



GREEN LAKE SCHOOL DISTRICT

WELCOME TO 2013-2014 SCHOOL YEAR

Upcoming Events

4K-6 Elementary Open House

August 29 3:00–6:00 pm

7th Grade Orientation

August 28 6:30 pm
Library Media Center

9th Grade Orientation

August 29 6:30 pm
Library Media Center

First Day of School

September 3

School Picture Day

September 19



Walking School Bus

Sept 3–Oct 11, 2013

7:00–7:50 a.m.

What could be better than a walk in the morning one or more day(s) a week? Our walking bus routes offer great conversation, environmentally friendly transportation and a great opportunity for exercise! Registration is open!

Sign up at

<http://www.glsd.k12.wi.us/parents/wsbpart.cfm>

**Parent Volunteers Needed
Call Laurie at 229-0761**

Bullying

The Green Lake School District is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The District encourages the promotion of positive interpersonal relations between members of the school community. Green Lake School District provides the bullying policy and procedure in its entirety in the Student Handbook and is available on the school website.

Student Records

If a parent, guardian, or eligible student would like to request copies of or an amendment or deletion to a student record, they may do so by providing a written request to the building Superintendent. If you wish to have "directory information" (name, address, and phone number) of your child withheld from requesting parties, please contact your building principal within the first month of school. Access to student records conforms to state and federal laws and school board policy. Any adult student or parents of minor students who believe the district is not in compliance with the requirements of the Federal Family Educational Rights and Privacy Act (FERPA) may file a complaint with the Family Policy Compliance Office of the U.S. Department of Education.

Meningococcal Disease

Public health authorities recommend that teenagers and college-bound students be immunized against a potentially fatal bacterial infection called meningococcal disease, a type of meningitis.

Meningococcal disease is a rare but potentially fatal bacterial infection that can cause severe swelling of the brain and spinal cord (meningitis) or a serious blood infection (meningococemia).

Meningococcal disease strikes up to 3,000 Americans each year; nearly 30 percent of these cases are among teenagers and college students. Up to 83 percent of all cases among teens and college students may potentially be prevented through immunization, the most effective way to prevent this disease. A meningococcal vaccine is available that protects against four out of five strains of bacterium that cause meningococcal disease in the U.S. The Centers for Disease Control and Prevention (CDC) and other leading medical organizations recommends that all 11-12 years olds should be vaccinated with meningococcal conjugate vaccine (MCV4). A booster shot is recommended for teens at age 16 to continue providing protection when their risk for meningococcal disease is highest. Teens who received MCV4 for the first time at age 13 through 15 years will need a one-time booster dose at 16 through 18 years of age. If a teenager missed getting the vaccine altogether, they should ask the doctor about getting it now, especially if they are about to move into a college dorm or military barracks.

Meningococcal disease is often misdiagnosed as something less serious because early symptoms are similar to common viral illnesses. Symptoms of meningococcal disease may include high fever, severe headache, stiff neck, nausea, vomiting, sensitivity to light, confusion, exhaustion and/or a rash. Teenagers and college students are at increased risk for meningococcal disease compared to the general population, accounting for nearly 30 percent of all U.S. cases every year. Meningococcal disease can be misdiagnosed as something less serious, because early symptoms like high fever, severe headache, nausea, vomiting and stiff neck, are similar to those of common viral illnesses. The disease can progress rapidly and can cause death or permanent disability within 48 hours of initial symptoms. Meningococcal disease is spread through direct contact with respiratory and/or oral secretions from infected persons (for example, kissing or sharing drinking containers). It can develop and spread quickly throughout the body, so early diagnosis and treatment are very important. Even with immediate treatment, the disease can kill an otherwise healthy young person within hours of first symptoms. Of those who survive, up to 20 percent may endure permanent disabilities, including brain damage, deafness and limb amputations. Lifestyle factors common among teenagers, college students and military personnel are believed to put them at increased risk of contracting meningococcal disease. These lifestyle factors include crowded living situations (for example, dormitories, sleep-away camps), active or passive smoking and irregular sleeping habits. Teens should avoid sharing eating utensils and drinking out of the same container, since infections may spread through this type of close contact.

Indoor Environmental Quality Management Plan

The School District of Green Lake would like to inform staff, students, parents, and the public of the district's indoor environmental quality (IEQ) management plan. The plan was initially developed in 2013 and is reviewed as necessary. The plan was developed as deemed appropriate for the district. Questions and concerns should be directed to the IEQ Coordinator, Ken Bates. Copies of the plan are available at the district office for a copying charge. The District Office is located at 612 Mill Street, Green Lake WI 54941

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Student Privacy

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Green Lake School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Green Lake School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Green Lake School District to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production
- The annual yearbook
- Honor roll or other recognitions lists
- Graduation programs
- Sports activity sheets, such as wrestling, showing height and weight of team players

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories unless parents have advised LEA that they do not want their student's information disclosed without their prior written consent. If you do not want Green Lake School District to disclose directory information from your child's educational records without your prior written consent, you must notify the District in writing by September 1, 2013. Green Lake School District has designated the following as directory information

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- Date and place of birth
- Major field of study
- The most recent educational agency or institution
- Dates of attendance
- Grade level attended.

