



Boscobel Area Schools 2022-2023 Back to School Newsletter

The First Day of School is Thursday, September 1st

Elementary School	7:55 AM - 3:15 PM
Middle/High School	7:55 AM - 3:20 PM

The 2022-2023 school calendar is available at boscobel.k12.wi.us.

Online School Registration

You can find the online registration links on the school website at boscobel.k12.wi.us or on the Boscobel Area School's Facebook page. **Online registration is Tuesday, July 19th through Tuesday, August 2nd.** Please go online to complete the registration process as soon as possible. Instructions are included in the following pages. **Each student not registered by August 31st will be charged an additional \$25 late fee for the 2022-2023 school year (this fee will NOT be waived).** Parents must complete the final step, along with all required steps, of the online registration process, for it to be considered a complete registration by the deadline.

In-person registration will be held on Tuesday, August 2nd in the Elementary School Gym from 10:00 AM– 7:00 PM. Elementary school student pictures will also be held at in-person registration.

Having all students registered within the time period listed above allows us to have accurate numbers of students attending so we can best accommodate class sizes, transportation needs, food service quantities, etc. The online registration process will allow you to update your student/parent information to receive important SkyAlert messages throughout the school year, as well as pay fees, and fill out other important paperwork (some of which is listed below):

- Free & Reduced Lunch Application (Very important for all families to complete this. Only one form per family needed)
- Transportation/Busing Form
- Health Conditions Form

School related fees and food service payments can be made online during the registration process. A convenience fee is applied to all payments made online (families with multiple children can pay all fees in one transaction). Please see the registration fees listed on the next page (lunch/breakfast fees can be found on our school website under Families, Fees).

If you do not have internet access or need help registering, please contact the school offices to schedule an appointment.

Back to School– Open House/Orientation will be on Tuesday, August 30th from 5:00-7:00 PM.
6th Grade Orientation will be 5:30– 6:30 PM in the Bulldog Café.

EARLY RELEASE WEDNESDAYS

On every Wednesday, starting September 7, 2022, Boscobel Schools will have an early release. The Elementary School will be released at 2:00pm, and the Middle/High School at 2:05pm, unless otherwise noted on the approved 2022-2023 School Calendar. The approved calendar can be found on the School Website at www.boscobel.k12.wi.us under the District drop down menu.

IMPORTANT BUS INFORMATION

Don't forget to register your child(ren) for the bus. The Bus Registration Form is included in this packet and is available on the website or in the offices. You can turn the form in online or you can mail the form back to the district office at 1110 Park Street.





2022-2023 BOSCOBEL SCHOOL FEES

STUDENT FEES

Elementary School-	\$20.00
Middle/High School (6-12)-	\$25.00
Registration Late Fee-	\$25.00
Reduced/Free Meals-	\$0.00 (if qualify and all paperwork complete)
Grade 6 Wyalusing Fee-	\$25.00

Additional fees will accompany projects associated with 6-12 Career and Technical Education classes (i.e. Shop and FACE) as well as the Physical Education classes that include bowling and roller skating. Any additional fee must have Board approval.

FOOD SERVICE

Food Service fees are to be determined at a later date based on the possibility of an extended school meal waiver authority through the 2022-2023 school year. (Proposed Congress Bill: **Keep Kids Fed Act** (H.R. 8150))

ACTIVITY/EVENT TICKETS

Student (per event)-	\$ 4.00
Adult (per event)-	\$ 4.00
Student Season Pass-	\$25.00
Adult Season Pass-	\$40.00
Family Pass-	\$115.00 (Family pass include parents and children aged 18 or under – once children are graduated from high school, no longer included on the family pass)



Boscobel Area Schools 2022-2023

APPROVED 1/10/22

Jul-22

Sun	M	T	W	TH	F	Sat
					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						

Student Contact Days
 45 days - 1st Qtr
 46 days - 2nd Qtr
 44 days - 3rd Qtr
 43 days - 4th Qtr
178 Student Contact Days

Aug-22

Sun	M	T	W	TH	F	Sat
	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			

August
 22- Floating Work Day- Required New Hire In-Service for New Teachers
 23- In-Service/Work Time- ALL STAFF
 24-26 Floating Work Day
 29- REQUIRED Professional Development (8 hours PD flex)- Teachers & Paras
 30- Inservice 11:00 AM-5:00 PM/Open House 5:00 PM-7:00 PM
 31- Teacher Work Day

Sep-22

Sun	M	T	W	TH	F	Sat
				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	21

September
 1- First Day of School
 5- Labor Day- NO SCHOOL

Oct-22

Sun	M	T	W	TH	F	Sat
						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					20

October
 27- Early Release 1:15 at ES, 1:20 as MS/HS
 27- Parent Teacher Conferences 1:45 PM - 8:30 PM
 28- Fall Break- NO SCHOOL

Nov-22

Sun	M	T	W	TH	F	Sat
		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			20

November
 4- End of 1st Quarter- Student Early Release (ES at 1:15 PM, MS/HS at 1:20 PM)/Teacher Work Time
 11- Veteran's Day
 23 - Early Release (ES at 1:15 PM, MS/HS at 1:20 PM)
 24- Thanksgiving - NO SCHOOL
 25- Fall Break - NO SCHOOL

Dec-22

Sun	M	T	W	TH	F	Sat
				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

December
 23-30- Winter Break- NO SCHOOL
 26- Holiday - NO SCHOOL(Christmas Day Holiday)
 27- Holiday - NO SCHOOL (Christmas Eve Holiday)
 29- Holiday - NO SCHOOL (New Year's Day Holiday)
 30- Holiday - NO SCHOOL (New Year's Eve Holiday)

January
 16-19- Finals
 19- End of 2nd Qtr- Student Early Release (ES at 1:15 PM, MS/HS at 1:20 PM)/Teacher Work Time
 20- Teacher Workday

Jan-23

Sun	M	T	W	TH	F	Sat
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				21

February
 24- No School/Snow Float Day

Feb-23

Sun	M	T	W	TH	F	Sat
			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				19

March
 24-End of 3rd Quarter- Student Early Release (ES at 1:15 PM, MS/HS at 1:20 PM)/Teacher Work Time
 27-31- Spring Break- NO SCHOOL

Mar-23

Sun	M	T	W	TH	F	Sat
			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

April
 7- Good Friday - NO SCHOOL

Apr-23

Sun	M	T	W	TH	F	Sat
						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						19

May
 27- Class of 2023 Graduation
 29- No School- Memorial Day

May-23

Sun	M	T	W	TH	F	Sat
	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			22

June
 2- Last day of School, End of 4th Quarter- Student Early Release (ES at 1:15 PM, MS/HS at 1:20 PM)/Teacher Work Time
 5- Floating Teacher Work Day

Jun-23

Sun	M	T	W	TH	F	Sat
				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 Work Day (No School)
- Teacher In-Service Day
- Required PD Flex Day for Teachers
- New Hire In-Service (Floating Teacher Work Day)
- Snow Float Day (No School)

- INDEX**
- Student Contact Day
 - Early Release for PLC's (2:00 PM at ES, 2:05 PM at MS/HS)
 - Early Release (1:15 PM at ES, 1:20 PM at MS/HS)
 - End of Quarter (Early Release at 1:15 at ES, 1:20 as MS/HS)
 - Parent/Teacher Conferences

FROM THE DESK OF LISA WALLIN-KAPINUS, DISTRICT ADMINISTRATOR

Dear Bulldog Community,

I hope your summer is going well and you are able to find some time for relaxation and family fun! It is my pleasure to be starting my second year as Boscobel Area Schools' District Administrator. I am excited to continue working with students, staff, families, and community members in our quest to *Develop Today's Child for Tomorrow's World*.

Summer is a busy time of year with summer school activities going on, along with the many projects and upgrades we are working on in our buildings. We are making some important facility improvements using ESSER III and Fund 46 dollars. ESSER III is the Federal Elementary and Secondary School Emergency Relief Fund grant program authorized under American Rescue Plan (ARP) Act, which provides additional money for schools to prevent, prepare for, and respond to COVID-19. Fund 46 is the district's long-term capital improvement trust fund. The school board voted to use these funds to upgrade or replace things that need to be addressed based on the age and efficiency of the equipment.

Across the district, we are replacing the intercom/bell systems and clocks. A functional intercom system is important for communication and school safety. The new system will have digital clocks and message board displays. Some of the major facility improvements that will be made in the next two years are HVAC capital upgrades and steam to hot water conversion, HVAC automation upgrades, drainage repairs, sanitary pipe repairs, flooring upgrades for high traffic areas, and bathroom updates.

In the area of technology, over the next three years, we will be upgrading our classroom interactive learning boards and replacing many student Chromebooks. This year students will also have more opportunities to get afterschool academic support. At the middle and high school level, students can get academic support from 3:30 to 6:00 PM, Monday through Thursday. At the elementary level, students in grades 3-5 will be referred by their teachers when afterschool academic support is needed.

Additionally, we are excited to welcome our new staff members to the Bulldog family. So far we have hired positions in first grade, elementary music, elementary physical education, high school history and social studies, middle/high school special education, special education paraprofessionals, a school psychologist, middle/high school principal, and a second shift custodian. We look forward to the talents these people will bring to our district!

Finally, one of the best parts of my position is engaging with the students, staff, and the community. I enjoy connecting with people at our schools and events. Please don't hesitate to reach out to me in person or via email or phone. I look forward to the 2022-2023 school year and the many opportunities for the students as we prepare them to LEAD. ENGAGE. DISCOVER with the vision to *Develop Today's Child For Tomorrow's World*.

With Bulldog Pride,

Lisa Wallin-Kapinus
DISTRICT ADMINISTRATOR



Boscobel Area Schools
P: 608-375-4164, ext. 2511
Fax: 608-375-2378
lisa@boscobel.k12.wi.us



FROM THE DESK OF PETE SCHROEDER, MS/HS PRINCIPAL

Dear Bulldog Community,

My name is Pete Schroeder, and I am excited to introduce myself as your new MS/HS principal. As your principal, I am committed to ensuring the students and staff of the building are all successful and I can't wait to get started.

Now, let me tell you a little bit about myself. My professional career really started as an artillery officer in the U.S. Army. After the Army, I worked in manufacturing management with General Motors, Clopay Building products, and ConAgra Foods. I had always wanted to be a teacher like my dad, who was an agriculture teacher and technology coordinator. So, I decided to seek licensure as a math and science teacher through Norda, Project Teaching, an alternative certification program. I have been teaching math/science for the past 14 years. During this time, I have had the opportunity to work at a few different rural schools in Wisconsin and an inner-city school in Memphis, Tennessee. These experiences led me to seek my principal licensure from the University of Wisconsin-River Falls this past year. I am pleased to say that I have completed the masters program and am excited for the opportunity to take what I have learned and make a difference within the Bulldog community.



Personally, I enjoy many hobbies including running, bicycling, and pretty much every sport. I, also, try to keep up with the busy lives of my adult daughters, Bethany and Maia. Bethany is currently a forensic scientist for the Texas Department of Public Safety in Abilene, TX. Maia is working on her bachelor's degree in Women Studies from Oregon State University. I am very proud of them both.

As the new principal, my first and primary goal is to develop a true sense of community in the building. We will be working on building trusting relationships that can withstand debate and tough times. As we hope to enter into a more "normal" post COVID school year, it is important to ensure we have opportunities to have social interactions with each other and not remain isolated in our classrooms or offices. Through these social interactions, we will build relationships and commitment to the school and community! Through this commitment, we will accomplish the district's mission to Lead. Engage. Discover. *Developing today's child for tomorrow's world.*

I am looking forward to getting to know everyone in the Bulldog nation. When you see me at a game, concert, and/or event, please don't hesitate to stop and say hello. You can also feel free to contact me at school.

