

ST CROIX FALLS SCHOOL DISTRICT NEWSLETTER

August

Welcome Back, Saints Nation!

2024



St. Croix Falls School District

740 Maple Drive
St. Croix Falls, WI 54024
715-483-2507
www.scfschools.com
School Building Hours
(in session)
Dresser Elementary -
8:17am-3:09pm
SCF Elementary -
8:07am-3:19pm
SCF MS & HS - 8am - 3:30pm

Vision

Becoming the best version
of ourselves:

- * Dynamic
- * Connected
- * Innovative

Mission

The mission of the School
District of St. Croix Falls is to
provide a supportive, student-
centered learning
environment that cultivates
character, fosters academic
excellence, and embraces
diversity.



School Starts
August 27th, 2024

SCF BUS SCHEDULE TO BE POSTED
BY MID-AUGUST.
PLEASE CALL X1500 FOR UPDATES.

Inside this issue:

- From the Superintendent
- District Contacts and information
- Online Registration and Jump Start Days
- High School
- STAR Education Foundation
- Middle School
- Elementary School
- DPI Mandatory Notices
- Food Services
- Athletics
- From the Nurse
- Kids Care & Little Saints
- Community Education



Follow us on Facebook

[@St Croix Falls School District](#)

[@SCF Athletics](#)

[@SCF Activities](#)



A Letter from the New SCF Superintendent, Craig Broeren ~ Fall 2024



Dear Families, Students, Staff and Community Members-

I am beyond excited to be back here in St. Croix Falls and cannot wait for staff and students to return to our schools for the start of the 2024-2025 school year! While much of the first year in any new job is about meeting people and learning about the organization, there is something to be said about seeing some familiar faces during that time. As you are likely aware, I served our District in a different capacity (around 16 years ago) as a 7th Grade Science teacher from 2001 to 2008. Since that time, some things have certainly changed, but it is remarkable to see the number of staff members who were here back then that remain, as well as the number of former students who are currently employed by the District; to me, that speaks volumes about the strengths of our District and community.

It is clear to me that this District and our community have a lot to be proud of- outstanding students with high academic achievement, a dedicated and invested staff, strong athletic and co-curricular programming, and significant community involvement are hallmarks of the St. Croix Falls School District, all of which I hope to continue to improve in the coming years.

Although all of my kids have graduated high school, I remain committed to being as involved as possible both in the District and in community activities during my time here. I am a firm believer in cultivating strong relationships with students, parents, and community members which cannot be accomplished only during the school day. If you see me in the community and/or at an event, feel free to introduce yourself; in addition, I am available through email at broercr@scfschools.com as well as by phone at 715-483-2401 (direct) any time.

Enjoy the remainder of your summer and I hope to see you around!

Sincerely,
Craig G. Broeren
Superintendent



ST CROIX FALLS SCHOOL DISTRICT CONTACTS

School Board

President: Brent McCurdy - mccurbr@scfschools.com

Vice President: Tahsina Raygor - raygota@scfschools.com

Clerk: Steve Bont - bontst@scfschools.com

Treasurer: Matt Brice - bricema@scfschools.com

Member: Roni Schuler - schulro@scfschools.com

District Office 715-483-9823

Superintendent: Craig Broeren (ext 1401)

Finance Director: LaRae Zappa (ext 1402)

Accounts Payable/Receivable: Betsy Beaupre (ext 1403)

Student Data Coordinator/Special Education Secretary: Tammy Guggisberg (ext 1209)

Payroll/Benefits Coordinator: Kayla Daugherty (ext 1405)

Director of Curriculum, Instruction, and Technology: Brian Kray (ext 1253)

Director of Special Education: Shelly Schmitz-Ince (ext 1410)

School Psychologist: Tanya Milanowski (ext 1203)

Athletic Director: Tara Rose (ext 1305)

School Nurse: Hollie Miller (ext 1411)

Food Service Supervisor: Amy Dauscher (ext 1325)

Building and Grounds Supervisor: Brian Warner (ext 1407)

Transportation: Stephanie Kemen (ext 1500)

Building Administrator Contacts

High School Principal:

Mike Wilson

740 Maple Drive

PO Box 130

St Croix Falls, WI 54024

715-483-9824 ext. 1302

wilsomi@scfschools.com

Middle School Principal:

Darrell Imhoff

740 Maple Drive

PO Box 130

St Croix Falls, WI 54024

715-483-9825 ext. 1202

imhofda@scfschools.com

Elementary School Principal:

Rita Platt

651 Louisiana Street

PO Box 130

St Croix Falls, WI 54024

715-483-9826 ext. 1102

plattri@scfschools.com

General phone numbers

Elementary School: 715-483-9826
ext. 1100

Dresser School: 715-755-3165
ext. 1600

Middle School: 715-483-9825
ext. 1200/1201

High School: 715-483-9824
ext. 1300/1301



ST CROIX FALLS SCHOOL DISTRICT INFORMATION

Emergency Contact Information

Please return your child's emergency contact information as soon as possible. All forms are available online beginning this year. Be sure to identify the applicable offices if you have a change of information any time during the school year. Keeping your phone numbers and emails up to date is the most reliable way for the school to get information to you.

School Closings

If, for any reason, schools need to close; closings are broadcast over the following television stations:

WCCO Channel 4

KSTP Channel 5

KARE Channel 11

FOX Channel 9

Updates will be put on the school website and on the school's Facebook page.

School Messenger will call/text the phone number(s) you have provided as well.

Student Registration is now online.

[click here](#)

For the 2024-25 school year, St. Croix Falls School District will use PowerSchool's online registration system for new and returning students. We are asking families to use this new tool to help update student information and complete back-to-school forms/paperwork.

ALL STUDENTS HAVE FORMS THAT MUST BE UPDATED.

THIS IS NOT JUST FOR NEW STUDENTS.

Below are directions on registering your student and completing the back-to-school forms and paperwork. If you do not have access to the internet or a computer, you can register your student in person in your child's building office during normal school hours.



ONLINE REGISTRATION INSTRUCTIONS

1. Go to <https://stcroixfalls.powerschool.com/public/>. This will take you to the parent portal sign-in screen. Please sign in to your account*.

* If you have NOT created an account before, please follow the directions at:
<https://parentaccess.scfschools.com/PowerSchool>.

Sign In Tips:

If you forget your password, try the "Forgot Username or Password" link on the website; otherwise, contact your child's building office.

2. Names of students linked to your account will be listed in the top left corner of the page. Click the name of the student you want to register.



3. Click the "Forms" icon in the "Navigation" menu.



4. Click on the Student Demographics form to start the registration process.

A. Ecollect Demographics

1. Student Demographics

5. Verify that the information entered is correct, or answer every question
6. Continue through each form until all visible forms are either pending or completed. If you have multiple students, forms must be completed for each student.
7. You can view/pay existing school fees by clicking the "balance" navigation icon. Cash or checks can also be accepted in person in your child's building office.

Thank you for completing the online registration process. Please submit any additional documents for registration in your child's building office.



JUMP RIGHT IN

Let's get started

Jump Start Days for the 2024-2025 School Year

School is in session for Elementary, Dresser and Middle Schools as well as Incoming Freshmen starting Tuesday, August 27th.

(all other High School students start August 28th)

Students will get used to going to new classrooms and the High School and Middle School students will be assigned Chromebooks.

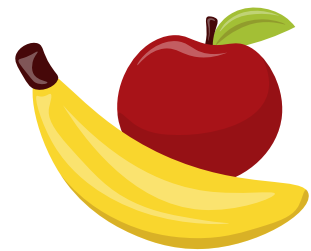


Free Breakfast Featured for all students

27th - Assorted Muffins and Fruit

28th - French Toast Sticks and Assorted Fruit

29th Mini Cinni Rolls and Assorted Fruit



Free Lunch Featured for all students

27th - Chicken Patty on a Bun, Ranch Dipping Sauce, Buttered Green Beans & Strawberries

28th - Atlantic Cod Sticks, Tartar Sauce, French Fries or Tater Tots, Mixed Vegetables & Peaches

29th Ham and Pepperjack Cheese on a Bun, Mayo, Buttered Peas & Applesauce



Picture Day

Order online @
www.cahillphotostudio.com!

Cahill

High School and Middle School
Wed Aug 28th
Elementary and Dresser Schools
Wed Sept 4th



Photo Ordering Process for All Families

How to Order?

- All galleries will be delivered to parents via email 2-5 business days after picture day. If you order a Package or a BYOP bundle within 7 days of galleries going online, you'll receive a FREE Social Media Image so don't forget to order!
- Cahill Studios will be sending you important picture day information from the following email address: no-reply@imagequix.com so keep a lookout!
- View your 100+ FREE background options online so you can best coordinate your students' outfit!
www.cahillphotostudio.com
- Don't like your first day photo? Wait to purchase photos, and your student can have their picture taken on Retake Day.
Middle/High School: Friday, September 27th
Elementary Schools: Tuesday, October 8th



A NOTE FROM THE HIGH SCHOOL PRINCIPAL **Mike Wilson**



Greetings High School Students and Families,

It is with great excitement that I introduce myself as the new high school principal. For the past 18 years, I have had the pleasure of working in the St. Croix Falls School District as the high school counselor. Throughout this time I have had the opportunity to advise the Students Offering Support program, lead as the Building Assets Reducing Risks Coordinator, and work side-by-side with our amazing staff. I am bringing 24 years of experience in the education field (6 years at Clear Lake School District) to this position. I am eager to lead our high school, continuing and promoting the positives while looking to enhance what we currently have and do.

As the high school principal, it is important that our students walk through the front doors of our building daily feeling comfortable, welcome, and ready to learn. I encourage parents and families to stay connected to our school and the staff and be engaged in their students' learning. Staying in touch with the teachers (email is most efficient) and utilizing PowerSchool to monitor grades and attendance will foster our partnership throughout the high school years.

New Staff: Two new staff members will join our high school teaching team this fall. Alison Lecuyer is the new high school counselor. Mrs. Lecuyer comes to us with previous experience at the university level as a Career Counselor, Instructor, and Academic Advisor and most recently was a long-term substitute school counselor at Osceola Middle School. Katie Tietz will be teaching physical education and health. Ms. Tietz is a recent graduate of UW-River Falls with a degree in Health and Human Performance and was an active member of both the volleyball and track/field teams.

Open House: All parents and students are invited to attend the annual open house between 4-8 pm on August 21. A free picnic dinner will be served in the commons beginning at 4:30 pm. Students may move supplies into their lockers and explore the high school, meet teachers, and settle in for the new school year.

Freshmen orientation: The Class of 2028 freshmen orientation will also be on August 21 in the Fine Arts Center at 5:30 pm. A short presentation about high school and the transition will take place for all incoming freshmen and families. Then you will have time to explore the high school, find classrooms, and meet teachers.



A NOTE FROM THE HIGH SCHOOL PRINCIPAL

Kicking off the 2024-25 year: The opening week of school will be August 27-29. August 27th will be freshmen orientation all day. For the high school, **ONLY 9TH GRADE STUDENTS REPORT TUESDAY, AUGUST 27TH.** On Wednesday, August 28th, all students will have their pictures taken. Students will go through their regular class schedule for the first time on Wednesday and receive their school-issued Chromebooks in class. While attendance is not required by the state during the first three days of school (August 27-29), students are encouraged to attend to be part of the initial instruction in all classes. If your student will be leaving during any of these days, please call the office so that there is clear communication between the school and home.

Digital Resources:

The high school webpage contains many resources.

<https://www.scf.k12.wi.us/schools/high/>

The Saints Sideline Store (for all types of Saints gear!):

<https://sideline.bsnsports.com/schools/wisconsin/saintcroixfalls/saint-croix-falls-high-school>

Thank you for all that you do as parents/guardians. Please reach out with questions and/or concerns: wilsomi@scfschools.com or 715-483-9824 ext. 1302. I am looking forward to a great 2024-25 school year!

Mr. Michael Wilson
High School Principal

SCF *in Italy*

This June, 45 Saint Croix Falls students with 7 chaperones experienced a trip of a lifetime travelling to Italy. Over the period of 8 days, they explored Venice, Florence, Rome, taking in breathtaking cities and adorably quaint small towns.

They experienced many historical locations while taking in all of the beauty (and plenty of food) of Italy. Thank you to the STAR education foundation for providing scholarships and funding for the Pompeii excursion.



SCF HIGH SCHOOL

Class Supply List

English 9 & 10:

Set of Highlighters, Pens (blue and black ink), Small Post-its, 3x5 Note Cards, Pencils/Erasers, Notebooks, 3-Ring Binder with Loose Leaf Paper, Black Sharpie, Lead Refills for Mechanical Pencils, Headphones or Earbuds that can connect to a Chromebook

Math:

Scientific Calculator (recommend a two-line display like the Casio fx-300ES or fx-300ES Plus or the Texas Instruments TI-30X 011S or TI-30XS)
Multiple Notebooks - can use Graph Paper Notebooks
Pencils and/or Pens, 3-Ring Binder

AP STATS STUDENTS ONLY: An AP approved Graphing Calculator is required for this course (recommend TI-84 Plus)

Family & Consumer Science:

3Ring Binder, Plastic Page Protectors, Pens/Pencils, Pap and a Folder

Science:

2 Notebooks, 3-Ring Binder, Pens/Pencils
Optional Items - Markers, Colored Pencils, Paints, Tag Board/Foam Board

Social Studies:

Notebook, Pens/Pencils
Optional Items - Markers, Tag Board, Colored Pencils

Spanish:

Notebook Paper, Dry Erase Markers, Notebook, Folder, Pencils/Erasers

Tech Ed:

Safety Glasses, Graph Paper Notebook, Pencils, Erasers

ALL HS Art Classes:

Pencils (not Mechanical), Erasers, Empty 8oz whipped cream container with lid, Small Pencil Box/Bag, 2-Pocket Folder
Not Required, but nice to have your own
Colored Pencils, Multi-Colored Sharpies, Markers, Scissors, Kneaded Eraser, Drawing Pencils 2H, 4H, 6H

Upper level Art Classes:

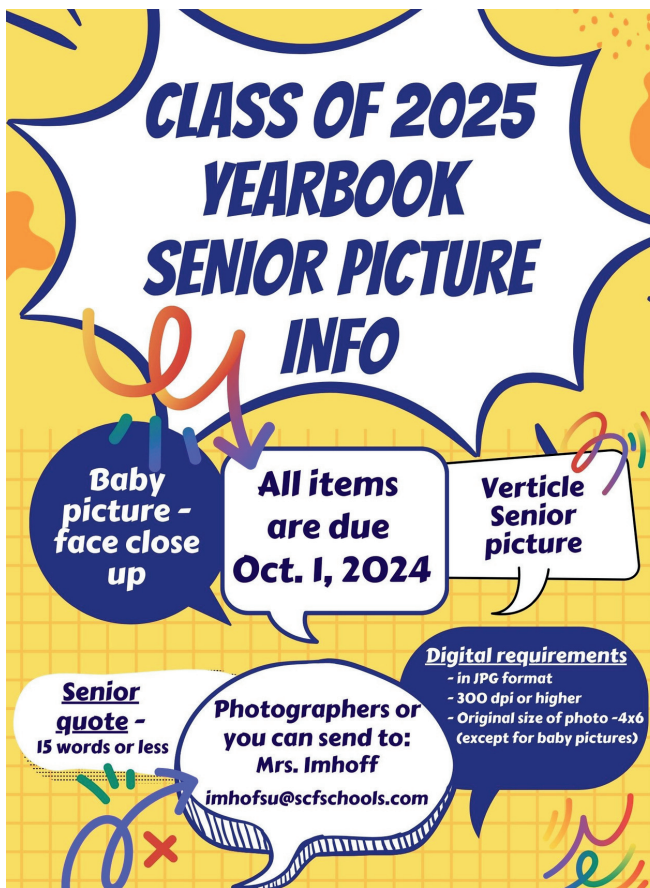
3-Ring Binder, Clear Plastic Sheet Protectors, Notebook

Band

3-Ring Binder, Sheet Protectors (personal preference), Pencils
Woodwinds: Reeds and other supplies appropriate for your instrument
Brass Oil and other supplies necessary for your instrument



SCF HIGH SCHOOL



Homecoming Button DESIGN CONTEST

Design this year's homecoming button! You must be a SCF HS student to be eligible for the contest. Make sure your design is centered around SCF school spirit.

Creative students: Paper copies of the design template will be near the HS office window if you would like one. Keep an eye out for the theme and submit your designs for voting!!



On July 25, the St. Croix Falls Student Council's new Executive Officers along with co-advisor Mrs. Imhoff, met to plan the upcoming annual student council retreat and year to come. The group did a variety of bonding activities to connect and meet the new student council members along with planning Homecoming which will be on October 4th. At the meeting, the executive board also mapped the activities for the upcoming student council calendar year. The executive officers of the 2024-2025 student council are led by Sarah Imhoff (president) and Jazmyn Adams (vice president). The secretary is Daniel Hanson, the treasurer is Anna Polak, the public relations officer is Oliver Bauer, and the historian is Kendra Lehman. The Student Council is excited about the upcoming year and once again wants to thank everyone who continues to support this amazing leadership organization.



SCF HIGH SCHOOL

Homecoming Week

SEPTEMBER 30 TO OCTOBER 4

COME SUPPORT OUR SAINTS ATHELETE THIS
WEEEEK - SHOW YOUR SAINTS PRIDE!

Monday

Football - C team @
Hayward

Tuesday

Volleyball C, JV and Varsity host
Spooner *Bonfire to follow*
Cross Country @ Timberland hills
(Cumberland)
Soccer @ Ashland

Wednesday

No events

Thursday

Volleyball C, JV and Varsity @
Cameron
Soccer hosts Barron

Friday

2:20pm Parade
Varsity Football hosts
Cumberland

Need ticket information ?

Contact Tara Rose - Athletic Director
or Janita Nwachukwu - Athletic Secretary

SCF HS SPECIAL EDUCATION RESOURCES



Dear Parents of High School Students With Disabilities,

Parenting of a student with a disability can be overwhelming. Thousands of questions run through your head. What type of accommodations and support should my child be getting at school? What type of support should I be giving my child at home? What's an IEP? Is there support after high school? This letter should serve as a guide to answering some of those questions.

SCF School District Special Education Information

<https://sites.google.com/scfschools.com/student-services/special-education?authuser=0>

Many special education questions can be answered here:

- **Special Education Home Page**

<https://dpi.wi.gov/sped>

- **Special Education: Parent Homepage**

<https://dpi.wi.gov/sped/families/rights>

- **Intro To Special Education Booklet**

<https://dpi.wi.gov/sites/default/files/imce/families-students/intro-se.pdf>

If you have more questions or need more information and would like to talk with a special education teacher, please feel free to contact us.

Thank you!

High School Special Education Teachers:

Chris Schmidt Email: schmich@scfschools.com

Phone: 715-483-2507 ex 1308

Cory Schmidt Email: schmico@scfschools.com

Phone: 715-483-2507 ex 1309

Tia Svardahl Email: svardti@scfschools.com

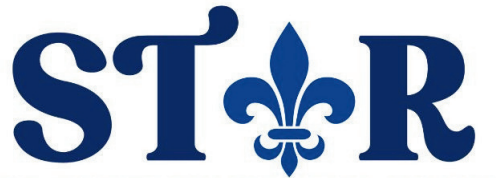
Phone: 715-483-2507 ex 1337



WE HAVE A NEW LOGO!

STAR's backpack program
feeds students over the
weekend! Contact the district
office for more information!

We're looking to GROW our
long-term non-endowed fund.
Reach out if you're in a
position to donate and help
us reach our goals!



EDUCATION FOUNDATION

ST. CROIX FALLS, WISCONSIN



CLICK to connect
and donate!



OUR MISSION REMAINS THE SAME.
WE'RE HERE TO HELP
SCF STUDENTS SUCCEED!

BINGO

& TACO DINNER NIGHT



October 12, 2024

SCF High School

Dinner: 4:30 - 6 pm Bingo: 6 - 8 pm

DINNER PRICES

Tacos \$2 each or 3 for \$5

Nachos \$2 or Super Nachos for \$5

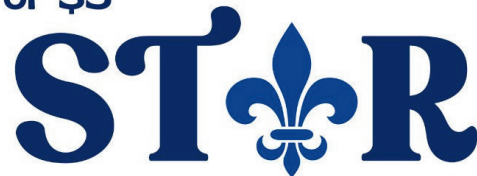
BINGO PRICES

1 Book 10 Games for \$10

(2 Cards per Game)

Play All Games for \$20

\$1 per Additional Card per Game



EDUCATION FOUNDATION

ST. CROIX FALLS, WISCONSIN

MANY PRIZES AND 20+ RAFFLE BASKETS

Call 715.553.2996 for further information or visit www.STARscf.org.

Money raised will be used to fund grants within the St. Croix Falls School District.

Check prize updates at Facebook/STAReducationfoundation.

Raffle #s are pending.

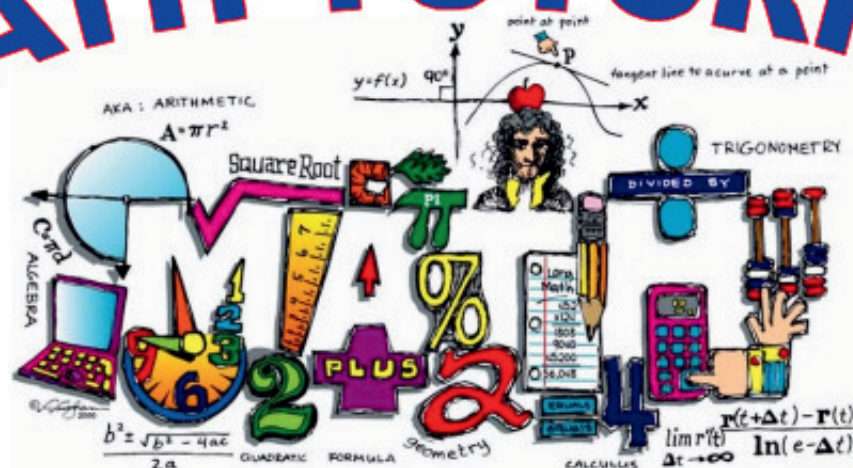
All bingo players must be at least 18 years of age or accompanied by an adult.

Winners of prize(s) containing alcohol must be 21 years of age or older.





MATH TUTORING



WHO: Algebra 1, Beginning Algebra, Intermediate Algebra, Algebra 2, Common Core Algebra 2, Geometry, Common Core Geometry, Stats, Pre-Calculus, Calculus, and Tech Math Students

WHEN: Monday, Wednesday, Thursday -- 7:00 - 7:55am; Friday -- 7:00 - 7:25am
(By appointment only if virtual: email sirinma@scfschools.com the day before to make an appointment.)

WHERE: Mr. Sirinek's Room (Room #139)

WHY: To improve math skills and study habits.

WHAT TO BRING: A POSITIVE attitude & questions you would like help answering!



A NOTE FROM THE MIDDLE SCHOOL PRINCIPAL **Darrell Imhoff**



Dear St. Croix Falls Middle School Families,

Welcome back to what promises to be a wonderful school year! I am excited to see the returning students and to meet our newest middle school students as well. To help us have a great start to the school year I want to share a few items with you.

Camp Middle School

Camp Middle School for incoming 5th graders will be August 21 from 2pm-3:30pm. This program for students is designed to help them with the transition into middle school. We will go over things like the daily schedule, changing classrooms, locks and lockers, and other important changes in middle school.

Open House

We have a few events before the start of the school year to help prepare students for middle school. The first is the Middle School Open House on August 21 from 4:00 to 8:00 PM. This is for all middle school students and is a good time for students and parents to meet the staff, bring in school supplies, and pay school fees.