Title 1 Program

Since Green Lake School District receives federal Title 1 program funds, the district has developed a parent involvement policy. It is the desire of the district to establish positive partnerships with fami-

English Language Learners

A bilingual-bicultural program is available to every identified student with a limited English proficiency. Parents/guardians of students with limited English proficiency must be notified no later than 30 days after the beginning of the school of the following: (1) Why the child was placed in the program; (2) the child's level of English proficiency; (3) how that level was determined and the status of the child's academic achievement; (4) methods of instruction in the program in which their child is placed and those of other available programs; (5) how the program will meet the educational needs of their child; (6) how the program will help their child learn English and meet age-appropriate academic achievement standards for grade promotion and graduation; (7) the specific exit requirements for the program (8) in the case of a child with a disability, how the program meets the child's IEP objectives; (9) information about parents' rights. For a student not identified with limited English proficiency prior to the beginning of the school year, the district must notify parents within the first two weeks of the child being placed in such a program.

lies and the community. Everyone gains if school, home and community work together to promise high achievement for all students. To that end, the District shall provide a variety of opportunities for families and community to become involved in their children's education. Additionally, parents and/or guardians may request and obtain information regarding: (1) The professional qualifications of their child's classroom teachers, (2) the professional qualifications of paraprofessionals providing instructionally related services to their child. The above is available to parents of each student attending a school in the district and not just the parents of students participating in the Title 1 program. Parents will be notified if their child is assigned to, or taught for four or more consecutive weeks by a teacher who is not "highly qualified." This applies to all teachers, not just those who work in Title 1 programs. Parents will be given information on the achievement level of their child on each of the state academic assessments as soon as its practically possible after the assessment is taken.

Homeless

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

- Children and youth who lack a fixed, regular, and adequate nighttime residence, and includes children and youth who are: sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason.
 - ~living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations
 - ~living in emergency or transitional shelters
 - ~living in hospitals
 - ~awaiting foster placement.

- Children and youth who have a primary nighttime residence that is a public or private place not designated for, or ordinarily used as, a regular sleeping accommodation for human beings.
- Children who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings.
- Migratory children who qualify as homeless because they are living in circumstances described above.

If you are personally aware of or are acquainted with any children who may qualify according to the above criteria, the Green Lake School District provides the following assurances to the parents of homeless children.

- The local district staff person (liaison) for homeless children is the building principal.
- There shall be immediate enrollment and school participation, even if educational and medical records and proof of residency are not available.
- All educational opportunities for homeless students, including unaccompanied youth, shall be the same as for the general student population.
- Enrollment and transportation rights, including transportation to the school of origin shall be possible. "School of Origin" is defined as the school the child attended when permanently housed or when last enrolled.
- Written explanation of why a homeless child is placed other than in a school of origin or school requested by the parent, with the right to appeal within the local dispute resolution process.
- Meaningful opportunities for parents to participate in the education of the children. These shall include: special notices of events, parent-teacher conferences, newsletters, and access to student records.

Student Attendance

In accordance with state law, all parents must cause children between 5 and 18 years of age to attend school unless the child has graduated, is excused by the school attendance officer or parent, or is enrolled in an alternative program leading toward graduation. The responsibility for monitoring and encouraging attendance is shared by the parents, schools, and the community. Students and their parents or guardians have a right to request the school board provide the student with program or curriculum modifications as outlined in section 118.15(1)(d) of the state statutes, and the decision-making process to be used in responding to such requests under section 118.15(1)(dm) and (e) of the state statutes.

Student Non-Discrimination

All students attending district schools shall be entitled to and receive the benefits of any educational program or activity of the school district. The district expressly prohibits discrimination against any pupils. This discrimination includes the person's sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical/mental/emotional/learning disability. Any student, district staff member, volunteer, or community member who believes that a pupil has been discriminated against, harassed, or stereotyped may file a written complaint with Ken Bates, Superintendent, 612 Mill Street, Green Lake, WI, 54941, (920) 294-6411 x 127 kbates@glsd.k12.wi.us. Upon receipt of that complaint, the superintendent will acknowledge receipt of the complaint within 45 days. Upon investigation, a determination will be made whether or not the complaint was substantiated and requires any corrective action within 90 days of the receipt of the complaint, unless parties agree to any extension of time. In the event that a complaint is received on a handicapped child, those complaints will be handled according to timelines established under Chapter 115 (Wisconsin State Statutes) and 20 USC s.1415 (Federal Law). Any complaints received under federal laws, commonly titled EDGAR Complaints, will be referred directly to the state superintendent. The superintendent shall notify the complainant of the right to appeal negative determination to the school board and/or to the superintendent and eventually to the State Superintendent of Public Instruction.

Electoral Registration Information

Per state law, principals of every high school shall communicate elector registration information to students.

