Assignments

Area	Pineview	Prairie Ridge	Westside
Intervention Support	Dawn Folland Angie Herschleb Amy Treptow	Cheri Delkamp Anne Malig	Ann Larson Jill Weis
Reading Specialist	New	New	New
Academic Support		Patty Mayer	
Instructional Coach	Teresa Kamps Tina Sukup	Teresa Kamps Tina Sukup	Teresa Kamps Tina Sukup
Speech and Language	Kaitlyn Merfeld Ann Siever Tammy Verch	Maggie Christensen Holly Penzkover	Megan Meyer
ESL	Elvia Valles	Karla Alexander Isabel Olivares	Austin Estes Elvia Valles
Life Skills	Kari Monte	Debbie Bindl	Kari Monte
ECH	Michelle Bormett Patty Schwartzer		
Head Start			
Cross-Categorical	Clarissa Cunningham Chelsea Holl Abigail Kroeger Ashley Smith Pam Walsh	Rachel Bromley Carly Klemp Gabrielle Ruffi Kim Shrake Christine Stieve Kaileah Teply Tara Uminski Kit Weix	Marisa Faas Sara Slaats Stephanie Whitney
OT/PT	Hannah Flister Dawn Hallwood Erin Schultz	Dawn Hallwood Erin Milbach	Hannah Flister Erin Milbach
School Psychologist	Holly Dyess-Tonkinson	Symphonie Lynch	Symphonie Lynch
CLC	Allyson Cummings		
District Social Worker	Callie Fore Tara Wedel	Callie Fore Tara Wedel	Callie Fore Tara Wedel
School Resource Officer	Kristi Siedl Marty Pugh	Kristi Siedl Marty Pugh	Kristi Siedl Marty Pugh
School Nurse	Carrie Judd	Sarah Braatz	Sarah Braatz

2025-26 Paraprofessionals Assignments

	Pineview	Prairie Ridge	Westside
Administrative Secretary	Barb James	Paula Landon	Linda Stanek
Office Assistant	Chelsey Hager	Shari Miller	Karen Fitzgerald
Teacher Aide	Cathie Faber Megan Herritz	Gail Wilhelm	Karen Harrison Deb Hartje
Health Aide	Sandi Stowell	Bre Goodwick	
LMC Aide	Jessica Othmer	Tina Asp	Theresa Kohlmeyer
4-Kindergarten	Karla Reuter Heidi Kruse Nicole Pierucki		Tammy Kissack
Reading Interv.		Tracy Gudenschwager	
ECH Aides	Rachael Clapero Gabriella Leitz Stephanie Judd		
Cross-Caterogical Para	Lisa Diekfuss William Ennis Kaylee Froehlich Cindy Hayes Kaylee Hill Steve James JCee Cline Caitlin Nicholas Hailey Ostrander Cathy Pickel Amber Scott Sarah Spencer Sue Strudel Kristin Zenz NEW	Aliya Bierlein Alanna Boldon Cindy Diny Mary Frye Natalie Fuller Julie Knudsen Tammi Miller Holly Mortimer NEW Deb Schrank Becky Stando Becky Struss Cheryl Turner Cam Utter Emily Weitzel NEW	Astrid Albino Melissa Dunse Karen Ennis Darcy Fry Lacey Huefner Sue Reich Yolanda Soto Sue Thompson Beth Ann Walz

2025-26 Paraprofessionals Assignments

Continued

	Pineview	Prairie Ridge	Westside
Food Service Director	Jennifer Jennings	Jennifer Jennings	Jennifer Jennings
Food Service Secretary	Dawn Salmon	Dawn Salmon	Dawn Salmon
Food Services Supervisor	Mary McClain Becky Kimball-Senzig Holly Steele	Rosario Adame Holly Benzine Jean Dorn Carolyn Meyer Cindy Wuensch	Luann Parkhurst New
Custodians	Troy Fuller Jamie Kissack Jason Kuester	Becky Bennett Sandy Marshall Gary Mortimer Jeff Washa	Nancy Dean Sara Noltner

SCHOOL CALENDAR

First Day Of School - Tuesday, September 2nd

NO SCHOOL ON THE FOLLOWING DATES



September 1, 2025	Labor Day
October 6, 2025	No School - Student Success Planning Day
November 7, 2025	No School - Parent-Teacher Conferences - AM
November 10, 2025	No School - Student Success Planning Day
November 26, 27, 28, 2025	Thanksgiving Break
December 22, 2025 - January 2, 2025	Winter Vacation (School resumes Jan. 5)
January 19, 2025	No School - Student Success Planning Day
February 23, 2025	No School - Student Success Planning Day
March 6, 2025	No School - Parent-Teacher Conferences - AM
March 9, 2025	No School - Student Success Planning Day
March 30 - April 3, 2025	Spring Break (School resumes April 7)
April 6, 2025	No School - Student Success Planning Day
May 25, 2025	Memorial Day



The last scheduled day of school is **Friday, June 9, 2025**
This will be an Early Release Day

FIGHT-FREE SCHOOL

We have “zero tolerance” for fighting at school. If someone hits, kicks, or punches, students are asked not to respond but to let an adult know who did it. That’s the way it is done in “real life”—police are called when problems arise. At school, adults should handle all physical problems. Teachers will reinforce this in the classroom. Should a student make the choice to attempt to cause physical harm to someone, whether it be hitting, kicking, biting, etc., he/she will receive some form of disciplinary action. The disciplinary action will be reported to the classroom teacher.

Repeated cases of physical aggression obviously will call for more severe discipline, including removal of playground privileges for a significant period of time, conference with the parent and possible suspension in extreme cases.



The District shall not discriminate any student who becomes involved in a fighting situation on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

SUCCESS BEGINS WITH THESE GUIDELINES

1. Respect yourself and other students.

- Play nicely (no fighting, follow the rules of the game).
- Be friends (share, be courteous).
- Be kind (no name-calling, teasing, or swearing).
- Harassment is a form of discrimination. It is inappropriate and illegal and will not be tolerated.
- Keep hands, feet, and objects to yourself.
- Treat others as you want to be treated.

