



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

# Howard-Suamico School District NEWSLETTER

Summer 2019

**VISION:**

*An authentic, innovative, connected, and inspired experience for an ever-changing future.*

**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) 662-9733 si usted require alguna información traducida en español.

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

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

Find us on



[www.hssdschools.org](http://www.hssdschools.org)

## Investing in Education



*Damian LaCroix, Superintendent*

With the start of something new comes the hope of something great! As we prepare for the 2019-2020 school year, I am grateful for the dedicated hard work of our teachers, leaders, and support staff during the summer

months. I am confident that their planning and preparation will have HSSD ready for our best year yet!

Our community investment in the 2018 referendum continues to pay dividends for our students, families, and staff. Made possible by the successful referendum - and as shown in the new Report to Our Community publication last spring - HSSD class sizes decreased across all grade levels, K-8, and at the high school in core academic areas. I am pleased to report that HSSD will maintain these lower class sizes next year (see below).

Additional staffing made possible by the referendum will also positively impact our educational programs in the upcoming school year. Learn more about our new Innovation Lab and World Cultures courses for all K-4th grade students inside this newsletter. Support for our award-winning and expanding Orchestra program will also come in the form of an additional staff member.

In an era of record low unemployment and

intense competition for top talent, our teachers and support staff received a 2.97% salary increase for the 2019-2020 school year. This investment supports our goal of closing the market gap with nearby districts and retaining the best employees for our students.



*The inclusive and accessible playground at Bay Harbor Elementary School is one of the three significant projects completed this summer.*

Through prudent and thoughtful planning, the HSSD Board of Education continues to deliver on its promise of a stable and comparatively low \$9.19 levy rate while the District invests budgeted funds and additional operational resources in facilities improvements and maintenance. Updates to the Howard Elementary HVAC (i.e. Heating/Ventilation/Air Conditioning) system, parking lot and driveway safety improvements at Meadowbrook, and a new inclusive community

	K	1	2	3	4	5	6	7	8	Bay Port*
2017-18 average class size	19	21	22	24	25	28.5	28.5	30	28	24
2019-20 average class size	18	19	20	20	21	25	25	26	27	22

\* core academic classes

continued on Page 2

# Investing in Education continued

playground at Bay Harbor are three significant projects being completed this summer. Our Facilities Focus Group, which includes members of our staff and community, continues to study District facilities needs in support of our long-range strategic plan.

The recently passed Wisconsin state budget represents good news for public school funding and HSSD for the next two years. While inequity in the school funding formula remains for HSSD and other low revenue districts, the state budget increases per-pupil categorical aid. This increase allows us to maintain current educational programs, build maintenance plans, and add flexibility to support new programs for our students over the next two years. We are also pleased to have the budget approved in a timely fashion as delays in the past have created uncertainty in the planning process.

Leadership from our state legislators was instrumental in completing this budget on time. We are grateful for their continued engagement with our Board of Education on behalf of our community.

Exciting days are ahead with our District-wide Open House events at all schools on Tuesday, August 27. We are ready to welcome back students for the first day of school on Tuesday, September 3. With your help, we are energized once again by the opportunity to advance our mission of “working with families and community to ensure that our students have the knowledge and skills to succeed in a changing world.”

Together,  
**Damian LaCroix, Superintendent**  
Twitter @DLHSSD1



## Bay Port Class of 2019

### BY THE NUMBERS

- 49** Students with G.P.A. of 4.0 or higher
- 104** National Honor Society members
- 59** High Honors students for 7 semesters
- 69** Honors students for 7 semesters
- 4** International Baccalaureate diploma honorees
- 9** Enlisted in the United States Military
- 153** Senior scholarships awarded to **79** students totaling **\$1,996,518**

*Congrats, Grads!*

## HSSD Student Safety and School Security Summit on August 21



*Superintendent Damian LaCroix welcomed parents and community members to the inaugural Student Safety and School Security Summit in 2018.*

Join us for the second annual HSSD Student Safety and School Security Summit Wednesday, August 21 at 6 p.m. at Lineville Intermediate School. A panel of students, staff, and administrators will share perspectives and updates on district safety and security measures and planning. There will also be a demonstration of the new Raptor Visitor Management System that will be deployed in all HSSD buildings beginning in September.