Go Bulldogs!!!

Pete Schroeder
Middle/High School Principal
Boscobel Area Schools



IMPORTANT INFORMATION

Before shopping for school clothes ...

STUDENT ATTIRE

Many times our school is judged by the appearance of the students who attend here. Appropriate attire is expected not only during the school day, but also at any school sponsored extra-curricular activity/practice at home or away.

Inappropriate attire:

- Any attire that attracts undue attention to the wearer and thus causes a disturbance in school or is detrimental to the health, safety or reputation of the wearer will not be acceptable (i.e., **short shorts, bare midriff, low-cut necklines or other revealing or indecent style clothing, headwear -including caps and bandanas, roller blade shoes**).
- Clothing which advertises, symbolizes, or promotes gang activities, the use of alcohol or drugs, profanity, and sex or sexual innuendoes will not be acceptable. Students must wear shirts while in the school building. Shoes must be worn at all times.
- From 7:30 AM to 3:30 PM in the building during the school day, jackets, backpacks, and hats are not to be worn or carried between classes.
- Pants must be securely worn at the waist.
- Chains are prohibited.

**The Principal and/or the designee will
make the final decision
regarding appropriate dress.**

Corrections to inappropriate attire will include:

- a. Student will be asked to change into acceptable attire.
- b. It may be necessary to send a student home to change clothing.
- c. Repeatedly wearing inappropriate attire may result in consequences ranging from detention to suspension.

CYBERBULLYING

The school district is committed to providing a positive and productive learning and working environment. Any form of harassment using electronic devices, commonly known as *cyberbullying*, by staff, students, or third parties is prohibited and will not be tolerated in the district. *Cyberbullying* is the use of any electronic communication device to convey a message in any form (text, image, audio, or video) that defames, intimidates, harasses, or is otherwise intended to harm, insult, or humiliate another in a deliberate, repeated, or hostile and unwanted manner under a person's true or false identity. In addition, any communication of this form that disrupts or prevents a safe and positive educational or working environment may also be considered *cyberbullying*.

COMPUTER NETWORK/INTERNET USE AGREEMENT

A Computer Network Use Agreement form which explains the terms and conditions of computer network and Internet use and a letter describing the precautions the District has taken to restrict student access to controversial internet materials is sent home to be read by the students and parents. Parental permission is required before students are given access to Internet resources.

PERSONAL PROPERTY INSURANCE

Boscobel Area Schools does not maintain personal property insurance to cover student property loss on or off school grounds. Students are responsible for the safekeeping of their personal property and/or valuables (i.e. calculators, phones, jewelry, clothes, etc.).

NOTICE OF RIGHTS

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18. Students to whom the rights have been transferred are "eligible students." These rights are:

- (1) The right to inspect and review the student's education records within 45 days of the day the District receives a request for access.** Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The school principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- (2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.** Parents or eligible students may ask the 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 as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their 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.
- (3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.** Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records to the following parties or under the following conditions:
 - School officials with a legitimate educational interest;
 - Other schools to which a student is transferring, upon request by the other school;
 - Specified officials for audit or evaluation purposes
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organizations;
 - To comply with a judicial order or lawfully issued subpoena;
 - Appropriate officials in cases of health and safety emergencies; and
 - State and local authorities, within a juvenile justice system, pursuant to Wisconsin law

School officials with legitimate educational interests are persons 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); 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.

- (4) 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, SW, Washington, DC 20202-4605.

IMPORTANT INFORMATION

RELEASE OF DIRECTORY DATA

FERPA permits school districts to disclose directory information pertaining to students as provided under FERPA and the Wisconsin pupil records law. Directory information can be disclosed without prior written consent either in school publications or to outside organizations. Two federal laws require the Boscobel Area Schools to provide military recruiters, upon request, with three directory information categories-names, addresses and telephone listings- unless parents have advised the District that they do not want their student's information disclosed without their prior written consent. **Any parent, guardian or guardian ad litem of a student or any eligible student may notify the District within 14 days of publication of this notice that all or part of the directory data may not be released without the prior consent of the parent, guardian, guardian ad litem or eligible student.**

NOTICE IS HEREBY GIVEN that the **Boscobel Area Schools** has designated the following types of information pertaining to students to be "directory information" which will be made publicly available: Student's name, address and telephone listing, grade level, date and place of birth, dates of attendance, photographs, major field of study, name of school most recently attended by the student, participation in officially recognized activities and sports, student's electronic mail address, weight and height of members of athletic teams, and degrees and awards received.

PUPIL NON-DISCRIMINATION:

It is the policy of the Boscobel Area Schools that no person 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, extracurricular, pupil service, recreational or other program or activity because of the person's age, sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability as required by section 118.13 of the statutes. This policy also prohibits discrimination as defined by Title IX of the Education Amendments of 1972 (sex), Title VI of the Civil Rights Act of 1964 (race, color, national origin), Age Discrimination Act of 1975 (age), Section 504 of the Rehabilitation Act of 1973 (handicap), and Americans with Disabilities Act of 1990 (disability). Any questions concerning this policy should be directed to the District Administrator.

ATTENDANCE PROCEDURES

We continue to work to implement the Boscobel School District Attendance Policy in a consistent manner. Listed below are the five categories of absences and the procedures to follow for each:

1. **Professional Appointments** – Doctor, Dentist, Lawyer, Court, etc. These appointments are made ahead of time and the school will require a **pre-excused note from a parent/guardian as well as a confirmation slip from the professional upon return of the students to school.** (Quarantine by county health agency is included in this section, but would only require school notification daily, and written confirmation upon return of the student.)
2. **Parent Excused Absences** – Parent/guardian written excuse within two (2) school days after each student absence. State law specifies that in order for an absence to be excused, **it must have the written approval of the child's parent/guardian.** The excuse must indicate the reason for the absence, the dates covered, and be signed by the parent/guardian.
3. **Special Circumstances** – Circumstances that show good cause, which are **approved in advance** by the Building Administrator or School Attendance Officer. (School related activities during class time are excused.)
4. **Illness** – When a student is not in the proper physical or mental shape to attend school. **The school requires contact by 9:00 a.m. on the day of the absence and written notification within two days after the student absence for the absence to be considered excused.** If not medically excused, this absence counts as one of the 10 absences parents can excuse. A medical excuse will be required for a student to be readmitted to school after five consecutive illness days. After ten illness absences throughout the school year, a medical excuse is required.
5. **Unexcused Absence** – An absence is unexcused when a student is absent with or without the consent of parent/guardian for reasons not recognized by the state of Wisconsin or the Boscobel Area School District. Truant students will be dealt with according to laws of the state and presiding municipality. If you have any questions or need clarification, please contact Peter Schroeder, Middle/High School Principal at 375-4161 or Danelle Schmid, Elementary School Principal, at 375-4165.

Student Absence Notification Form

Student Name _____ Grade _____

Date of Appointment/Absence ___/___/___ Time of Appointment/Absence ___:___ a.m./p.m.

Time Leaving School ___:___ a.m./p.m. Time Returning ___:___ a.m./p.m.

Place: _____

Medical ___ Optical ___ Dental ___

Special Services ___ Personal-How many days _____

Parent/Guardian Signature

Date

Attendance Clerk

Date

NOTE: The intent of this form is to prearrange and excuse student absences. Students are allowed ten (10) excused absences. Any absences for which medical documentation is provided do not count towards the ten (10) excused absences. Any absence after ten (10) excused days will require medical documentation or will be considered unexcused.

Student absence requires:

- a.) Parent/guardian written excuse within two (2) school days after each student absence. State law specifies that in order for an absence to be excused, **it must have the written approval of the child's parent/guardian.** The excuse must indicate the reason for the absence, the dates covered, and be signed by the parent/guardian.
- b.) School policy: **Parental contact with the school by 9:00 a.m. on the day a student is absent. A call prior to 7:30 a.m. will be recorded and accepted on the voice mail.** On the student's return to school, **he/she will submit a written statement signed by his/her parent/guardian explaining the reason for the absence.** On the basis of this statement, the Building Administrator or School Attendance Officer will determine whether the absence is excused or unexcused.

Student Absence Notification Form

Student Name _____ Grade _____

Date of Appointment/Absence ___/___/___ Time of Appointment/Absence ___:___ a.m./p.m.

Time Leaving School ___:___ a.m./p.m. Time Returning ___:___ a.m./p.m.

Place: _____

Medical ___ Optical ___ Dental ___

Special Services ___ Personal-How many days _____

Parent/Guardian Signature

Date

Attendance Clerk

Date

NOTE: The intent of this form is to prearrange and excuse student absences. Students are allowed ten (10) excused absences. Any absences for which medical documentation is provided do not count towards the ten (10) excused absences. Any absence after ten (10) excused days will require medical documentation or will be considered unexcused.

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Current Boscobel Students

Students enrolled at Boscobel Area Schools at the end of the '21-'22 school year and returning to our district for the '22-'23 school year.

4K students that already completed the online 4K registration this last spring.

Also need to add a new student (Ex: Add a 4K student that was not registered last spring)

New Students to Boscobel

New 4K students enrolling for the 2022-23 school year that have not already completed online 4K registration.

New students transferring into Boscobel Area Schools for the first time. (Never been enrolled in the Boscobel District)

Go to:

www.boscobel.k12.wi.us

Choose:

Online Registration

Follow the guide for online registration

Go to:

www.boscobel.k12.wi.us

Choose:

Account Access Request

Follow the on-screen directions. Once you receive your account information, please follow the guide for "online registration".

Former Boscobel Students

Students not enrolled at Boscobel Area Schools at the end of the 2021-22 school year but have been enrolled here previously (*regardless of how long ago*).

Ex: Enrolled last fall but withdrew in January 2022 and now enrolling for the '22-'23 school year.

Ex: Enrolled 4 years ago, withdrew and now enrolling to attend for the '22-'23 school year.

Go to:

www.boscobel.k12.wi.us

Choose:

Online Registration

Enter previous login info or choose:
"Forgot your Login/Password?"

Follow the steps in the email to reset your account. If you do not have access to your previous email. Please contact the school office for assistance.

Once logged in, you will be asked to enter your child(ren)'s basic information and submit it. Once the district processes your request, you will receive another email letting you know that you can proceed. Follow the guide for "online registration".

Online Registration Guide



Use your Skyward family access login and password

If you do not remember your login information, choose

"Forgot your Login/Password?"

You will be emailed a link to reset your account

Multiple Children: Choose additional child's name in this menu, to proceed to their registration.

Choose **"Online Registration"** in Red, next to your child's name.

Please read the guide/explanations listed at the top of each screen. There is important information and tips on completing each step.

Make sure to choose the **"Complete Step # and move to Step #"** at the bottom of each screen. This allows you to move to the next step correctly.

You should then see a **green check mark** to the left side of each step you complete. If you complete a food service application, you must choose this button before going to the next step.

IMPORTANT

You **must** choose, **"Complete Online Registration"**, (the last step in the right-side menu) and then choose,

"Submit Online Registration" at the bottom of the summary page, for your child's registration to be complete and submitted to the school offices.