2. Respect the things that belong to others.

- Ask before you take something.
- Return what you use or find.
- If you break, rip or damage something you will be responsible to pay for it or repair it.

3. Respect the school and school materials.

- Be proud of your school.
- Keep the school neat and clean. Pick up litter in the classrooms, hallways, on the playground and in the lunchroom.
- Pick up balls and other recess equipment.
- Take care of your books.
- Use school equipment properly.

4. Respect the adults at school.

- Cooperate with adults.
- Listen to them and follow their directions the first time they are given.

Elementary & Intermediate School Attendance

The **Pineview & Westside Elementary** school day begins at 7:50 a.m. Students will be marked tardy at 8:05 a.m. and will need a late pass for class.

4-Kindergarten AM students: 7:50 am - 11:00 am

4-Kindergarten PM students: 12:00 pm - 3:10 pm



The **Prairie Ridge Intermediate** school day begins at 7:55 a.m.

Students will be marked tardy at 8:15 a.m. and will need a late pass for class

It is the responsibility of the parent/guardian to notify the school by 8:45 a.m. of all absences and tardies.

Any student leaving early will need to be signed out of the office.

Please review Policy 5200 Rule Student Attendance Guidelines so you are informed of what will be considered excused or unexcused by the district.

School District of Reedsburg Discrimination Policy.

The District shall not discriminate any student on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or

ATTENDANCE REGULATIONS

State Law under Articles 118.15, sub-sections 1-5 states:

Any person having under control a child who is between the ages of 6 and 18 years shall cause such child to attend school regularly during the full period and hours that the public or private school in which the child should be enrolled is in session until the child becomes 18 years of age.

It is important to all elementary students to establish a positive attendance record. Absence from school, whether excused or unexcused, often has an adverse effect upon a student's academic progress. A child who misses a day of school also misses a day of learning that might never be replaced. You can help by making school a top priority.

The School District of Reedsburg shall require, from the parent or guardian of any student, who has been absent for any reason a medical provider written, signed, dated statement stating the reason for the absence and the time period covered by the absence. The Board reserves the right to verify such statements and to investigate the cause of each absence of more than three (3) days duration.

◇ EXCUSED ABSENCES

The parent **must verify** the absence by calling the school on the date of absence between 7:45 and 8:45. Failure to do so will result in a call from the school office to verify absence. If the absence has not been verified, a note stating the reason for the absence must be brought to the school office upon return. If this is not done, the absence is unexcused.

◇ UNEXCUSED ABSENCES

As of **July, 1998, State Truancy Law** reads, a pupil is truant when he/she is absent from school without an acceptable excuse for any or all of any school day which school is held during a school semester. It is also our duty to inform you that the penalties that may be imposed under.

◇ **Wisconsin Statutes 118.15 (5)** on the parent or guardian if he or she fails to cause the child to attend school are as follows: **"For the first offense, by a fine of not more than \$500 or imprisonment for not more than 30 days or both. For a 2nd or subsequent offense, by a fine of not more than \$1,000 or imprisonment for not more than 90 days or both"**. The court may require a person who is subject to subd. 1 to perform community service work for a public agency or a nonprofit charitable organization in lieu of the penalties specified under subd. 1. The court may order any person who violates this section to participate in counseling at the person's own expense or to attend school with his or her child or both."

◇ PLANNED ABSENCES

If known in advance that your child will be missing school for vacation, hospital stay, etc., please complete a Planned Absence form. You may contact your child's school office for this form.

The District shall not discriminate any student involved in the weapons policy on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

STUDENTS ARRIVING LATE/LEAVING EARLY

The office must be notified when a child is arriving late or leaving early. If a student must leave the school grounds with their parents/guardians before the end of the school day, providing there is no court order placing restrictions on one or the other; all persons (including parents/guardians) shall notify the school office before leaving the school grounds with any child. Parents/Guardians are asked to limit such requests to essential appointments or activities.

Students must be “signed-out” before leaving school grounds.

The District shall not discriminate any student regarding assigned homework on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

CODE OF CLASSROOM CONDUCT

The District recognizes and accepts its responsibility to create, foster, and maintain an orderly and safe class environment, conducive to teaching and to the learning processes. Every member of the school community is expected to cooperate in this central mission. Staff, including administrators and teachers, must use their training, expertise and authority to create schools and classes where effective learning is possible.

Parents should be aware of their children’s activities, performance and behavior in school, and are asked to cooperate and consult with the school to prevent or address problems. Additionally, students are expected to come to school and every class willing to learn. Student behavior that is dangerous, disruptive, and unruly or that interferes with the teacher’s ability to teach effectively will not be tolerated.

Any student who engages in such behavior may be subject to removal from class and placement as outlined below. In addition, the student may be subject to other disciplinary action in accordance with established Board policies and school rules.

Chewing gum is not allowed during school hours.

This code of classroom conduct applies to all students in grades Pre-K-12.



The District shall not discriminate any student in the classroom on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

STUDENT DISCIPLINE

A positive approach in the disciplinary measures shall be used, taking into account the dignity of the student, the seriousness of the infraction and the need for positive motivation of students.

When a teacher is unable to adequately handle a behavior situation alone, he/she should contact the building principal, assistant principal, or the teacher-in-charge immediately.

The building principal shall communicate the appropriate rules to promote desirable student behavior and discipline.

The District shall not discriminate any student in the classroom on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

Elementary School-Wide Behavior Plan

School-Wide Teaching Topics

We will teach all the following the first week of school and throughout the school year:

CHAMPS Levels of talking

What a line looks and sounds like

Proper use of playground equipment and rules for playground games

What respect means

Proper table manners in the lunchroom

Lunchroom procedures from start to finish

Keeping hands and feet to self - respecting others' personal space

Taking turns and playing fairly

The CHAMPS Levels of Talking are as follows:

0 = No Sound/No talking

Examples: Taking a test, listening to a concert

1 = Whisper (No vocal cords)

Example: Asking another student a question during an independent work time where conversation is allowed.