New Parent Meeting

There will be a parent meeting during the Open House, August 21, at 6:15 in the Fine Arts Center for parents new to the middle school - 5th grade parents and parents new to the district. We will talk about how to access the computer programs used at the middle school, student Chromebooks, and other information to help your student be successful.

School pictures

Middle School picture day is August 28th. Please note the process for purchasing pictures from the district's provider. The picture ordering will be occurring through the vendor online after the pictures have been taken. This will necessitate the district providing home email addresses to the vendor. If you do not want your email address shared with this company, please notify your student's building office by August 16, 2024. Please make sure that your email address is up-to-date in our system if you've changed it since you first registered your child.



A NOTE FROM THE MIDDLE SCHOOL PRINCIPAL

Attendance reminders

Make sure to call the office at (715) 483-7727 in the morning if your student will be out for the day, is going to be late or you are picking up your student early from school. If you are going on a trip or your student will be gone for an extended period of time, contact the Middle School office to get a prearranged absence form. Please remind your student to see the school nurse before calling home if they don't feel well. If a student needs to leave early, remind them to stop by the office to sign out before exiting the building through the main entrance.

Drop off and Pick up

When dropping off and picking up students from the middle school please use the drive through by the middle school office entrance. While waiting for your student to be picked up either wait in the drive through area or in the parking lot directly across from the turn around. Do not wait or line up on the roadway along the softball and baseball fields. It congests those roadways and causes unsafe driving conditions.

As your principal it is important to me that everyone who enters St. Croix Falls Middle School feels welcome and excited to be here. This will enable us to meet the challenges of academic excellence in a positive and supportive environment. My door is always open and I welcome you to please stop in or contact me.

Darrell Imhoff
Middle School Principal
imhofda@scfschools.com
(715) 483-9823 ext 1202

THE MIDDLE SCHOOL BUILDING HOURS ARE 7:30 AM - 3:45PM

Students should not be in the building before 7:30 or after 3:45 without planned supervision

"Education is the most powerful weapon you can use to change the world." — BB King

Learn from yesterday,
live for today,
hope for tomorrow.

Albert Einstein



SCF MIDDLE SCHOOL



Join us on August 21st from 4-8pm

- Open House "TO DO" Checklist
- Meet your teachers
- Set up your locker
- Purchase 2 locks (\$6 each)
- Put money in your lunch account
- Pay Student Fees (\$15)
- Pay Athletic Fees (\$25)
- Make sure all forms are submitted (electronically)
- Make sure the Parent Powerschool account set up.
- Have fun and get excited for the new school year.

MIDDLE SCHOOL HOMEWORK HELP



**3:30-4:30 PM
MONDAY -
THURSDAY**

SCF MIDDLE SCHOOL

We are excited to
welcome all our new 5th grade students to

Camp Middle School



Wednesday, August 21st, 2024

2:00-3:30pm

St Croix Falls Middle School

Please put this date on your calendar.

What is Camp Middle School?

Camp Middle School is an orientation program offered to incoming fifth graders.

This summer program is designed to give incoming fifth graders a jump start on their middle school experience. The transition into middle school is often challenging for students and families. Students can expect increased homework, more student independence, changing schedules and an increasingly rigorous academic environment in which to learn. Though this challenge is all part of becoming a more mature student, all students can greatly benefit from formal preparation aimed to improve this transition.

Students will participate in activities which include: getting to know each other, becoming more acquainted with teachers, lunch time procedures, assignment notebooks, playground etiquette, locks and lockers and discussing any questions they might have about the middle school.

Call the St Croix Falls middle school office @ 715-483-9825 ext 1202 with any questions.



SCF MIDDLE SCHOOL

2024-2025 SUPPLY LIST

5TH GRADE

Notebooks: 1-Yellow, 1-Green, 1-Purple
Folders (plastic is best): 1-Blue, 1-Yellow, 1-Red, 1-Green, 1-Purple
Mechanical pencils or #2 Ticonderogas
20 pencil top erasers
Colored pencils (8-12 pack)
Colored markers (8-12 pack)
Scissors
Headphones (earbuds are best)
Strong container to hold pencils, etc. (no higher than 2" to fit in desk)
1 box of Kleenex
Optional, but highly recommended:
Locker Shelf Organizer
Art: pencils & erasers
If in Band: black 3-ring binder

6TH GRADE

Notebook (6)
Folder (6)
Composition Notebook
Blue or Black Pens
Mechanical pencils or #2 Ticonderogas
Red Pen (1)
Scissors
Highlighters
Dry-Erase Marker (2)
Glue Sticks (2-3)
Colored Pencils
Black, ultra-fine line marker (4)
Scientific Calculator
Headphones or earbuds
Box of Kleenex (1)
Art: pencils & erasers
If in Band: black 3-ring binder

7TH GRADE

3-Ring Binder (4)
Notebook (6)
Folder (6)
Glue Sticks (2)
Black Sharpie Markers (ultra-fine & fine tip)
Black or Blue Pens
#2 Pencils or Mechanical Pencils w/extra lead
Colored Pencils
Highlighter
Scissors
Basic or TI-30 Calculator
Headphones or earbuds
Red Pen (1)
Box of Kleenex (1)

8TH GRADE

3-Ring Binder (5)
Notebook (6)
Composition Notebook (1)
Loose leaf paper
Black or Blue Pens
#2 Pencils or Mechanical Pencils w/extra lead
Scissors
Erasers (multiple pencil top and/or block)
Colored Pencils (8-12 pack)
Red Pen (1)
Tape
Highlighters (variety of colors)
Markers (8-12 pack)
Headphones or earbuds
TI-30 Scientific Calculator
Dry Erase Markers: Black (4)
Box of Kleenex (1)

ALL MIDDLE SCHOOL STUDENTS

**2 Combination Padlocks -- MUST
BE PURCHASED
FROM THE MIDDLE SCHOOL
OFFICE @ \$6 each**

For All Physical Education Classes:

- Sweatshirt for outside activity
- T-shirt & Shorts
- Tennis Shoes
- Towel
- Deodorant



Summer School Fun



A NOTE FROM THE ELEMENTARY SCHOOL PRINCIPAL **Rita Platt**



Dear SCF and Dresser Elementary School Families,
Welcome back to what promises to be a WONDERFUL start to a new school year! I am so excited to see returning Saints and to meet our newest Saints as well.

As we get geared up, I want to share some reminders with you.

General Reminders

School hours are 8:07-3:19 (SCF ES) and 8:17-3:09 (Dresser ES).

- We have many family events throughout the school year but during the day, we only allow visitors in by appointment.

We love parents and know that you love your kiddos, but we live in a time and place where not every grown-up is safe or has the best interests of kids at heart. We can't pick and choose who to let in and who to keep out. My number one job as a principal is to keep our Little Saints safe and I take that responsibility very seriously. This year, however, we are going to try something new. We have designated one day for each grade for parents to come eat lunch at school with their children. The dates are tentatively set (see table). As the date approaches, I will send home invitations that you will need to RSVP for. I hope this is fun for all of us!

Grade	Lunch Date
4K	Tuesday, 9/17
K	Wednesday, 9/25
1	Tuesday, 10/8
2	Tuesday, 10/22
3	Tuesday, 11/12
4	Tuesday, 11/19

- If your child is going to be absent, has a transportation change, or will be picked up early, you **MUST** send a written note. If you have a last minute change, please call the office at 715-483-9826 x1100. We cannot use email or ClassTag for this. If a teacher was absent or too busy teaching to check electronic communication, we wouldn't get the message. Please help us out by following the guidelines above.

- We send information and photos through ClassTag. Please follow the teacher's instructions to get the app. Some have asked why we don't send paper copies of much anymore. There are three reasons:



A NOTE FROM THE ELEMENTARY SCHOOL PRINCIPAL

1. It is increasingly difficult to get the ink delivered on time. 2. Paper copies cost the district a substantial amount of money that could be better spent. 3. It's not environmentally friendly. Watch ClassTag, Facebook, and the SCF/Dresser Schools website for information. <https://www.scf.k12.wi.us/schools/scf/>

School Pictures

Dresser and St. Croix Falls Elementary School will have Cahill Studios out to take school pictures on 9/4. Retake day will be 10/8.

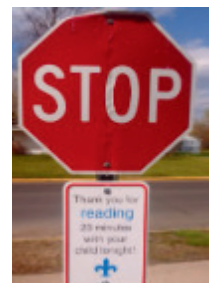
Please note that the process for purchasing pictures from the district's provider has changed. The picture ordering will be occurring through the vendor online after the pictures have been taken. This will necessitate the district providing home email addresses to the vendor. If you do not want your email address shared with this company, please notify your student's building office by August 12, 2024. Please make sure that your email address is up-to-date in our system if you've changed it since you first registered your child.

Parking/Drop Off/Pick Up Reminders

The parking lot can be a very dangerous place. I often see folks driving fast, texting, or being otherwise distracted. My goal is to protect our precious Saints, not to bug you! But, sometimes one seems to come with the other! Please remember to:

- Park in designated spaces only.
- At morning drop-off in the turn-around at the SCF Elementary, go to the end of the circle to let your student out and keep the flow of traffic moving. No vehicles allowed in the circle after school.
- Please model safe walking by always using the sidewalks. We don't want the children to think it's okay to walk in the street.

Finding a balance between keeping our kiddos as safe as possible and creating the warm and welcoming feel I want is tricky. There are steps I know we must take that may unintentionally make families feel unwelcome. That breaks my heart. Please remember that I care about each member of our school community and always welcome feedback. Reach out. I will gladly make time to chat. Connecting with families is one of the best parts of my job.



A NOTE FROM THE ELEMENTARY SCHOOL PRINCIPAL

School-Home Collaboration

The staff and I realize that parents are a child's first and best teachers. We need you. You can rely on us to do our best with your sweetie pies and to support you as parents and we ask you to do the following to support our work.

- Speak kindly of school and teachers. Research has found that parents' verbalized perception of a school has a profound impact on student learning and behavior. Staying positive is amazingly powerful!
- Organize your day so that children read for 20 minutes each day. This is a homework expectation for every Dresser and SCF ES student. If your little darling can't read, please read to her/him. Additionally, students should spend 5 minutes on math fact practice and/or spelling practice each day as needed. If you need support getting this going at your house, let me know, I truly love to help!
- Limit free-play electronics to an hour a day maximum and encourage as much outdoor and creative play as possible! We live in one of the most beautiful places on the planet, let's pledge to enjoy it this year!
- Consider joining our amazing parent group, POES (Parents of the Elementary Saints), check with me for information.
- Communicate with us! Please follow the Saint Croix Falls School District Facebook page @ <https://www.facebook.com/scfschools/> and share your updated email information.
- Read the Student Handbook, it is filled with information you will find helpful.

Please remember, we need you as much as you need us. We serve children best when we try to be on the same page. Reach out with questions, concerns, and suggestions when you have them. Also, reach out with compliments. The teachers are always on overdrive trying to do the very best they can. Your words of encouragement mean a lot.

Thank you so much for sharing your children with us. We promise to teach them, love them, nurture them, and help them grow.

♥ Rita Platt
plattri@scfschools.com
715-483-9826 x1102



ELEMENTARY SCHOOL

2023 - 2024 Supply Lists

KINDERGARTEN

1 large backpack without wheels
3 large glue sticks
1 container of Clorox Wipes
2 boxes Crayola crayons (24 colors)
2 dry erase markers
1 pair of headphones (no ear buds)
1 water bottle
1 Paint shirt (adult size T-shirt)
1 Regular sized bath towel for rest time
1 change of clothing in Ziploc bag labeled with child's name (includes a change of underwear and socks)
1 box of Kleenex
Boys bring: 1 box gallon Ziploc bags
Girls bring: 1 package Mr. Clean Magic Erasers

GRADE 1 -- DO NOT LABEL SUPPLIES

1 Crayola Crayons (24 colors - non-scented please)
2 large pink erasers
2 large glue sticks (non-scented please)
1 School bag or backpack without wheels
12 pack of Ticonderoga pencils
1 large box of tissues to share
Scissors
12 pack Crayola colored pencils
1 chisel tip dry erase marker
1 pair of headphones (no ear buds)
2 pocket folders
1 box quart size Ziploc bags
Clorox Wipes
NO TOOLBOX NEEDED

GRADE 2

1 set of crayons - (24 colors)
1 large box of tissues to share
1 spiral notebooks (wide rule)
24 #2 pre-sharpened pencils
1 large pink eraser
3-4 fine-tip dry erase markers
Scissors
Hard plastic pencil case/tool box
4 small or 2 large glue sticks
2 pocket folders (1 plastic)
1 pair of headphones (no ear buds)
1 large containers of disinfectant wipes
1 highlighter
12 pack of colored pencils
1 set of washable markers (optional)

GRADE 3

1 pencil/supply box
2 fine-tip dry erase makers
4 pocket folders
24 #2 all wood pencils-sharpened
1 large glue stick
1 large box of Kleenex
1 big erasers
1" 3-ring hard covered binder with front cover pocket
Crayons
1 Composition book (100 sheets)
Scissors (sharp)
1 spiral notebooks (wide rule)
Colored pencils
Disinfecting wipes
3-hole binder pencil pouch
1 red pen
2 highlighters
1 pair of headphones (no ear buds)
Washable markers (optional)

GRADE 4

Scissors
3 one-subject wide ruled notebooks
1 ruler (12 inch length)
1 glue stick
1 box of colored pencils
1 highlighter
1 black Sharpie
2 red pens
2 fine tip dry erase markers
6 pocket folders
12 - #2 pencils
1 large box of Kleenex
1 container of Clorox wipes
2 medium sized erasers
1 zippered pencil pouch
1 pair of headphones (no ear buds)

4-K

2 boxes of 8 Crayola Crayons (regular - no jumbo sized)
6 large glue sticks ONLY
4 dry erase markers
1 pair of inside tennis shoes (non-marking soles)
1 change of clothing in a Ziploc bag labeled with child's name
1 towel for rest time
1 box of Kleenex
1 container of Clorox Wipes
1 large backpack without wheels

ADDITIONAL NOTES:

Labeling We ask that you label as many items as possible including pencils (unless otherwise noted).

Shoes All 4K-4th grade students need tennis shoes that will stay at school. These will be their inside and gym shoes. Outside shoes should also be tennis shoes. Please--NO boots, sandals or Crocs. Kindergarten parents, please send one pair of shoes that your child can put on independently.

Clothing EVERY student should have a spare set of clothing in their backpack at all times.



ALL SCHOOL REMINDERS

Parents: This is a reminder on attendance.

Per our student handbooks, each student is allowed **ten** parent excused days each school year. A parent or guardian is required to notify the school when a child is absent from school. When taking a vacation, we require at least two days notification before being absent from school.

Students arriving late to school require a parental note or phone call and must sign in at the office window and receive a pass from one of the school secretaries for class. Being tardy for school beyond the time specified in your school's handbook will result in your student being marked absent. Accumulating multiple tardies, excused or unexcused, to any class, will result in detentions.

For the specific school attendance policies, please visit our school website. If you have any attendance questions, or you are calling to excuse your student, please call your school's office.

High School Office: 715-483-9824

Attendance: 715-483-7726

Middle School Office: 715-483-9825

Attendance: 715-483-7727

Elementary School Office: 715-483-9826

Attendance: 715-483-7728

Dresser School Office: 715-755-3165

Attendance: 715-483-7729

Power School is a great tool for parents to keep track of their student's attendance as well as their grades and school lunch accounts. If you are looking for guidance on how to access this, visit this link:

<https://parentaccess.scfschools.com/home>

Bus Routes and Stop Schedules

Bus stops and routes are evaluated every summer to ensure that our school buses are driving safely and efficiently throughout our district transporting students to and from school. Keep in mind that your bus stop time and location may change from year to year. If your primary residence is within school district boundaries you will always be guaranteed a school bus stop for your student within a reasonable walking distance from your address. However, we cannot guarantee a bus stop directly at your driveway. Your student's age, other students at nearby addresses, siblings accompanying your student to and from the school bus, and the feasibility of driving a school bus down your road are some of the numerous factors that go into determining the location of your bus stop. Serving our students and meeting their needs has always been one of our top priorities, however school bus transportation is provided to district students with the understanding that transportation is a partnership: The school district will always provide the majority of your student's transportation needs, but a small portion of their daily transportation (whether it is walking or being driven to their bus stop) will always remain the responsibility of the student and their family.

School bus routes with stop times and locations will be posted on the school website by mid-August. An announcement will be made on the school website and through social media when bus routes are available.



Additionally, please keep in mind that school transportation is flexible and must be modified throughout the year to best fit our students' needs. Changes to routes, stop times, and pickup/dropoff locations can and do happen especially during the first month of the school year. Check bus route stop times on the website frequently throughout the first few weeks of school as that is typically our busiest time of adding and changing stops. We will do our best to communicate all changes to you as far in advance as possible. Route and time changes will be updated on the school website as well. If you have questions or concerns about your bus stop times, or what stop your student is assigned to, please contact the Transportation Office. We will be happy to discuss your options with you.

Attendance on School Buses

If your student is a regular bus rider, but you are planning on an extended absence from the school bus due to illness, sports commitments, changes in work schedule, or other reasons, please let the bus route driver know or contact the Transportation Office with that information. This can help prevent buses going out of their way to stop at empty or unused school bus stops.

General Bus Riding Guidelines

- Cooperate with all instructions the driver gives you. The driver is in charge of your safety throughout the entire bus ride.
- Be on time to your bus stop. Arrive a few minutes early to your stop to help the driver stay on schedule.
- Keep the volume of your speech to minimal levels.
- Keep your school bus clean! Don't litter on your bus. Put all trash in the trash can at the front of the bus.
- No standing, kneeling on seats, or walking around the bus (whether in motion or when stopped). Remain seated & forward facing during your ride.
- Most importantly - be considerate of others. Please keep your hands to yourself! Do not touch other people or their property.

Ridership Guidelines for Guest Riders and Students with Multiple Stops

Guest Riders: If your student does not regularly ride the school bus, but you are planning on having them ride home to a friend's house or to another destination, please contact the Transportation Office, or have your student inform the school office, school office staff can send a note or email to the Transportation Office so we can anticipate riders that are not usually on our roster.

Multiple Stops: If you have a student that needs to be picked up or dropped off at different stops due to having multiple households or after school activities - please contact the Transportation Office and discuss the schedule in advance with us. That way we can have your student rostered on all appropriate routes ahead of time.

Contact Information

Please remember to contact the Transportation Department directly when you have changes to your transportation schedule. Contacting the school office requires the school secretaries to pass that information to us. Contacting us directly will expedite the process and ensure we get all the information we need to transport your students home safely. The Transportation Department is open on school days. Hours of operation are 6:30AM - 5:00PM. The office line is (715) 483-2450. If there is no answer at that number, please leave a message to allow us to follow up with you. Alternatively, you can contact the on-call supervisor's mobile phone at (715) 417-0595 and leave a voice message or send a text message to get a hold of someone directly. Text messages and emails (to kemenst@scfschools.com) can be helpful if you are able to communicate that way as we are usually able to respond more promptly.

Stephanie Kemen Transportation Director



CONFIDENTIALITY OF PERSONALLY IDENTIFIABLE INFORMATION OBTAINED THROUGH CHILD FIND ACTIVITIES

The School District of St. Croix Falls 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: 1) the District provides opportunities for referrals and screening at any time, 2) the District does Child Find Days for 4-K students, 3) the District accepts referrals and does early childhood screening, and 4) the Polk County's birth to three program refers students to the school district for screening. 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 school principal [or appropriate school official] 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.



DPI MANDATORY NOTICES 2024-25

- 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 St. Croix Falls 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 authorize 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. Also 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.

SCHOOL DISTRICT OF ST. CROIX FALLS ANNUAL NOTICE OF SPECIAL EDUCATION REFERRAL AND EVALUATION PROCEDURES

- Upon request, the School District of St. Croix Falls 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 [Tanya Milanowski, School Psychologist, School District of St. Croix Falls, at \(715\) 483-2507 ext. 1203 or \[milanta@scfschools.com\]\(mailto:milanta@scfschools.com\)](#); or by writing to the School District of St. Croix Falls, PO Box 130, St. Croix Falls, WI 54024. Referrals can also be made to [Shelly Schmitz, Director of Special Education at 715-483-1410 or \[schmish@scfschools.com\]\(mailto:schmish@scfschools.com\)](#).

CHANGE IN IDENTIFICATION OF SPECIFIC LEARNING DISABILITIES

Wisconsin's rule for identifying students with specific learning disabilities (SLD) has changed. No later than December 1, 2015, all initial SLD evaluations of public school students will use information from interventions to make eligibility decisions.

This article is to notify you that beginning on August 11, 2015, initial SLD evaluations in the St. Croix Falls School District will begin using information from a student's response to intensive, scientific research based or evidence based interventions when making special education eligibility decisions.

If you have any questions or would like more information, please contact Shelly Schmitz, Director of Special Education, at 715-483-1410 or schmish@scfschools.com.



NOTICE OF SPECIAL NEEDS SCHOLARSHIP PROGRAM

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 qualifying child with a disability may be eligible to receive a scholarship from the Department of Public Instruction (DPI) that allows the child to attend an eligible private school in Wisconsin 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. Additional information about the program is available on the website of the Wisconsin Department of Public Instruction:

<https://dpi.wisconsin.gov/parents/special-needs-scholarship>

SCHOOL DISTRICT OF ST. CROIX FALLS STUDENT SEARCHES/USE OF CANINES IN STUDENT SEARCHES POLICY 446

It is the policy of the District to provide a safe and healthy environment for all persons in school buildings and on school premises. School officials have a duty to investigate any suspicion that items or materials harmful to the health and safety of students, school personnel, or property are present within the school or on school premises. This includes, but is not limited to, conducting search activities as outlined in this or other Board policies.

- Locker Searches – A school locker is provided for the convenience of the student to be used solely and exclusively for the storage of the student's wearing apparel and school-related materials during the time the student is attending school. No student shall use the locker for any other purpose. The locker is assigned to a student but remains the property of the District. At no time does the District relinquish its exclusive control of the lockers. Locker searches may be conducted as determined necessary or appropriate without notice, without student consent, and without a search warrant. Locker searches under this policy may be conducted by the District Administrator, a building principal or assistant principal, a school employee specifically designated by the District Administrator or building principal, a school liaison officer, or other law enforcement official who is acting at the request of or in conjunction with school authorities.
- Search of Students and/or Their Personal Belongings – District staff may conduct a search of a student or the student's personal belongings (e.g., backpacks) when the student voluntarily consents to the search or where there is reasonable suspicion that the student has in his/her possession items that violate the law, Board policies or school rules. The search shall be conducted in a reasonable manner and must not be overly intrusive in light of the age and sex of the student and nature of the infraction. Searches of a student's person or personal belongings should generally be conducted outside the presence of other students. No District official, employee, or person acting as an agent of the District shall conduct a strip search of a student.
- Vehicle Searches – The District may search student-operated vehicles parked on school premises when there is reasonable suspicion of a violation of the law, Board policies or school rules or the student has given consent to the search of the vehicle.
- Use of Canine Units in Safety and Search-Related Activities – The School Board authorizes the use of trained canine units to detect the presence of drugs, explosive devices, or other illegal items/substances on school property under the following conditions: (1) the presence of the canine unit on school property is authorized in advance by the District Administrator or designee or is pursuant to a court order or warrant; (2) a law enforcement officer specifically trained to work safely and competently with the canine unit must handle the canine; and (3) the canine unit is represented by the sheriff or chief of the law enforcement agency providing the service as capable of accurately detecting specific contraband. The District shall not use trained canine units to sniff a student's person, including articles of clothing a student is wearing or a bag while the student is holding it. A positive reaction by a trained canine unit will provide reasonable suspicion for a search of a student's locker, vehicle or other property in accordance with this policy.

To the extent prohibited by law, school employees shall not request or require a student to disclose the access information for any of the student's personal Internet accounts.