Special Education Child Find Confidentiality

Green Lake School District is required to locate, identify, and evaluate all children, with disabilities, including children with disabilities attending private schools in the school district, and homeless children. The process of locating, identifying, and evaluating children with disabilities is known as child find. This agency conducts the following child find activity each year: Child Development Days and Kindergarten Screening. This notice informs parents of the records the school district will develop and maintain as part of its child find activities. This notice also informs parents of their rights regarding any records developed.

Special Education- Individual Requirements

Upon request, the Green Lake School District is required to evaluate a child for eligibility for special education services. A request for evaluation is known as a referral. When the district receives a referral, the district will appoint an Individualized Education Plan (IEP) team to determine if the child has a disability, and if the child needs special education services. The district locates, identifies, and evaluates all children with disabilities who are enrolled by their parents in private (including religious) schools, elementary schools and secondary schools located in the school district. A physician, nurse, psychologist, social worker, or administrator of a social agency who reasonably believes a child brought to him or her for services is a child with a disability has a legal duty to refer the child, including a homeless child, to the school district in which the child resides. Before referring the child, the person making the referral must inform the child's parent that the referral will be made. Others, including parents, who reasonably believe a child is a child with a disability may also refer the child, including a homeless child, to the school district in which the child resides. Referrals must be in writing and include the reason why the person believes the child is a child with a disability. A referral may be made by contacting Mary Allen, Director of Special Education, Green Lake School District, at 920-294-6411, or by writing her at 612 Mill Street, Green Lake WI, 54941.

Human Growth and Development Instruction

Parents will be provided with an outline of the human growth and development curriculum used at their child's grade level and information about how they can inspect the actual curriculum and instructional materials.

School Performance Data

The No Child Left Behind Act requires school districts receiving Title I funds to publicly disseminate district and school performance data. Much of the required information is available on the DPI Wisconsin Information Network for Successful Schools (WINSS) website. The school performance data can be found at <http://dpi.wi.gov.sig/index.html>.

Asbestos Law Compliance Notification

In compliance with the U.S. Environmental Protection Agency (EPA) and the Asbestos Hazard Emergency Response Act (AHERA), this is notice that Green Lake School District has an Asbestos Management Plan in the school administrative office. The plan is available for inspection by the public, parents, and district employees. The district conducts six month periodic surveillances of asbestos in November and April and full re-inspections every three years. For more information please contact the district office.

Green Lake School Dress Code

The personal appearance of students is directly related to the image that students have of themselves and how others perceive them. A person's appearance affects the way they interact with others and how they are treated by others. Appearance is related to success in the classroom and in the world outside of school. Green Lake School has established the rules printed below to standardize the dress code for all students.

Pants, Jeans, Dresses and Skirts: Pants and jeans must fit at the waist and not be torn, cut, or altered in a way that inappropriately reveals skin or under-clothing. Must be worn in a way that does not create a distraction. Skirts, skorts, and shorts can not be shorter than what is reasonably acceptable.

Shirts and Sweaters: Must conceal the midriff, back, shoulders, and cleavage at all times. Must be worn in a way that does not create a distraction. Tube tops, halter tops, and spaghetti strap tops are not allowed.

Outside coats and Jackets: Can not be worn during school. Trench coats are not allowed in school.

Head covering: Caps, hats, bandanas, and head bands that cover the forehead are not allowed.

Miscellaneous: Underwear can not be visible at any time. Clothing or accessories with inappropriate decorations or advertisements are prohibited including but not limited to: any item that depicts sexual innuendo, gang membership, death, suicide, violence, drugs, alcohol, tobacco, or religious, occupational, or ethnic bias. Sunglasses, goggles, or other non-reading or non-prescription glasses can not be worn. Hairnets or other non-decorative hair bands are not allowed.

Non-compliance consequences:

First chance will be given for student to rectify inappropriate dress. This will include changing or turning shirts inside out, or wearing a clean shirt provided by the school. Parent contact will be made.

Repeated violations reported to the office will result in referral and detention, or suspension, in or out of school. Students will not be allowed to return to class with inappropriate clothing.



Green Lake School District Fee Collection Form



- * Please complete form.
- * Make check payable to **GLSD (Green Lake School District)**, and mail/return form and payment to:
612 Mill Street, PO Box 369, Green Lake, WI 54941 . Your check will serve as your receipt.
- * Please print information.

Student's Last Name: _____ First Name: _____ Grade: _____

Student's Last Name: _____ First Name: _____ Grade: _____

Student's Last Name: _____ First Name: _____ Grade: _____

Student's Last Name: _____ First Name: _____ Grade: _____

Parent/Guardian Last Name: _____ First Name: _____

Mailing Address: _____ Phone: _____

External Lock Deposit: (Physical Education only) **\$5.00**

Field Trips:

Individual admission rates may apply for those field trips that require admission or fee.

New Lunch and Breakfast Prices

Breakfast:	4K-6	1.25	Lunch:	4K-6	2.35
	7-12	1.55		7-12	2.55
	Adult	1.75		Adult	3.45
	Milk	.25		Ala Carte	1.00

All food service accounts MUST have a positive balance.

Student Fees:

(Combined fee for Fine & Performing Arts materials, Book rental, Technology, Co-Curricular and Extra Curricular activities.)