The 60-minute event is open to district families and the general public and will conclude with a question and answer session. For more information, contact Katie Morris at (920) 662-7701 or [kathmorr@hssdschools.org](mailto:kathmorr@hssdschools.org).

# New Schedules for 2019-2020 at Elementary Schools and Bay Port

The new school year will bring exciting changes to schedules for HSSD elementary school and Bay Port High School students.

School start and dismissal times at all five elementary schools are changing to 8:35 a.m.-3:30 p.m. beginning this fall. The primary reason for this change is to increase daily instructional minutes for HSSD elementary students, bringing our schedule in line with other local districts. An additional benefit includes creating space in our daily schedule to present all K-4 students with new World Cultures and Innovation Lab learning experiences. Finally, the change allows daily team planning time for grade level teaching staff.

In addition to the current courses in art, music, and physical education, the new **World Cultures** course will meet twice per week to provide students with authentic learning experiences centered around global awareness. Exploration of diverse cultures through literature, art, music, food, and language will provide the base of instruction with guidance from the Wisconsin Department of Public Instruction (DPI). The class will encourage discussions and thoughtful reflection about how we perceive similarities and differences between cultures.

Relatedly, the new **Innovation Lab** course will meet once per week and will have three main components supported by the Wisconsin DPI: 1) computer science; 2) computational thinking; and 3) digital citizenship. Computer science instruction will include an introduction to coding and focus on collaboration and communication about core computer science concepts. The computational thinking component encourages development of logical and critical thinking skills. The digital citizenship component prepares students to make intelligent choices online and in life.

While start and dismissal times will remain the same at Bay Port, students and staff will meet Tuesday and Wednesday mornings in a new advisory period called **PIRATE Time**. The acronym stands for:



- Personalized
- Innovative
- Ready to Learn
- Activity
- Teamwork
- Enrichment

**PIRATE Time** was developed in support of HSSD's strategic plan, with a team of Bay Port staff preparing for PIRATE Time beginning last year. Critical components in the development of **PIRATE Time** included student and staff input. The goals were clear: to foster a positive school climate and to become better leaders, peers, students, and people. We are eager to introduce **PIRATE Time** and provide exceptional experiences in those areas. To learn more about PIRATE Time, visit information sessions during the Bay Port High School Open House Tuesday, August 27 at 6:30 or 7:15 p.m. in the Union.

## EMERGENCY CLOSINGS & DELAYS

In addition to District social media accounts, local TV/Radio stations and the District website, HSSD will send weather delay and closing updates via text message. To receive texts from HSSD: text the word "Yes" to 68453.



The NEW Zoo hosted the fourth annual Sweet Safari for Education on June 7. Proceeds benefitted the Howard-Suamico Education Foundation and education programs at the Zoo.

*Sahra Ahmed, HSSD Student School Board representative, volunteered the event.*



## Howard-Suamico School District BUDGET HEARING & ANNUAL MEETING

**Monday,  
Sept. 23, 2019**

**6 p.m.**

District Office  
Community Training  
Center  
2706 Lineville Road

Howard-Suamico School District's Budget will be available online Sept. 13 at

[www.hssdschools.org/businessservices](http://www.hssdschools.org/businessservices)

Paper copies available at the District Office, 2706 Lineville Road or call (920) 662-7878.

## 2019-2020 HSSD Board Meetings

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

2019		2020	
Aug. 12	Sep. 9	Jan. 13	Jan. 27
Sep. 23*	Oct. 7	Feb. 17	Mar. 16
Oct. 21	Nov. 18	Apr. 6	Apr. 20
Dec. 9		May 18	June 8
		June 22	

\* Budget Hearing / Annual Meeting.

For more information:

[www.hssdschools.org/board-of-education](http://www.hssdschools.org/board-of-education)

# Wisconsin DPI Awards HSSD \$75,000 Mental Health Grant

The Wisconsin Department of Public Instruction awarded a \$75,000 grant to the Howard-Suamico School District in July to support student mental health services. The funds will be used to support work focused on social and emotional wellness at all grade levels. The grant provides resources to analyze and improve systems that will strengthen current school based mental health services through the use of student data, coaching and program assessment.