To the extent permitted by law, a school official conducting student-related search activities under this or any other Board policy may request the active assistance of a school liaison officer or other law enforcement official. School officials may remove any unauthorized item found as a result of a search. Items belonging to the student but removed or temporarily confiscated by the District will generally be held by the school for return to the student's parent or guardian (for students who are minors) or, if appropriate, turned over to law enforcement. The student and his/her parent or guardian shall be notified of any unauthorized item belonging to the student/family that has been found and turned over to law enforcement officials.

Students and their parents and guardians shall be informed of this policy and the specific provisions related to locker searches through the student handbook.



SCHOOL DISTRICT OF ST. CROIX FALLS EQUAL EDUCATIONAL OPPORTUNITY POLICY 411

The School District of St. Croix Falls is committed to equal educational opportunity for all students in the District.

The right of the student to be admitted to school and to participate fully in curricular, co-curricular, student services, recreational or other programs or activities shall not be unlawfully abridged or impaired because of a student's sex, race, religion, color, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability, or any other legally-protected status or classification. Accordingly, the School Board prohibits all forms of unlawful discrimination against students, regardless of the legally-protected status or classification that serves as the basis for any prohibited discriminatory conduct, policy, or practice. When based upon a legally-protected status or classification, examples of unlawful and discriminatory acts can include:

1. The denial of admission to any public school;
2. The denial of participation in, equal access to, or the benefits of any curricular, extracurricular, student services, recreational or other program/activity;
3. The discriminatory and inequitable provision of resources among comparable curricular or extracurricular programs;
4. Any action, policy, or practice, including segregation, bias, stereotyping, or student harassment, which is detrimental to a person or group of persons and differentiates or distinguishes among persons, or which limits or denies a person or group of persons opportunities, privileges, roles or rewards based, in whole or in part, on a legally-protected classification or characteristic.

Children of homeless individuals and unaccompanied youth (youth not in the custody of a parent or guardian) as identified under federal law shall have equal access to the same free, appropriate public education, including comparable services, as those provided to other children and youth who reside in the District. Homeless children and youth shall not be required to attend a separate school or program for homeless children and shall not be stigmatized by school personnel.

The District shall provide all appropriate and legally-required accommodations, educational services, and/or programs for students who have been identified as having a disability, regardless of the nature or severity of the disability and regardless of whether the student qualifies for the District's special education program. Facilities modifications necessary to provide for appropriate access and participation for persons with disabilities shall be made to the extent required by law.

Requests for such accommodations shall be made in writing and shall be submitted to and acted upon by the building principal. Accommodations may include, but are not necessarily limited to, being excused from participation in an activity, alternative assignments, release time from school to participate in religious activities, and opportunities to make up work missed due to religious observances. Any such accommodations granted under this policy shall be provided to students without prejudicial effect.

This policy shall not be interpreted to prohibit the District from (1) providing special programs or services based on student need, including gifted and talented, special education, school-age parents, bilingual bicultural, at risk, and other special programs; or (2) placing a student in a school, program, class, or activity based on objective standards of individual need or performance. All District career and technical education opportunities will be offered to students on a nondiscriminatory basis and in a manner consistent with this policy.

Complaints alleging a violation of any aspect of this policy may be filed and shall be processed in accordance with the District's student discrimination complaint procedures, as adopted in connection with this policy.

By following required procedures and timelines, complaints of unlawful student discrimination may also be filed externally with the Wisconsin Department of Public Instruction, the Chicago office of the U.S. Department of Education's Office for Civil Rights, or, in appropriate circumstances, with any state or federal court or other agency of competent jurisdiction.

Designation of Compliance Officer. The administrator holding the following position is designated as the District's equal educational opportunities compliance officer ("Compliance Officer"):

Brian Kray, Director of Instruction and Technology (kraybr@scfschools.com), St. Croix Falls School District, 715-483-9823



DPI MANDATORY NOTICES 2024-25

The Compliance Officer is authorized to receive complaints brought under this policy and its related complaint procedures. The Compliance Officer also serves as the District's Title IX Coordinator (sex discrimination and sexual harassment issues and complaints) and Section 504 and Americans with Disabilities Act Coordinator (disability rights and disability-based discrimination issues) for all student and all non-employment related matters. The District Administrator's designee shall perform the duties of the Compliance Officer if the Compliance Officer is temporarily unavailable or if a complaint involves any alleged improper conduct by the Compliance Officer.

Confidentiality of Reports and Complaints. Although absolute confidentiality cannot be assured, the District will maintain the confidentiality of discrimination reports and complaints to the extent required by any applicable law, and the District will otherwise make efforts to maintain confidentiality where non-disclosure does not interfere with the District's ability to appropriately process and respond to the report or complaint. Nonetheless, investigating a matter often involves disclosing (directly or indirectly) the identity of persons involved in the particular events/issues. Individuals who have specific concerns about confidentiality should arrange to discuss those concerns with the District as early as possible in the process.

Retaliation Prohibited. No employee, officer, agent or representative of the District shall unlawfully retaliate against, harass, intimidate or otherwise impose any improper consequence against any person who (1) pursues any complaint under this policy and its related complaint procedure; or (2) otherwise participates in the resolution of any report, complaint, or investigation involving an alleged violation of this policy. Further, any act of retaliation, harassment, or intimidation performed by a student against any such persons who are involved in the complaint process would itself constitute a violation of school rules and District policy, and subject the student to appropriate disciplinary action.

Abuse of Process Prohibited. Failure to act in good faith while participating in the resolution of any report, complaint, or investigation under this policy or its related complaint procedure constitutes an abuse of process and subjects an employee or student to potential discipline. Abuse of process includes the pursuit of a complaint that the complaining party knows to be false or wholly frivolous, the intentional provision of false or misleading information during the processing of a complaint, or the use of the District's complaint process to harass, intimidate, or otherwise impose an improper consequence on any individual. The District prohibits any act of discrimination on the basis of sex in any education program or activity that we operate; individuals may report concerns or direct questions to:

Brian Kray, Title IX Coordinator, at: kraybr@scfschools.com or by phone at 715-483-9823 x1253.

A full copy of our Title IX Policy is available by going to: <https://www.scf.k12.wi.us/district/title-ix.cfm>

Title IX Policies and Procedures updates are in development and will be posted here in August. (as of 7/9/2024)

Title IX Nondiscrimination Policy Statement – As mandated by the current provisions of Title IX of the Education Amendments of 1972 and under the regulations set forth in Chapter 106 of Title 34 of the Code of Federal Regulations (“the federal Title IX regulations”), the District does not unlawfully discriminate on the basis of sex in any education program or activity that the District operates. Title IX's requirement not to discriminate in any education program or activity extends to cover, but is not limited to, District students, certain admissions processes, and District employment. Inquiries regarding how Title IX and the federal Title IX regulations apply to the District may be referred to a District Title IX Coordinator, Brian Kray, to the Assistant Secretary for Civil Rights at the U.S. Department of Education, or to both.

The District's commitment to nondiscrimination under Title IX and under other state and federal laws is further defined in the following policies of the School Board: Policy 113, Policy 411, Policy 411.1, Policy 511, and Policy 512.

NONDISCRIMINATION STATEMENTS AND DISSEMINATION OF POLICY AND DISCRIMINATION COMPLAINT PROCEDURES

In addition to including express nondiscrimination statements in other Board policies where required by law:

1. A legal notice of this policy and its accompanying complaint procedures shall be published at the beginning of each school year in the District's official newspaper.
2. A student nondiscrimination statement shall be included in student and staff handbooks, course selection handbooks, and other similar published materials distributed to the public describing school activities and opportunities.
3. The student discrimination complaint procedures shall be disseminated to students, parents and guardians, employees and others to inform them about the proper process for submitting a complaint. The information shall be published in student, parent and staff handbooks, and the procedures or a reference to the procedures may be published or posted in other appropriate locations (e.g., the District website, guidance offices).



MAINTENANCE OF COMPLAINT RECORDS; REPORTS AND EVALUATIONS

The District's equal educational opportunities compliance officer shall be responsible for ensuring that the District maintains adequate records of complaints filed under the District's student discrimination complaint procedures and for directing the timely preparation of the annual or other reports and evaluations regarding nondiscrimination initiatives and compliance that the District is required to conduct and/or provide to the Department of Public Instruction. In addition, the District is required to formally evaluate the status of nondiscrimination and equality of educational opportunity in the District at least once every five years.

SCHOOL DISTRICT OF ST. CROIX FALLS MAINTENANCE AND CONFIDENTIALITY OF STUDENT RECORDS 347

Student records shall be maintained in the School District of St. Croix Falls to assist school personnel in providing appropriate education experiences for each student in the District.

The Board recognizes the need for confidentiality of student records. Therefore, the District shall maintain the confidentiality of student records at collection, storage, disclosure and destruction. Student records shall be available for inspection or release only with prior approval of the parent or adult student, except in a situation where legal requirements specify release of records without such prior approval. The building principal or the qualified designee shall be present to interpret behavioral records when inspection is made.

Building principals shall have the primary responsibility for the collection, maintenance and dissemination of student records in accordance with state and federal laws and established procedures. Upon transfer of student records to the Central Administrative Office, the District Administrator or his qualified designee shall assume these duties.

SCHOOL DISTRICT OF ST. CROIX FALLS STUDENT RECORDS 347 EXHIBIT 1

Student record notices shall be published annually in accordance with state and federal law.

The St. Croix Falls School District maintains student records for each student attending school in the District. These records include: (1) student progress records – courses taken, grades, immunization records, extracurricular activities and attendance; and (2) student behavioral records – psychological tests, personality evaluations, records of conversations, written statements relating specifically to an individual student's behavior, tests relating specifically to achievement or measurement of ability, physical health records other than immunization records, law enforcement agency records obtained by the District and any other student records which are not progress records.

State and federal laws require that the maintenance of student records assure confidentiality. The District has also adopted a student records policy and procedures. This notice is subject to state and federal laws and the District's policy and procedures. Accordingly, the following shall apply in the District:

1. An adult student, or the parent(s) or guardian(s) of a minor student, has the right to inspect, review and obtain copies of the student's school records upon request in accordance with established District procedures. The District will respond to such requests without unnecessary delay. Copies of the District's student records procedures are available upon request at the School District Office.
2. An adult student, or the parent(s) or guardian of a minor student, has the right to request the amendment of the student's school records if he/she believes the records are inaccurate, misleading or otherwise in violation of the student's privacy rights. Complaints regarding the content of student records may be made in accordance with established District procedures. Copies of the District's procedures are available upon request as outlined above.



3. An adult student, or the parent(s) or guardian(s) of a minor student, has the right to consent to the disclosure of information contained in the student's school records, except to the extent that state and federal laws authorize disclosure without consent. One exception that permits disclosure without consent is disclosure to school officials determined to have legitimate educational or safety interests in the records. A "school official" is a person employed by the District who is required by the Department of Public Instruction to hold a license; a law enforcement officer(s) who is individually designated by the School Board and assigned to the District; a person employed by or working on behalf of the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and police-school liaison personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a specific task (such as an attorney, hearing officer, auditor, medical consultant or therapist); or a person serving on an official committee such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks. A school official has a "legitimate educational interest" if the official needs to review a student record in order to fulfill his/her professional or District responsibility. The District also, upon request, forwards a student's records to another school without consent in accordance with state law for purposes related to the student's enrollment or transfer. District procedures outline the specific reasons for disclosure without consent and are available upon request as outlined above.
4. An adult student, or the parent(s) or guardian(s) of a minor student, has the right to file a complaint with the U.S. Department of Education for alleged District noncompliance with federal Family Educational Rights and Privacy Act (FERPA) requirements. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-5920.

Student Directory Data

The School Board has designated the following student record information as directory data:

Student's name; recorded images of the student that are not being maintained by the District for a separate purpose as a behavioral record; student's school/grade level; degrees and awards received by the student; student's participation in officially recognized activities and sports; weight and height of members of athletic teams; the name of the school most recently previously attended by the student; student's dates of attendance (not including daily attendance records); student's date of birth; student's home address; student's telephone number; and student's place of birth.

The District may disclose this information as directory data unless a parent, adult student, or other person authorized by law has informed the District in writing that all or any part of this record information may not be released without appropriate prior consent. After the District issues this annual notice near the beginning of each fall session, and after issuing similar notice upon a student's initial enrollment and registration in the District or re-enrollment following a gap in enrollment, the parent, guardian, or adult student will have 14 days from the date the notice is issued to inform the school that all or any part of the student's directory data may not be released without prior consent. During such 14-day periods, the District will avoid any release of the student's directory data that is not separately authorized or required by law. In addition, using procedures established by the administration, a parent or guardian (or adult student, if applicable) may make, modify, or withdraw any previous opt-out decision regarding directory data at any time.

Disclosure of High School Students' Contact Information

Federal law requires the District to provide institutions of higher education and military recruiters, upon their request, with the following contact information for high school students unless an eligible adult student or a minor student's parent or guardian, has notified the District that such information shall not be released without the prior written consent of a parent or guardian (or adult student, if applicable):

1. To institutions of higher education: a high school student's name, address, and telephone number.
2. To military recruiters: a high school student's name, address, telephone number, and electronic mail address.

Notice of a decision to opt-out of the automatic disclosure of such contact information for a high school student may be submitted at any time. To opt out the high school office should be notified in writing. The parent/guardian must sign such a request.



SCHOOL DISTRICT OF ST. CROIX FALLS STUDENT DIRECTORY DATA 347.1 EXHIBIT 2 OPT-OUT FROM STUDENT DIRECTORY DATA AND DISCLOSURES OF STUDENT CONTACT INFORMATION

(Completing this form is optional.)

The District has designated the following student information as “directory data” in order to facilitate each student’s full participation in a variety of school-related activities and publications (such as school yearbooks, acknowledging student awards/achievements, and creating programs for graduation ceremonies, athletic contests, and music/fine arts productions):

- name
- school/grade level
- date of birth
- participation in officially recognized activities and sports
- weight and height of members of athletic teams
- degrees and awards received by the student
- recorded images of the student (when not separately maintained as behavioral records)
- dates of attendance (not including daily attendance records)
- the name of the school most recently previously attended by the student

When information is designated as directory data, it means that the School District may generally disclose the information without obtaining advance consent, provided that the disclosure is consistent with applicable District policy and with the District’s directory data notice. Please be aware that student directory data may sometimes be disclosed to third parties who are not affiliated with the School District. However, parents and guardians (and students over age 18) have the right to notify the District, in writing, that any or all of a student’s directory data may not be disclosed without advance consent.

Independent of the District’s designation of student “directory data” items, federal law separately requires the District to provide institutions of higher education and military recruiters, upon their request, with high school students’ contact information unless an eligible student or the parent or guardian of a minor student has opted out of such disclosures. The contact information the District is required to provide to colleges and military recruiters includes a high school student’s name, address, and telephone number, and, for military recruiters only, a student’s electronic mail address. When the terms “contact information” or “student contact information” are used in this form, they are referring to those specific data items for high school students. When a parent, guardian, or adult student wishes to opt-out of District disclosures of (1) student directory data; and/or (2) student contact information to military recruiters and institutions of higher education, they should fill out this OPTIONAL form and return the form to the main office of the school in which the student is currently enrolled. A parent or guardian (or adult student, if applicable) may use this form to make, modify, or withdraw opt-out decisions at any time, but should allow a reasonable period of time for such decisions to be processed. Unless the District provides written notice to the contrary, an opt-out decision made using this form will remain in effect until it is modified or withdrawn by an appropriate party.

OPT-OUT FROM STUDENT DIRECTORY DATA AND DISCLOSURES OF STUDENT CONTACT INFORMATION

(Completing this form is optional.)

Before completing this form, please review all accompanying information, including the following:

- Opting out of the School District’s disclosure of directory data for certain uses that are in direct connection to school-sponsored activities and school-sponsored publications/communications may affect a student’s ability to fully participate in some school functions and activities.
- Opting out of the disclosure of directory data and/or contact information using this form does not prevent the School District from disclosing student records without consent (including records that contain directory data) if the District determines that there is a separate exception to the confidentiality of the records that authorizes or requires the disclosure.
- A decision to opt out of the School District’s disclosure of a student’s name as directory data cannot be used to prevent the school from using, or requiring the student to use, the student’s name (or an equivalent identifier permitted by the school) in any school-sponsored activities (e.g., classes).



DPI MANDATORY NOTICES 2024-25

STUDENT'S NAME: _____

SCHOOL: _____ CURRENT GRADE: _____

NAME OF PERSON FILLING OUT THIS FORM: _____

DATE: _____

RELATIONSHIP TO STUDENT (check one): ☐ parent ☐ guardian ☐ adult student (18 or over)

TELEPHONE OR EMAIL ADDRESS OF PERSON FILLING OUT THIS FORM: _____

NOTICE: Submitting this form replaces any previous opt-out elections that are on file for the student.

WITHDRAWAL OF PRIOR OPT-OUT ELECTIONS (if applicable):

☐ For all items covered by this form, I wish to withdraw all opt-out elections currently on file for this student,

(Check the box in this section and leave the rest of the form blank to select “no opt outs.”)

MAKE A NEW OPT-OUT ELECTION (if any):

To choose “Level 0,” do not check any of the boxes in this section. Otherwise, check no more than one of the remaining options to “opt-out” of (i.e., block) the School District’s disclosure of the student’s “directory data” and contact information, as indicated, unless the District first obtains written consent for the disclosure:

- Level 0
No restrictions:

Do not check any boxes in this section if you wish to allow the disclosure of student “directory data” as authorized by law and by School District policy.

- Level 1
Some restrictions on disclosures to third parties:

☐ I am opting out of the District’s release of “directory data” information and, if applicable, student contact information to non-District third parties except for disclosures to third parties: District-related organizations (e.g., a parent-school or booster group) and District-selected providers of school-based products/services for students (e.g., a school photographer or a vendor of school-branded clothing).

- Level 2
No disclosures to any third parties

☐ I am opting out of the District’s disclosure of “directory data” and, if applicable, student contact information to all non-District third parties, including District-related organizations and District-selected providers of school-based commercial products/services for students.

- Level 3 Most restrictive
(please read the caution statement)

☐ To the extent possible, I am opting out of all disclosures of student “directory data” and, if applicable, all student contact information, whether for a school-related activity or for any other purpose. **CAUTION!** This selection can affect the ability of the student to fully participate and be fully included in a variety of school activities and publications (including yearbooks, athletics, and various student recognition activities).



DPI MANDATORY NOTICES 2024-25

FOR HIGH SCHOOL STUDENTS ONLY: REQUESTS FOR STUDENT CONTACT INFORMATION FROM COLLEGES AND MILITARY RECRUITERS

COMPLETE ONLY PART A or PART B. DO NOT COMPLETE BOTH PARTS.
(this section applies only to high school students)

Part A

If you selected **Level 0** above (i.e., no restrictions on student directory data), you still have the option to separately opt out of either or both of the following disclosures of a high school student's contact information:

(Check one, both, or none of the boxes.)

- ☐ The School District may not release the contact information of the student named on this form to **institutions of higher education** in the absence of written consent from a parent or guardian (or the adult student, if applicable).
- ☐ The School District may not release the contact information of the student named on this form to **military recruiters** in the absence of written consent from a parent or guardian (or the adult student, if applicable).

IMPORTANT: Check neither box in Part A if you want the school district to provide the student's contact information to colleges and military recruiters.

Part B

If you made a **Level 1, Level 2, or Level 3** opt out decision above, you may (but are not required to) grant specific consent for either or both of the following disclosures of student contact information:

(Check one, both, or none of the boxes.)

- ☐ I consent to the disclosure of the student's name, address, and telephone number to **institutions of higher education**.
- ☐ I consent to the disclosure of the student's name, address, telephone number, and email address, to **military recruiters**.

IMPORTANT: If you do not wish to grant specific consent for either of the disclosures listed above, then do not check any of the boxes in Part B.

CUSTOM/ALTERNATE OPT OUT REQUEST (IF ANY, OR LEAVE BLANK IF NONE):

If the above options do not meet your needs, please describe your opt-out request here:

NOTICE: A completed form should be returned to the main office of the school that the student currently attends. Please contact the school office if you do not receive confirmation that the form was received.

Adopted: May 24, 2022



SCHOOL DISTRICT OF ST. CROIX FALLS STUDENT RECORDS 347 Rule 1

A. CONTENT OF RECORDS Student records include all records relating to an individual student other than notes or records maintained for personal use by teachers or other certified personnel which are not available to others, records necessary for and available only to persons involved in the psychological treatment of a student, records created or received by the District after an individual is no longer a student in attendance and that are not directly related to the individual's attendance as a student.

1. Progress records maintained by the school include a statement of courses taken by the student, the student's grades, the student's immunization records, the student's extracurricular activities and the student's attendance record.

2. Behavioral records maintained by the school include psychological tests, personality evaluations, records of conversations, written statements relating specifically to an individual student's behavior, tests relating specifically to achievement or measurement of ability, the student's physical health records other than his/her immunization records, law enforcement agency records and any other student records which are not progress records.

a. **"Law enforcement agency records"** include those records and other information obtained from a law enforcement agency relating to:

- (1) the use, possession or distribution of alcohol or a controlled substance by a student enrolled in the District,
- (2) the illegal possession of a dangerous weapon by a child,
- (3) an act for which a District student was taken into custody based on the law enforcement officer's belief that he/she violated or was violating any state or federal criminal laws, and
- (4) the act for which a juvenile enrolled in the District was adjudged delinquent. The law enforcement agency may provide such record information to the District on its own initiative or on the request of the District Administrator or designee, subject to the agency's official policy. The District may also enter into an interagency agreement with law enforcement and other appropriate agencies to provide for the routine disclosure of record information in accordance with state law provisions. If a law enforcement agency denies access to any of the aforementioned records, the District may file a petition with the court seeking access to the records based on legitimate educational or safety interests in the records.

b. **"Court records"** include those records received from a court clerk concerning a juvenile enrolled in the District who:

- (1) has had a petition filed with a court alleging that he/she has committed a delinquent act that would be a felony if committed by an adult,
- (2) has been adjudged delinquent,
- (3) has school attendance as a condition of his/her court dispositional order, or
- (4) has been found to have committed a delinquent act at the request of or for the benefit of a criminal gang that would be a felony if committed by an adult, and has been adjudged delinquent on that basis.

c. **"Physical health records"** include basic health information about a student, including the student's immunization records, the student's emergency medical card, a log of first aid and medicine administered to the student, an athletic permit card, a record concerning the student's ability to participate in an education program, the results of any routine screening test such as for hearing, vision or scoliosis, and any follow-up to such test, and any other basic health information as determined by the State Superintendent of Public Instruction.

d. **"Patient health care records"** include all records relating to the health of a student prepared by or under the supervision of a health care provider which are not included in the student "physical health records" definition above. Any record that is required to be treated as a patient health care record is subject to different disclosure and confidentiality requirements than other behavioral records.

3. Directory data are those student records designated in the District's student directory data policy 347.1.

B. CONFIDENTIALITY -

All student records are confidential, subject to (1) the following exceptions, (2) any other disclosures of student records that may be mandated by state or federal law, and (3) any more specific restrictions on disclosure that are imposed by a state or federal law that protects specific records to a greater extent than provided under these procedures:

1. Release of Student Records to Students and Parents or Guardians

a. A student or the parent or guardian of a minor student shall, upon request, be shown and provided with a copy of the student's progress records.



- b. To the extent authorized by state and federal law, an adult student or the parent or guardian of a minor student shall, upon request, be shown the student's behavioral records in the presence of a person qualified to explain and interpret the records. Such a student or parent or guardian shall, upon request, be provided with a copy of the behavioral records.
- c. To the extent authorized by state and federal law, a parent shall have access to a student's school records regardless of whether the parent has legal custody of the child, unless the parent has been denied periods of physical placement with the child as ordered by the court.
- d. Personally identifiable information from an adult student's records may be disclosed to the student's parent(s) or guardian(s), without the adult student's written consent, if the adult student is a dependent of his/her parent(s) or guardian(s) under the Internal Revenue Code. However, disclosure under this paragraph shall not be made when an adult student has informed the school, in writing, that the information may not be disclosed.