4K-3rd Grade:	\$10.00
4th-6th Grade:	\$20.00
7th-12th Grade:	\$30.00
Families with 3 or more students:	\$60.00

Kindergarten Prep Program

(Monday thru Friday, 11:00 a.m. -3:15 p.m.)

Semester:	\$1,180.00
Quarter:	\$590.00
Monthly:	\$240.00
Daily:	\$ 15.00

Band Instrument Rental Fee-School Owned Equipment

\$50.00 per year.

Athletic Participation Fee (Per Sport)

High School Student:	\$30.00
Jr. Hi Student:	\$15.00

Admission to Events

Student:	\$3.00
Adult:	\$4.00
Family Pass:	\$50.00
Adult Pass:	\$20.00
Student Pass:	\$12.00

Art Materials:

(District purchased material stock for re-sale for Advanced Projects and designated coursework). Students may be required to purchase materials.

Tech-Ed Materials:

(District purchased material stock for Advanced Projects and designated coursework). Students may be required to purchase materials.

Families must complete a free/reduced lunch application and a fee wavier form to be considered for fee reduction or exemption.

Total Payment: _____ Paid by: Cash Check

For Office
Use Only

Date Paid: _____ Amount: _____ If applicable, Check #: _____

School District of Green Lake

612 Mill Street / P.O. Box 369 Green Lake, WI 54941 Phone (920) 294-6411 FAX (920) 294-6589

July, 2013

Dear Parent/Guardian:

Children need healthy meals to learn. The School District of Green Lake offers healthy meals every school day. Breakfast costs: 4K-6 is \$1.25 and 7-12 is \$1.55; lunch costs 4K – 6 is \$2.35 and 7 – 12 is \$2.55. Your children may qualify for free meals or for reduced price meals. Reduced price is \$0.30 for breakfast and \$0.40 for lunch.

1. **Do I need to fill out an application for each child?** No. Complete the application to apply for free or reduced price meals. *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: J Lichtenberg, PO Box 369, Green Lake, WI 54941 or the main office at the school.
2. **Who can get free meals?** All children in households receiving benefits from FoodShare, the Food Distribution Program on Indian Reservations (FDPIR) or W-2 Cash Benefits, can get free meals regardless of your income. Also, your children can get free meals if your household's gross income is within the free limits on the Federal Income Eligibility Guidelines.
3. **Can foster children get free meals?** Yes, foster children that are under the legal responsibility of a foster care agency or court, are eligible for free meals. Any foster child in the household is eligible for free meals regardless of income.
4. **Can homeless, runaway, and migrant children get free meals?** Yes, children who meet the definition of homeless, runaway, or migrant qualify for free meals. If you haven't been told your children will get free meals, please call or e-mail Mary Allen (mallen1@glisd.k12.wi.us) or call 294-6411, to see if they qualify.
5. **Who can get reduced price meals?** Your children can get low cost meals if your household income is within the reduced price limits on the Federal Income Eligibility Guidelines, shown on this application.
6. **Should I fill out an application if I received a letter this school year saying my children are approved for free meals?** Please read the letter carefully and follow the instructions. Call the school office at (920)294-6411 if you have questions.
7. **My child's application was approved last year, do I need to fill out another one?** Yes. Your child's application is only good for that school year and for the first few days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year.
8. **I get WIC can my child(ren) get free meals?** Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out an application.
9. **Will the information I give be checked?** Yes and we may also ask you to send written proof.
10. **If I don't qualify now, may I apply later?** Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.
11. **What if I disagree with the school's decision about my application?** You should talk to school officials. You also may ask for a hearing by calling or writing to: K BATES, PO BOX 369, GREEN LAKE, WI 54941
12. **May I apply if someone in my household is not a U.S. citizen?** Yes. You or your child(ren) do not have to be U.S. citizens to qualify for free or reduced price meals.
13. **Who should I include as members of my household?** You must include all people living in your household, related or not (such as grandparents, other relatives, or friends) who share income and expenses. You must include yourself and all children living with you. If you live with other people who are economically independent (for example, people who you do not support, who do not share income with you or your children, and who pay a pro-rated share of expenses), do not include them.
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. **We are in the military. do we include our housing allowance as income?** If you get an off-base housing allowance, it must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income.
16. **My spouse is deployed to a combat zone. is his/her combat pay counted as income?** No, if the combat pay is received in addition to his/her basic pay because of his/her deployment and it wasn't received before s/he was deployed, combat pay is not counted as income. Contact your school for more information.
17. **My family needs more help. Are there other programs we might apply for?** To find out how to apply for FoodShare or other assistance benefits, contact your local assistance office or call 1-800-362-3002. If you have other questions or need help, call (920) 294-6411.

Sincerely,

Ken Bates

INSTRUCTIONS FOR APPLYING

Part 1: All Household Members (**a household member is any child or adult living with you**): All applicants should complete this part. List the name of each household member, the name of the school each child attends, and the child's grade. If the child is a foster child, check the box for foster child. If a household member has no income, check the box for no income. All household members, including foster children, should be included here. If you need additional space, attach a separate piece of paper.