“According to the latest Youth Risk Behavior Survey results, more than four in ten students had a mental health need over the previous year,” State Superintendent Carolyn Stanford Taylor said. “These grants will help those children. Students in every region of our state, in small and large districts, rural and urban communities, and everywhere in between, will benefit from mental health services they wouldn’t otherwise receive.”

School-Based Mental Health Services grants provide services such as those connecting students and families with community mental health providers, educating youth for social and emotional learning, and training educators to prevent and mitigate the impacts of traumatic exposure on youth. The funds will be used to support work focused on social and emotional wellness all grade levels. The grant provides resources to analyze and improve systems that will strengthen current school based mental health services through the use of student data, coaching and program assessment.

## Senior Discounts

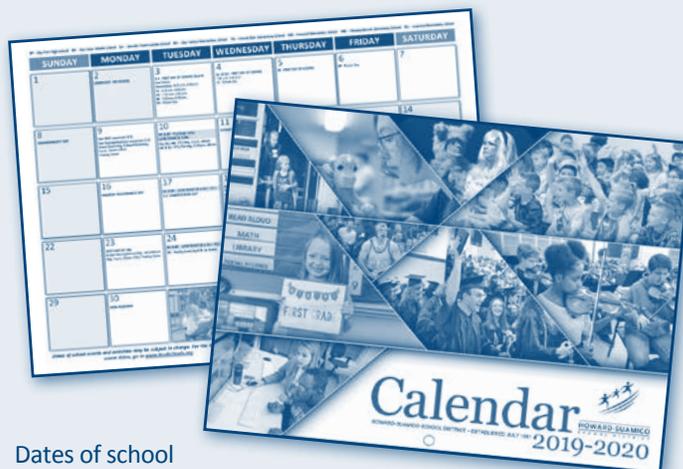
Available for residents 62+ and **all Howard and Suamico Veterans**

The activity pass includes free admission to sports, plays, and musicals. Residents with an activity pass need to contact the Bay Port High School or Bay View Middle School to receive tickets for musicals and plays. You can pick up a pass at: **Howard-Suamico School District Office** – 2706 Lineville Rd. or **Bay Port High School Office** – 2710 Lineville Rd.



# HSSD 2019-2020 Calendar

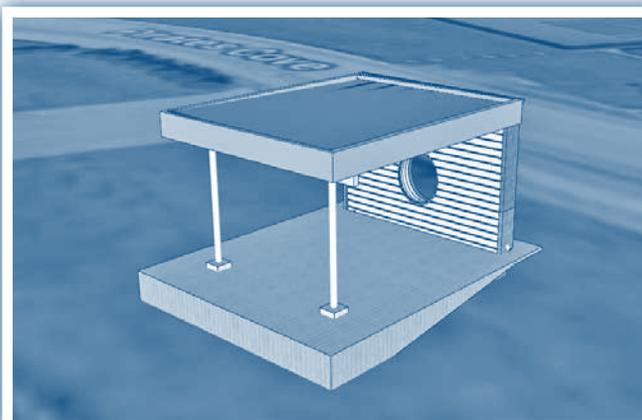
*School district families received the Howard-Suamico School District printed calendar for 2019-2020.*



Dates of school events may be subject to change. For the most up-to-date events, go to [www.hssdschools.org](http://www.hssdschools.org)

## LaBlonde’s Champion Deck Memorial to be Dedicated at Sept. 20 Bay Port Football Game

The LaBlonde’s Champion Deck will be dedicated at the Bay Port football game versus De Pere on Friday, September 20, 2019 in memory of former HSSD teacher and coach Jim LaBlonde. The gathering area beyond the north end zone of Pirate Stadium will celebrate Jim’s impact on thousands of HSSD students and athletes. LaBlonde’s Champion Deck will be funded by private donations and gifts-in-kind. Scan the QR code to make a donation in support of the memorial or call Matt Spets for more information at (920) 662-7701.



