



HOWARD-SUAMICO
SCHOOL DISTRICT
SERVING • LEARNING • ACHIEVING • TOGETHER

Howard-Suamico School District NEWSLETTER

August 2016

VISION:

The Howard-Suamico School District will excel in developing productive, responsible, civic-minded adults who prosper and serve.

MISSION:

The mission of the Howard-Suamico School District is to work together with families and community to ensure that our students have the knowledge and skills to succeed in a changing world.

BELIEF STATEMENTS:

- Every student has the right to learn.
- Instruction must be rigorous and relevant.
- Purposeful assessment drives instruction and affects learning.
- Learning is a personal and collaborative responsibility.
- Students bring strengths and experiences to learning.
- Responsive environments engage learners.

Favor de contactar a Maria Nunez-Ortiz al (920) 662-7728 si usted require alguna información traducida en español.

Пожалуйста, свяжитесь с Оксаною Кобзарь-Швайнер по телефону (920) 662-8149, если Вам необходима какая-либо информация на русском языке.

Thov hu tau rau Sheng Yang (See Yaj) 920-662-9767, yog leejtwg xav tau ntaub ntawv txais ua lug Hmoob.

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www.hssd.k12.wi.us

Summer Highlights



Damian LaCroix,
Superintendent

The month of August is just around the corner and with it comes this friendly reminder that the new school year is fast approaching. Just six weeks after Commencement for the Bay Port High School Class of 2016, it is with great excitement and hope that we prepare for another school year.

An African proverb affirms that “It takes a village to raise a child.” In the case of the Howard-Suamico School District, it takes two villages - and lots of dedicated employees! Consider the following highlights from the past several weeks:

- Our learning community was energized with summer school opportunities for approximately 2,500 children of all ages, interests and abilities. For a sneak peek into our summer school program, check out our daily video features on Facebook and Twitter.
- Teachers are working to improve curriculum, instruction and assessment practices. That is, instructional staff members are expanding their horizons through data retreats, coursework in Frameworks for Literacy, Project-Based Learning, reading intervention and enrichment, the 21st Century Technology Apple Academy,



Peer Coaching, SITa, Universal Design for Learning, intervention and assessment for math, the Professional Learning Academy and more.

- Coaches are conducting summer clinics and camps for community youth; practices in preparation for fall competition are already underway.
- Maintenance and ground crews are cleaning, repairing and landscaping buildings and grounds. Our facilities are taking shape and starting to look great.
- Food Service personnel are planning dietary and wellness needs and coordinating lunch/breakfast programs in expectation for serving approximately 5,000 meals daily beginning September 1.
- School secretaries and Pupil Services staff are unpacking, sorting and distributing supplies, preparing student schedules, and assisting with everything needed to welcome back our students.



Continued on page 2

Bay Port Students National History Day Finalists

Bay Port High School students (left to right) Ben Walters, Ben Hoskyn, and Jonah Lotter are national finalists in the annual National History Day event based on their state level performance last month. Out of over 10,000 students statewide, only 36 were chosen to advance to the national competition June 12-16 at the University of Maryland. They were 1 of approximately 100 national finalists in the senior group documentary division. Their documentary was entitled "Apollo 13: The Successful Failure."



Continued from page 1

Summer Highlights continued

- The Information Services team is completing the upgrade to the technology infrastructure and Wi-Fi environment to ensure a reliable and robust network for students and staff. The recent iPad and MacBook refresh will allow further integration of technology in our classrooms. Teams of community volunteers have worked this summer to prepare the devices for fall distribution.
 - The Print Center is engaged in the production and assembly of the 2016-17 Budget Book, school newsletters, teacher prep materials and more.
 - New employees are beginning their orientation and transition to schools and community.
 - Administrators are planning, organizing and coordinating all of the logistics necessary for successful Open House events and a smooth start to the new school year.
 - More than 350 students and families have enrolled in the four-year-old kindergarten program.
 - The Howard-Suamico Education Foundation is arranging to meet the needs of more than 400 students in its annual Back to School event. Charitable contributions from our foundation, employees, civic organizations, churches, and the business community will help to provide students in need with backpacks and essential school supplies.
 - The Board of Education Budget Hearing and Annual Meeting will take place August 1 at 6 p.m. in the District Office Training Center. Residents in attendance will vote on the preliminary budget and tax levy needed to operate and maintain the school system in 2016-17.
- We value the ongoing support and engagement of our community and we look forward to continue Serving, Learning and Achieving - Together.

Yours in Education,
Damian LaCroix,
Superintendent
@DLHSSD1

Howard-Suamico School District Budget Hearing & Annual Meeting

**Monday,
August 1, 2016
6 p.m.**

District Office Training Center
2706 Lineville Road



Howard-Suamico School District's Budget is now available.

Please visit our website at
[www.hssd.k12.wi.us/
businessservices](http://www.hssd.k12.wi.us/businessservices)

You may also stop at the District Office, 2706 Lineville Road, to pick up a copy, or call (920) 662-7878 to receive a mailed copy.

4-YEAR-OLD KINDERGARTEN

World Nature Collaborative



Jennifer Trudell, 4K Coordinator

"A child's right to be heard: Weaving children's voices into meaningful outdoor experiences."
– Claire Warden

Nature is important in the 4K classroom whether it is studying owl pellets, Bess beetles, mushrooms, gardens, exotic chickens, etc. To enhance our 4K classroom, we brought in Claire Warden to work with our 4K Partners.

Claire Warden is an Educational Consultant who worked with the Howard & Suamico 4K Community Collaborative teachers to increase an awareness of the importance of nature. Claire has developed her approach to nature pedagogy and experiential learning through a variety of experiences. Claire is one of a leadership group of consultants who make up the World Nature Collaborative, a working party of the World Forum Foundation. The purpose of the group is to develop a cohesive network and approach to experiential learning in outdoor spaces in a variety of climates. The nature collaborative brings together educators, landscape architects, environmentalists and health workers to support a multidisciplinary approach to outdoor educational provision.