2 = Quiet conversational voice (Only people near you can hear)

Example: Four students working together in a group

Lunchroom Expectations for Students

Statement: The lunchroom will be a relaxed social area where everyone uses good manners and takes responsibility for keeping their space clean.

1. Use neighbor/conversational voices at all times. (CHAMPS LEVEL 1)
2. Keep your hands and feet to yourself.
3. Stay at your table and remain seated.
4. Use good table manners and say please and thank you.
5. Chew with your mouth closed.
6. Your food is not to be shared or traded.
7. Be kind to one another.
8. Clean your space when dismissed.

Recess Expectations for Students

Statement: The recess/playground area will be a safe and fun area for everyone.

1. Use equipment and fields safely and correctly.
2. Keep your hands and feet to yourself.
3. Use respectful words when playing and solving problems.
4. No name-calling, put-downs, or bad language at any time.
5. Students will enter the building at a Level 1 and in an orderly manner.

Restroom Expectations for Students

Statement: The restroom area will be clean, safe, and quiet.

1. Use whisper/neighbor voices inside and outside of the bathroom.
2. Wait quietly for your turn.
3. Climbing on stalls, doors, and sinks is not permitted.
4. Flush, wash your hands, turn off the water, and throw away your paper towel.
5. Walk quietly back to your room.

Hallway, Coat Hook, or Locker Area Expectations for Students

Statement: The hallways, coat hook, and locker areas will be safe, quiet, and orderly. These areas will be quiet and not interfere with classroom instruction.

1. Use whisper/quiet voices while putting away or getting your things. There should be no talking - Level 0 - when other classes are going on.
2. Please hang items neatly on hooks or in locker and place items neatly on the shelf.
3. Boots should be placed next to the wall directly under your coat or in your locker.
4. Respect other student's property.
5. Face forward and watch where you are going.
6. Walk quietly in a line and stay on the right side of the hallway.
7. Hands and feet to yourself, walking at all times.
8. Be sure that all hallway areas are picked up and clean at the end of the day - nothing on the floor.

School-Wide Behavioral Consequences

Statement: The following points should be considered before any consequences occur.

The focus of consequences should not be too punish but to teach what we want in place of the undesired behaviors.

Consequences should occur in the area in which the behavior occurred and they should be easy for anyone to administer.

All consequences should be individualized to the situation and student. All adults are responsible for administering consequences.

Lunchroom Consequences

1. Gentle reminder or redirection
2. Move student to a different part of the table.
3. Move student to an isolated table area in the lunchroom with adult supervision.
4. Re-teach appropriate lunchroom expectations to the student in the lunchroom.
5. Restitution, which could include cleaning the lunchroom.
6. Office referral to eat lunch in the office area.

Recess Consequences

Mild: Stand by the recess supervisor, reminder or redirection, divide play area, five minute restricted recess spot (bench), five minute “power walk”.

Moderate: Complete a fix-it form if having a continuous problem with the same behavior.

Severe: Straight to the office for a disciplinary referral slip, parent notified, restricted recess privileges over an extended period of time.

Restroom Consequences

1. Classroom consequence if occurring during a classroom break
2. Escort to bathroom if repeat offender.

Hallway, Coat Hook, or Locker Area Consequences

1. Practice proper hallway behavior.
2. Walk in an assigned place, such as with the teacher, front of the line, or with a partner.
3. Students found making messes in the hallways, coat hook, or locker areas may be held responsible for cleaning the area

HOMEWORK

Students are given study time during the school day to complete assignments. As the child progresses through the grades, the amount of homework gradually increases. Normally, 10-30 minutes is acceptable. However, the amount may vary from day to day.



The District shall not discriminate any student regarding assigned homework on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

REPORT CARDS

Elementary & Intermediate School report cards are completed three times per school year

Trimester dates are:

September 2, 2025 - November 28, 2025

December 1, 2025- February 27, 2026

March 2, 2026 - June 9, 2026

Parents may access their child's trimester report card in their Skyward Family Access the Wednesday following the end of a trimester.

Report cards will no longer be printed and sent home unless requested.

Report card time can also be an anxious time for parents and children. Kids may worry that they are not living up to your expectations. You may feel you are not being a good parent.

This is a good time for you and your child to set goals for the rest of the year.

You can use the report card as a positive learning experience. The secret is to remember the 3 "P"s - preparation, perspective, and positive action.

The District shall not discriminate any student in regard to their report card grades on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

THREE WAYS YOU CAN HELP YOUR CHILD AT REPORT CARD TIME

PREPARATION – Talk with your child. Ask, "What do you think your report card will tell us?" Then let your child tell you if he expects any problems. Even if your child does well in school, he/she may be nervous about a certain grade. Getting ready is helpful.

PERSPECTIVE – A report card is just one small measure of your child. There have been other report cards in the past. There will be more in the future. A child who gets all "3's" still has plenty to learn. And a child with poor grades still has plenty of strengths.

POSITIVE ACTION – Think of the report card as a chance to take positive action. Find something to praise—attendance, attitude, and improvement. Then focus on areas that can lead to improvement. Ask how you can help.

You may want to set a regular time each day to review spelling words. Or, you may agree to turn off the TV during study hour. You may decide to schedule a conference with a teacher.

DRESS CODE

Students shall wear clothing that is appropriate for young people. Suggestive, sexual, vulgar, alcohol or tobacco product related, or any inappropriate clothing will not be allowed. Sunglasses, coats and hats are not to be worn in class. The appropriateness of other forms of dress will be left to the discretion of the building principals and staff. Students may be asked to change clothing if it is found to be disruptive to the class. Repeated violations may result in a detention and/or suspension and/or referral for expulsion.