*If anyone in your household receives benefits from **FoodShare, W-2 Cash Benefits, or the Food Distribution Program on Indian Reservations (FDPIR)**, follow these instructions.*

Part 2: List the case number for one household member (adult or child) who receives FoodShare or W-2 Cash Benefits or FDPIR benefits.

Part 3: Skip this part.

Part 4: Skip this part.

Part 5: Sign the form. You do **not** need to provide the last four digits of your Social Security Number.

Part 6: This question is optional. You can choose whether or not to provide ethnic and racial data.

*If you are applying for a child who is **homeless, a migrant or runaway**, follow these instructions.*

Part 2: Skip this part.

Part 3: Check the appropriate category and call (920)294-6411.

Part 4: Skip this part.

Part 5: Sign the form. You do **not** need to provide the last four digits of your Social Security Number.

Part 6: This question is optional. You can choose whether or not to provide ethnic and racial data.

*If you are applying for only **foster child(ren)**, follow these instructions. You do **not** need to fill out a separate application for each foster child in your household. (If there are both foster children and non-foster children in your household, follow the instructions below for All Other Households).*

If all children in the household are marked as foster children in Part 1:

Part 2: Skip this part.

Part 3: Skip this part.

Part 4: Skip this part.

Part 5: Sign the form. You do **not** need to provide the last four digits of your Social Security Number.

Part 6: This question is optional. You can choose whether or not to provide ethnic and racial data.

ALL OTHER HOUSEHOLDS, including WIC households and households with both foster children and non-foster children, follow these instructions:

Part 2: Skip this part.

Part 3: If any child you are applying for is homeless, migrant, or a runaway check the appropriate box and call (920-294-6411). If not, skip this part.

Part 4: Follow these instructions to report total household income from **this month or last month**.

Section 1—Name: List all household members who have income.

Section 2—Gross Income and How Often It Was Received: List the income for each household member. Check the box to tell us how often the person receives the income—weekly, every other week, twice a month, or monthly.

Earnings from work: List the **gross income**, not the take-home pay. Gross income is the amount earned *before* taxes and other deductions. You should be able to find it on your pay stub or your boss can tell you. Net income should *only* be reported for self-owned business, farm, or rental income.

Welfare, Child Support, Alimony: List the amount each person receives, and check the box to tell us how often.

Pensions, Retirement, Social Security, Supplemental Security Income (SSI), Veteran's benefits (VA benefits), and disability benefits. List the amount each person receives, and check the box to tell us how often they receive it.

All Other Income: List Worker's Compensation, unemployment or strike benefits, regular contributions from people who do not live in your household, and any other income received weekly, every other week, twice a month, monthly, quarterly, or annually. Do not include income from FoodShare, FDPIR, WIC, Federal education benefits and foster payments received by your family from the placing agency.

If you are in the Military Privatized Housing Initiative or get combat pay, do not include these allowances as income.

Part 5: An adult household member must sign the form and list the last four digits of their Social Security Number (or write "none" if s/he doesn't have one). Writing "none" does **not** prevent your child(ren) from qualifying to receive free or reduced priced meals.

Part 6: This question is optional. You can choose whether or not to provide ethnic and racial data.

FREE AND REDUCED PRICE SCHOOL MEALS FAMILY APPLICATION

Part 1. all household members				
Names of <u>all</u> people living in your household (First, Middle Initial, Last)	School the child attends, or indicate "NA" if household member is not in school	Grade	Check if a foster child (legal responsibility of welfare agency or court) If all children listed below are foster children, skip to Part 5 to sign this form.	Check if NO income

PART 2. BENEFITS	Part 3. Homeless, Migrant, Runaway Status
<p>If <u>any</u> member of your household receives FoodShare, FDPIR or W-2 Cash Benefits, provide the name and case number for the person who receives benefits and skip to part 5. If no one receives these benefits, go to Part 3.</p> <p>name:</p> <p>Case number:</p>	<p>If any child you are applying for is homeless, migrant, or a runaway check the appropriate box and call (920-294-6411).</p> <p>Homeless <input type="checkbox"/> Migrant <input type="checkbox"/> Runaway <input type="checkbox"/></p>

Part 4. Total Household Gross income (before deductions). List all income on the same line as the person who receives it. Check the box for how often it is received. Record each income only once. If you provided a case number in Part 2, you do **not** need to provide income information.

1. Name (List only household members with income)	2. Gross income and how often it was received												
	Earnings from work before deductions.	Weekly	2 Weeks	Monthly	Welfare, child support, alimony	Weekly	2 Weeks	Monthly	Pensions, retirement, Social Security, SSI, VA benefits	Weekly	2 Weeks	Monthly	All Other Income (indicate frequency, such as "weekly" "monthly" "quarterly" "annually")
(Example) Jane Smith	\$200				\$150				\$0				\$50 / quarterly
	\$				\$				\$				\$ /
	\$				\$				\$				\$ /
	\$				\$				\$				\$ /
	\$				\$				\$				\$ /
	\$				\$				\$				\$ /

Part 5. Signature and last four digits of Social Security Number (Adult must sign)

An adult household member must sign the application. **If Part 4 is completed, the adult signing the form also must list the last four digits of his or her Social Security Number or write "none" if you do not have a Social Security Number.** (See Privacy Act Statement on the back of this page.)