The first two days of 4K will be Tuesday, September 6 and Wednesday, September 7 due to the Labor Day Holiday. The rest of the week's 4K classes will run Monday through Thursday with Friday only as a makeup day for school when missed due to inclement weather. If you have any questions, please feel free to call Jennifer Trudell, 4K Coordinator at (920) 662-7941 or the Howard-Suamico School District Office at (920) 662-7878.



Welcome Back to School!

OPEN HOUSE

Tuesday, August 30



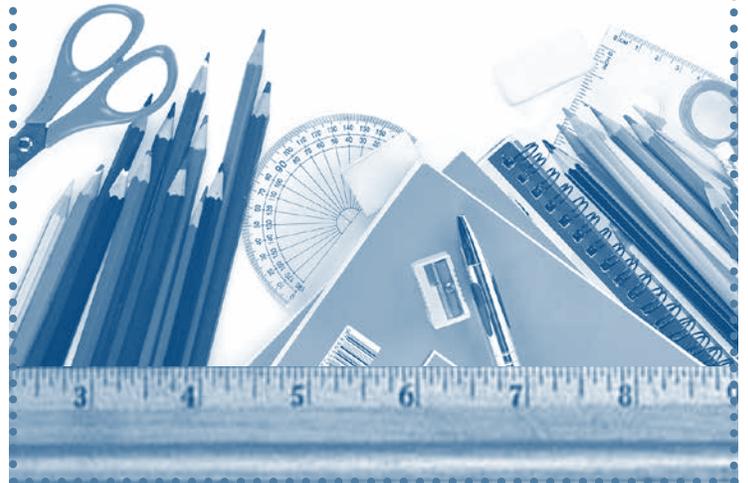
- 4K (four-year-old Kindergarten) 6-7:30 p.m. at partner sites
- Elementary Schools 4:30-6 p.m.
- Lineville Intermediate School 5-6:30 p.m.
- Bay View Middle School 6-7:30 p.m.
- Bay Port High School 6:30-8 p.m.

Please mark this date on your calendar and be sure to attend. Students will be able to review their schedule, meet their teachers, set up their locker and see their friends before the first day of school.

If you are unable to attend the Open House and your child would like to set up their locker before the first day of school, please call your school office to be sure the building is open and staff is available to assist you.



Special Education Early Childhood students on a field trip in May to the Bay Area Humane Society. Students made dog treats in class for the animals at the shelter.





The 5th annual 2Myles4Autism was held on Saturday, April 23rd, 2016. This year's date brought us a beautiful spring morning with nearly 900 people participating on the day of the event. Funds raised by 2Myles4Autism are used to purchase sensory equipment and adaptive technology for students in the Howard-Suamico School District with autism, and also to provide staff and parent training.



Event organizers: l to r: Vanessa Moran, Renee Gantz-Nett, Rachel Brandt, Myles Welnetz, Ryan Welnetz and Ally Welnetz

Welcome Mark Smith



Mark Smith,
Assistant
Superintendent
of Organizational
Development

Mark Smith has joined the Howard-Suamico School District office staff as Assistant Superintendent of Organizational Development. Smith has served as Assistant Superintendent of Continuous Improvement for the Green Bay Area Public Schools for the last three years. He was a building-level administrator at Green Bay Preble High School and Green Bay Edison Middle School for six years prior to joining the district office staff.

"Mark's character, leadership experiences, and perspective make him an ideal fit for our strategic shift toward an Organizational Development philosophy," said Superintendent Damian LaCroix. "His emphasis on positive impact through teaching and learning is a hallmark of his leadership. As a Suamico resident and parent of two HSSD students, he is invested in the success of our schools and community."

Smith fills the vacancy following the retirement of James Freeman who served as Assistant Superintendent of Human Resources for 13 years.

Engage with summer school! Watch for daily videos on our Twitter and Facebook pages that feature students and staff learning in our community.



Howard-Suamico Board of Education 2016-2017 Meetings

For more information: www.hssd.k12.wi.us select District, Board of Education

Board Meetings are held at 6 p.m. in the District Office Community Training Center, 2706 Lineville Rd. Green Bay, WI.

2016

- Aug. 1 Budget Hearing/Annual Mtg./ Reg. Board Mtg., District Office Training Center, 6 p.m.
- Aug. 22 Reg. Board Mtg.
- Sep. 12 Reg. Board Mtg. & Board Workshop
- Sep. 26 Reg. Board Mtg.
- Oct. 10 Reg. Board Mtg. & Board Workshop
- Oct. 24 Reg. Board Mtg.
- Nov. 7 Reg. Board Mtg. & Board Workshop
- Nov. 21 Reg. Board Mtg.
- Dec. 12 Reg. Board Mtg.

2017

- Jan. 9 Reg. Board Mtg. & Board Workshop
- Jan. 23 Reg. Board Mtg.
- Feb. 6 Reg. Board Mtg. & Board Workshop
- Feb. 27 Reg. Board Mtg.
- Mar. 13 Reg. Board Mtg.
- Apr. 10 Reg. Board Mtg. & Board Workshop
- Apr. 24 Reg. Board Mtg.
- May 8 Reg. Board Mtg. & Board Workshop
- May 22 Reg. Board Mtg.
- June 12 Reg. Board Mtg. & Board Workshop
- June 26 Reg. Board Mtg.



Board of Education Members: front row l to r: Teresa Ford, Lisa Botsford, Laura Barnard
Back row l to r: Mark Ashley, Jeff Eilers, Dan Deppeler, Rachelle Paulsen, Alexis Abel, Student Representative

At-A-Glance HSSD Calendar 2016-2017

Calendar events and school lunch menus are available on Google Calendar and the HSSD mobile app.