Students are to be dressed in neat appearing, appropriate, and clean clothing. Students should wear appropriate clothing for winter weather. Boots are especially needed beginning with the first snow cover. We suggest boots for warmth even when no snow is present. If a student's dress and appearance is a distraction, parents will be notified and the distraction will need to be corrected.

Attire should properly cover the child's front and back. Shorts, skirts and dresses should be of an appropriate length.

The District shall not discriminate any chaperones on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap



PHYSICAL EDUCATION REQUIREMENTS

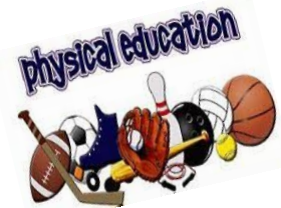
All students must have appropriate non-marking athletic shoes for Physical Education class. This means the tennis shoes must fit securely, that they do not slip off as well as being safe for the student to be active in during class or the student will not be allowed to participate in class. Tennis shoes can have either tied shoelaces or Velcro, which are considered appropriate secure and safe.

Examples of inappropriate shoes include tennis shoes that are not tied, sandals, thick/high/platform soled shoes, shoes with wheels, boots, dress shoes, slip on shoes, flip flops, open-heel, open-toe, clogs, and hiking shoes.

Policy/procedure to be excused from Physical Education class

The following procedure will need to be used when a student needs to sit out of physical education class for each incident.

1. A parent note is required to be excused from one Physical Education class.
2. A doctor's note will be required to be excused from more than one Physical Education class.
3. The doctor's note will need to include:
 - a. What medical condition the student has.
 - b. What restrictions/limitations the student may have.
 - c. What CAN the student participate in.
 - d. When can the student resume activity (should state a specific date).
4. A note from the doctor will be required to resume activity if no date is given in the first note or if the first note states "re-check."



The District shall not discriminate any student who becomes involved in a fighting situation on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

2025-2026 School District of Reedsburg
Chromebook Procedures and Responsibilities Agreement

The student chrome book and protective case (grades 3-12) issued to you are, and at all times remain, the property of the School District of Reedsburg (SDR). The Chromebook is on loan to you as a student, subject to applicable SDR policies, from the date issued to no later than the last day of the school year.

Student chrome book expectations:

It is the sole responsibility of the student/parent/guardian to care for the technology equipment and ensure that it is retained in a safe environment.

Students/parents/guardians are responsible for any damage to the assigned Chromebook and protective case.

Students/parents/guardians are responsible for the replacement cost of the Chromebook and protective case if the Chromebook and protective case is stolen or lost.

Do not attach stickers, write on, or deface an Chromebook or protective case. This will be considered damage and a fine will apply.

Report all problems and damage immediately to the school IMC. Chromebook s and protective cases will also be randomly inspected throughout the school year for potential damage.

Chromebook batteries must be charged at the end of each day.

Do not remove any identification tags from the Chromebook and protective case.

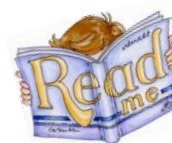
Students/parents/guardians will be charged the replacement cost of a Chromebook and protective case if the equipment is not returned within the required deadline.

The District provides Internet content filters for the Chromebook s. Parents/Guardians, however, should understand that no filter is 100% effective. The District acknowledges that no blocking or filtering mechanism is capable of stopping all inappropriate content all of the time. The best filtering system is good supervision of student technology use and appropriate education related use by students.

All Chromebook s have been configured to fully support classroom instruction. Measures have been taken to prevent and discourage students from modifying their google account configuration. District technology is to be used solely for educational purposes.



LMC PROCEDURES



-  The LMC will be available to students during school hours, 8:00 a.m. – 3:00 p.m., with the exception of the lunch hour and recess duties.
-  Students are allowed to check out up to 3 books for classroom projects and leisure reading. They may keep the books for 2 weeks, and can renew the book(s) one time.
-  Students who damage a book that may be repairable will be assessed a repair cost based on the damage done to the book.
-  Primary students will learn how to care for their books in weekly library classes. They will learn how to take their book(s) home safely, how to keep their book(s) in a secure place at home, and how to treat their book(s) while in their possession.
-  Treat materials carefully. Remember you are responsible for all lost or damaged materials. Return books and materials to the book return. Bring required materials to class.

Students in all elementary schools are expected to be responsible for any library materials they have checked out. It is our hope that they will receive extra guidance from parents/guardians when necessary if they need to locate and return a lost book. Any questions or concerns about a potential book problem, contact the library assistant or media specialist at your child's school immediately.

The District shall not discriminate any student regarding LMC materials on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.



LIFE SKILLS/SCHOOL COUNSELING

The school counselor, principal and teachers are interested in each child's welfare and are willing to try and help with any problems.

Classroom guidance lessons are offered every sixth day at the Westside & Pineview schools and every 16th day at Prairie Ridge Intermediate School. Topics being discussed will be - understanding themselves and others, problem solving, peer pressure, bullying, AODA, and anger management. In addition, the counselors work with parents and teachers to help the students achieve their fullest academic, social, and emotional potential.

A counselor is available for all students, individually or in small groups. To request small group or individual counseling for your child please call the guidance counselor or leave a message at the school office.

The District shall not discriminate in the methods, practices and materials used for testing, evaluating or counseling students on the basis of sex, race age, religion, national origin, color, ancestry, creed, pregnancy, marital parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

Recess

Policy/procedure to be excused from recesses

The following procedure will need to be used when a student needs to sit out of recesses.

1. A parent note is required to be excused from one day of recesses.
2. A doctor's note will be required to be excused from more than one day of recesses.
3. The doctor's note will need to include:
 - a. What medical condition the student has.
 - b. What restrictions/limitations the student may have.
 - c. What CAN the student participate in at recess.
 - d. When can the student resume activity (should state a specific date).
4. A note from the doctor will be required to resume recess activities if no date is given in the first note or if the first note states "re-check."



