

BACK to SCHOOL

NEWSLETTER

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School District of Holmen



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Back to School Night

**You are all invited to attend
our *Open House* at
Sand Lake Elementary
on Wednesday,
August 24 from
4:00 p.m. – 6:00 p.m.**

**If you are interested, there will
be Food Trucks available to
purchase dinner for your family.**



The Holmen Board of Education has set Thursday, September 1 as the starting date for the 2022-2023 school year. This "Back to School Newsletter" contains information, which should prove helpful to you in planning for the school term. A monthly newsletter will be available during the school year. Please feel free to contact the school with questions or concerns.

From the principal's desk...

Dear Sand Lake Families,

The Sand Lake staff would like to welcome you to the 2022-2023 school year! This school year will be filled with learning experiences, laughter, fun and many achievements for students and staff. In this newsletter you will find information that will better prepare your family for the upcoming school year. Please read through the newsletter with your child and let us know if you have any questions. We look forward to partnering with you and your family.

Classroom Teacher Assignment and Picture Day

On Wednesday, August 3, 2022 we will be having "Picture Day" in the Sand Lake gymnasium. You will also receive a half-sheet of paper informing you of your child(ren)'s homeroom teacher(s). The note will also include an invitation to our *Back to School Night*, which will be held on **Wednesday, August 24 from 4:00 p.m. – 6:00 p.m.** Students and family members will have the opportunity to meet teachers, drop off school supplies, and receive information pertaining to your child(ren)'s classroom(s). We hope you will be able to attend this open house event.

Parent Teacher Group (PTG) Information and Methods of Communication

A key component of a successful learning community is the relationship between families and school. One of several ways to get involved with the school is by being an active member of our Parent Teacher Group (PTG). This organization plays a key role in providing a wide range of opportunities for our students. Sand Lake staff members appreciate the ongoing efforts of this dedicated group of people. If you would like to become involved in the PTG, I encourage you to join your friends and neighbors at the monthly meetings and numerous events that take place throughout the school year.

Communication between home and school is essential for student success. In addition to newsletters, grade level memoranda, assignment notebooks, meetings, e-mails, and telephone conversations, the Sand Lake staff is extending to you a year-long invitation to visit the school. This may include attending student programs, eating lunch with your child(ren), and/or volunteering. Your partnership in the educational process is extremely valuable.

Parent-Teacher Conferences

We will be having families sign up for Parent-Teacher Conferences online through a website called pickATime. We have a plan for those who do not have access to internet. You can expect more information from us in late September on how to login and sign up for a conference.

Holmen's Hope

Holmen's Hope is once again willing to help families with basic back to school supply needs. If you need assistance, please contact Mrs. Morgan or complete a supply request form available at picture day.

Elementary Handbook

The Elementary Family Handbook is available to you on the District web site (<http://www.holmen.k12.wi.us>). This document contains a wide range of valuable information for parents/guardians and students. Feel free to contact the school office if you prefer a paper copy. As a family, please take time to read and discuss the guidelines.

Early Release Days/Staff Development Opportunities

The School District of Holmen feels that it is very important to provide educators with quality staff development. To assist us with this goal, the second Wednesday of each month will be an early release day. Students will be dismissed at 1:40 p.m. on these dates. Reminder notices will also be sent home with your child(ren). Thank you, in advance, for supporting this initiative.

As always, if new families move into your neighborhood with school-age children, please encourage them to contact the District Office at 526-6610 to register as soon as possible.