2. Access to Student Records (Other than Patient Health Care Records) by School Officials

- a. School officials shall have access to a student's records only if they have a legitimate educational interest, including safety interest, in the record. A "school official" is a person employed by the District who is required by the Department of Public Instruction (DPI) to hold a license; a law enforcement officer(s) who is individually designated by the Board and assigned to the District, a person who is employed by or working on behalf of the District as an administrator, supervisor, instructor or support staff member (including health or medical staff); a person serving on the Board; a person or company with whom the District has contracted to perform a specific task (such as an attorney, hearing officer, auditor, medical consultant or therapist); or a person serving on an official committee such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks. A school official has a "legitimate educational interest" if the official needs to review a student record in order to fulfill his/her professional or District responsibility.
- b. Law enforcement agency record information received by the District may be made available to those school officials with legitimate educational interests, including safety interests, in the information. If law enforcement agency record information obtained by the District relates to a District student, the information may also be disclosed to those District employees who have been designated by the Board to receive that information for the purpose of providing treatment programs for District students. The information may not be used as the sole basis for suspending or expelling a student from school, or as the sole basis for taking any other disciplinary action against a student, except action under the District's athletic/activity code.
- c. Court records obtained by the District must be disclosed to District employees who work directly with the juvenile named in the records or who have been determined by the Board to have legitimate educational interests, including safety interests, in the information. An employee cannot further disclose the information, and the information cannot be used as the sole basis for suspending or expelling a student from school, or as the sole basis for taking any other disciplinary action against a student, except action under the District's athletic/activity code.
- d. Notwithstanding their confidential status, student records may be used in suspension and expulsion proceedings and by individualized education program teams under special education laws.

3. Release of Student Progress and Behavioral Records (Other Than Patient Health Care Records) to Others

- a. Student records shall be disclosed at the request or order of a court. The District will make a reasonable effort to notify a parent or guardian of a court order for disclosure of student records prior to complying with the order except when (1) a parent or guardian is a party to a court proceeding involving child abuse and neglect or dependency matters, and the order is issued in the context of such a proceeding; (2) the court order itself prohibits such notice; (3) or any applicable law prohibits disclosure of the order to the parent or guardian.
- b. If school attendance is a condition of a student's court dispositional order under state law, the District shall notify the court or, if the student is under the supervision of an agency, the agency that is responsible for supervising the student within five days after any violation of the condition by the student.
- c. A law enforcement agency shall be provided a copy of a student's attendance record if the law enforcement agency certifies in writing that the student is under investigation for truancy or for allegedly committing a criminal or delinquent act and that the law enforcement agency will not further disclose the student's attendance record information except as permitted by law. When a student's attendance record is disclosed to a law enforcement agency for purposes of truancy, the student's parent or guardian shall be notified of that disclosure as soon as practicable after the disclosure.
- d. A fire investigator shall be provided a copy of a student's attendance record if the fire investigator certifies in writing that: (1) the student is under investigation for arson; (2) the student's attendance record is necessary for the fire investigator to pursue his/her investigation; and (3) the fire investigator will use and further disclose the student's attendance record only for the purpose of pursuing that investigation.
- e. The District may disclose student records to appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of any individual. In making this determination, the District may take into account the totality of the circumstances pertaining to a threat to the health or safety of a student or other individuals. If the District determines that there is an articulable and significant threat to the health or safety of



a student or other individuals, it may disclose information from student records to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals. The District shall record the following information when it discloses student record information under this exception: (1) the articulable and significant threat to the health or safety of a student or other individuals that formed the basis for the disclosure; and (2) the parties to whom the District disclosed the information.

f. For any purpose concerning the juvenile justice system and the system's ability to effectively serve a student, prior to adjudication:

(1) The District shall disclose pertinent student records to an investigating law enforcement agency or district attorney if the person to whom the records are disclosed certifies in writing that the records concern the juvenile justice system and the system's ability to effectively serve the student, relate to an ongoing investigation or pending delinquency petition, and will not be disclosed to any other person except as otherwise authorized by law.

(2) The District may disclose student records to a city attorney, corporation counsel, agency as defined in section 938.78(1) of the state statutes, intake worker under section 48.067 or 938.067 of the statutes, court of record, municipal court, private school or another school board if disclosure is pursuant to an interagency agreement and the person to whom the records are disclosed certifies in writing that the records will not be disclosed to any other person except as otherwise authorized by law. This disclosure can be made for any purpose concerning the juvenile justice system and the system's ability to serve a student prior to adjudication.

g. On request, the District may disclose student records that are pertinent to addressing a student's educational needs to a caseworker or other representative of the Department of Children and Families, a county department under sections 46.215, 46.22 or 46.23 of the state statutes, or a tribal organization, as defined in 25 USC 450b(L), that is legally responsible for the care and protection of the student, if the caseworker or other representative is authorized by the department, county department, or tribal organization to access the student's case plan.

h. The District, when reporting a crime that may have been committed by a student with a disability, is required to ensure that copies of the student's special education and disciplinary records are provided to the law enforcement authorities to whom the District has reported the crime. However, such disclosures must be pursuant to an applicable provision for disclosure under state and federal student records law. In general, the District will consider the following: (1) whether disclosure of the records is appropriate due to the existence of a health and safety emergency; and (2) if no imminent emergency exists, whether parent or guardian consent has been obtained for the disclosure or whether some other basis exists under the state and federal student records laws.

i. The District shall make student records available for inspection or, upon request, disclose the contents of student records to authorized representatives of the Department of Corrections, the Department of Health Services, the Department of Children and Families, the Department of Justice, or a district attorney for use in the prosecution of any proceeding or any evaluation conducted under Chapter 980 of the state statutes (related to commitment of sexually violent persons), if the student records involve or relate to an individual who is the subject of the proceeding or evaluation.

j. Upon the written permission of an adult student, or the parent or guardian of a minor student, the school shall make available to the person named in the permission form the student's progress records or such portion of his/her behavioral records as determined by the person authorizing the release. Law enforcement records may not be made available under this exception unless specifically identified by the adult student or by the parent or guardian of a minor student in the written request.

k. Student records shall be provided to a court in response to a subpoena by parties to an action for in camera inspection, to be used only for purposes of impeachment of any witness who has testified in the action. The District will make a reasonable effort to notify a parent or guardian of the subpoena prior to complying with the subpoena except when (1) a parent or guardian is a party to a court proceeding involving child abuse and neglect or dependency matters and the subpoena is issued in the context of such a proceeding; (2) the subpoena itself prohibits such notice; (3) or any applicable law prohibits disclosure of the subpoena to the parent or guardian.

l. Under conditions where the disclosure is permitted under both state and federal law, the District shall provide to the DPI, or another authorized federal, state, or local agency, or such an agency's authorized representative, any student record information that relates to an audit, evaluation, or any compliance or enforcement activity, that is associated with a federal or state-supported education program. In the case of disclosures to DPI, the District shall provide student records needed by the department to determine compliance with requirements under Chapters 115 to 121 of the state statutes. Student records may also be provided to the DPI for other purposes consistent with both state and federal law.

m. Information from a student's immunization records shall be made available to state and local health officials to carry out immunization requirements. Summary student immunization data shall be reported. Individual student information for those students out of compliance with school immunization laws shall not be reported to the local health department or to the District Attorney without specific written parental consent for the reporting.

n. Upon request and after obtaining written consent to the extent required by federal law, the names of students who have withdrawn from school prior to graduation to participate in a program leading to high school graduation or an equivalency diploma shall be provided to the technical college district board in which the public school is located or, for verification of eligibility for public assistance, to the Department of Health Services, the Department of Children and Families or a county department under section 46.215, 46.22 or 46.23 of the state statutes.



o. Annually, on or before August 15, the District shall report to the appropriate community services boards established under sections 51.42 and 51.437 the names of students who reside in the District, who are 16 years of age or older, who are not expected to be enrolled in an educational program two years from the date of the report and who may require services under section 51.42 or 51.437 (community mental health, development disabilities, alcoholism and drug abuse). The parent(s) or guardian(s) of such students shall be contacted to obtain informed consent prior to making such a report.

p. The District shall provide student records necessary for purposes of open enrollment in another public school district to the extent required by law. These records may include copies of any individualized education program (IEP) that has been developed for a student with a disability and the following student discipline-related records:

- (1) A copy of any expulsion findings and orders or records of any pending disciplinary proceedings involving the student;
- (2) A written explanation of the reasons for the expulsion or pending disciplinary proceedings; and
- (3) The length of the term of the expulsion or the possible outcomes of the pending proceedings.

4. Release of Patient Health Care Records

All student patient health care records shall remain confidential. They may be released only to persons specifically designated in state law or to other persons with the informed consent of the patient or a person authorized by the patient. Student patient health care records maintained by the District may only be released without informed consent to a District employee or agent if any of the following apply:

- a. The employee or agent has responsibility for the preparation or storage of patient health care records.
- b. Access to patient health care records is necessary to comply with a requirement in federal or state law.

Any record that concerns the results of a test for the presence of HIV or antibody to HIV (the virus which causes acquired immunodeficiency syndrome—AIDS) shall be confidential and may be disclosed only with the informed written consent of the test subject.

5. Release of Directory Data

Student directory data may be disclosed only as outlined in the District's student directory data policy – 347.1.

When reviewing student directory data requests, as well as when implementing other provisions of these procedures, consideration shall be given to applicable provisions of the public records law and the District's policy and procedures dealing with public records.

6. Transfer of Records

The District shall transfer to another school (including private schools and out-of-state schools) or school district all student records relating to a specific student (including disciplinary and other behavioral records; and not including records treated as patient health care records or certain treatment records for which informed consent for disclosure has not been obtained) if it has received written notice:

- a. from an adult student or the parent or guardian of a minor student that the student intends to enroll in the other school or school district;
- b. from the other school or school district that the student has enrolled; or
- c. from a court that a student has been placed in a secured correctional facility, secured child caring institution or a secured group home.

The District forwards student records as requested so long as the disclosure is for purposes related to the student's enrollment or transfer.

Student records shall be transferred no later than the next working day of receiving the records transfer request.

C. MAINTENANCE, DISCLOSURE, AND DESTRUCTION OF STUDENT RECORDS

1. While students are attending school, their records will be maintained in the school of attendance. Upon transfer of the student to another school operated by the District, the records shall be transferred to that school. Patient health care records, law enforcement agency and law enforcement unit records shall be maintained separately from a student's other records.

2. The Director of Special Education shall provide each building principal with procedural and other technical assistance for the purpose of ensuring the confidentiality of all student records kept at the principal's school. Except as otherwise provided, all requests for inspection or for transfer to another school or school district should be directed to the building principal who will determine whether inspection or transfer is permitted under state and federal law and these procedures. The building principal or his/ her qualified designee shall be present to interpret behavioral records when such a request has been made by the parent, guardian, or adult student. Upon transfer of student records to the central administrative office, the District Administrator or his/her qualified designee shall assume these duties.



3. A record of each request for access to and each disclosure of personally identifiable information from the education records of a student shall be maintained with such student's records, except when the request is from or the disclosure is to the following person/party:
- the parent or guardian or adult student;
 - a school official;
 - a party with written consent from the parent or guardian or adult student;
 - a party seeking directory data; or
 - a party seeking or receiving the records as directed by a federal grand jury or other law enforcement subpoena and the issuing court or other issuing agency has ordered that the existence or the contents of the subpoena or the information in response to the subpoena not be disclosed.
4. When a student ceases to be enrolled in a school operated by the District, the student's remaining student records shall be maintained as follows:
- a. Behavioral records that are identifiable to the student will be maintained for no longer than one year after the student graduated from or last attended the school unless the student or his/her parent or guardian, if the student is a minor, gives permission that the records may be maintained for a longer period of time.
 - * The District will normally request consent to maintain the behavioral records of such former students (such as students with disabilities) for the period of time that such records may be needed for program audit purposes. If the District does not obtain such consent, the District will arrange to maintain records needed for audit purposes in manner that is not identifiable to the individual student.
 - b. Student progress records shall be maintained for a minimum of 5 years after the student graduates or ceases to be enrolled in the District.
 - c. Any request for the "directory data" of a former student will be treated according to the District's policy on "directory data," and, to the extent applicable, the District will continue to honor any valid request to opt out of the disclosure of directory information (e.g., such as the opt-out decision that was in effect when the student was last in attendance), unless such opt-out decision is appropriately rescinded.
5. The Director of Special Education shall oversee the management of the records of students with disabilities.
- a. The District shall inform the parent(s) or guardian of a student with disabilities, or the adult student if applicable, when personally-identifiable information that was collected, maintained, or used under the Individuals with Disabilities Education Act (IDEA) is no longer needed to provide educational services to the child. Except for a record of a student's name, address, and phone number, his/her grades, attendance record, classes attended, grade level completed, and year completed, such personally identifiable information must be destroyed at the request of the parent(s), guardian, or adult student. By submitting a timely written request, the parent, guardian, or student may elect to take possession of the personally-identifiable records in lieu of having the records destroyed.
 - b. Such a notice that certain records are no longer needed to provide a child with educational services will normally be given at the time the child graduates or otherwise ceases to be enrolled in the District. As further described above, the District will also normally, at the same time, request consent to maintain particular records for the additional time period that they are needed for program audit purposes.

D. PARENT/GUARDIAN/STUDENT REQUESTS FOR AMENDMENTS OF STUDENT RECORDS

1. A parent or guardian or adult student who believes that information contained in the student's records is inaccurate, misleading or otherwise in violation of the student's rights of privacy may request the District to amend the records. Such request shall be addressed in writing to the school official having custody of the records. Within a reasonable time after receiving the request, the person having custody of the records shall decide whether to amend the records in accordance with the request and inform the parent or guardian or adult student of the decision.
2. If the person having custody of the records refuses to amend the records, he/she shall inform the parent or guardian or adult student of the refusal and advise him/her of the right to a hearing. The request for the hearing shall be filed in writing with the District Administrator or designee. The parent or guardian or adult student shall be given notice of the date, place and time of the hearing reasonably in advance of the hearing.
- a. The hearing shall be conducted by the District Administrator or designee, who must be someone who does not have a direct interest in the outcome of the hearing.
 - b. The parent or guardian or adult student shall be afforded the opportunity to present relevant evidence and may be assisted or represented by individuals of his/her choice at his/her own expense, including an attorney.
 - c. The decision of the hearing officer shall be based solely upon the evidence presented and shall include a summary of the evidence and the reason for the decision.
 - d. The hearing shall be held and the parent(s) or guardian or adult student informed of the hearing officer's decision in writing within a reasonable period of time after the hearing.



- e. If the hearing officer decides that the information is inaccurate, misleading or otherwise in violation of the student's privacy rights, the education records of the student shall be amended accordingly.
- f. If the hearing officer decides that the information is not inaccurate, misleading or otherwise in violation of the student's privacy rights, the District shall inform the parent or guardian or adult student of the right to place a statement commenting upon the information in the education records and/or describing reasons for disagreeing with the decision of the hearing officer.

3. A record of each request for access to and each disclosure of personally identifiable information from the education records of a student shall be maintained with such student's records, except when the request is from or the disclosure is to the following person/party:

- the parent or guardian or adult student;
- a school official;
- a party with written consent from the parent or guardian or adult student;
- a party seeking directory data; or

a party seeking or receiving the records as directed by a federal grand jury or other law enforcement subpoena and the issuing court or other issuing agency has ordered that the existence or the contents of the subpoena or the information in response to the subpoena not be disclosed.

E. COMPLAINTS REGARDING ALLEGED NONCOMPLIANCE WITH FEDERAL REQUIREMENTS

Adult students or parents or guardians of minor students may file a complaint with the Family Policy Compliance Office of the U.S. Department of Education for alleged District noncompliance with requirements of the federal Family Educational Rights and Privacy Act (FERPA).

F. ANNUAL NOTICE

Parents, guardians and adult students shall be notified annually of the following: (1) their rights to inspect, review and obtain copies of student records; (2) their rights to request the amendment of the student's school records if they believe the records are inaccurate, misleading or otherwise in violation of the student's rights of privacy; (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; and (4) their right to file a complaint with the Family Policy Compliance Office of the U.S. Department of Education.

The notice shall be distributed to parents and guardians and adult students at the beginning of each school year. When a student transfers into the District after the above notice has been given, the student and his/her parent(s) or guardian shall receive a copy of the notice at the time and place of enrollment.

G. OTHER NOTICES

In a manner consistent with the requirements of applicable law, the District shall provide parents, guardians, and adult students with notice of the District's student directory data designations and their right to opt-out of the release of such information as student directory data.

"With respect to high school students, the District shall also provide parents, guardians, and adult students with notice of the rights of parents, guardians, and eligible students to direct the District not to release certain student contact information to military recruiters or institutions of higher education without first obtaining prior written consent from the parent or guardian of a minor student or (if applicable) the adult student. Unless a parent, guardian, or eligible student has affirmatively opted out of such disclosures of student contact information, federal law requires the District (1) to provide the names, addresses, and phone numbers of high school students to military recruiters and to institutions of higher education upon request; and (2) to additionally provide high school students' electronic mail addresses (which shall be the electronic mail addresses provided by the school, if available) to a military recruiter upon request."

Adopted: May 24, 2022



DPI MANDATORY NOTICES 2024-25

SCHOOL DISTRICT OF ST. CROIX FALLS STUDENT ATTENDANCE 431

The Board of Education recognizes the positive relationship between regular school attendance and success in school and employment. If student learning and growth are to take place, parents/guardians, students and school personnel must recognize their responsibilities to cause regular school attendance.

The Board, in recognition of the statutory requirements for school attendance and the overwhelming public need for an educated society, believes school attendance should take precedence over non-school activities.

Any person having under their control a child who is between the ages of 6 and 18 years of age (including through the end of the semester in which the child becomes 18 years of age), or a child enrolled in 5-year-old kindergarten in the District, shall cause the child to attend school regularly in accordance with state law. The child is expected to attend school on each day school is in session, unless he/she is excused from school attendance for any of the following reasons or has graduated from high school:

1. Prior Parent-Excused Absences.

A student excused in writing by his/her parent or guardian prior to an absence is excused from school attendance. A student may be excused by the parent or guardian under this provision for not more than 10 school days in the school year. Students so excused are responsible for making up work missed during the absence. It is the student's responsibility to make arrangements with their classroom teacher(s) to complete any assignments or examinations that are or will be missed during the absence. Absences falling into this absence category include discretionary absences known in advance such as family vacations/travel, family weddings, hunting, and, unless within the number of visits counted as school-excused absences under the next section of these procedures, college visitation days.

2. Other Excused Absences of a Temporary Nature.

- a. Illness including reasonable treatment for such illness where the student is temporarily not in proper physical or mental condition to attend school. A written statement from a health care provider may be required to be submitted, proof of the student's condition for student absences due to illness that are 3 days or more in length. Such health care provider's excuse shall state the period of time for which it is valid, and shall not exceed 30 days.
- b. Religious holidays or instruction to the extent authorized by law;
- c. Family emergency;
- d. Severe weather conditions that, in the parent's or guardian's reasonable judgment, are a danger to the health and welfare or safety of the student;
- e. Funerals of a family member or friend;
- f. Suspension from school;
- g. Mandatory court appearances;
- h. Visiting a parent or guardian who is on active military duty and has been called to duty for or is on leave from deployment to a combat zone or combat support posting, or has returned from deployment to a combat zone or combat support posting within the past 30 days;
- i. Serving as an Election Official – Students may be excused to serve as an election official provided they have at least a 3.0 grade point average or the equivalent and have the permission of their parent(s) or guardian and the building principal;
- j. Sounding Taps – A student in grades 6 to 12 may be excused for the purpose of sounding "Taps" during a military honors funeral for a deceased veteran;
- k. Any other reasonable non-discretionary absence deemed appropriate by the school attendance officer. Parents and guardians are required to notify the school of an absence prior to or on the day of the absence. Excused absences other than a suspension from school require written or verbal approval of the student's parent or guardian. All students with excused absences will be given the opportunity to make up class assignments missed during the absence, including tests and examinations. It is the student's responsibility to contact the teacher(s) to make arrangements for making up the work missed during an absence from school.

As indicated above, absence from school during a period of suspension will be considered an excused absence for purposes of this policy. Students serving a suspension will be permitted to make up class work and examinations missed during their suspension from school under the same conditions as other excused absences.

Students who are participating, with District approval, in extracurricular activities, athletics, and other District-sponsored programs or events during any portion of an instructional day are not considered absent from school, but teachers shall treat their absence from class as excused with the right to make up work to the same extent permitted in connection with excused absences from school.



3. Program or Curriculum Modifications.

A child may be excused from regular school attendance pursuant to a program or curriculum modification, as further defined under state law, that has been requested by the student's parent or guardian and approved by the building principal.

Program or curriculum modifications shall be requested in writing. The administrative decision in response to the request shall likewise be provided in writing. If a child, or his/her parent or guardian, is not satisfied with the decision made by the building principal, he/she may ask the School Board to review and act on the request. The Board shall render its determination upon review in writing, if the student's parent or guardian so requests.

4. Participation in a Board-Approved Alternative Program.

A child who is 16 years of age or older may be excused from regular school attendance to attend an alternative educational program leading to high school graduation or a high school equivalency diploma in accordance with state law provisions.

5. High School Students Who Are No Longer Subject to Compulsory Attendance.

For any student who is 18 years of age or older and no longer subject to compulsory attendance and truancy referral, the student will still be held to the distinctions between excused and unexcused absences. In addition, by state law, the District may not grant a high school diploma to any student unless, during the high school grades, the student has been enrolled in a class or has participated in an activity approved by the school board during each class period of each school day, or the student has been enrolled in an alternative education program.

Students who are absent from school without an acceptable excuse as authorized above will be considered truant and shall be dealt with in accordance with state law and established District procedures. Students with unexcused absences (truant students) will be permitted to make up tests and examinations that were missed during the unexcused absence period provided that that test/examination can be completed independently and by a reasonable deadline that is established by the teacher. Such students will also be permitted to make up assignments missed during their truancy to the extent such assignments can be completed independently and were not integrated with an in-school or group-based activity that the student missed while truant. Truant students may receive less than full credit for make-up assignments and make-up tests/exams. Teachers shall be expected to apply the same standard for making up missed classroom assignments to all truant students on a fair and consistent basis. With the approval of the building principal, a school may establish periods of supervised study, either during or outside of the regular school day, during which students who need to make-up work will be expected to complete the make-up work. The District shall not deny student credit in a course or subject solely because of a student's unexcused absences.

The building principal shall serve as the primary school attendance officer and deal with all matters relating to school attendance and truancy. The building principal may designate one or more licensed staff members as deputies who shall also be permitted to serve in the role of school attendance officer provided that each such deputy is sufficiently familiar with the relevant requirements and procedures.

The District Administrator (or his/her administrative-level designee) and building principals shall establish necessary procedures to encourage regular student attendance, to identify excused and unexcused absences, and to determine appropriate action to respond to and serve as a deterrent to truancy. These procedures shall be in line with recommendations of the county truancy committee(s), the District's truancy plan, and state law requirements.

Teachers, students, and parents and guardians shall be informed of the District's student attendance policy and procedures annually via school handbooks or other means necessary to provide proper notice of student attendance-related responsibilities.

SCHOOL DISTRICT OF ST. CROIX FALLS TITLE I PARENT INVOLVEMENT ACTIVITIES 342.5 POLICY

In an effort to help students master challenging curricula and meet high academic standards, the District participates in the federal Title I program.

The District schools that participate in the Title I program use either the school-wide model or the targeted-assistance model, depending on the school's specific Title I plan structure.