Recess for elementary children is a necessity to provide a break from regular school routine, a chance to get some fresh air and a way to run off some energy. We will make the decision to cancel outdoor recess when the weather is rainy or below 0 temperature or wind-chill. Students need to dress appropriately with hats, mittens, coats and boots.

The District shall not discriminate any student who becomes involved in a fighting situation on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.



BEFORE and AFTER SCHOOL

Doors will open at 7:30 a.m. at Pineview & Westside Elementary Schools
And 7:40 a.m. at Prairie Ridge Intermediate School



Students are to leave the school grounds immediately after dismissal unless they are involved in a supervised school activity. Students who are not involved in the after school activity must be accompanied by a parent if they wish to stay as a spectator.

The District shall not discriminate any student involved in the weapons policy on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation,

STUDENT FEES AND FINES

FEES

The Reedsburg Board of Education provides a total education program for students. Certain activities, courses and services require additional funding and the Board shall charge accordingly.

FINES

Fines shall be assessed when school property is abused or lost. Fines shall be in direct relation to the damage and taken into consideration the normal life of the property.

Any outstanding fines and/or fees will be cumulative and will be assessed to the family billing statement each year.

(i.e., Fines and fees assessed may be but are not limited to Library fines/fees, unpaid registration fees, missing classroom materials, etc.,)

The District shall not discriminate any student who becomes involved in a fighting situation on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

PARENTAL RIGHTS AND CONFIDENTIALITY

It is the policy of the School District of Reedsburg that both parents shall have access to all school information concerning their son or daughter. The only exception to this policy is a court order on file with the student's principal. The parent must provide this documentation before any alteration in policy can be initiated.

The District shall not discriminate against any parent who wishes to have access to school information regarding their son or daughter on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

STUDENT LOCKER SEARCHES

All lockers are the property of the School District of Reedsburg and are under its jurisdiction. A locker may be searched as determined necessary or appropriate without notice, without student consent, and without a search warrant. The search may be conducted by the district administrator, a building principal, an assistant principal, a school employee specifically designated by the district administrator or building principal, a police school liaison officer, or a law enforcement or other agency official at the request of or in conjunction with school authorities.

Reasonable searches among the personal belongings of the student possession may be conducted where there are reasonable grounds to believe that the search will provide evidence that the student has violated or is violating the law or school rules.

The District shall not discriminate any student who becomes involved in a fighting situation on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

POSSESSION OR USE OF WEAPONS

No one shall possess or use a dangerous weapon or look-alike weapon in school buildings, on school grounds, in school vehicles, or at school-sponsored activities except as otherwise specifically provided. According to state law, any person who knowingly possesses or goes armed with a dangerous weapon on school premises is guilty of a misdemeanor or a felony, depending upon the seriousness of the offense.

A dangerous weapon or look-alike weapon is defined in state statutes and includes a gun, knife, razor, martial arts equipment, metal buckle, or any other object. These items and any other object, which are capable of being used or intended to be used, to inflict bodily harm or could pretend to be capable of inflicting bodily harm will not be tolerated.

Any person violating this policy may be referred to law enforcement officials for possible prosecution for violation of Wisconsin State Statutes for federal laws relating to possession or use of firearms or other dangerous weapons.

The District shall not discriminate any student involved in the weapons policy on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

School District of Reedsburg

Bylaws & Policies

5410 - PROMOTION, PLACEMENT, AND RETENTION

The Board of Education recognizes that the personal, social, physical, and educational growth of children will vary and that they should be placed in the educational setting most appropriate to their needs at the various stages of their growth. It shall be the policy of the Board that each student be moved forward in a continuous pattern of achievement and growth that is in harmony with his/her own development. Such pattern should coincide with the system of grade levels established by this Board and the instructional objectives established for each. A student will be promoted to the succeeding grade level when s/he has:

- A. completed the course requirements at the presently assigned grade;
- B. in the opinion of the professional staff, achieved the instructional objectives set for the present grade;
- C. demonstrated sufficient proficiency to permit him/her to move ahead in the educational program of the next grade;
- D. demonstrated the degree of social, emotional, and physical maturation necessary for a successful learning experience in the next grade.

Following sound principles of child guidance, the Board discourages the skipping of grades. The District Administrator shall develop administrative guidelines for promotion, placement, and retention of students which:

- A. ensure students who are falling seriously behind their peers or who may not be promoted receive the special assistance they may need to achieve the academic outcomes of the District's core curriculum;
- B. require the recommendation of the relevant staff members for promotion, placement, or retention;
- C. require that parents are informed in advance of the possibility of retention of a student at a grade level;
- D. assure that efforts are made to remediate the student's difficulties before s/he is retained;
- E. assign to the principal the final responsibility for determining the promotion, placement, or retention of each student.

Promotion from Grade 4 and Grade 8 For Unified, Common and K-8 Districts

The Board directs the District Administrator to prepare a list of specific criteria for promoting students from the 4th and 8th grades. The criteria shall include the student's score on the 4th and 8th grade examination, unless the student has been excused from taking the examination; the student's academic performance; the recommendations of teachers which shall be based solely on the student's academic performance; and any other academic criteria recommended for Board consideration.

118.33(6), Wis. Stats.

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2025-26 LUNCH PROGRAM



SCHOOL BREAKFAST, LUNCH & MILK PRICES

Breakfast: K-8 **FREE** - 1st meal only
6-12 **FREE** - 1st meal only
Adults **\$2.95** for one single breakfast
Breakfast is served each morning between 8:00 and 8:15.

Lunch: K-8 \$2.95 - 1st meal only
Each Additional lunch \$4.65
9-12 \$3.30 - 1st meal only
Each Additional lunch \$4.65
Ala Carte Items are not FREE
Adults - \$4.65 single meal

Deposits to the breakfast and lunch program should be made to Food Service.

To deposit funds electronically to your family food service account go to the address below

<https://eps.mvpbanking.com/cgi-bin/efs/login.pl?access=55446>

Deposits received after 9:00 am will be credited to your family account the next day.