Important Information for Completing Online Registration

- **Why Is It Important For Families To Fill Out The Food Service Application?** Families that qualify will receive free or the reduced price for meals. Additionally, it can benefit the district as a percentage of completed forms potentially helps to increase district funding opportunities. All information submitted is kept confidential.
 - Only one food service application needs to be filled out per family, not one for each child.
 - An application must be completed and submitted to the school or you must mark,
 - “I do not qualify for benefits or do not wish to complete an application”, By doing this during the online registration process your child will be considered to have completed all forms and will avoid the additional \$25 late fee charged per student for an incomplete registration by August 31st.
 - If you have filled one out, you can choose the option, “I do not qualify for benefits or do not wish to complete an application”, for the rest of your children. Your completed application will still be submitted correctly.
- **What If My Child Has A Split Family, Meaning More Than One Family Listed In The Family Address Area?**
 - The first family listed will be the only parent(s)/guardians(s) able to complete the online registration process/forms.
 - Second families are only able to update their family information.
 - As the first family, if you are able to access the forms but not able to access the food service application, it is likely because a parent/guardian in the second family is listed as your child’s food service payor within our software. Unfortunately, this means a paper copy will be the only way for you and/or the second family guardians will be able to submit a food service application.
 - We apologize for any inconvenience in the above scenarios. Unfortunately, there are limitations within the Skyward software that we are unable to change.
- **How Do I Know What Information To Fill Out In The Forms?** As you go through the forms, the data that is required is outlined with a red box to help you quickly see at a glance what information is needed.
- **How Do I Use eFunds To Pay Fees?** A “Step-by-Step Guide for Parents” for starting an e-Funds account was included in the mailing. The guide has a label with your child’s Student ID#. You will need that # to set up your account to pay student related fees or lunch/breakfast fees online.
- **What If My Student Is New To The District?** If you are registering a new/first time student to Boscobel Area Schools, you will not be able to complete step 12, “Verify Skylert Information”.
 - Once your child’s registration is processed by the school office, you will receive an email confirmation so you can then go into Skyward Family Access to update your information for Skylert messages. Note: Use the same place and login information you used for online registration.
- **What Steps Are Required For Registration?** The first 11 steps of the registration process are required. The remaining steps are optional. Every step should have a green check mark when complete. This helps us to know you did not “miss” the step/form but instead ensures that you have seen and acknowledged each step/form.
 - If you leave the online registration to add the food service application, make a fee payment, etc... you must return to the step you were previously on and choose the “Complete Step # and move to Step #” button at the bottom of the screen. By doing this the step will be flagged as complete (with a green check mark).



Step-by-Step Guide for Parents

Getting started with e-Funds for Schools

If you need your child(ren) ID# to pay for e-funds please email the school office.

- Elementary School– hinetamm@boscobel.k12.wi.us or milesara@boscobel.k12.wi.us
- Middle/High School- braykath@boscobel.k12.wi.us or browlori@boscobel.k12.wi.us



CREATING A NEW ACCOUNT

1. Visit the website provided by your school district.
2. Click on **Create an Account**.
3. Provide requested information.
4. Click **Create Account**.

ACCOUNT MANAGEMENT – STUDENTS

1. Log into your account.
2. Select **Manage Students** under **Manage Account**.
3. Enter student Last Name and Family or Student ID#.
4. Select **Add Student(s)**.
5. Repeat steps 2-4 to add additional students.



ACCOUNT MANAGEMENT - PAYMENT INFORMATION

1. Log into your Account
2. Select **Payment Methods** under **Payment Settings**.
3. Select **New Credit Card** or **New Direct Debit** to add new payment information.
4. After entering all required information, read Consent and select **Add** to save information to account.

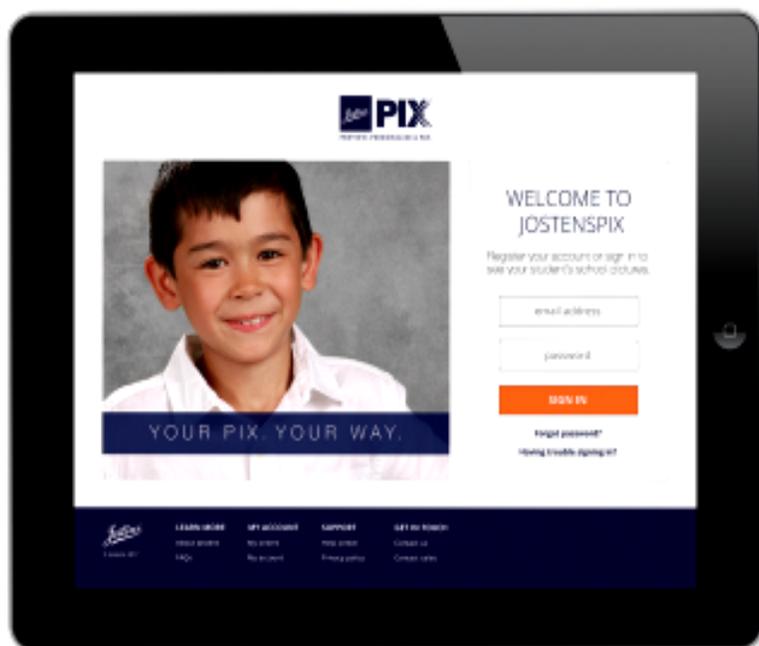
MAKE A PAYMENT

1. Select type of payment you would like to make.
2. Select student.
3. Enter amount of payment.
4. Select **Begin Checkout**.
5. Choose payment method or enter new method.
6. Review items and total.
7. Select **Pay Now**.



Picture Day a whole new way

A new school portrait experience designed by you, for you.



- Preview your pictures before you buy
- Buy only what you want
- Personalize your photos with a variety of backgrounds and add text
- Photos ship directly to home
- High-res digital downloads
- If you have more than one child, you can order everything together and pay only once



Our "Green Screen" technology allows you to personalize backgrounds.

But it makes green clothing disappear into the background.

Don't wear green for picture day please!

Get ready for Picture Day!

BOSCOBEL ELEMENTARY SCHOOL

EVENT CODE: **FE69922**

TUESDAY, AUGUST 02, 2022

TUESDAY, SEPTEMBER 20, 2022 - RETAKE

FROM THE DESK OF DANELLE SCHMID, ELEMENTARY PRINCIPAL

2022-23 - Let's Make It The Best It Can Be!



I know that our upcoming school year, 2022-23, will be the best it can be! Why? Because we have an **amazing** staff with wonderful new additions to our school family, our staff has been working very hard to spruce everything up so our buildings are welcoming to everyone, and most of all, our students are **incredible** - I am very much looking forward to kicking off our new school year!

We will continue to cultivate our reading skills with our Into Reading series, we are piloting new math programs so that we can make a good decision on what we will be using in the future, and our science and social studies work will also be interesting and engaging! Of course, art, music, PE, and library will be the added bonus to our learning time to enhance all we do in the classroom and beyond.

The student council will once again bring awesome programs and activities as well as safety patrol for the 5th graders; Battle of the Books and other various classroom pieces (school forest, projects, and traditions) will make learning fun and meaningful.

As I enter my 7th year as the elementary principal, I truly feel blessed to be in a district where student learning and well-being are the priority with a team approach that encompasses collaboration and support for all students. My family and I have had a chance to take part in some camping and boating this summer which has been a great way to spend the warm days and make fun memories. Nothing beats a yummy s'more after a long day of water fun!

I hope everyone has had a wonderful summer and as we approach the start of a new school year, enjoy the rest of your break and we will see you soon!

Sincerely,

Ms. Danelle Schmid, B&S Principal



FROM THE SCHOOL NURSE

IMMUNIZATIONS The following are the minimum required immunizations for each age/grade level according to Wisconsin’s Student Immunization Law. Waivers (medical, religious, and personal conviction) are accepted in place of immunizations. Please contact the school nurse to request a waiver. If you are unsure whether your child needs a vaccination, the school nurse will gladly check for you. ***As required by state law, legal notices must be sent by the 15th day of school for those students who are non-compliant with immunizations. Non-compliance with immunizations will result in exclusion from school this fall.***

K-12 REQUIRED IMMUNIZATIONS

DEPARTMENT OF HEALTH SERVICES
 Division of Public Health
 P-44021 (Rev. 07/2017)

STATE OF WISCONSIN
 Wis. Stats. & 252.04

STUDENT IMMUNIZATION LAW AGE/GRADE REQUIREMENTS

The following are the minimum required immunizations for each age and grade level according to the Wisconsin Student Immunization Law. These requirements can be waived for health, religious, or personal conviction reasons. Additional immunizations may be recommended for your child depending on his or her age. Please contact your doctor or local health department to determine if your child needs additional immunizations.

Grade/Age	Number of Doses				
Pre-K (ages 2 through 4 yrs) ¹	4 DTaP/DTP/DT ²	3 Polio	3 Hepatitis B ⁶	1 MMR ⁷	1 Varicella ⁸
Kindergarten through Grade 5	4 DTaP/DTP/DT/Td ^{2,3}	4 Polio ⁵	3 Hepatitis B ⁶	2 MMR ⁷	2 Varicella ⁸
Grades 6 through 12	4 DTaP/DTP/DT/Td ²	1 Tdap ⁴	4 Polio ⁵	3 Hepatitis B ⁶	2 MMR ⁷

1. Children 5 years of age or older who are enrolled in a Pre-K class should be assessed using the immunization requirements for Kindergarten through Grade 5, which would normally correspond to the individual’s age.
2. D = diphtheria, T = tetanus, P = pertussis vaccine. DTaP/DTP/DT/Td vaccine for all students Pre-K through 12; Four doses are required. However, if a student received the 3rd dose after the 4th birthday, further doses are not required. **Note:** A dose four days or less before the 4th birthday is also acceptable.
3. DTaP/DTP/DT vaccine for children entering Kindergarten: Each student must have received one dose after the 4th birthday (either the 3rd, 4th, or 5th dose) to be compliant. **Note:** a dose four days or less before the 4th birthday is also acceptable.
4. Tdap is an adolescent tetanus, diphtheria, and acellular pertussis combination vaccine. If a student received a dose of a tetanus-containing vaccine, such as Td, within five years before entering the grade in which Tdap is required, the student is compliant and a dose of Tdap vaccine is not required.
5. Polio vaccine for students entering grades Kindergarten through 12; Four doses are required. However, if a student received the 3rd dose after the 4th birthday, further doses are not required. **Note:** a dose four days or less before the 4th birthday is also acceptable.
6. Laboratory evidence of immunity to hepatitis B is also acceptable.
7. MMR is measles, mumps, and rubella vaccine. The first dose of MMR vaccine must have been received on or after the 1st birthday. Laboratory evidence of immunity to all three diseases (measles and mumps and rubella) is also acceptable. **Note:** A dose four days or less before the 1st birthday is also acceptable.
8. Varicella vaccine is chickenpox vaccine. A history of chickenpox disease or laboratory evidence of immunity to varicella is also acceptable.