Please feel free to contact your child(ren)'s teacher(s) and/or me if you have questions or recommendations throughout the 2022-23 school year

Enjoy the remainder of your summer vacation!
Natalie Morgan, Principal

Safe School Environment

In an attempt to maintain a safe school environment, we would appreciate your support regarding the following guidelines:

- All students are being asked to wear a yellow identification wristband during the first week of school. **If possible, kindergarten students are asked to wear the identification wristbands until September 9.** The information on the wristband will include your child's name, bus driver's name, bus route number, and drop off location.
- Prior to 8:35 a.m. (morning bell), students may enter the building for the following reasons: participating in the Surround Care program, eating breakfast, accompanied by an adult, or having permission from a staff member.
- Students may only leave the sidewalk area to enter the roadway or parking lot when accompanied by an adult.
- Students who ride their bicycle to and from school must have written parent permission and a lock.
- If it is necessary for a student to leave school prior to dismissal time, guardians must sign their child out in the office.
- Students remaining at school after 3:50 p.m. must be picked up in the office by a guardian.

Student Drop Off and Pick Up Procedure

As many of you know, traffic congestion during dismissal time is an ongoing challenge. Student safety is our primary concern. Therefore, parents and community members are being asked to follow the guidelines listed below and refer to the diagram on page 5 to assist you in better understanding our traffic circulation.

- Automobiles should not stop or park between the traffic signs and orange cones located in front of the school at any time.
- Any student or adult walking to or from the parking area should use the cross walk, which is identified by the yellow paint, in the emergency lane.
- Students should only be dropped off at the north end of the roadway (refer to diagram). There will be no parking in this area from 8:00 a.m. – 8:45 a.m. Parents and community members may choose to park their automobiles in the parking lot and escort their children to the sidewalk.
- Students should only be picked up at the south end of the roadway (refer to diagram). There will be no parking in this area from 3:15 p.m. – 4:00 p.m. Parents and community members may choose to park their automobiles in the parking lot or visitor parking area (small section of northwest roadway/in front of school) and escort their children to the sidewalk.
- Automobiles should not be left unattended in the drop off /pick up area. As automobiles leave this area, please continue to move ahead. This will allow for easier access and efficient use of limited space.
- Parents and community members are asked to leave the drop off/pick up area after the student(s) get out of or into the automobile(s). If you are planning to remain on school grounds or enter the building, please use the parking lot area.
- The roadway (east side), directly in front of the school, is an emergency lane. Please do not park in curbed areas painted yellow at any time.
- Students will be instructed to not get out of or into an automobile:
 - unless it is located in the drop off/ pick up area or an adult is escorting them to or from the parking lot area.
 - if it is double-parked. Automobiles may not stop in a traffic lane and drop off/pick up students.
 - unless they are getting out on the passenger side (curb side) of the vehicle.

Sand Lake's Vision, Mission, and Belief Statements

Vision statement: Dedicated to Excellence!

Mission statement: At Sand Lake Elementary, we will instill a love of learning in ALL students and prepare them to be responsible and productive global citizens.