*Rendering of design concept for the LaBlonde’s Champion Deck.*



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

**NEW**  
Email & Web  
addresses  
for HSSD

**All Howard-Suamico School District (HSSD) email addresses end with a *new* domain:  
[@hssdschools.org](mailto:@hssdschools.org)**

Please feel free to contact your child’s teacher(s) and principal with questions or concerns. **Email** (first four letters of teacher first name and first four letters teacher last name) [@hssdschools.org](mailto:@hssdschools.org)

**Our new website address is:  
[www.hssdschools.org](http://www.hssdschools.org)**

# HSSD Calendar At-A-Glance 2019-2020

The Howard-Suamico School District has released its 2019-20 school calendar. Important dates, notable updates, and a link to the full calendar are listed below.

<https://www.hssdschools.org/calendar>

2019		
August	27	<b>OPEN HOUSE ALL SCHOOLS:</b> 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	02	<b>NO SCHOOL</b> – Labor Day Holiday
	03	(K-9) First Day of School
	04	(10-12) First Day of School
	05	4K First Day of School
	10	PLCs Begin – <b>LATE START FOR BV &amp; BP</b> - 8 a.m. every Tuesday
	27	<b>NO SCHOOL</b> - (Staff PD)
October	25	<b>NO SCHOOL</b>
November	05	Parent/Teacher Conferences – (4-7:30 p.m.)
	07	Parent/Teacher Conferences – (4-7:30 p.m.)
	08	<b>NO SCHOOL</b> - (STAFF PD), 1st Quarter Ends
	27-29	<b>NO SCHOOL</b> – Thanksgiving Holiday
December	23-31	<b>NO SCHOOL</b> – Winter Recess (Dec. 23-Jan.1)
2020		
January	01	<b>NO SCHOOL</b> – New Year’s Day
	02	School Resumes
	17	<b>NO SCHOOL</b> – (Staff PD), 2nd Quarter Ends
February	14	<b>NO SCHOOL</b> – (Staff PD)
	25	Parent/Teacher Conferences – (4 p.m.-7:30 p.m.)
	27	Parent/Teacher Conferences – (4 p.m.-7:30 p.m.)
	28	<b>NO SCHOOL</b>
March	13	<b>NO SCHOOL</b> – (Staff PD)
	20	3rd Quarter Ends
	23-27	<b>NO SCHOOL</b> – (Spring Recess)
April	10	<b>NO SCHOOL</b>
May	15	<b>NO SCHOOL</b> – (Staff PD)
	19	PLCs End – <b>LATE START FOR BV &amp; BP</b> - 8 a.m.
	25	<b>NO SCHOOL</b> – Memorial Day Holiday
June	08	Last Day of School (4K ONLY)
	09	(K-12) Last Day of School; K-4 Early Release Day – 1:30 p.m., 4th Quarter Ends

## Important Numbers

### DISTRICT OFFICE

2706 Lineville Rd., Green Bay, WI 54313 .....662-7878; Fax: 662-9777  
**7:30 a.m.-4 p.m.**

*Damian LaCroix, Superintendent* ..... 662-7709

### ACADEMICS AND INNOVATION

*Becky Walker, Ph.D. Assistant Superintendent* ..... 662-8108

### Student Services

*Jennie Garceau, Director of Student Services* ..... 662-8116

*Angela Buchenauer, Assistant Director* ..... 662-7791

### OPERATIONS

*Matt Spets, Assistant Superintendent* ..... 662-7701

*Angie LaBine, Director of Finance* ..... 662-7704

*Al Behnke, Director of Facilities* ..... 662-7705

*Meghan Meyers, Compensation Coordinator* ..... 662-7855

*Laura Rowell, Director of School Nutrition* ..... 662-7702

*Kyle Seich, Director of Technology* ..... 662-7716

### Community Pool (Lineville Intermediate School)

*Tracy Barden, Aquatic Supervisor* ..... 662-7795

### ORGANIZATIONAL DEVELOPMENT

*Mark Smith, Assistant Superintendent* ..... 662-8106

*Elisia Lewis, Human Resources Manager* ..... 662-7710

### SCHOOL AND COMMUNITY RELATIONS

*Brian Nicol, Director of Communications* ..... 662-7825

*Beth Ashmead, Volunteer Coordinator* ..... 662-8107

*Nicole Smith, HSEF Director* ..... 662-7819

*Kimberly Uelmen, Communications Specialist* ..... 662-7721

### SCHOOLS

**Elementary School start & end times: Students - 8:35 a.m.-3:30 p.m.**

#### Office Hours:

Howard and Suamico – 7:30 a.m.-4 p.m.