The Title I coordinator shall have overall responsibility for monitoring both the success of the District's Title I programming and the District's compliance with the various legal requirements that apply to participation in the Title I program. The administration's oversight responsibilities in regard to the Title I program include the following:

1. Ensuring District-level involvement in the planning, delivery, and regular evaluation of the Title I programs and services at individual schools. This includes ensuring that school-based plans, goals, and service initiatives are complementary to District-level plans, goals, and initiatives.



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2. Ensuring the appropriate development, maintenance, dissemination, and periodic updating of a District-level Title I parent and family engagement policy, and verifying that the corresponding school-level parent and family engagement policies and compacts are in place.
3. Ensuring the establishment and implementation of procedures for providing parents and guardians with the various notifications required under the federal Title I laws and regulations, including an annual notification of this policy.
4. Structuring opportunities for the District to appropriately coordinate and collaborate with private schools and other entities providing educational services (e.g., early childhood development programs) in the community.
5. Ensuring the appropriate documentation and reporting structures are in place to:
 - a. Monitor key compliance factors such as the District's maintenance of fiscal effort, the "supplement and not supplant" restrictions on the use of federal Title I funds, and, to the extent applicable, the intra-District comparability-of-service requirements established under federal law.
 - b. Facilitate the timely completion and submission of state and federal reports, applications, or other information that may be required or requested by state or federal officials in connection with the District's participation in the Title I program.
 - c. Appropriately track the allocation, distribution, and expenditure of Title I funds.

SCHOOL DISTRICT OF ST. CROIX FALLS HARASSMENT AND/OR BULLYING OF STUDENTS 411.1

Defining Bullying

As used in this policy:

1. "Bullying" refers to severe, systematic, or repeated actions that involve the threatened, attempted, or actual infliction of physical harm or psychological/emotional distress on one or more students, staff, or other persons. Bullying usually (but not always) involves an actual or a reasonable perception of an imbalance of power between the bully and the victim/target. Bullying occurs when someone purposefully engages in written, spoken, nonverbal, or physical behaviors or communications (including but not limited to actions that threaten, intimidate, insult, degrade, or ostracize) that have the effect of doing any of the following:
 - a. Substantially interfering with any student's education;
 - b. Substantially interfering with a person's ability to participate in or benefit from any school activity or program;
 - c. Endangering the health, safety, or property of the target(s) of the behavior; or
 - d. Creating a threatening, intimidating, hostile, or offensive environment within any District school, activity, or program.
2. "Cyber-bullying" is defined as bullying that involves the use of digital technologies, including but not limited to, e mail, cell phones, text messages, instant messages, chat rooms, and social media. Cyber-bullying is prohibited and treated the same as all other types of bullying.

Younger students might better understand the meaning of "bullying" when the term is defined to include conduct that one person uses on purpose and usually more than just one time to hurt, put down, embarrass, or scare another person, where the person who is being bullied would have difficulty protecting or defending him/herself.

Bullying can involve direct interaction between the aggressor-bully and the target(s), or it can be indirect (such as orchestrating others to engage in acts of bullying, facilitating bullying conduct by others, taking secretive or covert actions, etc.).

While bullying involves deliberate/purposeful conduct, intent/purpose may properly be inferred from the totality of the circumstances (e.g., where the behavior is persistent/repeated or where the responsible party reasonably should have been able to foresee the consequences of his/her actions and the manner in which his/her conduct would be likely to be perceived by the target(s) of the conduct).

Not all behaviors that (1) hurt another person's feelings; (2) are a manifestation of an interpersonal conflict; or (3) are in some way unkind amount to acts of bullying (or harassment) as defined in this policy. However, such negative behaviors are still a legitimate subject of concern and regulation within the school environment.



Defining Harassment

As used in this policy, the term “harassment” means behavior directed towards another person:

1. Which either: (a) is based, in whole or in part, on any legally-protected characteristic or classification, including (with respect to a student victim/target) a student’s race, color, national origin, ancestry, sex, sexual orientation, religion, creed, pregnancy, marital or parental status, or any physical, mental, emotional or learning disability; (b) is based on some other actual or perceived, but irrelevant, distinguishing characteristic, such as (with respect to a student victim/target) a student’s physical appearance, economic status, or social status; or (c) does not serve a legitimate purpose;

AND

2. Which either: (a) substantially interferes with a student’s school performance, an employee’s ability to do his/her work, or any person’s ability to perform or participate in a District-related function; (b) substantially interferes with a student’s ability to participate in or benefit from any school activity or program; (c) creates an intimidating, hostile or offensive environment within any District school, activity, or program; (d) substantially interferes with or endangers the education, health, safety, or property of the victim/target; (e) causes a substantial disruption to any school-related activity or program; or (f) compromises the District’s ability to operate efficiently and effectively.

Bullying and Harassment by Students is Prohibited

The District prohibits students from bullying or harassing any person when either the aggressor and/or the target (victim) of the behavior is (1) at school or on school grounds; (2) at any school-sponsored activity; (3) using District-provided transportation; (4) under the supervision of a school district authority; or (5) otherwise within the scope of the District’s disciplinary jurisdiction (such as conduct that occurs away from school that endangers the health, safety or property of a person who is at school).

Student violations of this policy will normally be addressed through remedial interventions and/or consequences. The exact response applied to a particular incident shall take into consideration the totality of the relevant circumstances, including but not limited to the nature and severity of the conduct, the age and developmental level of the student, and the student’s behavioral history. Possible consequences for students who engage in bullying or harassment (or prohibited retaliation) include, but are not limited to revocation of school-related privileges, temporary removal from class or school activities, suspension, expulsion, and/or referral to law enforcement officials for possible legal action.

The District is not able to investigate and impose the same school-related consequences on a student for all out-of-school conduct that, if the conduct had taken place under other circumstances, would have constituted a violation of this policy and been within the school’s jurisdiction for suspension or expulsion. However, where a District employee determines, based on communications with students or parents or guardians, that an out-of-school incident (or alleged incident) is having, or is likely to have, a negative effect within the school environment, the Board authorizes District staff to respond to non-school incidents that are brought to the District’s attention through activities that may include a parent meeting, safety planning, counseling, or other appropriate interventions.

Application of this Policy to School Officials, District Employees, and Others

The District also prohibits bullying and harassment by District officials, District employees, District volunteers, contracted service providers, and others who are present at a school, on school grounds, or at any school-sponsored activity. While the primary focus of this policy concerns victims/targets who are students, such conduct is prohibited regardless of whether the target of the behavior is a student, school official, District employee, parent or guardian, or other person.

When an employee is alleged to have engaged in bullying, harassment or prohibited retaliation, the incident (including the possible imposition of consequences) will be addressed in a manner consistent with the District’s procedures for handling personnel matters. When a person who is neither a student nor an employee violates this policy, the District likewise reserves the right to take appropriate remedial action, including the imposition of possible consequences (such as limiting the individual’s access to District property or activities, referral to law enforcement, etc.).



Reports/Complaints; Confidentiality

The District shall establish and implement procedures under which incidents and concerns involving bullying, harassment, or any related allegations of retaliation can be reported and addressed in an appropriate manner.

In addition to any other reporting procedures that are established:

1. When the victim/target of the alleged behavior is a student, a person may report the behavior as a complaint under the District's student discrimination complaint procedures; or
2. When the victim/target of the alleged behavior is an employee, a person may report the behavior as a complaint under the District's employment discrimination complaint procedures; or
3. When the victim/target of the alleged behavior is neither an employee nor a student, a person may report the behavior to the appropriate activity supervisor, building principal, or to the District Administrator. A written complaint is preferred, but, no matter how the report is presented, the person making the report should clearly and expressly identify that he/she is reporting a concern with bullying, harassment, or retaliation.

Although absolute confidentiality cannot be assured, the District will maintain the confidentiality of reports and complaints to the extent required by any applicable law, and the District will otherwise make efforts to maintain confidentiality where non-disclosure does not interfere with the District's ability to appropriately process and respond to the report or complaint. Nonetheless, investigating a matter often involves disclosing (directly or indirectly) the identity of persons involved in the particular events/issues. Individuals who have specific concerns about confidentiality should arrange to discuss those concerns with the District as early as possible in the process.

Retaliation and Abuse of Process are Prohibited

Retaliation is prohibited against any person who has reported in good faith (or who is believed to have reported) a possible violation of this policy, or against any person who otherwise participates in any investigation, inquiry, or other proceeding related to an incident, report, or complaint of bullying or harassment. Retaliation includes, but is not limited to, any form of intimidation, harassment, or inappropriate disparate treatment. Such retaliation shall be considered a serious violation of Board policy independent of whether the report, complaint, or allegation in question is substantiated. Allegations or concerns regarding retaliation may be reported to the District using the procedures that are established for reporting harassment and/or bullying.

Knowingly providing false information regarding alleged bullying or harassment, fabricating incidents/allegations, and similar bad faith conduct shall also be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.

SCHOOL DISTRICT OF ST. CROIX FALLS STUDENT USE OF ELECTRONIC DEVICES POLICY 443.5

The St. Croix Falls School District recognizes the legitimate safety purpose that students and parents have in providing students with cellular phones and other two-way communication devices. The St. Croix Falls School District also recognizes the legitimate education right that students have to learn and engage in school activities without distraction or disruption from the use of two-way devices or other personal electronic equipment.

This policy is intended to apply to students when they are at school, participating in any school-sponsored activity, and at all other times when the student is subject to the authority and supervision of District officials. At such times and under the conditions established in this policy, students may possess an electronic communication device such as a cellular telephone or other personal electronic device with communications functions or with recording, photographic, or video-imaging capabilities. Students may use such devices only with school permission that has been granted pursuant to this policy.

Building principals are authorized to establish school rules and acceptable use guidelines for students' limited and non-disruptive use of electronic devices for educational, safety, medical, vocational, or other legitimate reasons.

The rules shall permit students at all grade levels to use a personal electronic device as needed (e.g., to contact a responsible adult) in any emergency situation that involves an immediate threat to the health, safety, or property of any person. However, when carrying out school emergency response plans an administrator or other staff member may direct students to turn off their personal electronic devices so that emergency communication networks are not overwhelmed and so that emergency response efforts are not jeopardized.



Students shall not use electronic communication devices:

- To engage in bullying or harassment.
- To communicate test answers, photograph tests, or engage in any other conduct that constitutes or facilitates academic dishonesty.
- To take, disseminate, transfer, or share any images, recordings, or other content that is obscene, lewd, illegal, sexually-explicit, or otherwise inappropriate for the school setting.
- In areas where other people have a reasonable expectation of privacy, including all locker rooms, bathrooms, or other changing areas (except in an emergency).
- To create, communicate, share, or post recordings or images of any other student or staff member without permission from that student or staff member (except in an emergency).
- In violation of the District's rules surrounding students' acceptable use of technology.

Possession and use of an electronic communication device by a student under this policy is a privilege. A student who chooses to exercise this privilege does so subject to the following conditions:

- The District is not responsible for the safety or security of personal electronic equipment that students possess or use at school or at a school-related activity. Students who possess or use such device(s) do so at their own risk with regard to possible theft, damage, misappropriation of data/equipment, or other loss.
- If the District determines that a student has possessed or used such a device in violation of the law, this policy, or a school rule or directive, the student is subject to appropriate school-imposed consequences, such as the possible loss of privileges, suspension, and/or expulsion. The District may also refer certain matters to law enforcement.
- If a District official has reason to suspect or determines that a student has possessed or used an electronic device in violation of the law, this policy, or a school rule or directive, a District official may temporarily confiscate the device and/or turn the device over to law enforcement.
- A device possessed or used by a student may be subject to an appropriately limited search by a District official when the official has reason to suspect that such a search may lead to evidence of a crime or a violation of Board policy or school rules. The scope of any such search will be limited to the suspected violation.

To the extent prohibited by law, school employees shall not request or require a student to disclose the access information for any of the student's personal Internet account(s), including those that may be accessible through a student's personal electronic communications device.

Neither this policy nor any school rules shall be construed to limit a student's ability to possess and appropriately use an electronic device that functions as assistive technology that is necessary for a student's education and that is required or authorized under an individualized education program (IEP) or a Section 504 plan.

Students shall be informed of this policy annually via student handbooks.

ASBESTOS MANAGEMENT PLAN NOTIFICATION

In compliance with the United States Environmental Protection Agency (EPA) and the Asbestos Hazard Emergency Response Act (AHERA), this is notice that the Saint Croix Falls School District has an Asbestos Management Plan at the school district office. The plan is available for inspection by the public, parents, and district employees. The district performs six-month periodic surveillance of asbestos and full re-inspections every three years. For more information, please contact the district office.

EDUCATION OF HOMELESS CHILDREN AND YOUTH

The McKinney-Vento Act defines children and youth who are homeless (21 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 double-up);
 - living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations;
 - living in 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 St. Croix Falls School District provides the following assurances to parents of homeless children:

- The local district staff person (liaison) for homeless children is Rita Platt, Elementary School Principal, 715-483-2507 x1102 or at plattri@scfschools.com.
- There shall be immediate enrollment and school participation, even if educational and medical records and proof of residency are not available.
- All educational opportunities and related opportunities for homeless students (preschool to age 21), including unaccompanied youth, shall be the same as for the general student population.
- Enrollment and transportation rights, including transportation to the school of origin. "School of origin" is defined as the school the child or youth attended when permanently housed or the school in which the child or youth was last enrolled.
- Written explanation of a child or youth's school placement, other than school of origin or the school requested by the parent, with the right to appeal within the local dispute resolution process.
- Meaningful opportunities for parents to participate in the education of their children. These shall include: special notices of events, parent-teacher conferences, newsletters, and access to student records.

Please contact Darrell Imhoff, the homeless director St. Croix Falls School District for additional information about homeless issues.

REQUIRED NOTICE OF YOUTH SUICIDE PREVENTION RESOURCES

More youth suicide prevention resources are available at: dpi.wi.gov/sspw/suicideprev.html

New Youth Suicide Prevention Resources Are Available For Use

To get updated information on suicide prevention, intervention, and postvention resources, check out DPI's website. There are downloadable documents on the state laws, a fact sheet on youth suicide, and updated suicide prevention curriculum. It also includes an updated webinar of an online gatekeeper training for all staff and DPI's updated one-day training flyer, description, and calendar. Other resources include strategies on suicide interventions, memorial suggestions, and other resources.

Know the Signs

Suicide doesn't usually just happen out of the blue—there are some warning signs to watch for. Know the signs of suicidal thinking, of your students, friends, and family members.

- Threatening/talking about hurting self
- Hopelessness
- Rage, uncontrolled anger, seeking revenge
- Acting reckless or engaging in risky activities
- Feeling trapped – like there's no way out
- Increased alcohol or drug use
- Withdrawing from friends, family and society
- Anxiety, agitation, change of eating/sleeping habits
- Dramatic mood changes No sense of purpose in life
- Decline in quality of school work
- Giving away prized possessions

Suicide is a Complex Problem

There are multiple factors involved in a suicide completion. Oversimplifying the reasons why someone completes suicide is not helpful. For instance, saying someone completed suicide due to bullying is not all-encompassing. Not all people who are bullied complete suicide. Research suggests that there are many factors contributing to suicide: biological factors, precipitating factors, and triggering events. Some examples of biological factors include mental illness or a family member loss to suicide. Some precipitating factors include poor grades, unsafe school, victimization, or family rejection. Crisis/triggering events include a major loss, humiliation or bullying, and access to lethal means for suicide. Many factors lead into a suicide. It is important not to oversimplify.

From: American Association of Suicidology (AAS) webinar January 2011.

Identifying mental illness or alcohol/other drug abuse problem is significant.

- In the 2011 YRBS, over 22% of high school students experienced persistent sadness or hopelessness. About 6% of high school students attempted suicide. This shows that depression is somewhat common, suicide is not.



- The most common mental illness leading to suicide is depression. It's also the most treatable!
- Binge drinking is highly correlated with suicide attempts. 90% of people who completed suicide had some form of mental illness and/or an alcohol/other drug abuse problem.

Reducing access to lethal means can be very worthwhile. (see www.meansmatter.com)

- Limiting access to the means for suicide provides the most significant drops in suicide rates. Most often, youth who attempt suicide use a gun kept in the home.
- Do not allow youth to have unsupervised access to firearms. Encouraging safe/secure storage of firearms is a critical prevention strategy.

What can you do if you are concerned about a student?

Teachers and other school staff are well-positioned to observe student behavior and to ACT if there is a suspicion that a student may consider self-harm. Suicide is a permanent solution to a temporary problem, but for kids, their problems can seem endless at this stage. If we get them through the crisis, there is a 90% chance that they will never attempt suicide. ACT stands for **Acknowledge, Care, and Tell**.

Acknowledge feelings rather than minimizing them. Telling a student to “get over it” or “move on” is not realistic for a person with depression.

- “I’m sorry to hear about this. It sounds really hard.”

Show Care and Concern for the student by taking the next step.

- “I’m worried about you. I don’t want anything bad to happen to you or for you to be hurt.”

Tell a member of your crisis team. They know how to work with students who have concerns like these.

- “Let’s go talk with someone in the counseling office.”

These steps (Acknowledge-Care-Tell) are a central component of the “Signs of Suicide” program (SOS), an evidence-based schoolwide intervention program. SOS kits for middle school and high school are available through your local CESA. The law states that schools must educate students on suicide prevention; see the laws handout on the DPI website for further details on curriculum.

Common Concerns

What if I make a mistake? Can I be sued?

State law insulates all public and private school district employees and volunteers from civil liability for their acts and omissions when trying to intervene in a student’s possible suicide. The legislature found it so important that adults take action when a student is suicidal that they insulated those adults from civil liability for their efforts with suicidal students.

If I ask a student about suicide, will that cause them to try it?

No. This issue has been thoroughly studied. By asking a student about suicidal intent, you are offering to help them. Please do your best to reach out to students.

Seeing Urgent Warning Signs? Here’s What to Avoid

All children and adolescents can experience moodiness and will take time to ask life’s big questions. Since they lack the perspective of time, they can become overwhelmed. The best roles for teachers are to support students, and if you see the suicide warning signs, use ACT. Some of the statements below might make perfect sense for students who aren’t suicidal, but when kids are in crisis, these things can make it worse.

Important Resources

- Suicide Prevention Resource Center
www.sprc.org
- Mental Health of America
www.mhawisconsin.org
- Helping Others Prevent and Educate about Suicide www.hopes-wi.org
- American Association of Suicidology
www.suicidology.org

Local Suicide Information Resources

- Northwest Connections (24 Hour Hotline)
1-888- 552-6642
- Polk County Human Services-Behavioral Health Unit (Mon-Fri, 8:30-4:30) 1-715-485-8423



DPI MANDATORY NOTICES 2024-25

Here are some things to avoid when you see the urgent warning signs:

Don't Shame

- "You've got to get over this. It's not a big deal."
- "Why are you so worried? Move on!"
- "You're too sensitive. Grow up!"

Don't Delay

When you see urgent warning signs, get help right away, don't wait.

Don't Blame

- "If you wanted a better grade, you would have worked harder."
- "You've got no one to blame but yourself."
- "Maybe you should change your attitude if you want friends."

Don't Give Up

Suicide is NOT a destiny—when people make it through the suicidal crisis, they usually go on to live healthy, productive lives!

Don't Do It Alone

Consult others pupil services staff or administration to help.

WISCONSIN ACT 96 INDOOR ENVIRONMENTAL QUALITY MANAGEMENT PLAN SAINT CROIX FALLS SCHOOL DISTRICT ANNUAL NOTICE

The Saint Croix Falls School District would like to inform staff, students, parents, and the public of the district's indoor environmental quality (IEQ) management plan. The plan was initially developed in 2013 and is reviewed as necessary. The plan was developed as deemed appropriate for the district. Questions and concerns should be directed to the IEQ Coordinator. Copies of the plan are available at the district office for a fee. The district office is located at 740 Maple Drive, Saint Croix Falls, WI, 54024.

REQUIRED NOTICE OF STUDENT NON-DISCRIMINATION

It is the policy of the St. Croix Falls School District that no person may be denied admission to any public school in this district or be denied participation in, be denied the benefits of, or be discriminated against in any curricular, extra-curricular, pupil service, recreational, or other program or activity because of the person's sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability or handicap as required by s.118.13 Wisconsin Statutes. This policy also prohibits discrimination as defined by Title IX of the Educational Amendments of 1972 (sex), Title IV of the Civil Rights Act of 1964 (race and national origin), and 1973 (handicap).

HUMAN GROWTH AND DEVELOPMENT

The district offers human growth and development as part of its health curriculum. To view that curriculum please contact your child's principal.

State statute indicates that no student can be required to take instruction in human growth and development in general or specific areas provided the parent/guardian files a written request with the district that the student be exempted and a statement that the student that is being exempted will still receive instruction in the subjects under section 118.01(2)(d)2c of the state statutes. The areas are as follows: knowledge of physiology and hygiene, sanitation, the effects of controlled substances and alcohol upon the human system, symptoms of disease and proper care of the body, and section 118.01(2)(d)8 of the state statutes (knowledge of effective means by which students may recognize, avoid, prevent and halt physically or psychologically intrusive or abusive situation which may be harmful to students).

STUDENT RELIGIOUS ACCOMMODATIONS

The district shall provide reasonable accommodation of a student's sincerely held religious beliefs with regard to examinations and other academic requirements. Requests for accommodations shall be made in writing and approved by the building principal.

EARLY COLLEGE CREDIT PROGRAM AND TECHNICAL COLLEGE COURSE PROGRAM

Early College Credit Program and Technical College Course Program information is provided to all high school students annually prior to March 1 for the summer or fall semester and October 1 for the spring semester. Wisconsin's Early College Credit Program and Technical College Course Program allows juniors and seniors in the St. Croix Falls School District who meet eligibility requirements to be able to take post-secondary courses at a University of Wisconsin institution or Wisconsin technical college. Board-approved courses may count toward high school graduation as well as for college credit. If a student reaches "Senior Status," they are eligible to take two semesters of Early College Credit Program and Technical College Course Program; however, the total credits allowed per student may not exceed 18 credits. For questions, please contact a high school guidance counselor.



DPI MANDATORY NOTICES 2024-25

ESSA TITLE I PARENT INVOLVEMENT REQUIREMENTS

The School District of St. Croix Falls understands that involving families and gaining their support as full partners in the education of their children makes those children more successful in school. School success helps children become successful adults. This policy is written to ensure that parents of the children being served in the district-wide Title I program have had, and will continue to have, an adequate opportunity to participate in the design and implementation of the district's Title I project.

- Coordinate with the parent/family involvement efforts of other programs such as Head Start.
- Include parents/families of participating private school students if a private school becomes available in our district.
- Notify parents if a child is assigned to, or taught for at least four consecutive weeks, by a teacher who is not "highly qualified" as defined in the law.
- Provide each parent with information on the assessment as soon as is practicably possible after the assessment is taken.

MILITARY ACCESS TO STUDENTS & RECORDS

The Every Student Succeeds Act requires school districts to release high school student names, addresses, and telephone listing to military recruiters upon their request. The law also requires the school district to notify students and parents of their right to opt-out from this by requesting that the district not release this information to military recruiters. Opt-out forms are available in the St. Croix Falls High School office. The completion and return of this form serves as a student's and/or parent's request to withhold this information.

ACADEMIC AND CAREER PLANNING SERVICES

The School District of St. Croix Falls will provide each high school student with specific academic and career planning throughout their high school years. Information will be disseminated through the high school guidance office throughout the school year. Parents are encouraged to take multiple opportunities to participate in this future planning for their child(ren).

STUDENT ASSESSMENT INFORMATION

School districts receiving funding under Title I are required under ESSA 20 U.S.C. section 6312(e)2A to notify parents they may request information regarding any state or local district policy regarding student participation in any assessments mandated by law or the school district. Please contact the building's principal should you wish to receive such information.