August	30	OPEN HOUSE ALL SCHOOLS: Elementary Schools – 4:30-6 p.m. LV – 5-6:30 p.m., BV – 6-7:30 p.m. BP – 6:30-8 p.m. 4K Partner Sites – 6-7:30 p.m.
September	1	First Day of School (K-12)
	5	NO SCHOOL – Labor Day Holiday
	6	First Day of School (4K Only)
	13	PLC's Begin – late start for Bay View & Bay Port 8 a.m. every Tuesday
	16	K-4 Early Release Day – 1:25 p.m.
October	7	NO SCHOOL
	18 & 25	Parent/Teacher Conferences – (4-7:30 p.m.)
	27	NO SCHOOL – Parent/Teacher Conferences – (8-11:30 a.m.)
	28	NO SCHOOL
November	4	First Quarter Ends
	11	K-12 Early Release (Grade K-4 @ 1:25 p.m. 5-6 @ 1:08 p.m., 7-12 @ 12:40 p.m.)
	23	4K AM Only (NO SCHOOL for 4K PM) K-12 Half Day – NO LUNCH Grades K-4 @ 11:45 a.m., Grades 5-6 @ 11:40 a.m. Grades 7-12 @ 10:53 a.m.
	24 & 25	NO SCHOOL – Thanksgiving Holiday
December	9	K-4 Early Release Day – 1:25 p.m.
	23	NO SCHOOL (Dec. 23 - Jan.2) – Winter Break
January	3	School Resumes
	19	Seccond Quarter Ends
	20	NO SCHOOL
February	3	NO SCHOOL
	16 & 21	Parent/Teacher Conferences – (4-7:30 p.m.)
	17	NO SCHOOL – Parent/Teacher Conferences – (8-11:30 a.m.)
March	3	K-12 Early Release (Grade K-4 @ 1:25 p.m., 5-6 @ 1:08 p.m., 7-12 @ 12:40 p.m.)
	20-24	NO SCHOOL – (Spring Break)
	31	Third Quarter Ends
April	14	NO SCHOOL
	28	NO SCHOOL
May	19	K-4 Early Release Day – 1:25 p.m.
	23	PLC's End – late start for Bay View & Bay Port
	29	NO SCHOOL – Memorial Day Holiday
June	7	Last Day of School (4K ONLY)
	8	Last Day of School (K-12) K-4 Early Release Day – 1:25 p.m. Fourth Quarter Ends

Important Numbers

DISTRICT OFFICE Phone: 662-7878
2706 Lineville Road, Green Bay, WI 54313 Fax: 662-9777
7:30 a.m.-4:30 p.m. during school year

SUPERINTENDENT

Damian LaCroix, Superintendent 662-8102

EDUCATIONAL PROGRAMS

Dennis Krueger, Assistant Superintendent 662-8103

BUSINESS SERVICES

Matt Spets, Assistant Superintendent 662-8100

ORGANIZATIONAL DEVELOPMENT

Mark Smith, Assistant Superintendent 662-8106

PUPIL SERVICES

Jerry Wieland, Assistant Superintendent 662-8116

INFORMATION SERVICES

Kyle Siech, Director 662-7716

COMMUNICATIONS

Brian Nicol, Communications & Coordinator 662-7825

HOWARD & SUAMICO 4K (4-Year-Old Kindergarten)

Jennifer Trudell, 4K Coordinator662-7941; Fax: 662-9777

4K School Hours: 8:20-11:30 a.m. or 12:10-3:10 p.m. Mon.-Thurs.

BAY HARBOR ELEMENTARY SCHOOL Grades K-4 & Early Childhood

1590 Harbor Lights Road, Suamico, WI 54173

Tony Ebeling, Principal662-8898; Fax: 662-8899

Attendance 662-8888

FOREST GLEN ELEMENTARY SCHOOL Grades K-4

1935 Cardinal Lane, Green Bay, WI 54313

Angela Sorenson, Principal662-8110; Fax: 662-7957

Attendance 662-7990

HOWARD ELEMENTARY SCHOOL Grades K-4

631 West Idlewild Court, Green Bay, WI 54303

Kristin Ashley, Principal662-9755; Fax: 662-9750

Attendance 662-9732

MEADOWBROOK ELEMENTARY SCHOOL Grades K-4

720 Hillcrest Heights, Green Bay, WI 54313

Becky Zimmer, Principal662-5099; Fax: 662-5050

Attendance 662-5036

SUAMICO ELEMENTARY SCHOOL Grades K-4

2153 School Lane, Green Bay, WI 54313

Ryan Welnetz, Principal662-9866; Fax: 662-9888

Attendance 662-9808

LINEVILLE INTERMEDIATE SCHOOL Grades 5-6

2700 Lineville Road, Green Bay, WI 54313

Philip Hart, Principal662-8104; Fax: 662-7822

Kate Malcore, Associate Principal 662-8105

Attendance 662-7875

BAY VIEW MIDDLE SCHOOL Grades 7-8

1217 Cardinal Road, Green Bay, WI 54313

Steve Meyers, Principal662-8120; Fax: 662-7979

Paul Hermes, Associate Principal 662-7982

Attendance 662-8184

BAY PORT HIGH SCHOOL Grades 9-12

2710 Lineville Road, Green Bay, WI 54313

Michael Frieder, Principal662-7024; Fax: 662-7291

Mark Hebert, Associate Principal 662-7022

Joe Wallander, Associate Principal 662-7020

Student Services662-7252 Attendance... 662-7248

COMMUNITY POOL (Lineville Intermediate School)..... 662-7874

Tracy Barden, Aquatic Supervisor 662-7795

YOU & YOUTH VOLUNTEER

Diane Schmidtke, Volunteer Coordinator 662-8186

Welcome New Families



If you are new parents, we would like to welcome you and your baby. We want to ensure that your child(ren) are entered into the student information system so that you will receive important event information, i.e. child development days, 4K (4-Year-Old Kindergarten) and 5K (5-Year Old Kindergarten) registration information, etc. If you are new to Howard or Suamico and have children between the ages of 1 month-3 years old, please contact us to register your child.