FROM THE SCHOOL NURSE

CORONAVIRUS 2019 (COVID-19)

Boscobel Area Schools continues to work to plan for a safe learning environment for the 2022-23 school term. Any plan for in-person learning comes with some inherent risk of contracting COVID-19 and other diseases or illnesses. Our goal is to reduce that risk as much as possible. The health and safety of our students and staff are a priority. Nurse Brinkman continues to review COVID-19 research and data, along with public health guidance (from Centers for Disease Control and Prevention, the Wisconsin Department of Health Services, Grant County Health Department, and the Wisconsin Department of Public Instruction). Mitigation actions will depend on school board decisions. For COVID-19 information, go to:

<https://dpi.wi.gov/sspw/2019-novel-coronavirus>

<https://www.dhs.wisconsin.gov/covid-19/index.htm>

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

<https://www.facebook.com/countynurses>



COVID-19 CHECKLIST

- ☑ Follow public health guidelines to help prevent the spread of COVID-19. Know how to protect yourself and others. Visit the above websites/resources for more information.
- ☑ **Follow the COVID-19 protocols outlined by the district. These are posted on the district website and will be updated to reflect any necessary changes for the 2022-23 school year.**
- ☑ Don't send your student to school if they are sick or have symptoms, and have a plan in place so that your child will be picked up from school promptly if they become sick or have symptoms at school.
- ☑ If your child has any underlying health conditions, contact Nurse Brinkman at nurse@boscobel.k12.wi.us or call 375-4165, ext. 3003.

BACK TO SCHOOL CHECKLIST:

- ☑ Make sure your child's immunizations are current and send the dates to school
- ☑ Alert the school nurse of any health concerns
- ☑ Provide current signed orders for medications and procedures to the school nurse
- ☑ Bring medications in proper packaging/bottle and make sure they are not expired
- ☑ Review hygiene measures for cleanliness to prevent the spread of infection
- ☑ Establish a bedtime and wake-up time for proper and consistent sleep
- ☑ Ensure breakfast every day (either at home or at school)
- ☑ Develop a routine for homework and afterschool activities
- ☑ Assist with appropriate clothing choices for weather and activities
- ☑ Keep your contact information current so the school can reach you as needed

Have a safe and healthy school year!



Health Screenings: Height, weight, vision, and hearing screenings are typically performed each fall for students in early childhood through 5th grade.

FROM THE SCHOOL NURSE



SNACK GUIDELINE REMINDER:

Boscobel Area Schools is committed to providing a school environment that |promotes overall health. We are making efforts to increase exposure and |availability of healthy food options for students at school. Engaging students and families in tasting and marketing healthier foods provides a positive impact on nutrition outcomes. We ask that healthy snacks be brought to school for sharing. We want to help students make every day a “TRY DAY”...because trying new foods is exciting and fun. We hope to fuel their days with colorful fruits and veggies!

MEDICATION POLICY:

If your child requires any medication at any time at school, a medication consent form must be completed and signed by the parent/guardian. If your child requires a **prescription** medication at school, the consent form must be signed by the doctor or practitioner as well. **Substances that are not FDA approved and natural/herbal products or food supplements will require a practitioner signature. Medication dosages outside of the recommended therapeutic dose or beyond the instructions on the package label must be authorized by a practitioner as well.**



Medications need to be in the original packaging and properly and accurately labeled. Please do not send medication in a baggie or an unlabeled container, as it cannot be given. **A new medication form is needed each time the medication is changed, and a new one is needed for each school year.** It is best that we have a separate medication form for each medication and for each child/student. Students with a request to self-administer medications (such as rescue or emergency medications) must meet specific requirements in addition to the consent form. In such cases, you will need to contact the school nurse for approval. **The school does not supply any medications for students.** If you feel your child may need any over-the-counter medication, you must supply it and you must complete a consent form. We will not be able to contact a parent for “verbal” permission to administer medications. Permission must be given in writing, and the medication must be supplied by the parent/guardian. **Please note that almost all substances are considered medications and will be treated as such.** This includes many lip balms, cough or throat lozenges, bug repellants, sunscreens, medicated lotions, etc. These items may not be used at school unless the proper procedure is followed. Contact the school nurse for any questions regarding the medication policy.

BOSCOBEL AREA SCHOOLS
Medication Authorization Form

(Return to: Boscobel School Nurse, 200 Buchanan St., Boscobel, WI 53805; Fax # 608-375-4192)

Student & Medication Information

Name of student: _____	Grade: _____	Date of Birth: _____
Reason for medication: _____		Allergies: _____
Medication & dosage: _____		Route: _____
Time/Frequency: _____		
Start date @ school: _____		Duration: _____

NOTE: All non-prescription medications must be furnished by parent/guardian, and must be in the original manufacturer's package. Non-prescription medications will be dosed according to package instructions unless accompanied by practitioner approval. Prescription medications must be received in their original container with proper pharmacy label. Medication consents must be renewed each school year. The school requires that some medications be transported home by a responsible adult.

Check box if student may self-medicate Approval: _____
(School Nurse Signature/Date)

Parent Consent...to be completed for both prescription and non-prescription medications

- ◆ I hereby give my permission to the school's designated personnel to give medication to my child according to the directions stated above, and I agree to notify the school when any change in the above order is necessary.
- ◆ I give the school and the below-named practitioner permission to exchange information concerning the administration of this medication and the condition for which it is administered.

Parent/Guardian Signature: _____ Date: _____

Practitioner Order...to be completed for prescription medication

Name/location of practitioner: _____	
Phone: _____	Diagnosis: _____
Possible side effects/precautions: _____	
Additional information or requests: _____	
<input type="checkbox"/> Check box if student may self-medicate	
Doctor/Prescribing Authority Signature: _____	
Date: _____	

FROM THE DESK OF LAURIE GENZ PRIEN, PUPIL SERVICES DIRECTOR



I am the Pupil Services Director for the Boscobel Area Schools and I am starting my 31st year in education. My largest responsibility in Boscobel is assuring that special education paperwork and programs meet the highest standards set forth by both the Wisconsin Department of Public Instruction and the Federal Government.

Like many administrators in small school districts, I wear many hats and have varied roles and responsibilities. I am also the Homeless Liaison for the Boscobel Area Schools where my duty is to identify and report students who fall under the guidelines for the Education for Homeless Children and Youth or otherwise known as the McKinney-Vento Act. Students who lack fixed, regular and adequate nighttime residence may qualify for services. This means that a student and their family may be staying temporarily in places such as motels or hotels, campgrounds, trailer parks, emergency shelters, or public or private places not designed for residence. This could also include sharing housing with other persons due to the loss of housing, financial hardship, or similar reasons. The purpose of the law is to remove barriers so the student is able to maintain educational stability.

For any student who lacks fixed, regular, and nighttime housing and is not in the physical custody of a parent or guardian, that student can also be eligible for services under the McKinney-Vento Act.

The last department or area of supervision is that of the English Learning Coordinator. For Boscobel, that means I report on students whose first language is not English, otherwise known as EL (English Learner) students. The following are obligations the district has to provide to students whose first language isn't English.

- With assistance from school personnel, identify and assess all potential EL students in a timely, valid, and reliable manner;
- Provide EL students with a language assistance program that is educationally sound and proven successful;
- Provide sufficiently well prepared and trained staff and support the language assistance programs for EL students;
- Ensure that EL students have equal opportunities to meaningfully participate in all curricular and extracurricular activities;
- Avoid unnecessary segregation of EL students
- Ensure that EL students who have or are suspected of having a disability under the Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act of 1973 are identified, located, and evaluated in a timely manner and that the language needs of students who need special education and disability-related services because their disability are considered in evaluations and delivery of services;
- Meet the needs of EL students who opt out of language assistance programs;
- Monitor and evaluate EL students in language assistance programs to ensure their progress
- Evaluate and monitor the effectiveness of a school districts language assistance program to ensure that EL students in each program acquire English proficiency
- Ensure meaningful communication with limited English proficient (LEP) parents.

Please feel free to contact me if you have any questions.

Laurie Genz Prien

Phone: 375-4164 ext. 2516

Email: genzlaur@boscobel.k12.wi.us

SPECIAL EDUCATION PROGRAM

The Boscobel Area Schools offers special education program(s) as required by state and federal statutes. Programs providing supplemental services, which would enable a child to participate fully in the school environment, are available for students with mental, physical, emotional or learning disabilities. Children with the following conditions **may** require special education:

Autism, Intellectual Disabilities, Emotional Behavioral Disabilities, Hearing Impairments, Orthopedic Impairments, Other Health Impairment, Significant Developmental Delay, Speech/Language Impairments, Specific Learning Disabilities, Traumatic Brain Injury, Visual Impairments AND the need for special education.

Special education programs serve children from ages 3-21. All students involved in special education classes have their needs identified by an individual educational planning team (IEP). Please contact the Special Education Department at 375-4164 if you have any questions or need more information at anytime throughout the school year.

CHILD FIND

The school district must locate, identify, and evaluate all resident children with disabilities, including children with disabilities attending private schools, regardless of the severity of their disabilities. The school district has a special education screening program to locate and screen all children with suspected disabilities who are residents of the district and who have not graduated from high school. Upon request, the District will screen any resident child who has not graduated from high school to determine whether a special education referral is appropriate. A request may be made by contacting the Special Education Department, at 375-4164, or by writing at Boscobel Area Schools, 1110 Park Street, Boscobel, WI 53805.

Annually the school district conducts developmental screening of preschool children. Each child's motor, communication, and social skills are observed at various play areas. Each child is weighed and measured, and the child's hearing and vision is checked. The information is used to provide the parent with a profile of their child's current development and to provide suggestions for follow-up activities. Parents learn about community services available to them and speak with representatives of agencies serving families. The information from screening is also used to determine whether a child should be evaluated for a suspected disability. When school staff reasonably believe a child is a child with a disability, they refer the child for evaluation by a school district Individualized Education Program (IEP) team. Developmental screening will be part of the 4-k screening this coming Spring. Watch for the dates at Boscobel Elementary.

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 report the 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. The referral must be in writing and include the reason why the person believes the child is a child with a disability. Others who reasonably believe a child is a child with a disability may also refer the child to the school district in which the child resides. A referral of a child residing in the Boscobel Area Schools may be sent to Laurie Genz Prien, Pupil Services Director.

The school district maintains pupil records, including information from screening and special education referrals. All records directly related to a student and maintained by the school district are pupil records. (Continued on next page)



SPECIAL EDUCATION PROGRAM (cont...)

They 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 including the following:

- **“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 students 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 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 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.



HOMELESS CHILDREN AND YOUTH

The McKinney-Vento Act defines homeless children and youth 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
- living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations
- living in emergency or transitional shelters
- abandoned in hospitals
- living in a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings
- living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- migratory children who qualify as homeless because the children are living in circumstances described above

If you are personally aware of or are acquainted with any children or youth who may qualify according to the above criteria, the Boscobel Area School District provides the following assurances to parents and guardians of homeless children and unaccompanied homeless youth:

- ◆ The child or youth shall be immediately enrolled and allowed to fully participate in school, even if unable to produce records normally required for enrollment (e.g., academic records, immunization and other required health records, proof of residency, or other documentation) or has missed application or enrollment deadlines during any period of homelessness.
- ◆ Homeless children and youths are not stigmatized or segregated on the basis of their status as homeless and have full and equal educational and related opportunities.
- ◆ Meaningful opportunities to participate in the education of their children including special notices of events, parent-teacher conferences, newsletters, and access to student records.
- ◆ Immediate enrollment and transportation to the school of origin. "School of origin" means the school that a child or youth attended when permanently housed or the school in which the child or youth was last enrolled, including a preschool.
- ◆ Written explanation of any decisions related to school selection or enrollment made by the school, the local educational agency, or the State educational agency involved, including the rights of the parent, guardian, or unaccompanied youth to appeal and receive prompt resolution of such decisions.

Please contact Laurie Genz Prien, Pupil Services Director, for the Boscobel Area School District, at 608) 375-4164 ext 2516 or genzlaur@boscobel.k12.wi.us for additional information about the rights and services described above.