Bay Harbor, Forest Glen, Meadowbrook – 7:30 a.m.-4:30 p.m.

#### Bay Harbor Elementary School – Grades EC-4

*Tony Ebeling, Principal*

1590 Harbor Lights Rd., Suamico, WI 54173...662-8800; Fax: 662-8899

#### Forest Glen Elementary School – Grades K-4

*Angie Sorenson, Principal*

1935 Cardinal Ln., Green Bay, WI 54313.....662-7958; Fax: 662-7957

#### Howard Elementary School – Grades K-4

*Kristin Ashley, Principal*

631 West Idlewild Ct., Green Bay, WI 54303 662-97005; Fax: 662-9750

#### Meadowbrook Elementary School – Grades K-4

*Claudia Orr, Principal*

720 Hillcrest Heights, Green Bay, WI 54313 ...662-5000; Fax: 662-5050

#### Suamico Elementary School – Grades K-4

*Ryan Welnetz, Principal*

2153 School Ln., Green Bay, WI 54313 .....662-9800; Fax: 662-9888

#### Lineville Intermediate School – Grades 5-6

*Phil Hart, Principal*

Office – 7:30 a.m.-3:45 p.m.; **Students - 8:25 a.m.-3:08 p.m.**

2700 Lineville Rd., Green Bay, WI 54313 .....662-7871; Fax: 662-7822

#### Bay View Middle School – Grades 7-8

*Steve Meyers, Principal*

Office – 7:30 a.m.-3:30 p.m.; **Students - 7:30 a.m.-2:40 p.m.**

1217 Cardinal Rd., Green Bay, WI 54313 .....662-8196; Fax: 662-7979

#### Bay Port High School – Grades 9-12

*Mike Frieder, Principal*

Office – 7:30 a.m.-4 p.m.; **Students - 7:30 a.m.-2:40 p.m.**

2710 Lineville Rd., Green Bay, WI 54313 .....662-7000; Fax: 662-7291

# Howard-Suamico School District Retirees

## Thank You for your Support & Dedication!



**Jeff Blake**

*Custodian*  
Bay View Middle School



**Michelle McCormick**

*Counselor*  
Bay Port High School



**Jill Brown**

*Early Childhood Para-  
Professional*  
Bay Harbor Elementary



**Susan Meyers**

*Kindergarten Teacher*  
Bay Harbor Elementary School



**Joan Laskowski**

*Administrative Assistant*  
Student Services



**Janet Mocco**

*Payroll Specialist*  
District Office



**Vickie Manteufel**

*Janitor*  
Howard Elementary School



**Nancy Reynolds**

*Facilities/Accounts Payable  
Secretary*  
District Office



**Clarice Marquardt  
Drummond**

*Special Education Teacher*  
Forest Glen Elementary School



**Genny Rickert**

*Secretary*  
Bay Harbor Elementary School



**Sheree Marto**

*Cashier, School Nutrition*  
Bay Harbor Elementary School



**Joyce Tremi**

*Library Media Specialist*  
Lineville Intermediate School



**\$10**

Pirate Nation  
yard signs

Available  
at the  
District Office



## Welcome New Families

If you are new parents, we would like to welcome you and your baby. We want to ensure that your child is 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 Student Services Office at 662-7881.

For 4K or 5K, parents can register anywhere there is internet access. Computer kiosks are located at all of the elementary schools and the District Office at 2706 Lineville Rd, Green Bay, WI. or (920) 662-7878. Parents must create an account using an active email address.

To register online:

[www.hssdschools.org/registration](http://www.hssdschools.org/registration)

If you need further assistance, please call (920) 662-8860 or email [registration@hssdschools.org](mailto:registration@hssdschools.org)

## Volunteer Involvement Program



### HELPFUL LINKS:

HSSD Volunteer Page:  
[www.hssdschools.org/volunteerprogram](http://www.hssdschools.org/volunteerprogram)

Volunteer Login:  
[MyImpactPage.com](http://MyImpactPage.com)

Twitter:  
[@HSSDvip](https://twitter.com/HSSDvip)

Facebook:  
[fb.com/hssdvp](https://fb.com/hssdvp)

Please create a volunteer profile and complete a background check if you plan to attend a student's field trip, assist in a classroom, or volunteer in any way throughout the school year. If you have an existing volunteer profile, please remember to update/remove schools.