For Early Childhood and services for a child with special needs, contact Joan Laskowski, Pupil Services Office at 662-7881.

For 4K or 5K, parents can register anywhere there is internet access. Computer kiosks are also located at any of the elementary schools and at the District Office at 2706 Lineville Rd, Green Bay, WI. Parents must create an account using an active email address.

To register online:

www.hssd.k12.wi.us/Registration

If you need further assistance, please call (920) 662-8860 or email registration@hssd.k12.wi.us

Howard-Suamico School District Retirees 2016

Thank You for your Support & Dedication!



Amy Bero

Elementary Music Teacher
Howard & Suamico
Elementary Schools



Vicki DeMain

Secretary
Bay View Middle School



James Freeman

Assistant Superintendent
of Human Resources,
District Office



Mary Megna

Food Service Supervisor
Bay Port High School



Donna Platner

Program Support Coordinator
District Office



Barb Quigley

2nd Grade Teacher
Forest Glen Elementary School



Cathy Allen-Schneider

Special Education Teacher
Forest Glen Elementary School



Beckie Spahn

Kindergarten Teacher
Bay Harbor Elementary School



Kathleen Vanden Boogaard

Guidance Counselor
Lineville Intermediate School



John Vlies

Special Education Teacher
Bay Port High School



Ellen Walenski

Special Education Teacher
Forest Glen Elementary School



Kathy Wingfield

Speech/Language Pathologist
District Office



Catherine Yurk

School Counselor
Suamico & Bay Harbor
Elementary Schools



Reality Day is Eye Opener for Students

In May, Bay Port High School held Reality Day. The partnership project between the Howard-Suamico School District and Fox Communities Credit Union brought together over one-hundred-fifteen business and community volunteers representing forty-eight area businesses. Thirty students from Bay Port's DECA club also assisted as 375 Bay Port freshmen and sophomores made their way through the financial literacy event. The financial literacy project teaches students money management skills by immersing the students into the financial life of a thirty year old.

Our Community

School Events, Community Corner,
Highlights of Week in Review on
Facebook and Twitter

To access handouts/flyers for area community events, visit www.hssd.k12.wi.us select the Community Tab and Calendars. The HSSD Community Page includes a Google Calendar highlighting community events for families in the villages of Howard and Suamico i.e. scouting, festivals, parades, etc. Visit the Howard-Suamico School District website for school events i.e. holiday concerts, plays, musicals, athletic and art events. Like us on Facebook and follow us on Twitter to catch the latest happenings and photos.



Diane Schmidtke,
Volunteer &
Community Involvement
Coordinator



**Getting involved is
as easy as 1, 2, 3...**

Register to become a volunteer:

- Click on the forms tab for instructions on registering in the on-line volunteer system. In the left-hand column click on "How to Complete On-line Application".

Preview opportunities available for volunteers

- Opportunities vary by school. Review under your chosen school when you register.

Complete a background check

- After registering, you will receive an e-mail from the volunteer coordinator with the link to the online background check service. Submit the application. When approved, you will receive an e-mail.

You are all set to volunteer!

Thank you for sharing your time and talents with our students.

Please feel free to contact Diane Schmidtke, at dianschm@hssd.k12.wi.us or 920-662-8186.

Volunteers prepare iPads for K-8 students for 2016-17 school year. The Howard-Suamico School District is fortunate to have volunteers who help us with projects, sharing job experience in classrooms, saving us many dollars and making this a great community.



Ninth Annual Taste of the Villages and Auction, Thursday April 20, 2016 (5:30-9 p.m.) at 1951 West Rock Garden.

Thank you for your continued support of *The Giving Tree*. Over \$24,000 was raised at the Taste of the Villages Auction to help children with monthly food, summer school and transportation, back-to-school needs, and so much more.

Please join us for *The Giving Tree* Open House September 12 at its new location at the Green Bay Community Church campus on 600 Cardinal Lane in Green Bay. *The Giving Tree's* first distribution and pick-up begins Wednesday, September 14, 10 a.m.-2 p.m. and Thursday, September 15, 3-7 p.m. Each month the pickup dates will be the 2nd Wednesday, 10 a.m.-2p.m. and the Thursday following, 3-7 p.m.



Please feel free to contact us if you wish to donate food items, money, etc. for the pantry, the Back-to-School Event and Holiday Store. Thank you again! If you have questions or would like to help, please contact *The Giving Tree* staff at 662-8123.

HOWARD-SUAMICO
SCHOOL DISTRICT

The Howard-Suamico School District is a government entity. Donations are tax deductible under 170(C) (1) of the IRS tax.

IT'S ALL GOOD – *Highlights & Accomplishments*

Bay Harbor Elementary School



Students at Bay Harbor Elementary line up for yearbook autographs from the Kindergarten teachers on the last day of school.

Howard Elementary School

A Little Free Library was provided courtesy of a grant through the Howard Suamcio Education Foundation (HSEF). These small neighborhood-based book exchanges are in 70 countries. Howard Elementary School is proud to be among thousands to offer the Little Free Library registered as #36408 thanks to the HSEF partners.



Forest Glen Elementary School



Third graders spent the month of April learning about immigrants. They learned about why immigrants left their homelands, the problems they faced and contributions they made to American culture. One of the things that really interested the students was Ellis Island and all the scary things

immigrants faced in order to get into America. As a culminating activity, students dressed up as immigrants and went through the "Forest Glen Ellis Island" with parents as doctors and inspectors and Mrs. Sorenson as the commissioner.