Please refer to the folder received at registration regarding information about your Family Food Service Account.

Food Service Department, 768-8938

MILK: Milk with school lunch and milk break will be FREE this school year.

Family Food Service accounts will be charged for a milk needed with a lunch brought from home - cost is 40 cents per carton.



LUNCHROOM RULES

All school rules for behavior apply.

All food must be eaten in the dining areas since no food is allowed on the playground.

If your child does Not want to eat lunch, Parents/Guardians must notify the school office before the student's lunch period

Please do not bring in fast food items during the lunch period as it causes a distraction in the daily schedule.

HEALTH INFORMATION CORNER

School Nurses
Sarah Braatz and Carrie Judd

EMERGENCIES, ILLNESS OR INJURIES

If a child becomes ill or has a serious accident at school, parents or guardian will be notified immediately. In order for the school to be absolutely sure we can contact you or someone close to you, the school must have emergency contacts on file containing up-to-date information including names and home/work phone numbers, as well as current emergency phone numbers. (Please inform the school immediately of any changes). In most situations the parents (or a person designated by them) are responsible for picking up their child at school and making the necessary arrangements for medical care. If a child comes to school already sick or with an untreated injury, the parents will be called to take the child home. In cases where immediate medical treatment is needed and the parent is unable to respond quickly enough, the school will take the necessary steps to obtain emergency medical care and transportation.

COMMUNICABLE DISEASE

There are many episodes of colds and flu during the school year. These outbreaks affect both the students and the staff. Due to these illnesses, students who become ill will have to be sent home during the school day. The decision to send students home will be based on if he/she exhibits any of the following symptoms:

- * fever of 100 or greater
- * diarrhea
- * vomiting
- * unidentified rash
- * open sores - especially on the face or hands
- * red, runny eyes



If your child has a contagious bacterial infection like strep throat, pink eye or impetigo and is prescribed an antibiotic (oral, topical or eye drops) **your child may return to school 24 hours after the first dose of the antibiotic as long as they are fever free without use of acetaminophen or ibuprofen.**

COUGH DROPS- Pineview and Westside Cough Drop Policy

Students need a written note from home giving permission for your child to have cough drops at school. Your child's teacher will keep the cough drops in the classroom and give to your child as needed. Please indicate in the written permission note how frequently your child may use a cough drop. If the note does not specify, the teacher will only give one every two hours which is the recommended frequency for most cough drops.

Prairie Ridge Intermediate School Cough Drop Policy

Students will need a written note from home giving permission for the student to have cough drops at school. In the note it must be specified whether the student will be allowed to carry the cough drops on their person or if the cough drops will be kept with their homeroom teacher and given to the student as often as is specified by the note from the parent.

To help with health concerns, we encourage you to dress your child in appropriate clothing for the weather, temperature and season.

The District shall not discriminate any student who becomes involved in a fighting situation on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

Class trips with Sunscreen and/or Bug Spray

Preparing your child for class trips, you should be aware that the school **does not** and cannot provide sunscreen and/or bug spray for student use. Please keep in mind the school cannot provide either product due to the fact there are some students who may be allergic to some of the ingredients contained in sunscreens and/or bug sprays.

It is suggested that you apply sunscreen and/or bug spray to your child prior to the field trip. If you want your child to carry sunscreen and/or bug spray with them on the trip, a Medication Consent Form must be completed and signed by a parent, along with providing the product you want your child to be responsible to put on. Medication Consent forms can be found on the district website under Nursing Service. Please label the item with their name. **Students are NOT** allowed to share their sunscreen and/or bug spray, again, due to possible allergic reactions. Another protection measure you may want to consider is sending a hat with your child for sun protection.



MEDICATIONS

Students are encouraged to take medications at home rather than at school, whenever possible. If medication must be taken at school it must be dispensed by designated school personnel if the following conditions are met.

1. Parent signs a "Medication Request Consent" form, which can be found on the district website under Nursing Services.
2. For prescription medication, the Medication Consent form must also be signed by the physician or medical provider.
3. The medication must be in the original container. (It may be necessary to ask the pharmacy for an extra labeled container to send to school.)
4. It is the parent's responsibility to bring the medication to school and pick up the unused medication. Medication will not be sent home with the child. If the above criteria are not completed, it is the parent's responsibility to administer any medication required by the student during the school day. There are no exceptions to giving medication without parent and medical providers signatures.

Prairie Ridge Intermediate School Backpack Carriers

Students in grades 3-5 can carry medications themselves if they take an extra step. In addition to the criteria above for students to have medications at school, they must also have written permission from the prescribing provider and parent to carry the medication on their person. The school nurse has the ability to revoke this privilege at any time if the student is not using the medication appropriately.

The District shall not discriminate any student who becomes involved in a fighting situation on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

HEAD LICE

Head lice is a universal problem and is particularly prevalent among elementary school-age children. Control of lice infestation is best handled by adequate treatment of the infested person and his/her immediate household and other close personal contacts.

If a student is found to have live lice, parents will be notified, but the student can stay in school that day. Head lice have likely been present for at least one month by the time they are discovered and the risk of spreading is very low in the school environment if there is no head-to-head contact. The student may return to school the next day if treatment is completed. The school nurse may decide that the student needs to go home before the end of the day if the risk of passing it to others is higher (e.g. high numbers of lice present, likely to have head-head contact, not following treatment recommendations).

If you would like more information about head lice or treatment recommendations the CDC has the following information:

<https://www.cdc.gov/parasites/lice/head/schools.html> <https://www.cdc.gov/parasites/lice/head/treatment.html>

STUDENT INSURANCE

Beginning in the 2024-25 school year, the School District of Reedsburg no longer offers secondary insurance for students who are injured at school, on field trips, sporting events, etc.,

The District shall not discriminate any student with or without insurance on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

STUDENT TRANSPORTATION

BUS RIDERS

The student transportation policy has been developed to insure the safety of all students riding the bus. It is important that the bus be orderly and quiet. The driver's attention should not be distracted from the road. Observation of the following rules will help make riding the bus a safe and pleasant experience.