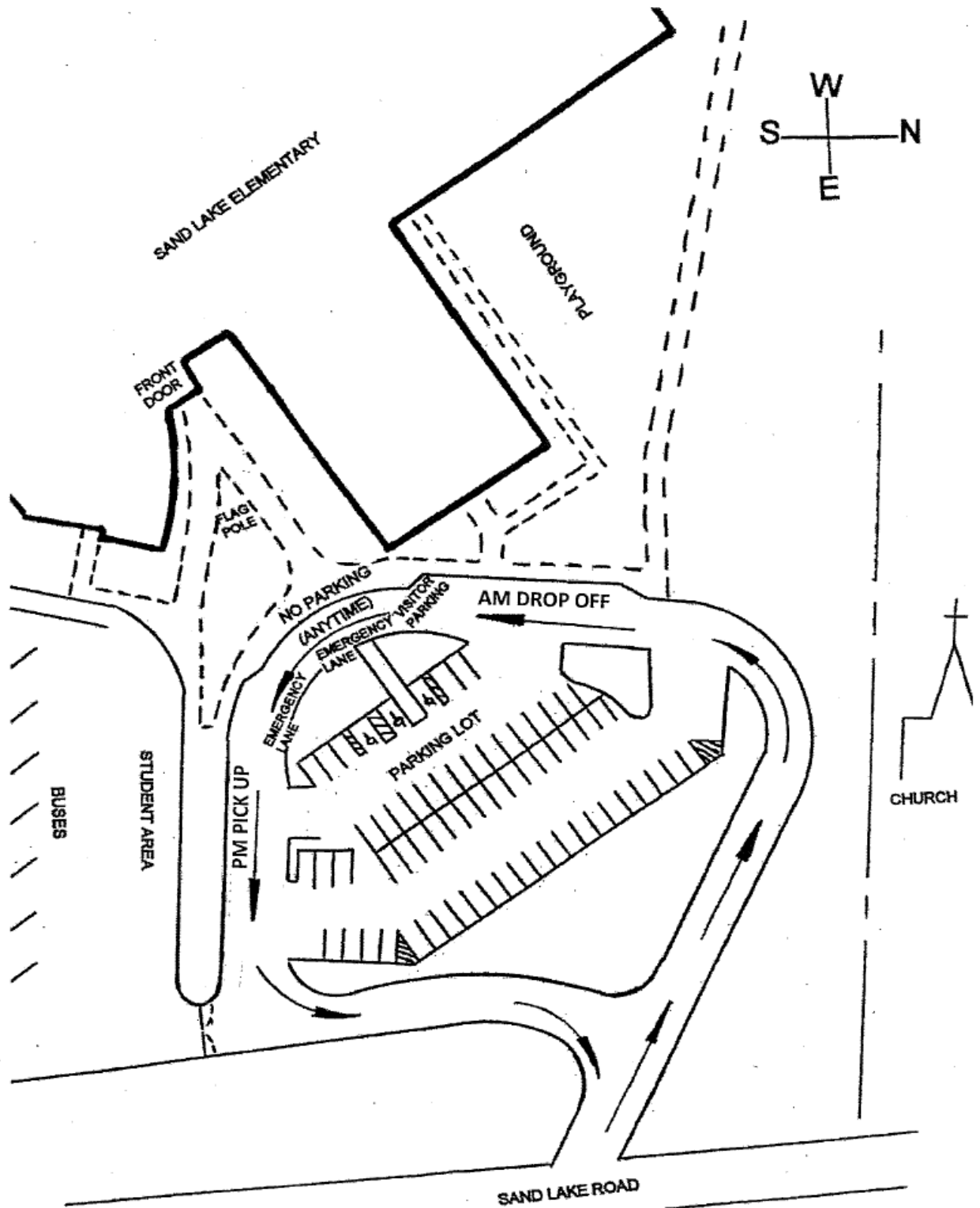
Our Beliefs: We, at Sand Lake Elementary, work as a team to:

- provide a safe, caring environment for everyone.
- offer quality educational experiences.
- instill a love of learning.
- model and encourage respect of oneself and others.

These statements reflect our staff members' commitment to provide a high-quality education for all students.



PARKING/TRAFFIC



CIRCULATION



SCHOOL PICTURES – August 3

JostenPIX will be at Sand Lake to take school pictures on Wednesday, August 3 from 7:00 a.m. – 7:00 p.m. Pre-school aged children are welcome to have their pictures taken at the same time. We believe that having the pictures taken before school starts will avoid loss of class time during a regular school day. It also ensures your children will look their best. As a parent, you will approve the picture to help eliminating retakes. Pricing information for the pictures is on our website. If this date does not work for your family, your child’s picture will be taken on October 5 (retake picture day).

CHILD CARE

Before and after school child care is provided by the YMCA for school-age children. Families are responsible for all costs associated with this care. For information, please call the La Crosse YMCA office at 782-9622. Keep in mind that there will be no after school child care if there happens to be an early dismissal due to weather conditions.

SCHOOL HOURS

The student day for grades K-5 at Sand Lake Elementary is 8:40 a.m. to 3:40 p.m. Please note that students should not arrive at school prior to 8:10 a.m. as playground supervision begins at that time.