Meadowbrook Elementary School

Fourth grade students at Meadowbrook embarked upon a Problem Based Learning opportunity for their Electricity Unit. Working in "electrical teams," they had to design a city scape, created schematic drawings for public buildings wired in parallel and homes wired in series or simple circuits, physically construct the buildings, and then wire them for electricity using batteries and mini solar panels.



IT'S ALL GOOD – *Highlights & Accomplishments*

Suamico Elementary School



Suamico Elementary 4th grader, Morgan Behrend, was named one of 10 national winners of the Legacy Award in the Listen to a Life Story contest, sponsored by the Legacy Project. Local TV news stations visited the school as part of a surprise announcement for Morgan's award.

Lineville Intermediate School



Our 6th grade Battle of the Books Team, The Fried Potatoes (Jadyn, Madison, Sierra, Sullivan) competed against 147 teams in the State Battle of the Books. The Middle School Division ranks by place based on scores. The Fried Potatoes tied for 21st place! They did a great job representing Lineville.

Bay View Middle School

Taeraisa and Jeffery with personal care items for the NEW Community Shelter donated by the Country Inn and Suites in Suamico.



Logan, Mrs. Schlag, Reese, Jeffery, Taeraisa, Matteo, and Gabe pack lunches at the NEW Community Shelter.



Bay View 8th grader Kate Kloster (left) helped host a carnival for children in a low-income neighborhood as part of a group service learning trip to St. Louis in June.

IT'S ALL GOOD - *Highlights & Accomplishments*

Bay Port High School



Bay Port senior Cole Van Lanen repeated as WIAA State Champion in the shot put with a winning throw of 59 feet, 10 $\frac{3}{4}$ inches.

Green Bay Press-Gazette. Reprinted with permission.



The Bay Port boys golf team qualified for the WIAA state tournament.



Bay Port High School seniors Katie Brown and Ethan Farr earned a first-place finish in the "Learn and Earn" category at the recent DECA national competition in Nashville, Tennessee. Participants apply entrepreneurial knowledge and skills to a single sales/service activity that is run as a real business venture. It is the first-ever first place finish for Bay Port competitors at the event.



Pirate Nation yard signs are available at the District Office for \$10. Get yours today!



Drew Knapp, a Bay Port High School Class of '13 graduate, is competing on American Ninja Warrior this season. His first episode aired Monday, June 13. Drew finished with the 14th fastest-time on that episode which was filmed in Indianapolis in April. Good luck Drew! Pirate Nation will be cheering for you!



Bay Port Class of 2016

BY THE NUMBERS

- 32** students with G.P.A of 4.0 or higher
- 80** National Honor Society members
- 62** High Honors students for 7 semesters
- 41** Honors students for 7 semesters
- 2** International Baccalaureate diploma honorees
- 82** Advanced Placement Scholar award winners
- 172** scholarships totaling \$1,518,226

Congrats Grads!

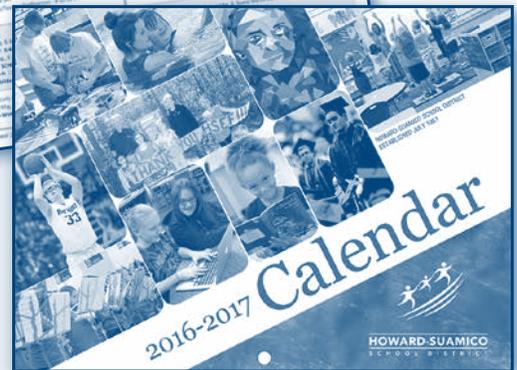


Nigerian educators visit in May to collaborate with the Howard-Suamico School District, St. Norbert College and Appleton School District on best practices in special education.

At-A-Glance Calendar



Families will receive in August a printed 2016-2017 calendar.



2016-2017 School Start & End Times

Elementary	8:45 a.m.-3:25 p.m.
Lineville	8:25 a.m.-3:08 p.m.
Bay View	7:30 a.m.-2:40 p.m.
Bay Port	7:30 a.m.-2:40 p.m.

Dates of school events may be subject to change.
For the most up-to-date events, go to www.hssd.k12.wi.us

Howard-Suamico School District
2706 Lineville Road
Green Bay, WI 54313

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BOARD OF EDUCATION



MEMBERS

Mark Ashley*President*
Laura Barnard *Vice President*
Jeff Eilers *Clerk*
Teresa Ford*Treasurer/Deputy Clerk*
Lisa Botsford*Director*
Dan Deppeler*Director*
Rachelle Paulsen*Director*
Alexis Abel*Student Representative*

The Howard-Suamico School District Newsletter is published three times during the school year and is intended to present the communities served by the Howard-Suamico School District with information about the district.

Unless otherwise stated, no editorial opinions by the District or its employees are intended. Information contained in the Newsletter is meant to provide a non-biased factual point of view.

The *Howard-Suamico School District Newsletter* is intended to inform our communities about the people, programs, and vision of the Howard-Suamico School District. We want to hear from you. Please contact Cheryl Schmidt at

cherschm@hssd.k12.wi.us or (920) 662-7713.

Howard-Suamico School District

(920) 662-7878 | Fax (920) 662-9777

Visit the Howard-Suamico School District web site for school district directories, accomplishments, annual budget report, School Board actions, and more at

www.hssd.k12.wi.us

The District does not discriminate on the basis of the Protected Classes of race, color, national origin, age, sex, (including transgender status, change of sex, sexual orientation, or gender identity), pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), national origin, ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other characteristic protected by law in its employment practices.

HOWARD-SUAMICO SCHOOL DISTRICT Annual Notices

The Howard-Suamico School District Administrative Annual Notices and Policies and Guidelines are periodically updated in response to changes in the law and other circumstances. All Annual Notices are available on the home web page at www.hssd.k12.wi.us. Howard-Suamico School District Administrative Policies and Guidelines are available at www.hssd.k12.wi.us/administrativepolicies.