FREQUENTLY ASKED QUESTIONS ABOUT FREE AND REDUCED PRICE SCHOOL MEALS FOR SCHOOL YEAR 2022-23

Dear Parent/Guardian:

Children need healthy meals to learn. **Boscobel Area Schools** offers healthy meals every school day. Breakfast costs **Elementary- \$1.25 and Middle/High School- \$1.50**; lunch costs **Elementary- \$2.65 and Middle/High School- \$2.90**. Your children may qualify for free meals or for reduced price meals. Reduced price is **.30cents** for breakfast and **.40cents** 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 (FDPIR), 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 2022-2023			
Household size	Yearly (\$)	Monthly (\$)	Weekly (\$)
1	25,142	2,096	484
2	33,874	2,823	652
3	42,606	3,551	820
4	51,338	4,279	988
5	60,070	5,006	1,156
6	68,802	5,734	1,324
7	77,534	6,462	1,492
8	86,266	7,189	1,659
Each additional person:	8,732	728	168

- 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 **Laurie Genz Prein, 608-375-4161 ext. 2516 or genzlaur@boscobel.k12.wi.us**
- 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: **District Office, 1110 Park St. Boscobel, WI 53805.**
- 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 indicated 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** 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 SCHOOL (CEP)?** 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.

6. CAN I APPLY ONLINE? Yes! You are encouraged to complete an online application instead of a paper application if you are able. The online application has the same requirements and will ask you for the same information as the paper application. Visit boscobel.k12.wi.us to begin or to learn more about the online application process. Contact **Jamie Glasbrenner, District Office Secretary, 608-375-4164** or glasjami@boscobel.k12.wi.us if you have any questions about the application process.
7. 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 13, 2022**, 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.
8. 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.
9. *My child(ren) qualifies for BADGERCARE PLUS OR MEDICAID. Can my child get free meals?* Children with BadgerCare Plus, Medicaid, or subsidized insurance may be eligible for free or reduced price meals, but it is based on household income and household size. Please submit an application to determine if your household qualifies.
10. *Will the information I give be checked?* Yes. We may also ask you to send written proof of the household income you report.
11. *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.
12. *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: **Lisa Waillin Kapinus, 1110 Park Street, Boscobel, WI 53805, 608-375-4164**.
13. *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.
14. *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.
15. 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.
16. *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.
17. 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.
18. *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.

If you have other questions or need help, call **608-375-4164**.

Sincerely,

Jamie Glasbrenner
District Office Secretary

HOW TO APPLY FOR FREE AND REDUCED PRICE SCHOOL MEALS

Please use these instructions to help you fill out the application for free or reduced price school meals. You only need to submit one application per household, even if your children attend more than one school in Boscobel Area Schools. The application must be filled out completely to certify your children for free or reduced price school meals. Please follow these instructions in order. If at any time you are not sure what to do next, please contact:
 Boscobel Area School/ Jamie Glasbrenner; 608-375-4164 or
 glasjami@boscobel.k12.wi.us.

If your child attends a Community Eligibility Provision School (CEP), receipt of free breakfast and lunch meals does not depend on returning this application; however, this information is necessary for other programs.

STEP 1: LIST ALL HOUSEHOLD MEMBERS WHO ARE INFANTS, CHILDREN, AND STUDENTS UP TO AND INCLUDING GRADE 12

Tell us how many infants, children, and 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 grades 12 or under AND are supported with the household’s income; and
- In your care under a foster arrangement, or qualify as homeless, migrant, or runaway youth, or enrolled in a Head Start program.

<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 in household than lines on the application, attach a second piece of paper with all required information for the additional children.</p>	<p>B) Enter the grade and the name of the school the child attends or mark n/a if not in school.</p>	<p>C) Do you have any foster children? If any children listed are foster children, mark the “Foster Child” box next to the children’s names. If you are ONLY applying for foster children, after finishing STEP 1, go to STEP 4. <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.</p>	<p>D) Are any children homeless, migrant, runaway or enrolled in a Head Start program? If you believe any child listed in this section meets this description, mark the “Homeless, Migrant, Runaway or Head Start” box next to the child’s name and <u>complete all steps of the application.</u></p>
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STEP 2: DO ANY HOUSEHOLD MEMBERS CURRENTLY PARTICIPATE IN FoodShare, W-2 Cash Benefits OR FDPIR?

If 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).

<p>A) If no one in your household participates in any of the above listed programs:</p> <ul style="list-style-type: none"> • Leave STEP 2 blank or check “No” and go to STEP 3. 	<p>B) If anyone in your household participates in any of the above assistance programs:</p> <ul style="list-style-type: none"> • Write a case number and <u>name of the assistance program</u> you or any member of the household participates for FoodShare, W-2 Cash Benefits, 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 your case worker. Medicaid and BadgerCare case numbers do NOT qualify for free or reduced price meals. • Go to STEP 4.
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STEP 3: REPORT INCOME FOR ALL HOUSEHOLD MEMBERS

How do I report my income?

- Use the charts titled “**Sources of Income for Children**” and “**Sources of Income for Adults,**” printed 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. Many people think of income as the amount they “take home” (listed as “net pay” on paycheck stub) 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.

STEP 3: REPORT INCOME FOR ALL HOUSEHOLD MEMBERS

- 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 boxes to the right of each field.

3.A. REPORT INCOME EARNED BY CHILDREN

A) Report all income earned or received by children. Report 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 personal 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.

3.B. REPORT INCOME EARNED BY ADULTS

List adult household members’ names.

- Print the name of each household member in the boxes marked “Name of Adult Household Members (First and Last).” 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.**

C) Report earnings from work. Report all total gross income (before taxes) 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.

What if I am self-employed? Report income from that work as a net amount. This is calculated by subtracting the total operating expenses of your business from its gross receipts or revenue.

D) Report income from public assistance/child support/alimony/SSI/VA benefits. Report 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.

E) Report income from pensions/retirement/all other income. Report all income that applies in the “Pensions/Retirement/ Social Security/All Other Income” field on the application.

F) Fluctuating Income. For seasonal workers and others whose income fluctuates and usually earn more money in some months than others. In these situations, project the annual rate of income and report that. This includes workers with annual employment contracts but may choose to have salaries paid over a shorter period of time; for example, school employees.

G) Report 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.

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

STEP 4: CONTACT INFORMATION AND ADULT SIGNATURE

An adult member of the household must sign the application. 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 privacy and civil rights statements on the back of the application.

A) Provide your contact information. Write your current address in the fields provided if this information is available. If you have no permanent address, this does not make your children ineligible for free or reduced price school meals. Sharing a phone number, email address, or both is optional, but helps us reach you quickly if we need to contact you.

B) Print or sign your name. The adult filling out the application must print or sign their name in the signature box.

C) Return completed form to:
Boscobel Area Schools
1110 Park Street
Boscobel, WI 53805

D) 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.

INSTRUCTIONS

Source of Income

Sources of Income for Children	Example(s)
- Sources of Child Income	
- Gross earnings from work	- A child has a regular full or part-time job where they earn a salary or wages
- Social Security	- A child is blind or disabled and receives Social Security benefits
- Disability payments	- A parent is disabled, retired, or deceased, and their child receives Social Security benefits
- Survivor's benefits	- A friend or extended family member regularly gives the household
- Income from person outside the household	- A child receives regular income from a private pension fund, annuity, or trust
- Income from any other source	

Sources of Income for Adults

Earnings from Work	Public Assistance / Alimony / Child Support	Pensions / Retirement / All Other Income
- Gross salary, wages, cash bonuses	- Unemployment benefits	- Social Security (including railroad retirement and black lung benefits)
- Net income from self-employment (farm or business); FARM —refer to line 3 and 8 of Schedule 1 or line 34 from Schedule F; BUSINESS —line 31 from Schedule C or 1040-Line 8, Wage and Statement, Line 3.	- Worker's compensation	- Private pensions or disability benefits
- 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	- Supplemental Security Income (SSI)	- Regular income from trusts or estates
	- Cash assistance from State or local government	- Annuities
	- Alimony payments	- Investment income
	- Child support payments	- Earned interest
	- Veteran's benefits	- Rental income
	- Strike benefits	- Regular cash payments from outside household

OPTIONAL

Children's Racial and Ethnic Identities

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
 American Indian or Alaskan Native
 Not Hispanic or Latino
 Asian

Black or African American

Native Hawaiian or Other Pacific Islander

White

The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. You must include the last four digits of the social security number of the adult household member who signs the application. The last four digits of the social security number is not required when you apply on behalf of a foster child or you list a Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPIR) case number or other FDIPIR identifier for your child or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the lunch and breakfast programs. We MAY share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules.

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, audiotape, 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 Complaint should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.irsda.gov/sites/default/files/document/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-173x214x5.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:
 1. **mail:**
 U.S. Department of Agriculture
 Office of the Assistant Secretary for Civil Rights
 1400 Independence Avenue, SW
 Washington, D.C. 20250-9410; or
 2. **fax:** (833) 256-1665 or (202) 890-7442; or
 3. **email:** ProgramIntake@usda.gov
 The institution is an equal opportunity provider.

Do not fill out

For School Use Only

Annual Income Conversion: Weekly x 52, Bi-Weekly (Every 2 Weeks) x 26, Twice a Month x 24, Monthly x 12

Total Income	How often?				Household Size	Categorical Eligibility	Eligibility			Date Denied Mo./Day/Yr.	Reason for Denial or Withdrawal
	Weekly	Bi-Weekly	2x Month	Monthly			Yrly	Free	Reduced		
<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>								
Determining Official's Signature <input type="text"/>											
Date Mo./Day/Yr. <input type="text"/>											
Confirming Official's Signature <input type="text"/>											
Date Mo./Day/Yr. <input type="text"/>											
Verifying Official's Signature <input type="text"/>											
Date Mo./Day/Yr. <input type="text"/>											

Required for Verification process only

Required for Verification process only

For schools participating in CEP only:

Are all students on this application from a CEP school? Yes No

If YES, the processing of this application cannot be paid for by the nonprofit school food service account. Only non-CEP applications are used for selecting the verification sample, conducting an independent review of applications, and the Certification and Benefit Issuance portion of the Administrative Review.

FOOD SERVICE POLICY

Book	Policy Manual
Section	8000 Operations
Title	FOOD SERVICES
Code	po8500
Status	Active
Adopted	August 15, 2017
Last Revised	November 8, 2021

8500 - FOOD SERVICES

The Board shall provide cafeteria facilities in all school buildings where space permits, and will provide food service for the purchase and consumption of lunch for all students.

The Board shall also provide a breakfast program in accordance with procedures established by the Department of Public Instruction.

The Board does not discriminate on the race, color, national origin, age, sex (including gender status, change of sex, sexual orientation, or gender identity), pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other legally protected category in its programs and activities, including employment opportunities in its educational programs or activities, including the Food Service program. Students and all other members of the District community and Third Parties are encouraged to promptly report incidents of unlawful discrimination and/or retaliation related to the Food Service program to a teacher, administrator, supervisor, or other official so that the Board may address the conduct. See Policy 2260 – Nondiscrimination and Access to Equal Educational Opportunity.

The food-service program shall comply with Federal and State regulations pertaining to the selection, preparation, delivery, consumption, and disposal of food and beverages as well as to the fiscal management of the program as well as all Federal and State requirements pertaining to food service hiring and food service manager/operator licensure and certification. In addition, as required by law, a food safety program based on the principles of the Hazard Analysis and Critical Control Point (HACCP) system shall be implemented with the intent of preventing food-borne illnesses. For added safety and security, access to the facility and the food stored and prepared therein shall be limited to food service staff and other authorized persons.