TEACHER QUALIFICATIONS

Federal law requires that we share with you the qualifications of teachers at Sand Lake Elementary School. There are questions you may ask including:

- Is my child’s teacher licensed to teach the grades or subjects assigned?
- Has the state waived any requirements for my child’s teacher?
- What was the college major of my child’s teacher?
- What degrees does my child’s teacher hold?
- Are there educational assistants working with my child? If so, what are their qualifications?

All Sand Lake Elementary teachers have a bachelor’s degree and several have other advanced degrees. In addition, all of the teachers at Sand Lake are fully licensed for their assignment. If you want to see the state qualification for your child’s teacher, you may ask us to find it on the DPI website at: www.dpi.state.wi.us/dpi/dlsis/tel/lisearch.html.

In addition, we have several educational assistants and they are all considered qualified for this work. If you would like more information about Sand Lake Elementary, please feel free to e-mail or contact Mrs. Morgan, our building principal.

EMERGENCY NURSING CARD AND INDIVIDUAL HEALTH PLANS

Hello and Welcome Back! The Health Office staff is looking forward to seeing returning students and meeting all the new children who will be attending Sand Lake School. Here are some important notes and reminders for the 2022-2023 school year:

1. Notify the Health Office as soon as possible of any new injuries/illnesses where your child has sought medical attention. Most of the time, medical notes signed by the physician are needed for your child to participate in P.E. after such medical visits.
2. Students who have a fever of 100.0° or higher will be sent home. Students who have a cough with the fever will wear a mask in the Health Office until they are picked up from school.
3. The Health Office is not able to communicate health concerns to the YMCA's Surround Care Staff. Please make sure you communicate those concerns to them, as well, if your child is going to Surround Care.
4. If you would like to have your child to have medicine at school, a school medication card will need to be filled out before we can administer the medication. If it is a prescription medication, the doctor must also sign the form before the medication is administered at school. According to district policy, children are not allowed to transport medication on the school buses. Parents are responsible for transporting medication to and from school.

For more information regarding our district health services, policies, and guidelines, go to our district website: www.holmen.k12.wi.us. Click on "Department" and scroll down to "Student Services."

FRIEND OF EDUCATION

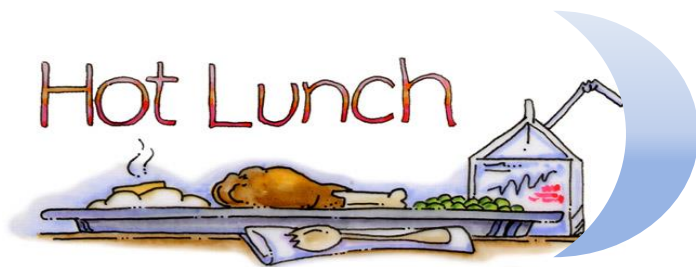
The Holmen School Board recognized Deb Sinclair as Sand Lake's Friend of Education. Deb is the definition of dedication and commitment to the students and staff at Sand Lake. She is a substitute teacher within the district, a volunteer inside and outside of the classroom and so much more. Whenever our staff needs help, Deb is always a phone call away. Deb is always willing to help in any capacity whether it's reading to a child, hanging up student work, helping teachers' complete tasks or assisting in the cafeteria. Sand Lake is fortunate to have Deb as part of our Sand Lake family! Thank you for all you do.

TRANSPORTATION

Transportation information will be available the second week of August on the Infinite Campus Parent Portal. **In order to be more fiscally responsible, postcards/ letters will not be sent out.** Sign in to your Infinite Campus account and look at the "Transportation" tab for the 2022-2023 school year. Directions on how to find this information can be found on the Transportation web page: Go to www.holmen.k12.wi.us and Click on Departments and then-Transportation Services. For further instructions, go to the bottom of the main page of Transportation and see IMPORTANT INFORMATION REGARDING INFINITE CAMPUS.