ACCOUNTABILITY & SCHOOL PERFORMANCE REPORT:

Wisconsin District and School Performance Reports

The School and District Report Cards are issued every year. Individual student results on State assessments will continue to be reported separately. The Wisconsin Department of Public Instruction (DPI) produces two versions of each Report Card: "School Report Card" and "School Report Card Detail." Both versions can be accessed online at <https://apps2.dpi.wi.gov/sdpr/spr.action>.

ANNUAL ASBESTOS NOTIFICATION

Under AHERA (Asbestos Hazard Emergency Response Act), all primary and secondary schools are required to develop and implement a plan for managing all building materials that contain asbestos. Included in the AHERA Act is the requirement to annually notify all workers and building occupants (or their guardians) of asbestos-related activities.

- Environmental Management Consulting, Inc. (EMC) was contracted to be the school's consultant for asbestos.
- Periodic "surveillance" in each area containing asbestos has been completed every six months by EMC. Buildings are re-inspected by an accredited inspector every three years.
- All outside contractors contact the lead maintenance person before commencing work.

A copy of the Asbestos Management Plan is available for review by contacting the District Office at (920) 662-7878. Questions related to this plan or any other asbestos concerns should be directed to Allen Behnke, Assistant Facilities Manager at (920) 662-7704 or allebehn@hssd.k12.wi.us.

CHILD FIND

ANNUAL NOTICE OF SPECIAL EDUCATION REFERRAL AND EVALUATION PROCEDURES

Upon request, the Howard-Suamico School District is required to evaluate a child for eligibility for special education services. A request for evaluation is known as a referral. When the district receives a referral, the district will appoint an Individualized Education Program (IEP) team to determine if the child has a disability, and if the child needs special education services. The district locates, identifies, and evaluates all children with disabilities who are enrolled by their parents in private (including religious) schools, elementary schools and secondary schools located in the school district. A physician, nurse, psychologist, social worker, or administrator of a social agency who reasonably believes a child brought to him or her for services is a child with a disability has a legal duty to refer the child, including a homeless child, to the school district in which the child resides. Before referring the child, the person making the referral must inform the child's parent that the referral will be made.

Others, including parents, who reasonably believe a child is a child with a disability, may also, refer the child, including a homeless child, to the school district in which the child resides. Referrals must be in writing and include the reason why the person believes the child is a child with a disability. A referral may be made by contacting: **Jerome Wieland, Assistant Superintendent of Special Education/Pupil Services & Civil Rights Compliance Officer, 2706 Lineville Rd, Green Bay, WI, 54313, (920) 662-7878, FAX (920) 662-7900 or e-mail jerowel@hssd.k12.wi.us or Jennifer Garceau, Assistant Director of Special Education/Pupil Services, 2706 Lineville Road, Green Bay, WI 54313 (920) 662-7878, Fax (920) 662-7900 or e-mail jenngar@hssd.k12.wi.us**

CONFIDENTIALITY OF PERSONALLY IDENTIFIABLE INFORMATION OBTAINED THROUGH CHILD FIND ACTIVITIES

Howard-Suamico School District is required to locate, identify, and evaluate all children with disabilities, including children with disabilities attending private schools in the school district and homeless children. The process of locating, identifying, and evaluating children with disabilities is known as child find. This agency conducts the following child find activities each year: Child Development Days four (4) times/school year. This notice informs parents of the records the school district will develop and maintain as part of its child find activities. This notice also informs parents of their rights regarding any records developed. The school district gathers personally identifiable information on any child who participates in child find activities. Parents, teachers, and other professionals provide information to the school related to the child's academic performance, behavior, and

health. This information is used to determine whether the child needs special education services. Personally identifiable information directly related to a child and maintained by the school is a pupil record. Pupil records include records maintained in any way including, but not limited to, computer storage media, video and audiotape, film, microfilm, and microfiche. Records maintained for personal use by a teacher and not available to others and records available only to persons involved in the psychological treatment of a child are not pupil records.

The school district maintains several classes of pupil records.

- "Progress records" include grades, courses the child has taken, the child's attendance record, immunization records, required lead screening records, and records of school extra-curricular activities. Progress records must be maintained for at least five years after the child ceases to be enrolled.
- "Behavioral records" include such records as psychological tests, personality evaluations, records of conversations, written statements relating specifically to the pupil's behavior, tests relating specifically to achievement or measurement of ability, physical health records other than immunization and lead screening records, law enforcement officers' records, and other pupil records that are not "progress records." Law enforcement officers' records are maintained separately from other pupil records. Behavioral records may be maintained for no longer, than one year after the child graduates or otherwise ceases to be enrolled, unless the parent specifies in writing that the records may be maintained for a longer period of time. The school district informs parents when pupil records are no longer needed to provide special education. At the request of the child's parents, the school district destroys the information that is no longer needed.
- "Directory data" includes the student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, photographs, degrees and awards received, and the name of the school most recently previously attended by the student.
- "Pupil physical health records" include basic health information about a pupil, including the pupil's immunization records, an emergency medical card, a log of first aid and medicine administered to the pupil, an athletic permit card, a record concerning the pupil's ability to participate in an education program, any required lead screening records, the results of any routine screening test, such as for hearing, vision or scoliosis, and any follow-up to the test, and any other basic health information, as determined by the state superintendent. Any pupil record relating to a pupil's physical health that is not a pupil physical health record is treated as a patient health care record under sections 146.81 to 146.84, Wisconsin Statutes. Any pupil record concerning HIV testing is treated as provided under section 252.15, Wisconsin Statutes.