I certify (promise) that all information on this application is true and that all income is reported. I understand that the school will get Federal funds based on the information I give. I understand that school officials may verify (check) the information. I understand that if I purposely give false information, my children may lose meal benefits, and I may be prosecuted.

Sign here: _____ Print name: _____ Date: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Phone Number: _____ Cell Phone Number: _____

Last four digits of Social Security Number (Write "None" if you do not have a Social Security Number): * * * - * * - _ _ _ _

Part 6. Children's ethnic and racial identities (optional)	
Choose one ethnicity:	Choose one or more (regardless of ethnicity):
<input type="checkbox"/> Hispanic/Latino	<input type="checkbox"/> Asian <input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Black or African American
<input type="checkbox"/> Not Hispanic/Latino	<input type="checkbox"/> White <input type="checkbox"/> Native Hawaiian or other Pacific Islander

Do NOT fill out this part. This is for school use only.

Annual Income Conversion: Weekly x 52, Every 2 Weeks x 26, Twice A Month x 24, Monthly x 12

Total Income: _____ Per: q Week q Every 2 Weeks q Twice A Month q Month q Year Household size: _____

Categorical Eligibility: ___ Date Withdrawn: _____ Eligibility: Free ___ Reduced ___ Denied ___

Reason: _____

Determining Official's Signature: _____ Date: _____

Confirming Official's Signature: _____ Date: _____

Verifying Official's Signature: _____ Date: _____

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 FoodShare, W-2 Cash Benefits or Food Distribution Program on Indian Reservations (FDPIR) case number or other FDPIR 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.

Household size	Yearly	Monthly	Weekly
1	\$21,257	\$1,772	\$409
2	\$28,694	\$2,392	\$552
3	\$36,131	\$3,011	\$695
4	\$43,568	\$3,631	\$838
5	\$51,005	\$4,251	\$981
6	\$58,442	\$4,871	\$1,124
7	\$65,879	\$5,490	\$1,267
8	\$73,316	\$6,110	\$1,410
Each additional person:	\$7,437	\$620	\$144

Non-discrimination Statement: This explains what to do if you believe you have been treated unfairly. The U.S Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)

If you wish to file a Civil Rights program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](http://www.ascr.usda.gov/complaint_filing_cust.html), found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish).

USDA is an equal opportunity provider and employer

STUDENT FEE WAIVER/REDUCTION REQUEST FORM

Student Last Name	Student First Name	Grade
-------------------	--------------------	-------

Parent/Guardian Name(PRINT)	Home #	Work #	Cell Phone #
-----------------------------	--------	--------	--------------

Parent/Guardian Signature	Date
---------------------------	------

<u>Fee Description</u>	<u>I am requesting</u>		<u>I can pay</u>	<u>Status</u>
Band Rental Fee	<input type="checkbox"/> Full Waiver	<input type="checkbox"/> Reduction	<input type="checkbox"/>	<input type="checkbox"/> Pd
Field Trip Fees	<input type="checkbox"/> Full Waiver	<input type="checkbox"/> Reduction	<input type="checkbox"/>	<input type="checkbox"/> Pd
Student Fees	<input type="checkbox"/> Full Waiver	<input type="checkbox"/> Reduction	<input type="checkbox"/>	<input type="checkbox"/> Pd
Testing Fees:	<input type="checkbox"/> Full Waiver	<input type="checkbox"/> Reduction	<input type="checkbox"/>	<input type="checkbox"/> Pd
Phy Ed Lock Fee	<input type="checkbox"/> Full Waiver	<input type="checkbox"/> Reduction	<input type="checkbox"/>	<input type="checkbox"/> Pd
Workshop Fees:	<input type="checkbox"/> Full Waiver	<input type="checkbox"/> Reduction	<input type="checkbox"/>	<input type="checkbox"/> Pd
Charter Fees	<input type="checkbox"/> Full Waiver	<input type="checkbox"/> Reduction	<input type="checkbox"/>	<input type="checkbox"/> Pd
Technology Fees	<input type="checkbox"/> Full Waiver	<input type="checkbox"/> Reduction	<input type="checkbox"/>	<input type="checkbox"/> Pd
Instrument Rental	<input type="checkbox"/> Full Waiver	<input type="checkbox"/> Reduction	<input type="checkbox"/>	<input type="checkbox"/> Pd
Sport/Athletic Fee	<input type="checkbox"/> Full Waiver	<input type="checkbox"/> Reduction	<input type="checkbox"/>	<input type="checkbox"/> Pd

I am requesting a fee waiver/reduction, as identified above, based upon low-income status and/or other inability to pay. For purposes of verification of eligibility for the waiver or reduction (select **one** of the following):

For the exclusive purpose of determining eligibility for the fee waiver/reduction requested above, I authorize and grant permission to Green Lake District staff involved in making fee decisions to access and use the above-identified child's eligibility status with respect to free or reduced-priced meals (see important notice on the reverse side of this form).