PROGRAMS FOR ENGLISH LANGUAGE LEARNERS

Per ESSA, school district information regarding bilingual-bicultural programs, procedures for registering students in such a program, and parental consent for student placement in the program must be given to parents/guardians of ELL students attending a school that receives Title III funding from the federal government on an annual basis and no later than 30 days after the beginning of the school year or upon enrollment. This information must be given in English and the non-English language of the limited English proficient student. Title III funds are intended to help students who have limited English proficiency, including immigrant children and youth, to attain English proficiency, develop high levels of academic attainment in English, and meet the same challenging academic content and student academic achievement standards as all children in Wisconsin are expected to meet.

The following information shall be given:

1. The reasons for identification for a child to be an ELL student.
2. The child's level of English Proficiency, how it was assessed and the status of academic achievement.
3. The methods of instruction used in the program, available to the child and its goals.
4. How these methods will benefit the child.
5. How the program will specifically help their child learn English and meet age appropriate academic and achievement standards for grade promotion and graduation.
6. Specific exit requirements.
7. In the case of the child with disabilities, how the program will meet the child's IEP.
8. Information containing parental rights, options to decline the program and areas of assistance for parents.



CHILD NUTRITION PROGRAM

The St. Croix Falls School District participates in the National School Lunch Program. The National School Lunch Program (NSLP) is a federally-assisted meal program operating in public and nonprofit private schools and residential child care institutions. It provides nutritionally-balanced, low-cost or free lunches to children each school day. Eligibility requirements for free or reduced price meals/milk can also be found at <http://www.fns.usda.gov/cnd/lunch/>. Should you be unable to access this information, please contact the District Office for assistance at 715-483-2400. Information may be picked up, or the district can mail it out upon request.

SCHOOL MEAL ACCOUNTS CHARGES AND COLLECTIONS (763)

In accordance with requirements established by federal and state oversight agencies, the School Board will adopt, and approve any proposed revisions to, a written rule on the subject of meal charges and the collection of funds within the District's food service program. The District Administrator/School District Finance Director/Food Service Director shall have primary administrative responsibility for overseeing the consistent implementation of the rule that accompanies this policy, including all of the following:

1. Ensuring that the rule is clearly communicated to school families and to District employees who have responsibility for the application and enforcement of the rule.
2. Monitoring the nutritional, fiscal, and operational impacts of the District's approach to meal charges and collections, and, at their own initiative or upon the request of the Board, providing the Board with reports and recommendations for changes and improvements.
3. Coordinating the implementation and enforcement of the rule with the management and staff at any contracted food service company that the District may work with.

In addition to the rule accompanying this policy addressing student meal charges and account collections, it is the policy of the District that non-student adults who are permitted to purchase meals or other items through the food service program are not permitted to charge items that would result in a negative balance.

Reclassification of delinquent debt as bad debt within the Nonprofit School Food Service Account (NSFSA)

In consultation with the District's financial auditors as needed, the Administrator/School District Finance Director shall develop procedures and criteria for the reclassification of long-term delinquent debt within student food service accounts as uncollectible bad debt. Such procedures and criteria shall be consistent with the following general parameters:

1. Unless an active payment plan is in place or other attempts at collection are actively being pursued, delinquent debt in a student food service account that has not been repaid within 14 days shall normally be reclassified as bad debt for purposes of the District's NSFSA.
2. The reclassification of a delinquent debt to a bad debt as an accounting of allowed costs within the District's NSFSA does not prevent the District from (a) continuing to track the unpaid debt, (b) accepting payment for the debt, (c) refusing to extend further credit or offer other payment plans to the debtor household, or (d) applying other District policies and rules related to unpaid charges and fees.
3. See Rule 760.

SCHOOL DISTRICT OF ST. CROIX FALLS FOOD SERVICES GUIDELINES (760)

STUDENT LUNCHES...OFFER VS. SERVE

The School District of St. Croix Falls shall participate in the National School Lunch/Breakfast Program that meets all the federal nutritional guidelines. To reduce plate waste, the School District of St. Croix Falls shall participate in the offer vs. serve option. The full meal pattern will be offered, but the students are required to take three (3) of five (5) items which must consist of a minimum of ¼ cup fruit or vegetable to be considered a reimbursable lunch or the plate will be charged by each item individually. This will help reduce plate waste.

The full meal pattern shall consist of:

- **1 ounce** meat or meat alternate (K-8) / **2 ounces** meat or meat alternate (9-12)
- **1 cup** vegetables and/or fruit (two or more servings) (K-8) / **2 cups** vegetables and/or fruit (9-12)
- **8 per week servings** of bread or bread alternate (K-8) / **10 plus servings** of bread or bread alternate (9-12)
Must be at least 1 serving daily
- ½ pints, or 8 fluid ounces of milk (1%, skim or choc. skim)

All students will be informed of the options and their ability to select three of the five items offered annually, in the offer vs. serve portion of the National School Lunch/Breakfast program.



NEGATIVE LUNCH BALANCE POLICY

The purpose of this policy is to maintain control over meal accounts which are not paid in a timely manner. As our system is a debit system, prepayment is required in the family meal account which includes charges for breakfast, lunch and other ala-carte items.

Families are requested to make an initial deposit of at least cost for one week of lunch, per student. Thereafter, depositing any amount needed to keep a positive balance in their account. Our automated calling system will call homes with an account balance of \$5.00 or less, reminding them to bring money to deposit. These calls will be made Monday through Thursday evenings. The family balances will also be checked by the school offices. No ala-carte purchases are allowed with any negative balance, and those students with account balances of \$-20.00 will not be allowed to make any purchases at all. Students with account balances of \$-20.00 will be given a sandwich and milk for lunch. If the account remains negative after two (2) or more days, the student will be given a serving of fruit, a serving of vegetables, and a carton of milk. Negative balances thereafter will be determined at the discretion of the District.

The student may call the parent to bring them either a cold lunch or money for the lunch account. Students may purchase lunch in line with cash.

If a negative balance continues and the student does not bring a meal to school, the Guidance Counselor will be contacted to assess the student's needs

SCHOOL DISTRICT OF ST. CROIX FALLS STUDENT WELLNESS POLICY (458)

Nutrition and physical activity are known to influence a child's development, potential for learning, overall sense of well-being, and risk of illness through adulthood. Students who practice good nutrition and engage in daily physical activity attend school with bodies and minds ready to take advantage of the learning environment. The District, therefore, encourages all members of the community to help create and support a school environment that emphasizes healthy, life-long habits of good nutrition and physical activity.

The District shall also maintain, implement, and inform the school community and general public about a local school wellness policy that meets the requirements of federal law. The local school wellness policy required by federal law (hereinafter referred to as the District's "Wellness Plan") is a written plan that includes methods to promote student wellness, prevent and reduce childhood obesity, and provide assurance that school meals and other food and beverages sold and otherwise made available to students on the school campus during the school day are consistent with applicable minimum nutritional guidelines and standards.

The Board delegates primary administrative oversight of this policy and the District's local Wellness Plan to the District Administrator or at his/her discretion the Director of Student Services who shall:

1. Direct and monitor the District-wide implementation of the District's Wellness Plan and related nutrition guidelines, including monitoring school-level compliance with the Plan;
2. Oversee the periodic evaluation of the Wellness Plan and its implementation at least as often as such formal assessments are required under applicable regulations, including having primary responsibility for ensuring the timely preparation of a written report following each such assessment;
3. Ensure opportunities for stakeholder group involvement in the development, implementation, and periodic review and updating of the District's Wellness Plan in a manner that is consistent with the requirements of applicable federal regulations and the specific content of the Wellness Plan;
4. Keep the Board and the broader community informed of the Wellness Plan, the District's and each applicable school's progress toward achieving Wellness Plan goals, and any recommendations for changes and improvements to the Plan, including any changes that are based on the results of a formal assessment; and
5. Establish recordkeeping procedures that are consistent with applicable federal regulations and any Department of Public Instruction (DPI) guidelines.

Nothing in this policy or in the District's formal Wellness Plan shall be construed to prohibit District schools from undertaking additional school-level wellness initiatives, provided that such initiatives (1) do not either conflict with the formal Wellness Plan or unilaterally supplant or replace portions of the Plan; and (2) have otherwise been properly authorized within the District. However, the Board strongly encourages the administration and staff at individual schools to coordinate their student wellness initiatives with the formal Wellness Plan for the benefit of documenting such efforts and sharing ideas across the entire District.



SCHOOL DISTRICT OF ST. CROIX FALLS STUDENT WELLENSS (458 RULE)

NUTRITION AND PHYSICAL ACTIVITY GUIDELINES

1. Nutrition Guidelines

- Nutrition guidelines for reimbursable school meals shall not be less restrictive than regulations and guidance issued by the U.S. Secretary of Agriculture, as applicable to schools.

2. Hot Lunch/Breakfast Program:

- The full meal program will meet the District's Nutrition Standards. • The District will post in the cafeterias the nutritional value of all of the food entrees served.
- Following is an example of the information that will be provided.

Cinnamon Raisin Bagel

Portion 1

Calories 210

Protein 8 g

Total Fat 1g

Sugar 2 g

Sodium 310 mg

Carbohydrates 57g

Fiber 3g

Recommended Daily Requirement (Based on a 2000 calorie intake)

Calories 2000

Protein 50 grams

Fat 65 grams Trans/Hydrogenated Fat 0 g Trans/Hydrogenated Fat 0 g

Sugar (no est. value by the FDA)

Sodium 2400 milligrams

Carbohydrates 300 grams

Fiber 25 grams

3. Lunchroom Climate: The lunchroom environment will provide students with a relaxed, enjoyable climate that includes at least the following:

- Adequate space to eat and pleasant surroundings.
- Adequate time for meals (the American Food Service Association recommends at least 20 minutes for lunch from the time they are seated).
- Convenient access to hand washing facilities before meals.
- Lunch is to be served after noon recess if possible.

4. A La Carte:

- A La Carte will meet District Nutritional Standards for competitive foods and beverages.

5. Vending Machines:

- There will be no student accessible vending machines in the elementary schools.
- All items sold in vending machines at the high / middle schools will meet the District Nutrition Standards.

6. Concessions and School Sponsored Events:

- Every effort will be made to follow the District Nutritional Standards when determining the items for these events.

7. Fundraising: (All fundraisers should have a donation option versus solely purchase.)

- The District will encourage fundraising activities that do not involve food sales as the sole source of fundraising activities. A list of ideas for preferred fundraising activities will be made available by the District.
- All fundraising projects are encouraged to follow the District Nutrition Standards.
- All fundraising projects for sale and consumption within and prior to the instructional day will be expected to make every effort to follow the District Nutrition Standards when determining the items to be sold.

DISTRICT NUTRITION STANDARDS

The School District strongly encourages the sale or distribution of nutrient dense foods for all school functions and activities. Nutrient dense foods are those foods that provide students with calories, rich in the nutrient content needed to be healthy. In an effort to support the consumption of nutrient dense foods in the school setting, the district has adopted the following nutrition standards governing the sale of food, beverage, and candy on school grounds.

1. School Meal Program:

All foods served and prepared for the school lunch and breakfast program will meet the following guidelines:

- Total fat content of a meal must be no more than 35% of total calories.
- Saturated fat content of a meal must be no more than 10% of total calories.
- Trans fat content of a meal must be no more than 1% of total calories.
- Sodium content of a meal should be no more than 1,110mgs.
- Lunch must meet one-third of students' Recommended Dietary Allowances for calories, protein, calcium, iron, vitamins A and C. Breakfast meet at least one-fourth.
- Water should be available during mealtimes, at least through water fountains.
- Whenever possible, food items will be low in dyes, sulfites, MSG and other additives or alternative products that have fewer additives will be sought.



2. Competitive Foods:

Including a la carte, vending, snack bars, concessions, fundraising, and teacher-student incentives.

- Total fat content must be no more than 50% of total calories per serving.
- Saturated fat content must be no more than 15% of total calories.
- Trans fat content of a meal must be no more than 1% of total calories.
- Sugar content must be no more than 15 grams per serving (not including fresh, dried or frozen fruits with no added sugar, 100% vegetable and fruit juices).
- Include fresh fruits and vegetables when possible.
- Nuts and seeds are exempt from these standards, because they are nutrient dense and contain high levels of heart healthy fat.
- In all cases, single-serving sizes will be featured when possible.

3. Beverages:

- Non-carbonated or sparkling water containing no calories, but may contain natural flavoring or non-nutritive sweeteners.
- Water should be a significant option.
- Low-fat (1%) and non-fat (skim) forms of milk, including flavored milk.
- 100% fruit juices or fruit-based drinks containing at least 50% juice.
- Electrolyte replacement beverages.
- In all cases, single-serving sizes will be featured when possible.

DISTRICT NUTRITION EDUCATION

In addition to the nutrition-required curriculum, all instructional staff will be encouraged to integrate nutritional themes into the daily lessons when appropriate. The health benefits of good nutrition should be emphasized. These nutritional themes include but are not limited to:

- Knowledge of food guide pyramid
- Healthy heart choices
- Sources and variety of foods
- Guide to a healthy diet
- Diet and disease
- Understanding calories
- Healthy snacks
- Healthy breakfast
- Healthy diet
- Food labels
- Major Nutrients
- Multicultural influences
- Serving sizes
- Proper sanitation
- Identify and limit junk food

Healthy food preparation Healthy choices sold in school or at school functions will be marketed appropriately through point of-sale nutrition education and labeling, price, placement, and promotion. Students should receive consistent nutrition messages throughout the school, classroom, and cafeteria.

DISTRICT PHYSICAL ACTIVITY STANDARDS

The School District of St. Croix Falls recognizes the value of having a proactive physical education program. A program that educates students about the long term benefits associated with staying physically active, participating in life-long sports, and in maintaining an overall healthy lifestyle, as well as, the long term health dangers of not doing so. The district also realizes that developing healthy lifestyle habits is not just the responsibility of the school district; these habits need to be practiced and reinforced at home and out in the community as well. The school district will make its best efforts, as staff, facilities and circumstances allow, to progress toward the following goals:



1. Daily Physical Activity K-4

All students in grades K-4, including students with disabilities and special health-care needs, will receive the equivalent of 255 minutes of physical activity per week. This includes, on average, 75 minutes of physical education per week and 36 minutes of recess per day. Student involvement in other activities requiring physical activity (i.e. community recreation programs) will also be encouraged. A certified physical education teacher will teach all physical education classes. Students will spend at least 50 % of physical education class time participating in moderate to vigorous physical activity.

2. Daily Physical Activity Grades 5-6

All students in grades 5 and 6, including students with disabilities and special health-care needs will receive on average 150 minutes of physical education per week (grade 5), and 100 minutes of physical education per week (grade 6). Students in both grades will also get a 15-minute activity break every day. Student involvement in other activities involving physical activity (i.e. community recreation programs, intramurals, and interscholastic sports) will also be encouraged. A certified physical education teacher will teach all physical education classes. Students will spend at least 50% of physical education class time participating in moderate to vigorous physical activity.

3. Daily Physical Activity Grades 7-10

All students in grades 7-10, including students with disabilities and special health-care needs will receive on average 225 minutes of physical education per week for one semester per year. Student involvement in other activities involving physical activity (i.e. community recreation programs, intramurals, and interscholastic sports) will also be encouraged. A certified physical education teacher will teach all physical education classes. Students will spend at least 50 % of physical education class time participating in moderate to vigorous physical activity.

4. Daily Physical Activity Grades 11-12

By the time students enter their junior year of high school, they are expected to have internalized the need and value for physical fitness and healthy eating habits. They are still required to take a third credit of physical education and are still afforded many opportunities to take additional credits and to get involved in intramural and interscholastic activities. As juniors and seniors, students are expected to provide the leadership to the rest of the student body, modeling healthy eating and living habits.

5. Physical Activity Outside of School

The school district supports physical activity programs through its co-curricular offerings and community education opportunities for students K-12.

6. Physical Activity Going to and from School

The school district will assess and, if necessary and to the extent possible, make needed improvements to make it safer and easier for students to walk and bike to school. When appropriate, the district will work together with local public works, public safety, and/or police departments in those efforts. The school District will explore the availability of federal "Safe Routes to School" funds, administered by the State Department of Transportation, to finance such improvements."

SCHOOL DISTRICT OF ST. CROIX FALLS SALES AND RECRUITING ON SCHOOL PREMISES 850

School districts receiving federal education funds are required to provide, on request made by military recruiters or an institution of higher education, access to secondary school students' names, addresses and telephone listings unless access to such information has been restricted by the secondary school student or the student's parents as explained below in (1) and (2). Federal guidelines issued to implement this requirement state that if a school does not designate student names, addresses and/or telephone listings as directory data it must still provide all three items to military recruiters and institutions of higher education upon request.

- (1) A secondary school student or the parent of the student may request that the student's name, address and telephone listing not be released to military recruiters or institutions of higher education without prior written parental consent: and
- (2) The district must comply with such request.

Sales representatives, college or armed services recruiters, etc. are not permitted to call on teachers, students, or school staff members while on school premises without authorization from the school administration.

School principals may give permission at times that will not interfere with the educational program.

It is agreed there should be competitive showing of class rings and graduation announcements. The firm getting the orders for the class rings and graduation announcements is to take the orders and do the collecting and distributing of the orders.



SCHOOL ACTIVITIES FOR YOUR SAINT

High School Clubs and activities

In addition to the school sports opportunities, there are numerous activities your student can be involved with. Contact the high school office for more information

- Clowns - mentorship program
- Environmental Club
- Drama - THE HS MUSICAL WILL BE IN THE FALL THIS YEAR
- FFA
- Forensics - (speech/acting)
- NHS
- SOS - student support program
- Yearbook
- SkillsUSA
- Student Council
- Art Club
- Ice Fishing
- Prom committee
- Powerlifting

Middle School Clubs and activities

Middle school students have activities available to them as well. Some activities take place after school, some during the school day.

- After-school weight room
- Drama - Watch the website for updates on schedule
- Forensics
- Student Council
- Yearbook
- Booster Athletics are open to many ages and grade levels - Check the Community Education section of the website

Other activities

Elementary school students have the option of going to Kids Care before and/or after school - register online.

The Girl Scouts are a fun organization for our young ladies to get involved.

<https://www.girlscoutsv.org/>

4-H has a variety of options for many grade levels.

<https://polk.extension.wisc.edu/4-h-youth-development/>



FOOD SERVICES

Check the school's website to see up-to-date breakfast and lunch menus for all buildings. Just click the "MENUS" icon on the top right of the screen on the school's main webpage.

SEPTEMBER BREAKFAST K-12

Monday	Tuesday	Wednesday	Thursday	Friday
Labor Day No School 2	K8-Breakfast Pizza or HS Brown Sugar Pop Tart 3	K8-Mini Cinnis or HS French Toast Sticks 4	K8-The Max Pancakes Syrup or HS Chocolate Muffin 5	K8-Assorted Breakfast Cereal or Breakfast Bar or HS Mini Strawberry Creamy Cheese Bagel 6
K8-Ultimate Breakfast Round Or HS Pancake Maple Sausage on a Stick 7	K8-Eggo waffle Bites Syrup or HS Apple donut 8	K8-Chocolate Chip Muffin Or HS The Max Pancakes And Syrup 9	K8-Mini Strawberry Creamy Cheese Bagel Or HS Chocolate Mini Donuts 10	K8-Blueberry Muffin Or HS Breakfast Pizza 11
K8-Apple donut or HS Cinnamon Chip Scone 16	K8-Assorted Breakfast Cereal or Breakfast Bar or HS Ultimate Breakfast Round 17	K8-Chocolate Chip Muffin Or HS The Max Pancakes And Syrup 18	K8-Mini Cinnis Or HS Mini Powdered Donut 19	K8-Apple Frudel Or HS Banana Bread Slice 20
K8-Strawberry Creamy Cheese Bar or HS Mini Cinnis 21	K8-Apple Muffin or HS Breakfast Pizza 24	K8-Pancake Maple Sausage on a Stick or HS Chocolate Mini Donuts 25	K8-Eggo waffle Bites Syrup or HS Apple Frudel 26	K8-Assorted Breakfast Cereal or Breakfast Bar or HS French Toast Sticks 27
K8- The Max Pancakes Syrup Or Ultimate Breakfast Round 28				

Breakfast and Lunch Prices

(contact the office for information on reduced prices)

Breakfast Prices:

HS/MS \$2.05 ES \$1.80

Lunch Prices:

HS/MS \$3.15 ES \$3.00

(One milk is included with each breakfast/lunch. Additional are \$.50)

Extra entree (aka "red tray"):

HS/MS - \$2.50

A la Carte items (bottle water, juice, etc...):

HS/MS \$1.25-1.50

After school snack line items:

HS/MS \$.75-2.50

* Students must have money in their lunch account to purchase the above items. Parents have the option of blocking extra entree, a la Carte and snack purchases.

SEPTEMBER LUNCH K-12

Monday	Tuesday	Wednesday	Thursday	Friday
Labor Day No School 2	Chicken Nuggets BBQ Dipping Sauce Fresh Baked Biscuit Lemon Peppered Broccoli Peaches 3	Cheeseburger Potato Salad Baked Beans Mandarin Oranges 4	Pepperoni Pizza Wisconsin Coleslaw Mandarin Oranges HS Frosted Cookie 5	Mini Corn Dogs (Ketchup & Mustard) Potato Wedges Carrots Cinnamon Applesauce 6
Spaghetti & Meat Sauce K-8 MS Garlic toast HS Garlic Knot Steamed Broccoli Pears 9	French Toast Syrup Scrambled Eggs K-8 Tator Tots HS Hashbrown Strawberries 10	Chicken Nuggets BBQ Dipping Sauce Orange Rice Pilaf Garlic Mixed Vegetables Peaches 11	Tomato Soup Grilled Cheese Sandwich Creamy Coleslaw Mandarin Oranges 12	Chicken Patty on Bun Lite Mayo Dilled Carrots Baked Beans Pineapple 13
Taco Salad Cheese & Tortilla Chips Refried Beans Salsa Lettuce, Fresh Tomatoes, Mixed Fruit 16	Meatballs in Gravy Mashed Potatoes Biscuit Peas & Carrots Peaches 17	Pizza Dippers Marinara sauce Buttered Corn Applesauce Sugar Cookie 18	Hearty Wisconsin Chili with Sour Cream, and Cheese Corn Bread HS Cheez it Strawberries 19	North Atlantic Cod Steamed Macaroni & Cheese Orange Broccoli Mandarin Oranges 20
Chicken Nuggets BBQ Dipping Sauce Yellow Rice HS Bread Slice Mixed Vegetables Blueberries 23	Cheeseburger Ketchup & Mustard Tator Tots Rosemary Carrots Nutmeg Peaches HS Frosted Cookie 24	Cheese Quesadilla Salsa Cilantro Lime Rice Refried Beans Almond Pears 25	Hot dog on Bun (Ketchup & Mustard) Broccoli Salsa Sun Chips Tropical fruit 26	Pepperoni Pizza Cranberry Coleslaw Spicy Apples 27
Chicken Patty on Bun Mayo HS Sun Chips Garlic Green Beans Peaches 30				

FOOD SERVICES

Hello, I am new here. Allow me to introduce myself. My name is Amy Dauscher, from Osceola. I have worked in Food Service most of my life, mostly in long term care. I was hired in October 2024 and former Director Lynette Larson has been training me in the ways of school food service. We are lucky to have the devoted food service team here in our kitchens.