Instructions to add/remove schools can be found on the District's Volunteer Page and on your existing volunteer profile page. Thank you for being a volunteer! For more information, contact Beth Ashmead at (920) 662-8107.

# IT'S ALL GOOD – Highlights & Accomplishments



## Congratulations!

STATE QUALIFIERS!



Boys tennis doubles team of Aaron Murphy and Rohan Gala.



Girls soccer team led by Gatorade State Player of the Year, Emma Nagel.

Boys golf team competed in the state meet at University Ridge in Madison.



Bay Port sent 16 boys and two girls to the WIAA state track and field meet, including the state runner-up 4x400 relay team.

(Credit: Amy Dahlin)



Bay View seventh grader Mason Geurts created a video, "Offshore Wind Power" that won first place among all Wisconsin entries in the World of 7 Billion student video contest.



Bay Port senior Maggie Plouff was the top award winner in the SkillsUSA photography competition. Her photo entries also earned fifth place in the national competition.



The Bay Port High School DECA team placed seven students in the top 10 nationally at the annual DECA International Career Development Conference (ICDC) event. Allie Bartz and Allie Huhtala, shown here, earned Bay Port's second top three finish in school history.



Students in the HSSD Summer School "Here We Grow" class tend to the two-acre garden in front of Bay Port High School.

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

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GREEN BAY, WI

## BOARD OF EDUCATION



## MEMBERS

Teresa M. Ford ..... *President*  
Garry Sievert ..... *Vice President*  
Jeff Eilers ..... *Clerk*  
Vanessa Moran .... *Treasurer/Deputy Clerk*  
Scott Jandrin ..... *Director*  
Jason Potts ..... *Director*  
Rachelle Paulsen ..... *Director*  
Sahra Ahmed ..... *Student Representative*

*The Howard-Suamico School District Newsletter* is published three times during the 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.

Please call Cheryl Schmidt at (920) 662-7878 or email her at [info@hssdschools.org](mailto:info@hssdschools.org)

Howard-Suamico School District  
(920) 662-7878 | Fax (920) 662-9777

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

[www.hssdschools.org](http://www.hssdschools.org)

*The District does not discriminate on the basis of the Protected Classes of race, color, 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.*

## EQUAL EDUCATIONAL OPPORTUNITY / ANTI-HARASSMENT

The Howard-Suamico School District provides an equal education opportunity for all students. The right of a student to be admitted to school and to participate fully in curricular, extra-curricular, student services, recreational or other programs or activities shall not be abridged or impaired based on the traits of sex (including transgender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or any other characteristics protected by Federal or state civil rights laws (hereinafter referred to as "Protected Characteristics"), other protected characteristics as well as place of residence within District boundaries, or social economic background.

Students who have been identified as having an impairment or disability under Section 504 of the Rehabilitation Act or the Americans with Disabilities Act shall be provided with appropriate educational services. Parents who have questions should contact the District Compliance Officer. A compliance Officer will be available during regular school/work hours to discuss concerns related to student discrimination in educational opportunities under this policy.

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 one of the School District Compliance Officers. The complaint procedure is described in Administrative Policy 2260. All policies are available online at [www.hssdschools.org](http://www.hssdschools.org) or contact the Howard-Suamico School District Office, 2706 Lineville Road, Green Bay, WI 54313.

## SEXUAL HARASSMENT

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:

- A. Submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining an education; or
- B. Submission or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's education; or
- C. Conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's education, or creating an intimidating, hostile or offensive educational environment.

Sexual harassment may include, but is not limited to:

- A. Repeatedly asking a person for dates or sexual behavior after the person has indicated no interest;
- B. Rating a person's sexuality or attractiveness;
- C. Staring or leering at various parts of another person's body;
- D. Spreading rumors about a person's sexuality;
- E. Letters, notes, telephone calls or materials of a sexual nature;
- F. Displaying pictures, calendars, cartoons or other materials with sexual content;
- G. A pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another;
- H. Remarks speculating about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history.