The Board shall approve and implement nutrition standards governing the types of food and beverages that may be sold on the premises of its schools and shall specify the time and place each type of food or beverage may be sold. In adopting such standards, the Board shall:

- A. consider the nutritional value of each food or beverage;
- B. consult and incorporate to the maximum extent possible the dietary guidelines for Americans jointly developed by the United States Department of Agriculture (USDA) and the United States Department of Health and Human Services; and
- C. consult and incorporate the USDA Smart Snacks in School nutrition guidelines.

No food or beverage may be sold on any school premises except in accordance with the standards approved by the Board.

FOOD SERVICE POLICY

Dietary Modifications

Substitutions to the standard meal requirements shall be made, at no additional charge, for students for whom a health care provider who has prescriptive authority in the State of Wisconsin has provided medical certification that the student's medical condition restricts his/her diet, in accordance with the criteria set forth in 7 C.F.R. Part 15.

A request for substitutions to the standard meal requirements shall be made, at no additional charge, for students for whom a health care provider with prescriptive authority in the State of Wisconsin has provided medical certification that the student's medical condition necessitates dietary restrictions for the student. The individual making such a request of the Food Service Director shall be informed that medical certification that the student has a restricted diet, in accordance with the criteria set forth in 7 C.F.R. Part 15b., must be submitted within five (5) school days from a health care provider with prescriptive authority in the State of Wisconsin or the dietary modification may be discontinued until such statement is received.

The medical certification must identify:

- A. the student's medical condition or symptoms of a condition that restricts one (1) or more major life activity or function;
- B. an explanation of how the condition or symptom affects the student's diet; and
- C. the food(s) to be omitted from the student's diet, and the food or choice of foods that must be substituted (e.g., caloric modifications or use of liquid nutritive formula).

On a case by case basis, substitutions to the standard meal requirements may be made, at no additional charge, for students who provide a signed statement from a qualified medical authority that the student cannot consume certain food items due to medical or other special dietary needs, but which does not comply with the requirements above. To qualify for such consideration and substitutions the medical statement must identify:

1. the medical or dietary need that restricts the student's diet; and
2. the food(s) to be omitted from the student's diet and the food(s) or choice of foods that may be substituted.

The District may provide a student with a substitute meal without any certification provided that the meal still meets the USDA meal pattern for reimbursement.

For students who need a nutritionally equivalent milk substitute, only a signed request by a parent is required.

Meal Charges

Lunches sold by the school may be purchased by students and staff members and community residents in accordance with the rules of the District's school lunch program.

The operation and supervision of the food-service program shall be the responsibility of the Food Service Director and the District Administrator. Food services shall be operated on a self-supporting basis with revenue from students, staff, Federal reimbursement, and surplus food. The Board shall assist the program by furnishing available space, initial major equipment, and utensils. Maintenance and replacement of equipment is the responsibility of the program.

A periodic review of the food-service accounts shall be made by the Food Service Director. Any surplus funds from the National School Lunch Program shall be used to reduce the cost of the service to students or to purchase cafeteria equipment. Surplus funds from a-la-carte foods purchased using funds from the nonprofit food service account must accrue to the nonprofit food service account.

FOOD SERVICE POLICY

Bad Debt

Bad debt incurred through the inability to collect lunch payment from students is not an allowable cost chargeable to any Federal program. Any related collection cost, including legal cost, arising from such bad debt after they have been determined to be uncollectable are also unallowable. District efforts to collect bad debt shall be in accordance with Policy 6152 - Student Fees, Fines, and Charges.

Bad debt is uncollectable/delinquent debt that has been determined to be uncollectable no sooner than the end of the school year in which the debt was incurred. If the uncollectable/delinquent debt cannot be recovered by the School Meals Program in the year when the debt was incurred, then this is classified as bad debt. Once classified as bad debt, non-Federal funding sources must reimburse the NSFSA for the total amount of the bad debt. The funds may come from the District general fund, State or local funding, school or community organizations such as the PTA, or any other non-federal source. Once the uncollectable/delinquent debt charges are converted to bad debt, records relating to those charges must be maintained in accordance with the record retention requirements in 7 CFR 210.9(b) (17) and 7 CFR 210.15(b).

Negative Account Balances

This food service policy is in place to protect the taxpayers of the District. Parents/Guardians are responsible for maintaining a positive food service account balance.

A student who has exceeded the permissible negative balance amount in his/her account and does not have cash on hand sufficient to purchase a meal will be treated respectfully.

The District will provide meals to students with unpaid meal balances without stigmatizing them, will provide parents of students who charge meals with notification when a student charges a meal, and will make efforts to collect the charges incurred by the students so that the unpaid charges are not classified as "bad debt" at the end of the school year.

Students will be permitted to purchase meals from the District's food service using either cash on hand or a food service account. A student may be allowed to incur a negative food service account balance subject to the following conditions:

- A. Families with account balances at or below \$20.00 will be notified by an automated system that will run a minimum of two (2) times a week. Families with a negative account balance will be notified daily by the automated system.
- B. All accounts owing \$25.00 or more will be notified of the amount owed. Payment or payment arrangements will be expected. Students will be limited to a first serving for meals until payment is received or payment arrangements have been made with the District.
- C. In accordance with USDA regulations, children receiving free meal benefits will be provided a first serving for breakfast and lunch even if the family account is in arrears. Balances incurred prior to application approval remain the responsibility of the parent/guardian. All students will be provided a meal if they have money in hand to pay for a current days meal even if the food service accounts includes an uncollected amount.
- D. The District Administrator or designee, will notify families by mail when their family account is \$50.00 or more in arrears. This mailing will detail further action and steps that will be taken in collection efforts. It is expected that payments or payment arrangements will be established Families that have made no attempt to pay on their account or the account is at \$100.00 in arrears, the District Administrator or designee will refer the account to the District's legal counsel to secure collection of unpaid debts.
- E. This policy and any implementing guidelines shall be provided in writing to all households at the start of each school year and to households transferring to the school or School District during the school year. The policy and implementing guidelines will also be provided to all District staff with responsibility for enforcing the policies. The policy and guidelines will be posted on the District website.

The food-service program may participate in the "Farm to School Program" using locally grown food in school meals and snacks.

FOOD SERVICE POLICY

No foods or beverages, other than those associated with the District's food-service program, are to be sold during food-service hours. The District's food service program shall serve only food items and beverages determined by the Food Service Department to be in compliance with the current USDA Nutrition Standards for the National School Lunch and School Breakfast Programs. Any competitive food items and beverages that are available for sale to students a la carte in the dining area between midnight and thirty (30) minutes following the end of the school day shall also comply with the current USDA Nutrition Standards for the National School Lunch and School Breakfast Programs and the USDA Smart Snacks in School nutrition guidelines. Foods and beverages unassociated with the food-service program may be vended in accordance with the rules and regulations set forth in Board Policy 8540.

Nondiscrimination Statement

The following statement applies to all programs administered by the District that are funded in whole or in part by the U.S. Department of Agriculture (USDA):

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

1. Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
2. Fax: (202) 690-7442; or
3. E-mail: program.intake@usda.gov.

This institution is an equal opportunity provider.

All verbal or written civil rights complaints regarding the school nutrition programs that are filed with the District must be forwarded to the Civil Rights Division of USDA Food and Nutrition Service within three (3) days.

Revised 10/8/18

Revised 5/10/21

Revised 6/14/21

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SP 32-2015 Statements Supporting Accommodations for Children with Disabilities in the Child Nutrition Programs

SP 59-2016 Modifications to Accommodate Disabilities in the School Meal Program
OMB Circular No. A-87 USDA Smart Snacks in School Food Guidelines (effective July 1, 2014)
Child Nutrition Act of 1966, 42 U.S.C. 1771 et seq.
Healthy, Hunger-Free Kids Act of 2010 and Richard B. Russell National School Lunch Act, 42 U.S.C. 1751 et seq.
42 U.S.C. 1758
15.137, Wis. Stats.
93.49, Wis. Stats.
115.34 - 115.345, Wis. Stats.
120.10(16), Wis. Stats.
120.13(10), Wis. Stats.
7 C.F.R. Part 15b
7 C.F.R. Part 210
7 C.F.R. Part 215
7 C.F.R. Part 220
7 C.F.R. Part 225
7 C.F.R. Part 226
7 C.F.R. Part 227
7 C.F.R. Part 235
7 C.F.R. Part 240
7 C.F.R. Part 245
42 U.S.C., Chapter 13

TRANSPORTATION REGISTRATION FORM

Boscobel Area School District Bus Registration Form 2022-2023

Student Last Name: _____ Student First Name: _____ Grade: _____

Student Last Name: _____ Student First Name: _____ Grade: _____

Student Last Name: _____ Student First Name: _____ Grade: _____

Student Last Name: _____ Student First Name: _____ Grade: _____

Parent Name: _____ Parent Cell Phone: _____

Primary Home Address: _____ City: _____

Emergency Contact Name: _____ Emergency Phone: _____

How will your child get to school? (Check One) Bus _____ OR Self Transport _____ Start Date: _____

How will your child leave school? (Check One) Bus _____ OR Self Transport _____ Start Date: _____

****If you indicated you need busing above, please fill in below. Only students that live in two households may indicate a secondary address below.**

Primary Bus Pick-Up Address: _____ M ___ T ___ W ___ Th ___ F ___ Phone# _____

Primary Bus Drop- Off Address: _____ M ___ T ___ W ___ Th ___ F ___ Phone# _____

Second Bus Pick-Up Address: _____ M ___ T ___ W ___ Th ___ F ___ Phone# _____

Second Bus Drop- Off Address: _____ M ___ T ___ W ___ Th ___ F ___ Phone# _____

Please keep in mind that once you have submitted this form, a permanent address change must be made by contacting the school and then the Transportation Office at (608)375-5834. Allow two working days for changes to occur. Parents of students in grades Early Childhood, 4K and KDG must be present at drop off location or your child will be taken back to school for a parent to pick up. Please send this completed copy to:

Boscobel Area School District
Transportation Department
1110 Park Street
Boscobel, WI 53805
Fax: (608)375-2378
Email: paetjohn@boscobel.k12.wi.us
Contact the district office with any questions at 608-375-4164

FOR OFFICE USE ONLY

Date Received: _____ Approved: Yes _____ No _____ No Busing Requested: _____

Bus # P/U: _____ Approx. Pick-Up Time: _____ Bus # D/O: _____ Approx. Drop Off Time: _____

Called Parent _____ On Bus Route: _____ On Enrolled List: _____ Notified Teacher: _____

Student Bus Pass

This form is to be used each time a child is changing their drop off location and/or bus.



THIS PASS MUST BE SHOWN TO BUS DRIVER UPON ENTERING BUS.