I attest that the student is a homeless or unaccompanied youth, which can be verified in school records.

I will provide and attest to the truth of a written statement that identifies total household gross income (i.e. total income of all persons in the household who receive income, regardless of the source of the funds).

I am requesting a fee waiver/reduction based on other special circumstances that I believe demonstrate an inability to pay as required by Board policy. (NOTE: please attach any explanation/documentation) and that I would like to discuss with the principal or designee.

RETURN COMPLETED FORM TO DISTRICT OFFICE

It is the policy of the Green Lake School District to waive the payment of part or all of the student fees if the student or the student's parent or guardian demonstrates an inability to pay such fees (Board Policy 656 – Student Fees, Fines and Charges). For the purpose of this policy, it includes fees that are included on the annual fee schedule.

IMPORTANT NOTICE TO PARENTS/GUARDIANS REGARDING AUTHORIZATION TO ACCESS AND USE A STUDENT'S FREE AND REDUCED-PRICE MEAL ELIGIBILITY STATUS

Authorizing District staff to access a student's eligibility status with regard to federal free or or reduced-price school meal programs is one way that a parent or guardian may demonstrate eligibility for the fee waivers allowed under School Board Policy 656. You are not required to authorize this access. If you choose not to authorize this access, your decision will not affect the student's eligibility to participate in the District's school meal program or any other school program or activity. If you choose to authorize this access:

Only school district personnel directly involved in making the fee waiver eligibility determination will access the student's school meal eligibility status.

The only information that will be accessed in connection with making fee waiver decisions will be the District's records indicating that the student is either eligible, or not eligible, for free meals or for reduced-priced meals at school.

The student's free meals or for reduced-priced meal eligibility status will be used only to determine the student's eligibility for the fee waiver(s) you are requesting, and will not be disclosed to any other programs or entities.

FOR OFFICE USE ONLY:

School Name: Year of Application

Student Last Name Student First Name

Waiver Approved: ___ As Requested ___ Modified/approved in part
Total Fees Waived: _____ Total Fees Paid: _____
Waiver Denied: ___ Denied in Whole ___ Denied in Part
Reason:

Authorized School Signature Date

Return Completed Form to District Office

SCHOOL DISTRICT OF GREEN LAKE

2013-2014 SCHOOL YEAR CALENDAR

AUGUST 2013						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	▼	▼	▲	▲	30	31

SEPTEMBER 2013						
S	M	T	W	T	F	S
1	●	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	▼	28
29	30					

OCTOBER 2013						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	◆	◆	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	+		

NOVEMBER 2013						
S	M	T	W	T	F	S
					▼	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	▼	●	●	30

DECEMBER 2013						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	▼	21
22	●	●	●	●	●	28
29	●	●				

JANUARY 2014						
S	M	T	W	T	F	S
			●	2	3	4
5	6	7	8	9	10	11
12	13	14	☉	☉	▼	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST 2013

- 26 Teacher In-Service
- 27 Teacher In-Service
- 28 Teacher Work Day
- 29 Teacher Work Day

SEPTEMBER 2013

- 2 Labor Day
- 3 First Day of School
- 27 Early Release – 11:22 a.m. Dismissal

OCTOBER 2013

- 10 P/T Conferences – 4:30 – 8:30 p.m.
- 11 P/T Conferences – 8:00 – 11:30 a.m.
- 31 End of 1st Quarter (43 Days)

NOVEMBER 2013

- 1 Early Release – 11:22 a.m. Dismissal
- 27 Early Release - 11:22 a.m. Dismissal
- 28-29 Thanksgiving Recess

DECEMBER 2013

- 20 Early Release – 11:22 a.m. Dismissal
- 23-31 Winter Recess – No School

JANUARY 2014

- 1 Winter Recess – No School
- 15-16 Grades 7-12 Semester Exams
- 16 End of 2nd Quarter – 45 days
- 17 Early Release – 11:22 a.m. Dismissal

FEBRUARY 2014

- 21 Early Release – 11:22 a.m. Dismissal

MARCH 2014

- 6 P/T Conferences - 4:30 – 8:30 p.m.
- 7 P/T Conferences – 8:00 – 11:30 a.m.
- 21 End of 3rd Quarter – 46 Days
- 21 Early Release – 11:22 a.m. Dismissal
- 24-28 Spring Recess

APRIL 2014

- 18 School Recess Day

MAY 2014

- 9 Early Release – 11:22 a.m. Dismissal
- 26 Memorial Day-No School

JUNE 2014

- 3-4 Grades 7-12 Semester Exams
- 4 End of 4th Quarter-46 days
- 5 Teacher Work Day

FEBRUARY 2014						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	▼	22
23	24	25	26	27	28	

(20)

MARCH 2014						
S	M	T	W	T	F	S
						1
2	3	4	5	◆	◆	8
9	10	11	12	13	14	15
16	17	18	19	20	▼	22
23	●	●	●	●	●	29
30	31					

(16)

APRIL 2014						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	●	19
20	21	22	23	24	25	26
27	28	29	30			