Couple of housekeeping items:

1. We are an Offer Vs Serve School which allows students to decline some of the food offered in a reimbursable meal, reduces food waste, and permits students to choose foods they they want to eat. <https://dpi.wi.gov/sites/default/files/imce/school-nutrition/pdf/ovs-in-a-nutshell.pdf>

Requirements	Breakfast	Lunch
What schools must <u>offer</u>	At least four food items from three food components (<i>grain, fruit, fluid milk</i>)	All five food components (<i>grain, meat/meat alternate, fruit, vegetable, fluid milk</i>)
	<p>The 3 Food Components for Breakfast</p> <p>Choose at least 3 items (including ½ cup fruit and/or vegetable)</p> <p>For a nutritious meal, choose all!</p>	<p>The 5 Food Components for Lunch</p> <p>Choose at least 3 components (including ½ cup fruit and/or vegetable)</p> <p>For a nutritious meal, choose all 5!</p>

2. Reminder: you as the parent or guardian can put a hold on all a la cart purchase and additional entrees aka “red trays” Call the school office and let them know!
 Low Balance: Our system is a debit system, and prepayment is required in the family meal account which includes charges for breakfast, lunch and any a la carte items. Families are requested to make an initial deposit of at least cost for one week of lunch per student. Thereafter, you may deposit any amount needed to keep a positive balance. Our automated calling system will call homes with an account balance of \$5.00 or less. These calls will be made Monday through Thursday evenings. The family balances will also be checked by the school offices.
 No a la carte purchases or additional entrees aka “red trays” are allowed with a negative balance. Students with account balances of \$-20.00 will not be allowed to make any purchases and will be given a sandwich and milk for lunch. If the account remains negative after two (2) or more days, the student will be given a serving of fruit, a serving of vegetable, and a carton of milk. How negative balances will be addressed thereafter will be determined at the discretion of the District. Providing meals for students is ultimately a parent/guardian responsibility.
 Parents/Guardians with limited income are encouraged to apply for the free and reduced-price meal plan. (See the following pages)
3. If your child has any food allergies and eats through our lunch program, we will need a letter from a doctor or registered dietitian denoting what food needs to be avoided and symptoms of the allergy. Please contact the school nurse and talk to Hollie Miller, 715 483-9825 ext. 1411 for a form.

<https://dpi.wi.gov/school-nutrition/program-requirements/free-reduced-meal-eligibility/applications>



How To Apply for Free and Reduced Price School Meals

Please use these instructions to help you fill out the application for free and reduced price school meals. You only need to submit one application per household, **even if your children attend more than one school in the St Croix Falls School District.**

The application must be filled out completely to determine the eligibility of your child(ren) for free or reduced price school meals.

Please follow these instructions in order! Each step of the instructions is the same as the steps on your application. If at any time you are not sure what to do next, please contact the St Croix Falls School District @ 715-483-2405 or guggita@scfschools.com.

Please use a pen (not a pencil) when filling out the application and do your best to print clearly.

Step 1: List ALL children, infants, and students up to and including grade 12

Tell us how many infants/toddlers, children not in school, and elementary/middle/high school students live in your household. They do NOT have to be related to you to be a part of your household.

Who should I list here? When filling out this section, please include ALL members in your household who are:

- Children age 18 or under AND are supported with the household's income;
- In your care under a formal foster arrangement through a court or state/local agency, or qualify as homeless, migrant, or runaway youth;
- Students attending (regardless of age) St Croix Falls School District.

<p>A) List each child's name. Print each child's name. Use one line of the application for each child. When printing names, write one letter in each box. Stop if you run out of space. If there are more children present than lines on the application, attach a second piece of paper (or a second application if completing electronically) with all required information for the additional children. This also applies to adults in Step 3. "MI" is short for middle initial. Print the first letter of each child's middle name in the box.</p>	<p>B) Is the child a student? If "Yes," write the grade level of the student in the "Grade" column to the right.</p> <p>C) Do you have any foster children? If any children listed are foster children, mark the "Foster Child" box next to the child's name. If you are ONLY applying for foster children, after finishing Step 1, go to Step 4.</p> <p><u>Foster children who live with you may count as members of your household and should be listed on your application.</u> If you are applying for both foster and non-foster children, go to Step 3. Note: Adopted children are not considered foster children. A foster child is a minor child who has been taken into state custody and placed with a state-licensed adult, who cares for the child in place of their parent or guardian.</p>	<p>D) Are any children homeless, migrant, or runaway? If you believe any child listed in this section meets this description, mark the "Homeless, Migrant, Runaway" box next to the child's name and complete all steps of the application. Homeless, Migrant, Runaway status must be confirmed with the appropriate program staff. If the school district cannot confirm your student's homeless, migrant, or runaway status, then the school district will contact you to complete an income-based application. <u>You may choose to provide income information now in order to prevent the school district from potentially needing to contact you later.</u></p>
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Step 2: Do any household members currently participate in SNAP, TANF, or FDPIR?

anyone in your household (including you) currently participates in one or more of the assistance programs listed below, your children are eligible for free school meals:

- The Supplemental Nutrition Assistance Program (SNAP) or FoodShare
- Temporary Assistance for Needy Families (TANF) or W-2 Cash Benefits
- The Food Distribution Program on Indian Reservations (FDPIR).

) If no one in your household participates in any of the above listed programs:

- Check "No" in Step 2 and go to Step 3.

B) If anyone in your household participates in any of the above listed programs:

- Write a case number for SNAP, TANF, or FDPIR. You only need to provide one case number. If you participate in one of these programs and do not know your case number, contact: <https://www.dhs.wisconsin.gov/forwardhealth/imagency/index.htm>
- Go to Step 4.

Step 3: List ALL household members and income for each member

How do I report my income?

- Use the lists titled "Sources of Income" & "Examples of Income for Children," on the back side of the application form to determine if your household has income to report.
- Report all amounts in GROSS INCOME ONLY. Report all income in whole dollars. Do not include cents.
 - Gross income is the total income received **before** taxes and deductions.
 - Many people think of income as the amount they "take home" and not the total, "gross" amount. Make sure that the income you report on this application has NOT been reduced to pay for taxes, insurance premiums, or any other amounts taken from your pay.
- Write a "0" in any fields where there is no income to report. Any income fields left empty or blank will also be counted as a zero. If you write "0" or leave any fields blank, you are certifying (promising) that there is no income to report. If local officials suspect that your household income was reported incorrectly, your application will be investigated.
- Mark how often each type of income is received using the check boxes to the right of each field.

A. Report income earned by adults

Who should I list here?

- When filling out this section, please include ALL adult members in your household who are living with you and share income and expenses, even if they are not related and even if they do not receive income of their own.
- **Do NOT include:**
 - People who live with you but are not supported by your household's income AND do not contribute income to your household.
 - Infants, children and students already listed in Step 1.

Step 3: List ALL household members and income for each member

1) List adult household members' names.

Print the name of each household member in the boxes marked "Names of Adult Household Members (First and Last)." Include college students, unless they are declared independently on taxes (all college students are considered adults). Do not list any household members you listed in Step 1.

2) List earnings from work.

List all income from work in the "Earnings from Work" field on the application. This is usually the money received from working at jobs. If you are a self-employed business or farm owner, you will report your net income. Net income is your income after taxes and deductions have been subtracted.

- **What if I have multiple jobs?** List each job separately by entering your name and income from each job on a new line. Add an additional sheet of paper if necessary.
- **What if I am self-employed?** List income from your business as a net amount. This net amount is calculated by subtracting the total operating expenses of your business from its gross receipts (revenue). Gross receipts or revenue are all the income earned from the sale of any products or services offered.

If a child listed in **Step 1** has income, follow the instructions in **Step 3, Part B.**

3) List income from public assistance/child support/alimony.

List all income that applies in the "Public Assistance/Child Support/Alimony" field on the application. Do not report the cash value of any public assistance benefits NOT listed on the chart. If income is received from child support or alimony, only report court-ordered payments. Informal but regular payments should be reported as "other" income in the next part.

4) List income from pensions/retirement/all other income.

List all income that applies in the "Pensions/Retirement/All Other Income" field on the application.

- **What if I receive income from multiple sources in this category?** List each source separately by entering your name and income from each source on a new line. Add an additional sheet of paper if necessary.

5) List total household size.

Enter the total number of household members in the field "Total Household Members (Children and Adults)." This number **MUST** be equal to the number of household members listed in **Step 1** and **Step 3**. If there are any members of your household that you have not listed on the application, go back and add them. It is very important to list all household members, as the size of your household affects your eligibility for free and reduced price meals.

6) Provide the last four digits of your Social Security Number.

An adult household member must enter the last four digits of their Social Security Number in the space provided. You are eligible to apply for benefits even if you do not have a Social Security Number. If no adult household members have a Social Security Number, leave this space blank and mark the box to the right labeled "Check if no Social Security Number."

3.B List income earned by children

List all income earned or received by children.

List the combined gross income for ALL children listed in **Step 1** in your household in the box marked "Child Income." Only count foster children's income if you are applying for them together with the rest of your household.

- **What is Child Income?** Child income is money received from outside your household that is paid **DIRECTLY** to your children. Many households do not have any child income.

Step 4: Contact information and adult signature		
<p><i>All applications must be signed by an adult member of the household. By signing the application, that household member is promising that all information has been truthfully and completely reported. Before completing this section, please also make sure you have read the statements on the back of the application.</i></p>		
<p>A) Provide your contact information. Write your current mailing address in the fields provided, if this information is available. If you have no permanent address, that is okay. Sharing a phone number, email address, or both is optional, but helps us reach you quickly if we need to contact you.</p>	<p>B) Print and sign your name and write today's date. Print the name of the adult signing the application and that person signs in the box "Signature of adult."</p>	<p>C) Mail completed application to: School District of St Croix Falls Attn: District Office PO Box 130 St Croix Falls, WI 54024</p>
Optional		
<p>Share children's racial and ethnic identities (optional). On the back of the application, we ask you to share information about your children's race and ethnicity. This field is optional and does not affect your children's eligibility for free or reduced price school meals. This information is requested solely for the purpose of determining the State's compliance with Federal civil rights laws, and your response will not affect consideration of your application, and may be protected by the Privacy Act. By providing this information, you will assist us in assuring that this program is administered in a nondiscriminatory manner.</p>		

Please return the application directly to your child's SCHOOL. DO NOT mail, fax, or email completed applications or questions about applications to the USDA Office of the Assistant Secretary for Civil Rights or your child's eligibility for free or reduced-price meals will be delayed.

<https://dpi.wi.gov/school-nutrition/program-requirements/free-reduced-meal-eligibility/applications>

2024-25 Household Application for Free and Reduced Price School Meals

APPLY ONLINE:
RETURN TO (School/District Name): St Croix Falls School District
ADDRESS: PO Box 130 St Croix Falls WI 54024

Complete one application per household. Please use a pen (not a pencil). In Community Eligibility Provision Schools (CEP), receipt of free meals does not depend on returning this application; however, this information is necessary for other programs.

STEP 1 List ALL children, infants, and students up to and including grade 12. Attach another sheet of paper if you need space for more names.

List ALL children in the household. Do not forget to list infants, children attending other schools, children not in school, and children not applying for benefits. This includes children not related to you in your household.

Child's First Name	MI	Child's Last Name	Grade	Foster Child	Migrant	Runaway	Homeless

Check all that apply

If you checked any of these boxes, please refer to the Application Instruction's Step 1: Part C & Part D.

STEP 2 Do any household members (including you) participate in: FoodShare (SNAP), W-2 Cash Benefits (TANF), or FDIPIR?

NO → Go to STEP 3. YES → Write case number here and proceed to STEP 4. PROGRAM NAME: CASE NUMBER (NOT EBT NUMBER):

STEP 3 List ALL household members and income for each member (before taxes and deductions)

A. All Adult Household Members (Anyone who is living with you and shares income and expenses, even if not related, including you.)

List all Adult Household Members not listed in STEP 1 (including yourself) even if they do not receive income. For each Household Member listed, if they receive income, report total gross income (before taxes and deductions) for each source in whole dollars (no cents) only. If they do not receive income from any source, write '0'. If you enter '0' or leave any fields blank, you are certifying (promising) that there is no income to report.

Name of Adult Household Members (First and Last)	How often received?			Public Assistance, Child Support, Alimony	How often received?			Pensions, Retirement, Social Security, SSI, VA Benefits, All Other	How often received?										
	Weekly	Every 2 Weeks	2x/Month		Monthly	Annually	Weekly		Every 2 Weeks	2x/Month	Monthly	Annually							

Required: Last Four Numbers of Social Security Number (SSN) of Primary Wage-Earner or Other Adult Household Member or Check Box if No SSN

Check Box if No Social Security Number

Child Income

Required: Total Household Members (Children and Adults)

B. Child Income

Sometimes children in the household earn or receive income. Include the TOTAL income (before taxes and deductions) received by ALL children listed in STEP 1 here.

Please see application's back for list of income sources.

STEP 4 Contact information and adult signature. RETURN COMPLETED FORM TO YOUR CHILD'S SCHOOL: Insert school address here PO Box 130 St Croix Falls WI 54024

"I certify (promise) that all information on this application is true and that all income is reported. I understand that this information is given in connection with the receipt of Federal funds, and that school officials may verify (confirm) the information. I am aware that if I purposely give false information, my children may lose meal benefits, and I may be prosecuted under applicable State and Federal laws."

Print Name of Adult Signing the Form	Signature of Adult	Today's Date
Mailing Address (if available)	State	Phone (optional)
City	Zip	Email (optional)

Return completed form to your child's school.

SOURCES AND EXAMPLES OF INCOMEFor additional information on income, please refer to the instructions that accompany this application.

Earnings from Work

- Salary, wages, cash bonuses, tips, commissions
- Net income from self-employment (farm or business)

Public Assistance/Alimony/Child Support

- Unemployment benefits
- Workers' compensation
- Supplemental Security Income (SSI)
- Cash assistance from State or local government
- Alimony payments
- Child support payments
- Veterans benefits
- Strike benefits

Sources of Income

- If you are in the U.S. Military:
 - Basic pay and cash bonuses (do NOT include combat pay, FSSA, or privatized housing allowances)
 - Allowances for off-base housing, food, and clothing

Examples of Income for Children

- A child has a regular full or part-time job where they earn a salary or wages
- A child is blind or disabled and receives Social Security benefits
- A parent is disabled, retired, or deceased, and their child receives Social Security benefits
- A friend or extended family member regularly gives a child spending money
- A child receives regular income from a private pension fund, annuity, or trust

OPTIONAL

Children's ethnic and racial identities. This information is kept confidential and may be protected by the Privacy Act of 1974.

We are required to ask for information about your children's race and ethnicity. This information is important and helps to make sure we are fully serving our community. Responding to this section is optional and does not affect your children's eligibility for free or reduced price meals.

Ethnicity (check one): ☐ Hispanic or Latino (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish Culture or origin, regardless of race)

Race (check one or more): ☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or Other Pacific Islander ☐ Not Hispanic or Latino ☐ White

Return this completed form to your child's school. *Do not mail, fax, or email completed applications to the U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights.

DO NOT FILL OUT

For school use only. If all students listed on this application attend CEP schools, the processing of this application cannot be paid for by the nonprofit school food service account.

Annual Income Conversion: Weekly x 52, Every 2 Weeks x 26, Twice a Month x 12, Do not annualize income to determine eligibility unless more than one income frequency is listed.

Total Income

How often?

Weekly

Every 2 Weeks

2x/Month

Monthly

Annual

○

○

○

○

○

Categorical Eligibility

☐

Eligibility

Free

Reduced

Denied

○

○

○

Determining Official's Signature

Date

Confirming Official's Signature

Date

Verifying Official's Signature

Date

Use of Information Statement

The Richard B. Russell National School Lunch Act requires that we use information from this application to see who qualifies for free or reduced price meals. We can only approve complete forms. We may share your eligibility information with education, health, and nutrition programs to help them deliver program benefits to your household. Inspectors and law enforcement may also use your information to make sure that program rules are met. Please be sure to provide the last four numbers of the Social Security number of the adult household member who signs the application. If the adult does not have one, check if no Social Security Number Applications for a foster child do not need to list a Social Security number. Applications for children in households receiving Supplemental Nutrition Assistance Program (SNAP) or Temporary Assistance for Needy Families (TANF) or Food Distribution Program on Indian Reservations (FDPIR) do not need to list a Social Security number. Some children qualify for free meals without an application. Please contact your school to get free meals for a foster child, and children who are homeless, migrant, or runaway.

The contact information below is solely to file a complaint of discrimination In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotype, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:
*MAIL: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
FAX: (833) 256-1665 or (202) 690-7442; or
EMAIL: program.intake@usda.gov
*Do not mail applications to this address, only complaints of discrimination.

This institution is an equal opportunity provider.

Return completed form to your child's school.

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FOOD SERVICES

FREQUENTLY ASKED QUESTIONS ABOUT FREE AND REDUCED PRICE SCHOOL MEALS FOR SCHOOL YEAR 2024-25

Dear Parent/Guardian:

Children need healthy meals to learn. The School District of St Croix Falls offers healthy meals every school day. Breakfast costs \$1.80 4K-4, \$2.05 5-12; lunch costs \$3.00 4K-4, \$3.15 5-12. Your children may qualify for free meals or for reduced price meals. Reduced price is \$0.30 for breakfast and \$0.40 for lunch. This packet includes an application for free or reduced price meal benefits, and a set of detailed instructions. Below are some common questions and answers to help you with the application process.

1. WHO CAN GET FREE OR REDUCED PRICE MEALS?

- All children in households receiving benefits from FoodShare, the Food Distribution Program on Indian Reservations (FDPRI), or W-2 cash benefits are eligible for free meals, when listed on the application.
- Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.
- Children participating in their school's Head Start program are eligible for free meals.
- Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
- Children may qualify to receive free or reduced price meals if your household's income is at or below the limits on the Federal Income Eligibility Guidelines.

FEDERAL ELIGIBILITY INCOME CHART For School Year 2024-25			
Household size	Yearly (\$)	Monthly (\$)	Weekly (\$)
1	27,861	2,322	536
2	37,814	3,152	728
3	47,767	3,981	919
4	57,720	4,810	1,110
5	67,673	5,640	1,302
6	77,626	6,469	1,493
7	87,579	7,299	1,685
8	97,532	8,128	1,876
Each additional person:	9,953	830	192

2. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY? Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and have not been told your children will get free meals, please call or e-mail **Darrell Imhoff**, imhofda@scfschools.com or **715-483-2507 ext.1202**.
3. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD? No. *Use one Free and Reduced Price School Meals Application for all students in your household.* We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to: **St Croix Falls School/District Office PO Box 130 St Croix Falls WI 54024**.
4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE OR REDUCED PRICE MEALS? Please read the letter you received carefully and follow the instructions. If your letter indicates you qualify for free meals, then no application is needed. If any children in your household were missing from your eligibility notification, contact the **District Office @ 715-483-2405** immediately. If your household was notified it qualified for reduced price meals, we encourage you to complete an application to potentially qualify for free meals based on household size and income.
5. DO I NEED TO FILL OUT AN APPLICATION IF MY CHILD ATTENDS A COMMUNITY ELIGIBILITY PROVISION (CEP) SCHOOL? If your child attends a school that participates in CEP, receipt of free breakfast and lunch meals does not depend on returning this application. However, this information is necessary for other programs and may be used to determine if your household is eligible for additional benefits.



FOOD SERVICES

6. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE? Yes. Your child's application is only good for that school year and for the first few days of this school year, through **October 15th**, or when a new eligibility is determined. You must submit a new application unless the school told you that your child is eligible for the new school year. If you do not submit a new application that is approved by the school or you have not been notified that your child is eligible for free meals, your child will be charged the full price for meals.
7. I GET WIC. CAN MY CHILDREN GET FREE MEALS? Children in households participating in WIC may be eligible for free or reduced price meals, but it is based on income. Please submit an application.
8. MY CHILD PARTICIPATES IN BADGERCARE PLUS OR MEDICAID. CAN MY CHILD GET FREE MEALS? Children participating in Badgercare Plus or Medicaid may be eligible for free or reduced price meals, but it is based on income. Please submit an application.
9. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report.
10. IF I DON'T QUALIFY NOW, MAY I APPLY LATER? Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed or experience a financial hardship may become eligible for free and reduced price meals if the household income drops below the income limit.
11. WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION? You should talk to school officials. You also may ask for a hearing by calling or writing to: **Craig Broeren, District Administrator, PO Box 130 St Croix Falls WI 54024 or 715-483-2507 Ext 1401, broercr@scfschools.com**.
12. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN? Yes. You, your children, or other household members do not have to be U.S. citizens to apply for free or reduced price meals.
13. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
14. WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT? Household members may not receive some types of income we ask you to report on the application or may not receive income at all. Whenever this happens, please write a 0 in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.
15. WE ARE IN THE MILITARY. DO WE REPORT OUR INCOME DIFFERENTLY? Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, it must also be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Do not include any combat pay resulting from deployment as income.
16. WHAT IF THERE IS NOT ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY? List any additional household members on a separate piece of paper and attach it to your application.
17. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for FoodShare or other assistance benefits, contact your local assistance office or call 1-800-362-3002.
18. IF THIS APPLICATION IS APPROVED WILL MY CHILD RECEIVE SUMMER EBT BENEFITS? Yes. An approved Household Application for Free or Reduced Priced Meals qualifies your household for Summer EBT benefits. More information is available at <https://dpi.wi.gov/school-nutrition/programs/SummerEBT>.

If you have other questions or need help, call 715-483-2405.

Sincerely,

St Croix Falls School District



School District of St. Croix Falls

P.O. Box 130 ~ St. Croix Falls ~ Wisconsin 54024 ~ (715) 483-2507 ~ Fax (715) 483-3695

Craig Broeren
District
Administrator

Shelly Schmitz
Special Education
Director

Brian Kray
Director of
Curriculum/
Technology

Rita Platt
Elementary School
Principal

Darrell Imhoff
Middle School
Principal

Michael Wilson
High School
Principal

Dear Parent/Guardian,

The School District of St. Croix Falls in cooperation with the STAR Education Foundation would like to offer your family a supplemental source of food each week of the school year. The Backpack Program is available to those students that may qualify for free/reduced meals. How does the Backpack Program work? Once a family has returned the form below, the following will take place:

1. Starting in the middle of October one child from your family will be given a backpack the last day of each school week. Inside you will find a variety of items that **may** include tuna, peanut butter, jelly, cereal, macaroni and cheese, soup, crackers, canned fruit or vegetables and coupons for milk and fruit and/or vegetables two times per month.
2. Students return the empty backpack on Monday morning, to their School Counselor's Office.
3. Backpacks will again be filled during the week and your child will bring the backpack home again at the end of the school week.

Important Facts:

- The program is confidential.
- Participation is FREE. (Backpack, food, etc.)

If you would like to participate in this program, complete the form below and have your son or daughter return it to your child's counselor. If you prefer, you may also mail this form, just remember to add a stamp. Please return this form as soon as possible.

Please call Kate Lehne with any questions. Thank you ☺

Sincerely,

Kate Lehne
715-483-9823 ext. 1215

_____ Yes, we want to participate in the Backpack Program during the 2024-25 school year.

_____ No, we do not want to participate in the Backpack Program at this time.

Parent/Guardian Signature _____ Printed Name _____

Number in Household _____ *May use the back of this form if needed

Name/s Age or Grade

Teacher's name (HR If Applicable)

St. Croix Falls
School District
is an equal
opportunity employer
and does not
discriminate
on the basis of sex,
race, national origin,
age, religion,
ancestry,
creed, pregnancy,
marital/parental
status, sexual
orientation, disability
or handicap.