If you have questions or concerns regarding transportation, please call the Transportation Office at 608-526-4752 or email at transp@holmen.k12.wi.us We ask that you please review your information to see if it is correct and let us know of any discrepancies as soon as possible

If you have a change in your pick-up or drop-off location from last year, or you have a student who is new to our district, transportation should be requested by completing a Parent/ Guardian Transportation Request/Change Form (found on the Transportation Services Web Page, and click on Transportation Forms found on the bottom of the page or emailing transp@holmen.k12.wi.us . Be sure to check out the School District of Holmen Transportation Facebook Page. Our Facebook page is our fastest "route" of communication and is updated frequently with important road closure in and bus delay information.



Student Universal Nutrition (S.U.N.) Program 2022-2023

WHAT IS S.U.N.?

S.U.N. is Student Universal Nutrition, a program of the Holmen School District-Holmen Nutrition Services. The S.U.N. program strives to provide the highest quality meals for the students of the district, serving both breakfast and lunch. Many hours go into providing students with nutritious and delicious meals during their school day. Every day there are a variety of great choices, including some of our award-winning Farm to Table ingredients, which meet all requirements of a healthy meal set by USDA's Child Nutrition Program.

MISSION STATEMENT:

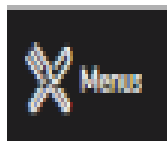
The vision of the Student Universal Nutrition Program within the School District of Holmen is to find the solutions to advance the nutritional and educational goals of the district through:

- helping to educate our students as to the importance of healthy eating habits
- providing nutritionally balanced meals
- striving to teach lifelong nutritional values, to not only students but the community as a whole
- representation of the school district in a professional way that will insure its credibility in the community

MEAL COST INFORMATION:

Meal prices for Breakfast and Lunch have not yet been determined. These prices will be set by August 1st and will be emailed to all families along with a free and reduced meal application. This year meals will no longer be free to all students, only those students who qualify for free meals by filling out an application or are approved through direct certification.

MEAL PROGRAM INFORMATION:



Nutrislice is an interactive web-based menu tool that provides greater insight and information about our menus. The Nutrislice website lets guardians & students see pictures, descriptions, nutrition information, and carb counts for each day's menu. Menus can be accessed from the school district website, www.holmen.k12.wi.us, and click on the menu's icon > click "Get Your School Menu." Once there, select your school from the drop box, and select breakfast or lunch menu. You can also download an App to your smart phone that will allow you to see the same information right on your phone! Keep in mind, these are tentative menus, and they are subject to change at any time based on product availability. The meals at the School District of Holmen are kid pleasing and nutritious. We also run a variety of promotional days, which give the students a chance to win prizes, dress up in special ways and listen to music at lunch time - all while enjoying a nutritional meal!!

COMPUTERIZED MEAL SYSTEM:

The Holmen School District utilizes a Point of Sale System, which is used during meal time to track student purchases. This will allow you to track your students' purchases online via our Infinite Campus system, as well as give you an up to date account balance, and make payments. All students are connected to a family ID number which all family members debit from the same account. This allows you to make one deposit into your family account and all payments are credited immediately. Please ensure your account has funds prior to students utilizing all meal services. When your account becomes low, (\$10.00 or below), you will receive an automated email reminding you to put money into your family lunch account and your student will be verbally reminded. We also use a daily email reminder if your account happens to go negative. Family lunch accounts must have a positive balance per District Policy. If you choose to send payment, please make checks payable to S.U.N and write your **Family ID Number** in the memo section of your check or on your cash envelope. This ensures that your money is deposited into the correct family account. *Note- Checks returned for non-sufficient funds are subject to a penalty.

ONLINE PAYMENTS THROUGH THE INFINITE CAMPUS PARENT PORTAL:

The School District of Holmen provides parents/guardians access to their student's lunch account information via our web-based Campus Portal. The Campus Portal provides families the flexibility to pay online at any time using credit or debit (Master Card, Visa, and Discover) or checking/savings account. This program provides *instant access* to these funds by students. The processing fee for online payments is \$2.00 per transaction. In addition, all meal transactions can be viewed using the Infinite Campus Parent Portal, which can be accessed online at www.holmen.k12.wi.us > Parents > Infinite Campus Parent Portal.