It is also the policy of the school district that a sexual relationship between staff and students is not permissible in any form or under any circumstances, in or out of the school, in that it interferes with the educational process and may involve elements of coercion by reason of the relative status of a staff member to a student. An inappropriate boundary invasion by a District employee or other adult member of the school district community into a student's personal space and personal life is sexual harassment. If you wish to report harassment, please contact one of the District Compliance Officers. A Compliance Officer will be available during regular school/work hours to discuss concerns related to student discrimination in educational opportunities under this policy.

## 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." <https://www.hssdschools.org> select Education Options & Performance Report.

## 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 reinspected 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, Director of Facilities, (920) 662-7705 or [allebehn@hssdschools.org](mailto:allebehn@hssdschools.org).

## CHILD FIND

### ANNUAL NOTICE OF SPECIAL EDUCATION REFERRAL AND EVALUATION PROCEDURES

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. The following link provides additional information: Child Find Screenings.

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. If a resident child attends a private school in another district, the child should be reported to the school district where the child attends school. 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 one of the District Compliance Officers. A Compliance Officer will be available during regular school/work hours to discuss concerns related to student discrimination in educational opportunities under this policy.

## CONFIDENTIALITY OF PERSONALLY IDENTIFIABLE INFORMATION OBTAINED THROUGH CHILD FIND ACTIVITIES

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, Behavioral Records, Directory Data, and Pupil Physical Health Records. See Administrative Policy & Guideline 8330.

**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.

## NOTIFICATION OF EDUCATIONAL OPTIONS

The District recognizes the need to provide alternative means by which students achieve the goals of the District.

On an annual basis, a list of all educational options available to children who reside in the District, including public school, private schools participating in a parental choice program, charter schools, virtual schools, full-time open enrollment, Early College Credit Program, Start College Now Program, part-time open enrollment, and options for students enrolled in a home-based private education program, will be provided to parents. View list at <https://www.hssdschools.org> select Education Options & Performance Report.

## HOMELESS CHILDREN

### 5111.01 - HOMELESS STUDENTS

## HOMELESS CHILDREN

The McKinney-Vento Act defines children and youth who are homeless (twenty-one years of age and younger) as:

- Children and youth who lack a fixed, regular, and adequate nighttime residence, and includes children and youth who are:
  - sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason (sometimes referred to as a double-up);
  - living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations;
  - living emergency or transitional shelters;
  - abandoned in hospitals; or
  - awaiting foster care placement.
- Children and youth who have a primary nighttime residence that is a public or private place not designated for, or ordinarily used as, a regular sleeping accommodation for human beings;
- Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings;
- Migratory children who qualify as homeless because they are living in circumstances described above.

If you are personally aware of or are acquainted with any children who may qualify according to the above criteria, the Howard-Suamico School District provides the following assurances to parents of homeless children: The local district staff person (liaison) for homeless children is Kendra Kawula, Social Worker/Homeless Coordinator, (920) 662-8074 [kendkawu@hssdschools.org](mailto:kendkawu@hssdschools.org).

## SCHOOL NUTRITION & WELLNESS

The District offers a comprehensive School Nutrition program for children interested in taking school meals. The National School Lunch and Breakfast Program standards are followed at all locations. Questions regarding our meal programs may be directed to Laura Rowell, Director of School Nutrition, 662-7702 or [laurrowe@hssdschools.org](mailto:laurrowe@hssdschools.org).

### Meal Payments

Students are able to use prepaid lunch accounts to pay for meals through MySchoolBucks online service. Once enrolled, you can check balances and fund the account from your computer or mobile phone for a small \$1 convenience fee.

### Meal Prices

Meal pricing is reviewed annually and posted on the District's School Nutrition web page at <https://www.hssdschools.org/school-meal-prices> Please let the school secretary know by 9 am the day of your visit if you plan to have lunch with your child.

**Application for the school's Free and Reduced-Priced Meal program** are made available to all students in August through the online registration at all school offices, or the District Office at 2706 Lineville Road, Green Bay, WI 54313.