Notes from the Athletic Director

Tara Rose



WHAT ARE THE BENEFITS OF SPORTS IN SCHOOLS

◆ Strengthens Peer Relationships & Culture

◆ Improves brain functions & classroom behaviors

◆ Improves memory & confidence

◆ Makes kids feel valued while decreasing anxiety and depression

◆ Teaches important life skills

2023-2024 Athletics Achievements

HON Conference Team Champions:

Volleyball, Boys Wrestling & Girls Basketball

Regional Champions:

Football, Volleyball, Boys Wrestling, Girls Hockey, & Baseball

State:

Volleyball, Boys Wrestlers, Girls Wrestlers, Dance, Track & Field

State Runner-Up:

Boys Wrestling

State Champions:

Saints Volleyball

ATHLETICS

#SAINTSNATION



Notes from the Athletic Director

Saints Athletics isn't all about winning. We see that in our core values: Sportsmanship, Leadership, and Integrity. Our coaches, athletes, and fans exemplify these characteristics and that makes us incredibly proud!

Now onto 2024-2025 where we plan to keep things rolling for the Saints! Fall is coming up fast, and that means school starts soon, and fall sports start even sooner!

*Weight Training Safety & Techniques Class will be offered on Friday, August 23 from 9:00 am to 12:00 pm.

This class is for incoming 5th and 6th graders who haven't completed the course and would like to be able to use the weight room either before or after school during the school year. There will be another opportunity to take the class in mid-September. Once this date and time is set we will send the information out to families.

Before your athlete can practice he or she **must**:

- Have an up-to-date physical or alternate year card (copies of both of these can be found the the School District website or outside of the HS and MS offices. If you're not sure which your child needs, please contact Tara Rose or Janita Nwachukwu.
- Completed online registration (directions below).
- Pay athletic fees.



Get gear anytime through this link - create your own great saints look!
<https://sideline.bsnsports.com/schools/wisconsin/saintcroixfalls/saint-croix-falls-high-school>



#SAINTSNATION



Please look at the athletics and activity links on the School District website to complete registration and pay fees.

ATHLETIC FEES/REGISTRATION

Students participating in extra-curricular activities must register and pay an activity fee.

Online Athletic Registration Link



- Students grades 6-8 \$25 per activity
(6th can register for Cross Country, Wrestling, and Track only)
- Students grades 9-12 \$35 per activity
- Family cap at \$120

Fees must be paid on RevTrak OR to the coach prior to the first practice.

To Register your student athlete- click on the link that says Online Athletic Registration Link. You'll need to do this whether you plan to pay online or not. When you click on that tab, you'll be taken to this page:

<https://scfschools.revtrak.net/athletic-fees/#/list>

There are two tabs on the left side of the screen. Before filling anything out you'll want to make sure you're signed into RevTrak. Then the top tab "Athletic Fees" is the tab you'll want to click on and fill out if you want to pay online. The tab below that "Athletic fees- Cash/check payment or family cap reached"- is the tab you'll want to click on and fill out if you want to pay with cash or check. Please contact Athletic Director Tara Rose if you have any questions!

roseta@scfschools.com Phone 715-483-2507 ext. 1305

ATHLETICS

#SAINTSNATION



Student Attendance & Grades will continue to be a focus this year! A reminder that these are STUDENT-ATHLETES and the student comes first! Students need to be in class in order to practice or play their sports. Students can be gone for school-related functions or appointments, otherwise student must get PRIOR approval from Mrs. Rose, Mr. Wilson, or Mr. Imhoff to miss school and still be able to attend a practice or a game. We just ask that students be proactive and talk with Mrs. Rose, Mr. Wilson, or Mr. Imhoff about possible absences from school. If students are failing a class, they can't leave school during that class to get to sporting events.

School Spirit & Sportsmanship: We want to continue to focus on team spirit and great sportsmanship. This means cheering for our team and not against others. This also means being respectful to our opponents (players, coaches, and fans), officials, and game workers!.

Thank you so much for your support of Saints Athletics! We couldn't do it without all of the amazing parents and community members. We look forward to a great year and seeing you supporting our Saints. As always please feel free to contact me anytime with any questions or concerns.

Thank you, Saints Nation

Tara Rose
SCF Athletic Director
roseta@scfschools.com Phone 715-483-2507 ext. 1305



#SAINTSNATION



SCHEDULES

Sports schedules are ever-changing. On the Athletics page, there are links to each sport's schedule.

For all the sports, check the St. Croix Falls page on the Heart O'North Conference website here:

<https://heartonorth.org/public/genie/142/school/674/>

Start dates for Fall Sports

HS Sports

- Football- Tuesday, August 6
- Dance Starts the second week of August
- Girls Golf- Monday, August 12
- Cross Country, Soccer, & Volleyball- Monday, August 19

MS Sports-

- MS Cross Country & Volleyball will start on Monday, August, 26
- MS Football will start on Monday, August 19.



VARSITY FOOTBALL SCHEDULE

vs UNITY 8/23		vs HAYWARD 9/27	
@ GRANTSBURG 8/30		vs CUMBERLAND HOMECOMING 10/4	
@ ASHLAND 9/6		@ BARRON 10/11	
vs NORTHWESTERN 9/13		vs BLOOMER 10/18	
@ SPOONER 9/20			

#SAINTSNATION



2024-2025 SCF School District Calendar

August						
S	M	T	W	H	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

14 New Employee Inservice
19-22 Teacher Inservice
26 All Staff Inservice
27-29 School In Session

February						
S	M	T	W	H	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

17 Teacher Inservice
19 days / 114 total

September						
S	M	T	W	H	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2 Labor Day (No School)
3 First Official Student Day
20 days / 20 total

March						
S	M	T	W	H	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

17-21 Spring Break (No School)
16 days / 130 total

October						
S	M	T	W	H	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

18 Teacher Inservice
22 days / 42 total

April						
S	M	T	W	H	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

18 No School
21 Teacher Inservice
20 days / 150 total

November						
S	M	T	W	H	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

8 Teacher Inservice
27 No School
28 Thanksgiving (No School)
29 No School
17 days / 59 total

May						
S	M	T	W	H	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

23 Graduation
26 Memorial Day (No School)
29 Last Student Day
30 Teacher Inservice
20 days / 170 total

December						
S	M	T	W	H	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

23 Teacher Inservice
24-31 Winter Break (No School)
15 days / 74 total

June						
S	M	T	W	H	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2 Teacher Inservice

January						
S	M	T	W	H	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1 New Year's Day (No School)
2 School Resumes
20 Teacher Inservice
21 days / 95 total

- One inclement weather day will be forgiven / floating inservice.
 - Student Contact Days 170
 Board Approved: 11/14/2023



INFORMATION FROM THE NURSE **Hollie Miller**



Immunizations (also called vaccines or shots) are one of the most important ways to protect children from diseases. Immunizations are especially important for school-aged children because children in school are regularly in close contact with others who may be able to spread these diseases. The Wisconsin Department of Health Services (WI DHS) released an official statement regarding updated immunization requirements for children attending childcare centers and schools in the State of Wisconsin.

For the upcoming school year, 2024-2025, all students will need the following immunizations or an appropriate waiver.

4K Students will need the following immunizations:

4 DTaP/DTP/DT

3 Polio

3 Hepatitis B

1 MMR

1 Varicella

Kindergarten-6th grades

4 doses of polio

3 doses of hepatitis B

2 doses of varicella (chickenpox) or history of disease documented by a qualified health care professional.

4 doses of DtaP/DT/Td

7th-11th grades

All the previously required vaccines, plus:

1 dose of Tdap

1 Meningococcal conjugate/MenACWY-containing vaccine (NEW) 12th grade (NEW)

All the previously required vaccines, plus a booster dose of a MenACYW-containing vaccine. Those students who have not received their first dose by age 16 should only receive one dose.

The new update affects the 7th and 12th grades for the 2024-2025 school year. The 8th-11th grades WILL NOT be required to have documentation of Meningococcal conjugate/MenACWY-containing vaccine for this school year but will prior to entering 12th grade.

The Meningococcal vaccine. This vaccine helps prevent a brain or spinal cord infection. This vaccine is a series of two doses. The first dose prior to going into 7th grade and a booster prior to going into 12th grade.

For more information, please talk with your child's doctor or visit the [DHS website](#).



What should I do?

Make sure your child is up to date on their vaccinations by checking your child's immunization record. To get your child up to date on their vaccinations:

- Make a vaccine appointment with your doctor or the Polk County Health Department (715) 485-8500.
- Ask the health care provider to complete the Student Immunization Record form. Return the form to St Croix Falls School, Attn: School Nurse.
- You can also visit the Wisconsin Immunization Registry to see if your child is missing or coming due for any immunizations.

Immunizations are covered by most health insurance plans. If you do not have health insurance, or your health insurance does not cover immunizations, the Vaccines for Children (VFC) program may be able to help with the cost of immunizations. For more information on the VFC program visit:

Please contact your provider or visit the DHS website for more information on school vaccine requirements.

Thank you!

Hollie Miller, RN

St Croix Falls School District Nurse

TOO Sick for School? When to stay home

1. Fever: 100.4 F or greater. Student may return to school when fever-free for 24 hours without using any fever reducing medications.
2. Vomiting/Diarrhea: Any unexplained vomiting episode. May return 24 hours after last episode. Diarrhea=three or more unexplained episodes of watery or loose stool in 24 hours OR sudden onset of loose stools. May return 24 hours after last episode.
3. Cough: Serious, sustained coughing, shortness of breath, or difficulty breathing. Consult with a health care provider.
4. Rash: Any new rash accompanied by fever. May return after rash goes away and fever free or clearance given by health care provider.
5. Skin Lesions/Sores: Drainage from a sore that cannot be contained within a bandage OR sores are increasing in size OR new sores are developing day-to-day. Consult with a health care provider





Dear Parent or Guardian,

Polk County Public Health will provide childhood vaccinations to children at school/community locations throughout Polk County. The vaccines will be provided at no cost to children who **qualify** under the Vaccines for Children (VFC) program. Any person who is 18 years of age or younger and meets at least one of the following criteria is eligible to receive vaccines:

- Child is eligible for or enrolled in Medicaid/BadgerCare
- Child does not have health insurance
- Child has health insurance that does not cover vaccinations
- Child is American Indian or Alaskan Native

Vaccine Clinic Information

Clinics will be held at participating school/community locations.
 All clinics will be held for 2 hours during school open house/evening hours.

Clayton School	Frederic Library	Amery Library	SCF School	Osceola School	Unity School	Luck School	Clear Lake School
8/6/24	8/13/24	8/14/24	8/21/24	8/22/24	8/26/24	8/28/24	9/3/24
4-6 PM	3-5 PM	4-6 PM	4-6 PM	4-6 PM	5-7 PM	4-6 PM	3-5 PM

If you would like your child to receive vaccines at one of the school/community clinics, please sign up using the following link:
<https://forms.office.com/g/h8k8W1uj4a> or scan the QR code.



Although reservations are not required, they are encouraged to allow staff enough time to review the child's immunization record.

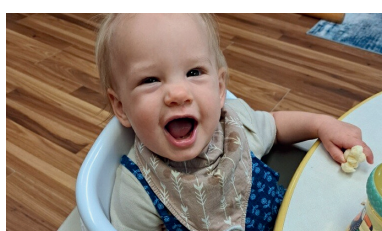
If you have any questions regarding the childhood vaccine clinics or your child's immunizations, please contact Polk County Public Health at 715-485-8400.

Clayton: 236 Polk Ave W., Clayton, WI 54004 (312 ITV Room 2)
Frederic: 127 Oak St. E, Frederic, WI 54837 (Public Library)
Amery: 104 W Maple St, Amery, WI 54001 (Public Library – Vault Room)
St. Croix Falls: 851 E Louisiana St, St. Croix Falls, WI 54024 (Elementary Gym)
Osceola: 1029 Oak Ridge Drive, Osceola, WI 54020 (Middle School Conference Room)
Unity: 1908 150th St, Balsam Lake, WI 54810 (Health Office)
Luck: 810 7th St. South, Luck, WI 54853 (Conference Room)
Clear Lake: 135 8th Avenue, Clear Lake, WI 54005 (Elementary Commons)

Polk County Health Department vaccine clinics are supported by the Centers for Disease Control and Prevention (CDC) of the U.S. Department of Health and Human Services (HHS) as part of a financial assistance award totaling \$39,820 and 100% funded by CDC/HHS. The contents are those of the author(s) and do not necessarily represent the official views of, nor an endorsement, by CDC/HHS, or the U.S. Government.



Little Saints are having fun. Want to be a part of it? Join our TEAM!



Kids Care 2024/2025



Register At:

<https://scfschools.revtrak.net/rw-community-education/>

Kids Care will provide:

- A safe, healthy, comfortable environment.
- Caring supervision by qualified adults and great, enthusiastic students.
- A consistent group of playmates.
- Choices of a wide variety of wholesome activities.
- Quiet time with books.
- Large movement games—when outside time can't happen.
- A healthy, nutritious snack.
- Lots of fun!!!



What will be expected of you in regards to Kids Care?

- Return your bi-weekly calendar and pre-payment on time.
- Help your student to understand the importance of following Kids Care rules.
- Reach out to us with concerns and collaborate with us to solve problems

School Year Contract Options (All regular school days when school is in session.)

Type	Description/Information	
School Year Registration Fee	Online Registration https://scfschools.revtrak.net/rw-community-education/	\$20 per child \$60 maximum per family
Before School Care	Location: SCF Elementary School Phone Number: 715-417-2248 6:00am-7:45am	<u>Before School Daily Fee:</u> \$6.00 per child per morning session
After School Care	Location: SCF Elementary School Phone Number: 715-417-2248 3:15pm-6:00pm	<u>After School Daily Fees:</u> Until 4:30pm- \$6.00 per child Until 5:00pm- \$8.00 per child Until 6:00pm- \$9.00 per child

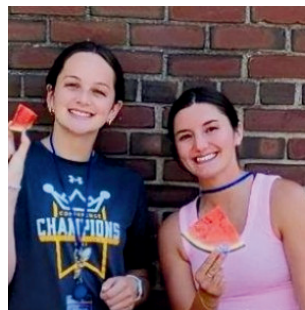
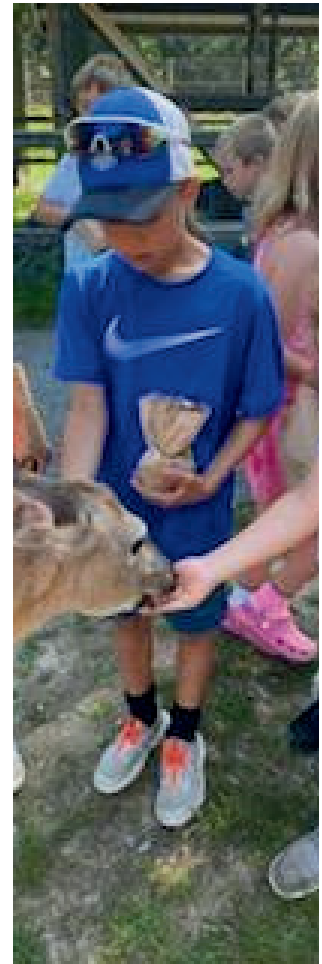


Kids Care Phone Number:
715-417-2248

Kids Care Director
Tammy Jones
jonesta@scfschools.com



Kids Care Kids are having fun AND learning



SCF YOUTH FOOTBALL

PADDED 4TH-6TH GRADES FLAG K-4TH (4TH GRADE CAN CHOOSE)

DATES:

Equipment hand out in the HS gym-
Wednesday Aug 21st at 7pm (padded only)

PRACTICES/GAMES:

Saturdays Aug 24th - Sept 28th
Practice times: Padded: 9-10:15am Flag: 9-10:00am

SEPT 27:

PADDED TEAM PLAYS AT HALFTIME OF THE VARSITY GAME

"SUPERBOWL" THURSDAY OCT 3RD:

FLAG 6-6:45, PADDED 7-7:45 (ON THE VARSITY FIELD)

Boys and girls K-6th grade are invited! The focus of the SCF youth football program will be to develop the football skills of all players and improve the overall athleticism of all student-athletes. All kids will play and have an opportunity to learn the fundamentals of different football positions.

COST - \$50 FOR SCF STUDENTS

Registration: <https://scfschools.revtrak.net/rw-community-education/>



St. Croix Falls Dance Team presents...

DANCE CAMP 2024

REGISTRATION DUE Monday 8/19!! Please sign up using the community ed website:

<https://scfschools.revtrak.net/rw-community-education/> (under summer camps)

Camp dates: August 27, 28 & 29, and September 12

Camp hours: 3:30 pm-5:00 pm outside weather permitting (please drop off and pick up at MS gym) - We will practice in the HS Fitness room (old weight room) if inside.

Camp performance: Friday, September 13 @ halftime varsity football game

**Parents will need to provide transportation to and from the game performance and pay for admission into the game (dancers performing will be free admission).*

Camp attendees: Boys and Girls grades 2-5 (dancers will be split into age groups)

Camp cost: \$40.00 per dancer for the week *Fee includes a camp t-shirt that will be worn for the performance on Friday. Campers will need comfortable attire to wear and must have tennis shoes. Please send a water bottle. Camp will be led by dance coaches Abby Bateman, Kylee Anderson, Sashi Schneider, and current dance team members.



COMMUNITY EDUCATION PRESENTS



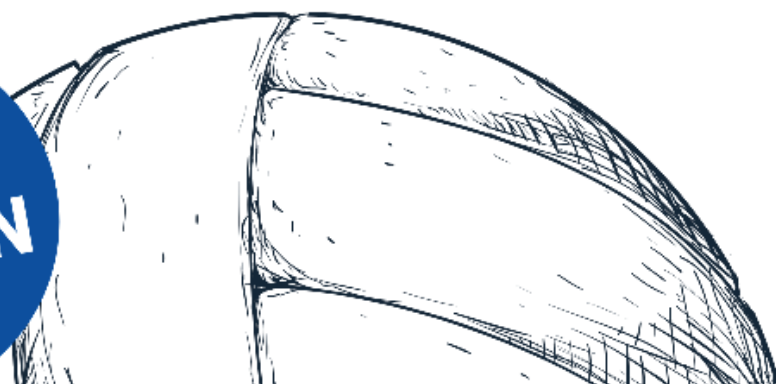
YOUTH-GRADES 4-8 VOLLEYBALL CAMP

SATURDAYS IN SEPTEMBER
9:30-11AM IN THE MS GYM

REGISTER NOW!

<https://scfschools.revtrak.net/rw-community-education/>

**\$50/
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PLAY **HOCKEY** with the River Valley Eagles

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Must register by 9/19/24



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Ages 8 and under
(must register early)

REGISTER NOW!



rivervalleyhockey.com



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For information, call Jason Korf @
651-338-7404

You will need to register with USA hockey
first. No worries, scan the QR code for all
important information and links!

INSTANT

Piano or Guitar



Online piano and/or guitar class for
hopelessly busy people.
Registration will open in August.

OCT 26, 2024

Once you register use the link provided for your
online class for Piano or Guitar.. or try BOTH

Instant Piano for Hopelessly Busy People

In just a few hours, you can learn enough secrets of the trade to give you years of musical enjoyment. Learn to play piano the way professionals do-using chords. The chord method is LOTS of fun and dramatically easier to learn than reading notes. Fee includes the online book, online follow up lessons, a recording of the class and also an optional periodic question and answer session. Class is held online using zoom and is partly hands on instruction and partly lecture demonstration. Ages 13+

Instant Guitar for Hopelessly Busy People

In just a few hours you can learn enough about playing the guitar to give you years of musical enjoyment, and you won't have to take private lessons to do it. This crash course will teach you some basic chords and get you playing along with your favorite songs right away. Fee includes the online book, online follow up lessons, a recording of the class and also an optional periodic question and answer session. Class is held online using zoom and is partly hands on instruction and partly lecture/demonstration. For ages 13+.



Woodland Chorale will be returning to St Croix Falls in 2025. Auditions for the Chorale will take place in December and the chorale will begin rehearsals in January 2025. All who love to sing are welcome. Please look for more information on the website, the SCF Activities Facebook page or contact Shawn Gudmunsen at gudmush@scfschools.com



Looking for other community opportunities or support?

Visit our Community Links page of the SCF Website

<https://www.scf.k12.wi.us/community/communitylinks.cfm>

Classes available for registration at:

<https://scfschools.revtrak.net/rw-community-education/>

Community Education Website:

<https://www.scf.k12.wi.us/community/>

Driver's Education: St Croix Falls students interested in Driver's Ed

- **OPTION 1** Drivers Education is available online through Northwood Technical College. All information is available by calling 715-234-7082 and select option 4, or can be found at:
<https://www.northwoodtech.edu/continuing-education-and-training/driver-training/drivers-ed>
- **OPTION 2** St Croix Valley Driving School is located in St Croix Falls. New classes begin September 18, 2023 and go through October 12, 2023. Classes are held Monday - Thursday 6-8 PM. Classes are also available online through SCVD. All information is available by calling or texting 715-553-6602 or email scvds.office@gmail.com
- **OPTION 3** Bumper to Bumper School of Driving is located in the Somerset/New Richmond area and offers services to St Croix Falls students. All information is available by calling 715-417-8316, email Btbsdllc@gmail.com, or on their website: btbsdllc.com

DRIVER'S EDUCATION

GET A GOOD START



OPTIONS AVAILABLE

SCF COMMUNITY ED PRESENTS

BOOSTER BASKETBALL

GIRLS BOOSTER BASKETBALL:
FOR GRADES 3-8 REGISTRATION NOW OPEN
CONTACT PATTY GEISNESS WITH
QUESTIONS GEISNPA@SCFSCHOOLS.COM

BOYS BOOSTER BASKETBALL:
FOR GRADES 3 & 4 REGISTRATION NOW OPEN,
GRADES 5-8 REGISTRATION OPENS IN NOVEMBER
CONTACT COACH CHAD HALL WITH QUESTIONS
HALLCH@SCFSCHOOL.

REGISTER ONLINE:
[HTTPS://SCFSCHOOLS.REVTRAK.NET/RW-COMMUNITY-EDUCTION](https://scfschools.revtrak.net/RW-COMMUNITY-EDUCTION)



Ages 6+ are welcome - the first night is free!
Thursdays starting September 7th-May 16th (billed monthly)
Hosted in the dance room at the SCF High School



Cheer! Stunting! Dance!

Ballet (5:30pm-6:00pm) - \$30/month
Hip-Hop (6:00pm-6:30pm) - \$30/month
Cheerleading (6:30-7:30pm) - \$45/month
Cheer Stunt Team (Invite Only) (7:30-8:30pm) - \$45/month

Register at <http://ApexGymnast.com/CommEd/>
Questions? (715) 539-3333 or office@apexgymnast.com



Piano and Flute Lessons: with Instructor Julie Roadfeldt.

Lessons are open to youth and adults \$25.00 per half hour lesson, monthly tuition is due at the beginning of each month, payable to Julie Roadfeldt. Classes are held in Ms Roadfeldt's home for private after school music lessons, for students of all skill levels! Lessons are open to ALL ages. To learn more about music instruction and to schedule lessons, please email Julie at julie.roadfeldt@gmail.com or call 715-557-2527.



Join the Genius behind Fiddlehead Kitchen for a cooking class. You've seen these fantastic ladies in Balsam Lake at the Barred Owl as well as a number of different pop-up locations in the St Croix Valley.

Returning this Fall

WE'VE BEEN LOOKING FOR YOU!

COMMUNITY EDUCATION IS FOR THE COMMUNITY!

Do you have an expertise, a passion, a skill, or talent that others might want to learn? Consider teaching a Community Education class.

Please send your suggestions to commed@scfschools.com **SUBMIT NOW!**

Segments on the wheel:

- I'm an expert at Canning vegetables
- I can certify a Babysitter
- I can teach basic pottery
- I want to learn to do watercolor
- I can knit really well
- I'm a Whiz at Jigsaw Puzzles
- Let's have a BOOK CLUB
- I want to learn how to dance
- I can speak multiple Languages
- I want to learn investing
- I can teach people about estate planning
- I want to help families do things together
- I'm an expert gardener
- I know lots of Card Games
- I'm a history buff
- I can help with using computers

St. Croix Falls School District
c/o District Office
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