1. Riding the bus is a privilege, not a right. The bus is an extension of the classroom. The same acceptable behavior is expected of all riders.
2. Bus riders are under the driver's authority at all times when riding the bus. Promptness and obedience are essential. Refusal of authority will be reported to school officials resulting in the possibility of the riding privilege being denied.
3. If there are any transportation arrangements other than the normal, parent contact is required by phone or note prior to dismissal time.

BUS RIDER RULES: BOARD POLICY 8600

Students that reside in the School District of Reedsburg and utilize district transportation are expected to adhere to the following general rules:

1. Cooperate with the driver.
2. Practice safe conduct.
3. Be courteous, do not use profanity and do not yell.
4. Remain in your seat.
5. Keep all belongings on your lap.
6. Do not use tobacco products.
7. No animals may be transported on the bus.
8. Do not possess or use a dangerous weapon or look-alike weapon.
9. Do not throw or place things out of the bus window.
10. When crossing highways, pass at least 10 feet in front of the bus.
11. Do not step out on the highway beyond a point protected by the bus until the bus driver gives the signal that it is safe to cross.



The District shall not discriminate any student involved in the weapons policy on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

School Bus Safety

Staying Safe While Waiting for your bus

1. *Wear bright colored clothing.*
2. *Dangers of strangers - offering you a ride etc.*
3. *Get to the bus stop 5 minutes before bus.*
4. *Stay back in the driveway or sidewalk until the bus stops.*
5. *Pay close attention to your driver.*
6. *No fighting, pushing or running around at the bus stop.*
7. *Danger Zone is 10' all around the bus.*
8. *If something falls to the ground - do not go after it if it goes under the bus or into the street or road, tell the driver and he or she will get it.*
9. *Watch your step when getting on and off the bus - use the handrail.*
10. *At Bus Transfer, wait behind the line until the driver waves you on the bus.*



What To Do If You Miss The Bus

If you miss the bus after school, your **ONLY ACTION** should be to re-enter the building and seek the assistance of an adult.

If you miss the bus at your home bus stop, **GO HOME** or **BACK TO DAYCARE** and seek the assistance of an adult.

Please have a discussion about this with your parents or guardian.



BICYCLES, SKATEBOARDS & SCOOTERS

Bicycle, skateboard and scooter riding presents a safety hazard when students do not follow proper safety rules. If you are not able to handle a bicycle, skateboard or scooter safely, please do not ride it to school. Ride your bike, single file on the right side of the road. Watch out for cars. Stop at all stop signs. Walk your bike, skateboard or scooter across crosswalks.

Bicycles, skateboards and scooters must be parked at the bike rack immediately upon arrival at school and kept there until dismissal. We strongly recommend that you wear a helmet. Students who ride bicycles to school will not be allowed to leave until all buses have left.

The District shall not discriminate any student requiring transportation on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

USE OF FACILITIES/MATERIALS

The use of a school building for after school activities will be allowed only if there is a Facility Use form on file. Forms must be completed on-line, at rsd.k12.wi.us, Building Use (on the left). This is where you will set up your account and can view the facility calendar. Note: Events may be subject to change.

Students WILL NOT be allowed in the school building after 3:30 P.M. EXCEPT if they are participating in an after school activity or have a pre-approved scheduled appointment with a teacher. This includes Saturday and Sunday activities.

Students and teachers will be expected to vacate the school buildings by 9:00 P.M. on school nights.

All regularly scheduled events on the official school calendar, located in the school office, will take precedence over planned events.

The District shall not discriminate any organization using school facilities on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.



CHANGE OF ADDRESS/PHONE NUMBER



It is very important that we be able to reach you in the event of an emergency concerning your child. For this reason, we ask that you keep us informed about any changes in your address, telephone number, etc. Please be sure the school office has the names of preferably two **emergency contact people and phone numbers** on record at all times. It is preferred that these names be in addition to the home number listed. Please inform the school immediately of any changes.

The District shall not discriminate any student involved in the weapons policy on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

COURT ORDERS

Parents/Guardians are responsible for supplying us with a copy of any type of court order that may affect the student, e.g. who may pick up the child, etc. The order will be maintained in a separate correspondence file. If any changes take place during the year, which change the court order, the school must be notified.

The District shall not discriminate any student regarding assigned homework on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

FIELD TRIPS

Field trips are an important part of education and occur throughout the school year. The teacher will notify you when such trips are planned. Written permission will be required for student participation on all out-of-district field trips.



All students *MUST* ride the bus to and from the field trip destination to attend the field trip, unless prior approval is granted by administration.

The District shall not discriminate any student regarding assigned homework on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

GUIDELINES FOR CHAPERONES & VOLUNTEERS

Background checks need to be completed before volunteering or chaperoning.

If you have been asked or may have volunteered to accompany a public school teacher with a group of students on an event, please use the list below as a general guideline to follow:

1. You are in charge of a small group of students.
2. It is your responsibility to report to the teacher any problems or concerns.
3. This event is an extension of the school environment. School rules apply. This is a non-smoking environment.
4. No inappropriate language will be spoken to children or adults.
5. All final decisions will be made by the Classroom Teacher or Principal.
6. Siblings are not allowed on field trips. No exceptions whether the chaperone drives to the trip event or not.

The District shall not discriminate any chaperones on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

VISITORS

The front doors at all the elementary buildings will be locked. You will need to ring the “door bell”, the office staff will “buzz” you in. Please report directly to the office when you enter.

Students are not allowed to bring visitors to school. Parents are always welcome, but are encouraged to make an appointment to see a teacher, the principal, or to visit their children's classes.

The District shall not discriminate any student regarding assigned homework on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

COMMUNICATION WITH STAFF & STUDENTS

Please try to call teachers when classes are not in session or ask the secretary to have the teacher call you when he/she is free. Teachers may usually be reached before school, or after school dismisses. Students may use telephones for emergencies at the discretion of school staff. Phone usage by students for arranging after-school activities is prohibited.