Date of Deviation From Regular Route: _____

Student's Name: _____ Grade: _____

Parent/Guardian Name and Phone Number: _____

Destination to be dropped off at, and with whom: _____

Parent/Guardian Signature: _____

Transportation Director/Office Approval: _____ (office use only)

Note: Deviation from the regular route is not permitted without written permission. Written permission from parent/guardian must be provided for students to ride the bus home to visit a friend or relative. In addition, permission from the Transportation Director must be secured in advance. Please contact John Paetz, Transportation Director for Approval. 608-375-5834 or paetjohn@boscobel.k12.wi.us

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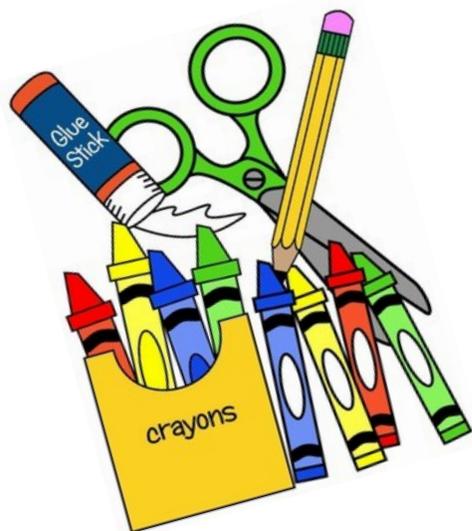
BOSCOBEL ELEMENTARY SUPPLY LISTS

4K

- Backpack (large enough to fit a folder in) please label with child's name
- 2 folders labeled with child's name on them
- 1 spiral notebook, wide ruled 80-100 sheets with child's name on it
- A change of clothing (including socks and underwear) **please put in a gallon size bag with your child's name on it.**
- 1 box primary color markers
- 1 box crayons 24 count
- 1 bottle Elmer's school glue
- 1 box Kleenex tissue
- 1 vinyl rest mat or yoga mat (something that can be wiped clean)
- 1 box quart size Ziploc bags
- 1 box gallon size Ziploc bags

KINDERGARTEN

- 2 bottles of glue 4 oz.
- 2 boxes of crayons (24 count) (Recommend Crayola)
- Sharp Point Scissors (recommend Fiskars)
- 1 pack of #2 pencils with erasers
- 2 spiral wide rule notebooks (70-100 pages)
- 4 Expo Dry erase markers (Skinny Black)
- 1 box of tissue
- 3 boxes markers (we recommend Crayola)
- 2 two-pocket folders
- Gallon Zipper top bags (recommend Ziploc)
- Headphones (no earbuds)
- Old t-shirt for Art class



FIRST GRADE

- 24 plain #2 pencils sharpened (Recommend Ticonderoga)
- 2 boxes of 24 ct. Crayola crayons
- 1 box of markers (we recommend Crayola)
- 2 soft pink eraser
- 1 bottle of glue (4oz)
- 2 lg. glue sticks
- 1 pair scissors
- 2 plastic pocket folders - one with prongs
- 2 boxes of tissues
- 2 boxes of crackers
- 2 spiral notebooks (70-100 pgs.)
- 1 pair of headphones
- 1 black Sharpie Marker
- 4 Expo dry erase markers
- 1 plastic pencil box 8x5
- 1 box of quart size zipper baggies
- 1 box of gallon size zipper baggies

SECOND GRADE

- 24 plain #2 pencils sharpened
- 1 box of crayons (24 count)
- 2 soft pink eraser
- 1 box of pencil erasers
- 1 pair of scissors
- 8 glue sticks
- 1 bottle of white glue
- 4 folders (1 red)
- 2 Highlighters
- 1 box of crackers per semester
- 1 box of tissues per semester
- 1 pencil box or pouch
- 1 composition notebook
- 2 wide ruled spiral notebooks
- 1 pair of earbuds or headphones for computer lab
- 1 pack of napkins
- 1 clean, old sock



BOSCOBEL ELEMENTARY SUPPLY LISTS

THIRD GRADE

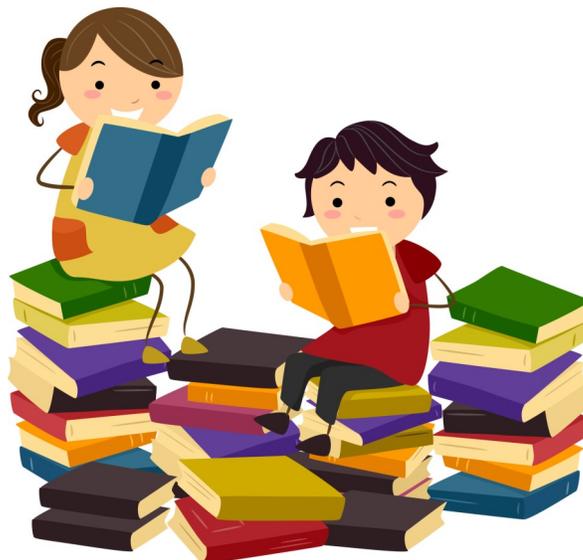
- 20 #2 pencils (per semester)
- 1 box of colored pencils
- 1 soft pink eraser
- 2 wide rule spiral notebooks (not college rule)
70-100 pages
- 1 basket 6 x 9 x 2 ½" for supplies storage
- 1 pair of scissors
- 4 pack of dry erase Expo Markers
- 2 boxes of tissues
- 2 glue sticks (not colored)
- 4oz bottle of glue
- 3 pocket folders
- 1 box of crackers
1 pair of earbuds or sm. headphones for computers

FOURTH GRADE

- 3 pks. of #2 Pencils & a hand held sharpener
- zipper pencil bag
- 2 Lg. pink erasers
- 1 ruler (with inches & centimeters)
- 3 large glue sticks
- 1 bottle of glue
- 1 pair of scissors
- 1 box colored pencils
- 1 box crayons (Crayola, 24 pack)
- 2 highlighters (any color)
- 2 boxes of tissues
- 5 wide ruled notebooks (yellow, blue, red, green, purple)
- 5 plastic pocket folders (red, blue, green, yellow, purple)
- 2 boxes of crackers
- 1 pair of earbuds or headphones for computer

FIFTH GRADE

- pencils
- hand held sharpener
- 2 pens
- erasers
- 4 folders
- 1 pk. loose leaf paper
- 3 composition notebooks
- 1 pair of scissors
- 1 large bottle of glue
- 3 glue sticks
- 1 box of colored pencils
- 1 highlighter
- 1 Black Sharpie marker – fine point
- 1 Tape
- 2 large boxes of tissues
- 1 package of 3" x 5" ruled index cards
- 1 small holder for index cards or rubber band them together
- large cloth zipper pencil bag or pencil box
- earbuds or headphones for computer use
- 4 White board chisel expo markers (no yellow)
- Ziploc bags (sandwich or gallon size baggies)
- 1 box/package of snacks for class to share





Welcome to Middle School (grades 6-8)
 School Supply List

** Please put your name on all supplies. **

Check Off	Supplies Needed
	#2 pencils
	1 red pen
	1 blue pen
	1 black pen
	1 fine tip black Sharpie marker
	erasers
	glue stick
	ruler (with centimeters and inches)
	(2) 3 ring binders (1 or 1.5 inch) (This does not have to be new.)
	6 notebooks-college ruled (It is helpful to try to match colors to folders)
	6 folders with pockets
	2 composition notebooks (6th grade)
	1 box of colored pencils
	pencil case
	scissors
	headphones or earbuds
	tennis shoes and gym clothes for physical education class
	Art sketchbook with blank pages (9"x 12" or smaller)

Annual Meeting

Notice is hereby given to the qualified electors of Boscobel Area Schools that the Annual Meeting/Budget Hearing will be held at the Middle/High School cafeteria at 300 Brindley Street on Monday, October 24, 2022, starting at 6:30 pm.

FROM THE DESK OF ROB SCHERRER, DISTRICT ASST. PRINCIPAL/ATHLETIC DIRECTOR

Welcome to the 2022-2023 school year. I hope everyone is enjoying a relaxing and revitalizing summer. I am so excited for this upcoming school year for many different reasons. I think we have a lot to look forward to, including:

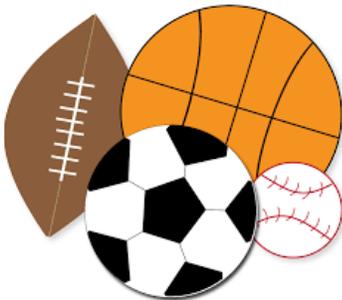
1. Watching our CC team compete and the girls defend their state championship from last year.
2. Football will have a new look to their scheme that should make for some exciting football.
3. Our Girls Basketball team last year won 18 games and return many of the players for this upcoming season.
4. Wrestling has a Co-Op with Wauzeka-Steuben next year for MS and HS seasons. It will be fun to watch these male and female athletes from both schools competing on the same team.
5. We have some returning state competitors from last year in track. It will be interesting to see if our girls 4x800 relay team can go back to back to back state champs.

Besides all the mentioned above, I believe we will have many opportunities to celebrate our student participants in extra-curriculars this upcoming school year. As a district, we offer many opportunities for our students. I would highly encourage our entire student body to get involved. Extra-curriculars are the heartbeat of the school, get involved and show school spirit. I look forward to seeing everyone in August, as we gear up for the 2022-2023 school year.

Go Bulldogs!!!

Rob Scherrer

District Assistant Principal
Athletic Director



ACTIVITIES CORNER

FALL SPORTS UPDATE

FOOTBALL - CROSS COUNTRY - VOLLEYBALL

Just a reminder that all athletes will need to have turned in the following information to the High School Office BEFORE being allowed to participate in practice or events:

- Current Physical
- Parent Permission Card
- Emergency Card
- Proof of Insurance/Insurance Waiver
- Signed WIAA Code
- Concussion Impact Agreement
- Signed Athletic Code of Conduct

IMPORTANT DATES

Tuesday, August 2nd- All SPORTS & ACTIVITIES Code of Conduct Meeting- 6:00pm. All Middle and High School students that plan to participate in fall, winter, or spring activities need to attend this meeting. Parent/Guardian **MUST** attend. The meeting will be held in the Bulldog Café. If you are unable to attend, please contact Rob Scherrer, Activities Director, by email: scherobe@boscobel.k12.wi.us

Monday, Aug. 1st- Equipment Handout-HS Football

Tuesday, Aug. 2nd- HS Football 1st Practice

Monday, August 15th- HS Cross Country 1st Practice

Monday, August 15th- HS Volleyball 1st Practice

Monday, August 15th- MS Cross Country 1st Practice

Monday, August 22nd- MS Volleyball 1st Practice

Monday, August 29th- MS Football 1st Practice

Saturday, October 8th– Homecoming Football Game

For questions contact the High School at 375-4161

For schedules, please visit www.swwal.org/



Concussion and Head Injury Information

[Wis. Stat. § 118.293 Concussion and Head Injury](#)

What Is a Concussion? A concussion is a type of head (brain) injury that changes the way the brain normally works. A concussion is caused by a bump, blow, or jolt to the head. Concussions can also occur from a blow to the body that causes the head and brain to move rapidly back and forth. Even what seems to be a mild bump to the head can be serious. Concussions can have a more serious effect on a young, developing brain and need to be addressed correctly. Consequences of severe brain injury (including concussion) include problems with thinking, memory, learning, coordination, balance, speech, hearing, vision, and emotional changes.

What are the signs and symptoms of a concussion? You cannot see a concussion. Signs and symptoms of concussion can show up right after an injury or may not appear or be noticed until hours or days after the injury. It is important to watch for changes in how you as an athlete or your child or teen is acting or feeling, if symptoms are getting worse, or if you/they just “don’t feel right.” Most concussions occur without loss of consciousness.

If the child or teen reports one or more of the symptoms of concussion listed below, or if you notice the signs or symptoms yourself, seek medical attention right away. Children and teens are among those at greatest risk for concussion.

These are some SIGNS of concussion (what others can see in an injured athlete):

- Dazed or stunned appearance
- Unsure of score, game, opponent
- Clumsy
- Answers more slowly than usual
- Shows behavior or personality changes
- Loss of consciousness (even briefly)
- Repeats questions
- Forgets class schedule or assignments

Children and teens with a suspected concussion should NEVER return to sports or recreation activities on the same day the injury occurred.