The Family Educational Rights and Privacy Act (FERPA), the Individuals with Disabilities Education Act (IDEA), and section 118.125, Wisconsin Statutes, afford parents and students over 18 years of age ("eligible students") the following rights with respect to education records:

- **The right to inspect and review the student's education records within 45 days of receipt of the request.** Parents or eligible students should submit to the District Office a written request that identifies the records(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- **The school district will comply with the request without unnecessary delay and before any meeting about an individualized education program, or any due process hearing, and in no case more than 45 days after the request has been made.** If any record includes information on more than one child, the parents of those children have the right to inspect and review only the information about their child or to be informed of that specific information. Upon request, the school district will give a parent or eligible student a copy of the progress records and a copy of the behavioral records. Upon request, the school district will give the parent or eligible student a list of the types and locations of education records collected,

maintained, or used by the district for special education. The school district will respond to reasonable requests for explanations and interpretations of the records. A representative of the parent may inspect and review the records.

- **The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate or misleading.** Parents or eligible students may ask Howard-Suamico School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the district decides not to amend the record, the district will notify the parent or eligible student of the decision and the right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- **The right to consent to disclosures of personally identifiable information in the student's education records, except to the extent that federal and state law authorizes disclosure without consent.** The exceptions are stated in 34 CFR 99.31, Family Educational Rights and Privacy Act regulations; Sec. 9528, PL107-110, No Child Left Behind Act of 2001; and section 118.125(2)(a) to (m) and sub. (2m), Wisconsin Statutes. One exception that permits disclosure without consent is disclosures to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. In addition, the district discloses "directory data" without consent, unless the parent notifies the district that it may not be released without prior parental consent.
- **The right to file a complaint with the U. S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.** The name and address of the office that administers FERPA is Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, DC 20202-4605.

DIRECTORY INFORMATION/STUDENT RECORDS

The origination and maintenance of appropriate student records are essential to the effective operation of the District and meeting the educational interests of students. State and Federal law govern the rights and responsibilities of students, parents and the District with respect to student records. Many student records are kept by teachers, counselors and administrative staff. There are two (2) basic kinds of student records—directory information and confidential records.

Directory information can be given to any person or organization for non-commercial or non-business purposes when requested, unless the parents of the student object in writing to the disclosure as required under school policy and State and Federal law. Directory information generally includes those student records which identify a student's name, address, telephone number, date and place of birth, photograph, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, date of graduation, photographs, name of school most recently previously attended and degrees and awards received. Directory information also includes a student ID number, user ID, or other unique personal identifier used by the student when accessing or communicating in a district's electronic systems, if, standing alone, it cannot be used to access student education records, (i.e. a pin number, password, or other factor is also needed).

If parents and eligible students do not submit such written notification to the Board, directory information may be utilized by the Superintendent in District-wide publications, or on the District's website. The directory information used will be properly verified and approved by the Superintendent.

Student records are generally considered confidential under State and Federal law and may not be released to third parties unless the student's parents' consent in writing. However, there are exceptions to confidentiality, and requests for records within these exceptions may be granted without a parent's written consent. If you have questions about the confidentiality of student records and/or the release of student records to third-parties, please contact your child's school principal or consult the Administrative Policy 8330- Student Records and Administrative Guidelines 8330-Student Records.

Parents and students are reminded of: 1) their rights to inspect, review and obtain copies of students records; 2) their rights to request the amendment of the student's school records if they believe the records are inaccurate or misleading; 3) their rights to consent to the disclosure of the student's school records, except to the extent State and Federal law authorizes disclosure without consent; 4) the categories of student record information which have been designated as directory information and their right to deny the release of such information; and 5) their right to file a complaint with the Family Policy Compliance Office of the U.S. Department of Education.

Consistent with the Protection of Pupil Rights Amendment (PPRA), no student shall be required, as a part of the school program or the District's curriculum, without prior written consent of the student (if an adult, or an emancipated minor) or, if an unemancipated minor, his/her parents, to submit to or participate in any survey, analysis, or evaluation that reveals information concerning:

- A. Political affiliations or beliefs of the student or his/her parents;
- B. Mental or psychological problems of the student or his/her family;
- C. Sex behavior or attitudes;
- D. Illegal, ant-social, self-incriminating or demeaning behavior;
- E. Critical appraisals of other individuals with whom respondents have close family relationships;
- F. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, ministers;
- G. Religious practices, affiliations, or beliefs of the student or his/her parents;
- H. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program).

Consistent with the PPRA and Administrative Policy, parents may inspect any materials used in conjunction with any such survey, analysis, or evaluation. Please contact Andrea Thiry-Wenz, Director of Teaching & Learning at (920) 662-7878 and thrthir@hssd.k12.wi.us to inspect such materials.

Further, parents have the right to inspect, upon request, a survey or evaluation created by a third party before the survey/evaluation is administered or distributed by the school to the student. The parent will have access to the survey/evaluation within a reasonable period of time after the request is received by the building principal.

Confidential Records

Release of Student Record Information for Health and Safety Emergencies

The following administrative policies address student records: Policy 2416, 5780, and 8330. Please note that the school district forwards student records to other schools that have requested records and in which the student seeks or intends to enroll, or has already enrolled, so long as the disclosure is for purposes related to the student's enrollment or transfer.

The Family Policy Compliance Office in the U.S. Department of Education administers both Family Educational Rights and Privacy Act (FERPA) and Protections of Pupil Rights Amendment (PPRA). Parents and/or eligible students who believe their rights have been violated may file a complaint with: Family Policy Compliance Office U.S. Department of Education, 400 Maryland Avenue, SW 20202-4605, Washington, D.C. (www.ed.gov/offices/OM/fpco) Informal inquiries may be sent to the Family Policy Compliance Office via the following email addresses: FERPA@ED.Gov; and PPRA@ED.Gov

DRUG PREVENTION

The administration and staff recognize that the misuse of drugs is a serious problem with legal, physical, and social implications for the entire school community.