The District shall not discriminate any student regarding assigned homework on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap

TOYS, GAMES, CELL PHONES, ETC.

Please do not allow students to bring toys, games, cell-phones, beepers, portable music players, electronic games, and other items that they value to school. The school is not responsible for items such as these that are lost, stolen or broken. Prohibited items will be held in the office until a parent /guardian picks it up.

The District shall not discriminate any student regarding assigned homework on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

FLOWERS & GIFTS



If a student receives flowers or gifts during the school day, they will not be delivered to the student until the end of the day. This way, the gift does not cause a distraction. Students will not be allowed to take balloons home if riding the bus.

Parents will be called to pick them up.

The District shall not discriminate any student regarding assigned homework on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

NON-SCHOOL INVITATIONS



The School District of Reedsburg does not allow the use of classroom time and space to pass out items such as invitations to parties, invitations to outside school events or non-school related activities. Please help us out by not sending invitations to school with your child.

The District shall not discriminate any student regarding assigned homework on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

CHURCH/FAMILIES NIGHT

In cooperation with the churches in the Reedsburg area and in conjunction with the other school districts in our conference, Wednesday night has been designated as church night.

No meetings or practices involving students are to be scheduled on Wednesday night to start or extend beyond 6:00 p.m.

The District shall not discriminate any student attending church related functions on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.



INCLEMENT WEATHER PROCEDURE

There is no AM Early Childhood and 4K on Late Start Days
No PM Early Childhood and 4K on Early Dismissal Days

SCHOOL CANCELLATION NOTICE - SKYLERT MESSAGE, RADIO and TELEVISION STATIONS

CITY	STATION	DIAL/CHANNEL
Reedsburg	WRDB/WNFM	97.3 FM/104.9 FM or www.WRDB1400.com
Reedsburg	WBDL (B102)	102.9 FM
Reedsburg	WCNP	89.5 FM

	<u>Television Stations</u>	
Reedsburg	RUCS -TV Channels 11 and/or 12	
Madison	WISC- Channel 3	www.channel3000.com
Madison	WMTV-Channel 15	www.wkow.com
Madison	WKOW-Channel 27	www.nbc15.com

Some local television stations also announce school closings or delays.

Occasionally school will close during the school day due to weather conditions and the children will be sent home early. **In the event that both parents work away from home and/or no one will be at home, please have an Emergency Going Home form completed. This form will be kept on file in the school office.**

Snow Day Policy

The first three snow days are non-instructional days and will not be made up. Students and staff will not report to buildings.

The fourth snow day, subsequent snow days will be designated as [Emergency Virtual Learning Days](#).

The District shall not discriminate any student attending church related functions on the basis of sex, race, age, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.



www.rsd.k12.wi.us

The School District of Reedsburg's website is a great resource for both Parents and Students. At the click of a "mouse" the district has made available the following areas to assist you... (Note: Skyward for Parents and Students is only available for WEBB Middle and RAHS students at this time.)



DISTRICT

SCHOOLS

FAMILY RESOURCES

COMMUNITY

SKYLERT...

Skylert is an automated voice, text, email system used by the School District of Reedsburg. Skylert lets the district send automated messages when necessary, reminding parents of upcoming events at their child's school, emergency school closings, etc.,.

MEDICATION REQUEST/CONSENT FORM

School District of Reedsburg

Medications are to be administered at home whenever possible. If it is necessary for a student to receive medications at school, all appropriate portions of this form must be completed before medication can be given at school. One form is required for EACH medication.

STUDENT: _____ School: _____ Grade: _____

Address: _____ Phone: _____ Birthdate: _____

Physician Name: _____ Address: _____ Phone: _____

MEDICATION/PROCEDURE:

Name of medication or procedure: _____

Reason for medication/procedure (diagnosis): _____

Time(s) to be given at school: _____

Route: By mouth _____

Injected _____

Dose at School: _____

Inhaled _____

Other route _____

Dates to be given: From: _____ To: _____

If medication is to be given on an as needed basis (PRN), state conditions under which medication is to be given: _____

How soon can administration of PRN medication be repeated? _____

Any additional directions: _____

Precautions/Unfavorable Reactions: _____

PARENT/GUARDIAN CONSENT: (complete for all Medication/Procedures at school)

- I request and authorize that this medication be administered at school by school personnel.
- I will supply medication in its original, updated, properly labeled container. (Request extra bottle from pharmacist.)
- This order is in effect for this school year unless otherwise indicated.
- I will obtain a new physician's order and notify the school in writing of any changes.
- I authorize school personnel to exchange information verbally or in writing with my child's physician regarding this medication or the conditions for which it is prescribed.
- I further understand that all medication should be delivered to the school by parent/guardian/responsible adult.
- I give my permission to have my child's photo displayed on this form. Yes _____ No _____
- I understand that medication will be given by non-medically trained school personnel.
- I agree to hold the School District, its employees and agents who are acting within the scope of their duties harmless in any and all claims arising from the administration of this medication at school.
- My signature indicates that I have fully read and understand the above information.
- **ASTHMA INHALERS AND EPI PENS ONLY:** This student is capable of self-administration and may carry inhaler or EPI pen and self-administer at school. Yes _____ No _____

Signature of parent/legal guardian

Home Phone

Business Phone

Date

PHYSICIAN ORDER: (complete for all prescription medication and all procedures)

The above medication/procedure is to be administered/performed during the school day in accordance with the above instructions and agreements. I agree to accept communication about student/medication/procedure and understand medication will be given by non-medically trained school personnel. Please contact me if any of the following symptoms occur: _____

ASTHMA INHALERS AND EPI PENS ONLY: This student and his/her parents/guardians have been instructed in self-administration and student may carry inhaler or EPI pen and self-administer at school. Yes _____ No _____

Physician's Signature
Revised 5/08

Date

Printed Name & Address of Physician

Phone