They should delay returning to their activities until a healthcare provider experienced in evaluating for concussion says it is OK to return to play. This means, until permitted, not returning to:

- Physical Education (PE) class
- Sports practices or games
- Physical activity at recess

These are some of the more common SYMPTOMS of concussion (what an injured athlete feels):

- Headache
- Nausea or vomiting
- Dizzy or unsteady
- Sensitive to light or noise or blurry vision
- Difficulty thinking clearly, concentrating, or remembering
- Irritable, sad, or feeling more emotional than usual
- Sleeps *more or less than usual*

If you or your child or teen has signs or symptoms of a concussion

Seek medical attention right away. A healthcare provider experienced in evaluating for concussion can determine how serious the concussion is and when it is safe to return to normal activities, including physical activity and school (concentration and learning activities).

After a concussion, the brain needs time to heal. Activities may need to be limited while recovering. This includes exercise and activities that involve a lot of concentration.

Information adapted from the [Centers for Disease Control and Prevention's \(CDC\) Heads Up Safe Brain. Stronger Future.](#)

For more information view the [CDC's Heads Up to Youth Sports webpages for athletes, parents, and coaches.](#)



Sudden Cardiac Arrest Information

[Wis. Stat. § 118.2935 Sudden cardiac arrest; youth athletic activities](#)

Sudden cardiac arrest (SCA), while rare, is the leading cause of death in young athletes while training or participating in sport competition. Even athletes who appear healthy and have a normal preparticipation screening may have underlying heart abnormalities that can be life-threatening. A family history of SCA at younger than age 50 or cardiomyopathy (heart muscle problem) places an athlete at greater risk. **Athletes should inform the healthcare provider performing their physical examination about their family's heart history.**

What is Sudden Cardiac Arrest? Cardiac arrest is a condition in which the heart suddenly and unexpectedly stops beating. If this happens, blood stops flowing to the brain, lungs, and other vital organs.

Cardiac arrest usually causes death if it is not treated with cardiopulmonary resuscitation (CPR) and an automated external defibrillator (AED) within minutes.

Cardiac arrest is not the same as a heart attack. A heart attack occurs if blood flow to part of the heart muscle is blocked. During a heart attack, the heart usually does not suddenly stop beating. In cardiac arrest the heart stops beating.

What warning signs during exercise should athletes/coaches/parents watch out for?

- Fainting/blackouts (especially during exercise)
- Dizziness
- Unusual fatigue/weakness
- Chest pain/tightness with exertion
- Shortness of breath
- Nausea/vomiting
- Palpitations (heart is beating unusually fast or skipping beats)

Stop activity/exercise immediately if you have any of the warning signs of Sudden Cardiac Arrest.

Speak up and tell a coach and parent/guardian if you notice problems when exercising.

If an athlete has any warning signs of SCA while exercising, they should **seek medical attention and evaluation from a healthcare provider before returning to a game or practice.**

The risk associated with continuing to participate in a youth activity after experiencing warning signs is that the athlete may experience SCA, which usually causes death if not treated with CPR and an AED within minutes.

What are ways to screen for Sudden Cardiac Arrest (SCA)?

[WIAA Pre-Participation Physical Evaluation](#) – the Medical History form includes important heart related questions and is required every other year. Additional screening using an electrocardiogram and/or an echocardiogram may be done if there are concerns in the history or physical examination but is not required (by WIAA). Parents/guardians/athletes should discuss the need for specific cardiac testing with the medical provider performing the review of family history and physical evaluation or after experiencing warning signs of sudden cardiac arrest while exercising. The cost of the pre-participation physical and any follow up examinations or recommended testing including an electrocardiogram is the responsibility of the athlete and their parents/guardians. **Not all cases or causes of SCA in young athletes are detected in the history, examination, or with testing.**

What is an electrocardiogram, its risks, and benefits? An electrocardiogram (ECG) is one of the simplest and fastest tests used to evaluate the heart. Electrodes (small, plastic patches that stick to the skin) are placed at specific spots on the chest, arms, and legs. The electrodes are connected to an ECG machine by wires. The electrical activity of the heart is then measured, interpreted, and printed out. No electricity is sent into the body. Risks associated with having an ECG are minimal and rare. The benefits include that it is an easy procedure to do, can be performed in many health care offices and it may detect heart conditions in children with no symptoms. **ECGs are good at detecting certain heart conditions that may increase risk for SCA but may not detect all such conditions.** If not performed correctly the information is not valid and may lead to more (unnecessary) testing and further examinations. ECGs should be interpreted by experts in reading ECGs in children (i.e., pediatric cardiologists). For more information, [view the Johns Hopkins Medicine - Electrocardiogram website.](#)

How may a student athlete and parent/guardian request the administration of an electrocardiogram and a comprehensive physical examination? Athletes participating in WIAA sports are required to have a physical examination and review of family history every other year. Other youth sports have similar requirements. Although the cost of these medical examinations is the responsibility of the athlete's family many school districts can assist students to find low cost or no cost ways to obtain these examinations. Athletes should contact their school athletic director if they need assistance in getting an examination. If an athlete has risk factors, family history of heart disease, or has had warning signs associated with sudden cardiac arrest while exercising, they should tell the medical provider performing the history and physical examination and discuss the possible need for an electrocardiogram.



MS/HS - Afterschool Academic Support Program

Objective: The goal of this program is to provide academic support for students to improve learning and to provide support for students needing assistance or tutoring with course work. Students that are struggling or students who need a space to work should take advantage of this free program.

Monday-Thursday 3:30 pm – 6:00 pm

Student-athletes and students in extra-curricular activities are encouraged to attend. They should notify the afterschool teacher of dates and times they are available to attend.

Snacks for Students Who Participate!

SKYWARD

You can view your child's grades, lunch balance, and attendance online. See the secretaries in the MS/HS office to get your login information. Visit the school website (www.boscobel.k12.wi.us) and click on student data.



BULLDOG STAFF

District Office

Lisa Wallin– Kapinus– District Administrator
Jamie Glasbrenner– District Office Secretary
Heather Jahnke- Director of Business Services
Theresa Wunnicke- Business Services Assistant
Laurie Genz Prien- Pupil Services Director
Shayla Pickett- Special Ed Admin Asst & Tech Support Asst.

Transportation

John Paetz– Head of Transportation
Jill Anneston
Thomas Belz
Jeremy Faust
Timothy Jones
Gary Kjos
Steve Pendleton
Dean Ward
Terry Watters– Van Driver/Project Search

Food Service

Sarah Ashmore-Oler– Head of Food Service
Debbie Ashmore
Jenna Childs
Nancy Hach
Peter Kraack
Janet Lathrop
Sue Weigel

Custodial/Maintenance

Nate Copsey– Director of Facilities and Grounds
Arnie Burgus
Brent Childs
Sue Guernsey
Theresa Pendleton
Bernie Faulkner
Emerald Faulkner
Collin McBride
Jim Trumm

Reading Specialist/Instructional Coach/DAC

Sara Richter

Technology Assistant

Darlene Bloedow

Library Media Specialist

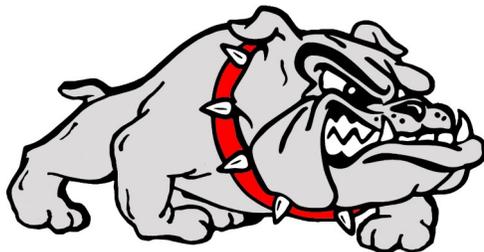
Jamie Van Haren

School Nurses

Suzanne Brinkman
Michelle Breuer

School Psychologist

Kayla Fecht



BULLDOG STAFF

Elementary School

Principal

Danelle Schmid

Secretaries

Tammy Hines

Sarah Miles

4K

Lisa Stewart

Katie Williams

Shaun Wittrig

Kindergarten

Tabitha Devine

Jacqui Entenza

Natasha Young

1st Grade

Bridget Bender

Patti Olund

Hannah Swenson

Karen Weber

2nd Grade

Penny Bohringer

Michelle Erickson

Krista Sierzant

3rd Grade

Dawn Kendrick

Amanda King

Heather Weiland

4th Grade

Erik Kinney

Jana Lenz

TBA

5th Grade

Emily Drone

Judy Stalsberg

Rich Buchholz

Title I

Maureen Brisbois

Michelle Mueller

Special Education Teachers

Pamela Hellwig

Robyn Muller

Jessica Norland

Sarah Pegram

Kelli Yonker

Lauren Young

Speech and Language Pathologist

Jennifer Lund

Sharon Wheat

Music

Amanda Bisbach

Art

Anna Jenson

Physical Education

Patrick Marfilius

Kyle Trevorrow

Guidance Counselor

Sharyl Kay

Paraprofessionals

Shelley Baumeister

Penny Biba

Rozilen Bollman

Sue Cashman

Sheila Davis

Linda Dilley

Lindsay Frazier

Angie Harrell

Janet Mindham

Vicki Nahas

Abbie Prinz

Heather Puckett

Julie Rosauer

Angela Russell

Jo Sommers

Katie Swatek

Anne Walker

Mary Weigel

Brandy Wellner



BULLDOG STAFF

Middle/High School

Principal

Pete Schroeder

Athletic Director/District Asst. Principal

Rob Scherrer

Secretaries

Kathy Bray

Lori Brown

Guidance Counselor

Rhonda Scallon

Middle School Teachers

Kristi Burch-Zimmerman

Susan Beck

Chelsea Beinborn

Jamie Feye

Ingrid Fry

Allie Harris

Luke Olsson

Amy Seguin

TBA

High School Teacher

Shaeden Carlin

Marc Chiefari

Mark Davis

Cindy French

Taylor Halverson

Timothy Honer

Dustin Johnson

John Moran

Jeff Ostheimer

Kerri Price

Jean Salzgeber

Julie Schellhorn

Amy Strong

Jennifer Wheeler

Megan Yeomans

Music

Emily Blackbourn

Charlie Calabria

Art

Ben Johnston

Physical Education

Matthew Fritz

Kyle Trevorrow

Special Education Teacher

Sarah Dalton

Kyle Kinney

Kerry McCabe

Kasie Moran

Kerri Price

Paraprofessionals

Shannon Aspenson

Kari Brown

Shannon Brownlee

Deb Krogen



SCHOOL BOARD OF EDUCATION

Monthly School Board meetings are scheduled for the 2nd Monday of each month at 6:30 PM in the District Office, Board Meeting Room, 1110 Park Street, Boscobel, WI. The public is welcome to attend.

- Todd Miller, President
- Wendi Stitzer, Vice President
- Kaye Woodke, Clerk
- Casey Updike, Treasurer
- Kim Trumm, Director
- Greg Loos, Director
- Jimmie Kaska, Director

ADMINISTRATION

District Administrator Lisa Wallin-Kapinus	608-375-4164
Middle/High School Principal Pete Schroeder	608-375-4161
Elementary School Principal Danelle Schmid	608-375-4165
Pupil Services Director Laurie Genz Prien	608-375-4164
District Asst. Principal/Athletic Dir. Rob Scherrer	608-375-4161

REGULAR OFFICE HOURS

High School Office	7:30 AM - 4:00 PM
Elementary School Office	7:30 AM - 4:00 PM
District Office	7:30 AM - 4:00 PM

www.boscobel.k12.wi.us

FOLLOW US



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This issue will be the only newsletter mailed out to your home. Digital monthly newsletter can be found our school website home page.

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Schools
1110 Park Street
Boscobel, WI 53805

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