As the educational institution of this community, the schools should strive to prevent drug abuse and help drug abusers by educational, rather than punitive, means.

For purposes of this policy, "drugs" shall mean:

- all dangerous controlled substances as so designated and prohibited by Wisconsin statute;
- all chemicals which release toxic vapors;
- all alcoholic beverages;
- any prescription or patent drug, except those for which permission to use in school has been granted pursuant to administrative policy;
- "look-alikes":
- anabolic steroids;
- any other illegal substances so designated and prohibited by law.

The use, possession, concealment, or distribution of any drug, drug look-alike and any drug-paraphernalia at any time on school property or at any school-related event is prohibited. Disciplinary sanctions, up to and including expulsion and referral for prosecution, will be imposed on students who violate the school's drug abuse guidelines.

NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY

The District does not discriminate in the employment of administrative staff on the basis of race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including transgender status, change of sex, or gender identity), or physical, mental, emotional, or learning disability ("Protected Classes"), marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), national origin, ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, or declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other characteristic protected by law in its employment practices.

The Superintendent shall appoint and publicize the name of the compliance officer who is responsible for coordinating the District's efforts to comply with the applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination or denial or equal access. The Compliance Officer(s) shall also verify that proper notice of nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, Section 504 of the Rehabilitation Act of 1973 (as amended), Genetic Information Nondiscrimination Act (GINA), and the Age Act (ADEA) to students, their parents, staff members, and the general public.

Any person who believes that the Howard-Suamico School District or any staff person has discriminated against them in violation of this policy may file a complaint. A formal complaint can be made in writing to a School Compliance Officer listed here: **Jerome Wieland, Assistant Superintendent of Special Education/Pupil Services & Civil Rights Compliance Officer, 1935 Cardinal Lane, Green Bay, WI, 54313, (920) 662-7878, fax, (920) 662-9777 or e-mail jerowiel@hssd.k12.wi.us; Jennie Garceau, Assistant Director of Special Education/Pupil Services & Civil Rights Compliance Officer, 1935 Cardinal Lane, Green Bay, WI, 54313, (920) 662-7878, fax, (920) 662-9777 or e-mail jemgarc@hssd.k12.wi.us; James Freeman, Assistant Superintendent of Human Resources and Civil Rights Compliance Officer, 2706 Lineville Road, Green Bay, WI 54313, (920) 662-7878, fax, (920) 662-9777 or e-mail jamefree@hssd.k12.wi.us**

The complaint procedure is described in Administrative Guideline 2260B. The complaint will be investigated and a written acknowledgement given to the complainant within forty-five (45) days of receipt of a written complaint and a determination of the complaint within ninety (90) days, unless the parties agree to an extension, or unless the complaint is within the procedures of Chapter 115 of the Wisconsin Statutes governing exceptional educational needs. Education Department General Administrative Regulations, commonly called EDGAR complaints, shall be referred directly to the State Superintendent. Under no circumstances will the District threaten or retaliate against anyone who raises or files a complaint.

NUTRITION FOOD SERVICES

The Howard-Suamico School District participates in the National School Lunch & Breakfast Program and makes these available to

students for a fee. You can obtain menus, nutritional information, etc. regarding Food Services at <http://www.hssd.k12.wi.us/FoodServices>.

Students may also bring their own lunch to school to be eaten in the school's cafeteria. No student shall be allowed to leave school premises during the lunch period without specific written permission granted by the Principal.

Applications for the school's Free and Reduced-Priced Meal program are distributed to all students in August through the online registration or applications are available at the Howard-Suamico School District Office at 2706 Lineville Road, Green Bay, WI 54313 and in the school office.

Students are assigned computerized lunch accounts for advance payments of school meals/milk. Pre-payments may be deposited at any time using account envelopes and deposit boxes available at each site, or via a bank card using the MySchoolBucks payment program on the web. The student then uses his/her ID number to make purchases from the account balance when going through the school meal lines. Do not share these ID numbers! Questions regarding the lunch program may be directed to Food Service staff at each location, or contact Kari Alvey, Food Service Manager, (920) 662-7702 or karialve@hssd.k12.wi.us or found [www.hssd.k12.wi.us/ParentResources/Programs/Food Services](http://www.hssd.k12.wi.us/ParentResources/Programs/FoodServices) for more detailed information about our programs.

SPECIAL NEEDS SCHOLARSHIP PROGRAM NOTICE

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

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

The Special Needs Scholarship Program is further defined under section 115.7915 of the state statutes. However, special eligibility requirements not found in that statute exist for program scholarships that are awarded for private school attendance that initially begins in the 2016-17 school year. Additional information about the program should be available on the website of the Wisconsin Department of Public Instruction: <http://dpi.wi.gov/>. To inquire about Special Education programs and services, a parent should contact Jerome Wieland, Assistant Superintendent of Pupil Services, 2706 Lineville Road, Green Bay, WI 54313 (920) 662-7878 or e-mail jerowiel@hssd.k12.wi.us

TITLE I

Title I districts are required to notify parents of the parent involvement policy. Annually at beginning of school year notify all parents that they may request information regarding qualifications of their child's classroom teacher and paraprofessional.

VIDEO SURVEILLANCE

Surveillance cameras are being used on, in and around district facilities with exception of locker rooms.

VISITOR

Visitors, particularly parents, are welcome at the school. In order to properly monitor the safety of students and staff, each visitor must report to the office upon entering the school to obtain a pass. Any visitor found in the building without a pass shall be reported to the Principal. If a person wishes to confer with a member of the staff, s/he should call for an appointment prior to coming to the school in order to prevent any loss of instructional time.

Visitors access to classrooms and instructional activities are subject to reasonable restrictions and limits.

Students may not bring visitors to school without first obtaining written permission from the Principal.