REFUNDS

Refunds for Family Accounts will be provided only if the family moves out of the district or all students in a household have graduated. Any money left in the family account at the end of the school year automatically rolls over to the next school year.

BREAKFAST PROGRAM INFORMATION:

A Great Way to Start Your Morning! Breakfast is served daily. Breakfasts feature an entree, juice or fruit, and milk. Please check your specific school information for daily breakfast service times.

FIELD TRIPS:

When your student goes on a field trip, it can be difficult deciding what to pack for your student's lunch. Wouldn't it be nice to eliminate the hassle? We can help! A sack lunch can be provided by the nutrition program with nutritious and delicious options. Online forms will be sent by your school a few weeks prior with the selections if you wish.

FEDERAL APPLICATION FOR FREE AND REDUCED MEALS:

This is a Federal program regulated and audited by the Federal Government. Families are encouraged to apply, as this also provides funding to our district in other areas, as well as provides free testing, etc. to students. A family can apply anytime throughout the school year. If your family qualifies through Medicaid, SNAP, or other state benefits, a notice indicating you have been approved through Direct Certification should be sent to you by mid to late August. If you have not received this notice by late August, one application per family is all that is needed. Families experiencing economic hardships are encouraged to apply. A new application must be completed each year, as the Federal Government sets new income levels each year. This information is kept confidential.

ONLINE APPLICATIONS are highly encouraged! These can be filled out and submitted through the parent portal by going into Infinite Campus, Parent Portal in your menu options select More>Meal Benefits>Applications/Forms, applications can also be downloaded from the School District website, and paper applications are available at all schools as well as the District Office.

NOTE- Free/reduced students are not eligible for free milk during meal time, when they bring a cold lunch from home. Milk taken with cold lunch by your student needs to be paid with cash or from your family account. Cost is \$.50 per carton.

If you have any questions or concerns please contact the Nutrition Office at mardan@holmen.k12.wi.us or at 608-526-1324 or 608-526-1325

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, audiotope, 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) email: program.intake@usda.gov. This institution is an equal opportunity provider.

THE SCHOOL DISTRICT OF HOLMEN
LEADERSHIP TEAM PRESENTS...

EAT THE STREET FOR EDUCATION



MORE INFORMATION TO COME VERY SOON!

HOLMEN HIGH SCHOOL - EMPIRE STADIUM PARKING LOT
TO CELEBRATE THE 2022 HOMECOMING FOOTBALL GAME
HOLMEN VIKINGS VS TOMAH TIMBERWOLVES

FRIDAY
SEPT 16TH 2022
4PM - 8PM

COME OUT AND ENJOY DINNER VIA FOOD TRUCK.
THEN UNPACK YOUR SCHOOL SPIRIT AND CHEER ON THE
HOLMEN VIKINGS FOOTBALL TEAM @ 7PM

PROCEEDS TO BENEFIT THE HOLMEN AREA FOUNDATION

The School District of Holmen is

HIRING!

SUBSTITUTE BUS DRIVERS



- Earn \$21/Hour
- AM/PM Shifts
- CDL Required (we train you!)

SUBSTITUTE VAN DRIVERS



- Earn \$16/Hour
- AM/PM Shifts
- CDL NOT Required (we train you!)

SUBSTITUTE CUSTODIANS



- Earn \$15.50/Hour
- PM Shifts @ Multiple Buildings

If you are interested in joining our team, learn more about each position via the [EMPLOYMENT](#) tab on our website or

reach out to Wendy McCoy:

mccwen@holmen.k12.wi.us or 526-6610 x1314

WWW.HOLMEN.K12.WI.US

The SDH is an EOE