(21)

MAY 2014						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	▼	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	●	27	28	29	30	31

(21)

JUNE 2014						
S	M	T	W	T	F	S
1	2	☉	☉	▲	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					

(3)

Key

- School Recess Day
- ◆ P/T Conferences
- ▲ Teacher Work Day
- ▼ Teacher In-service
- ▼ Early Release at 11:22 AM
- +
- ☉ Semester Exams

Drafted: 03-13-2013
Approved: 04-30-2013

School District of Green Lake
 P.O. Box 369
 612 Mill Street
 Green Lake, WI 54941
 920-294-6411
www.glsd.k12.wi.us



Supply List 2013-2014 Green Lake School

Pre-Kindergarten - Please label these items

Backpack or book bag
Change of clothes in a shoebox
2 pocket folders

Do not label these items:

Fiskars scissors
2 packages of stickers (any kind)
8 glue sticks
1 box of Kleenex
1 water base paint set
1 box of snack or graham crackers
2 jugs of juice
1 package of napkins
2 boxes of small Dixie cups (5 oz. size)
1 box quart-sized zip lock bags
1 box crayons

Kindergarten: Please label these items

Paint Smock (any kind of cover-up is fine-old big t-shirts)
Water Bottle w/cover that pulls up - no larger than 16 oz.
Back pack or Book Bag
Change of clothes in a shoebox-include socks & underwear
Gym shoes
headphones or ear buds in labeled zip lock bag

These items do not need to be labeled with names

1- 1" white 3 ring binder
2- 1 1/2" 3 ring binders
10-pak of three holed punched sheet protectors (8 1/2X11)
10 pencils-yellow #2 or plain wood (all others w/glitter and pictures clog up sharpener)
1 handheld pencil sharpener
2 boxes of 16 count crayons
1 package of thin markers
Fiskars Scissors
3 pocket folders
1 small bottle of glue
12 glue sticks
1 box gallon zip lock bags
A box of Kleenex
Watercolor paint set

First Grade Supply List

Sturdy folder for art
4 sturdy 2-pocket folders
1 wide-ruled spiral notebooks
1 box of 24- 48 crayons
24 #2 pencils
1 box 8-count wide washable markers
1 box colored pencils
2 large bottles of glue
6 glue sticks
2 large pink erasers
1 package of pencil-top erasers
2 dry erase markers
Fiskar scissors (not a beginner, one with a pointy tip)
1 small school box
2 large boxes of Kleenex
2 boxes of snack crackers or pretzels for milk break
gym shoes to be left at school
backpack
Change of clothes packed in a shoe box for spills etc. (pants, shirt, socks, underwear)
zip lock bag labeled w/child's name with the following coins inside: 10 quarters, 12 dimes, 20 nickels, and 10 pennies
head phones or ear buds in labeled zip lock bag

Second Grade Supply List

Sturdy folder for art
1- 1 inch white binder with plastic film cover on outside
10-pack of three holed punched sheet protectors (8 1/2X11)
Crayons
2 pink pearl erasers
1 box colored pencils
1 highlighter
6 glue sticks
12 pencils - print your child's initials on each with a marker
Red checking pen or pencil
Paint smock/ old T-shirt
2 wide-ruled spiral notebook
zip lock bag w/ following coins: 8 quarters, 10 dimes, 20 nickels, 10 pennies
1 box of Kleenex
3 folders labeled w/ child's name - bottom pockets please
1 folder w/ paper fastener strip inside
School supply box
2 boxes of snack crackers, pretzels, etc.
Fiskars scissors-pointy tip
1 pencil sharpener
gym shoes
1 8-count washable markers
1 empty Pringle can with lid
boys - 1 box quart-sized zip lock bags
girls - 1 box gallon-sized zip lock bags
2 dry erase markers (any color)
head phones or ear buds in labeled zip lock bag

Third Grade Supply List

Sturdy Folder for Art
1-1 inch white binder with plastic film cover on outside
10-pack of three holed punched sheet protectors (8 1/2X11)
5 wide-ruled spiral notebooks
6 pocket folders
6 glue sticks
markers
12 pencils
2 large pink erasers
crayons or colored pencils
2 packages of loose leaf paper
2 red pens
Elmer's glue
Ruler w/cm and inches
1 small pencil sharpener
scissors
box of snack crackers
basic calculator
1 box of Kleenex
gym shoes

Fourth Grade Supply List

Sturdy Folder for Art
1-1 inch white binder -must be 1"
Notebook/Folders-solid color (no fancy design):
Red - Science
Green - Social Studies
Blue - Math
1 - 3 subject wide ruled notebook
1 stenographer's notebook
2 packs of loose leaf wide rule paper
4 pocket folders (different colors)
colored pencils or crayons - no markers
2 pens
pencils (yellow please, fancy ones clog up sharpener)
large glue stick
scissors
2 boxes of Kleenex
gym shoes
basic calculator
flash drive

Fifth Grade Supply List

Sturdy Folder for art
3 - wide-ruled spiral notebooks
1 journal notebook
6 - 3 pronged folders
1 pkg loose leaf paper
1 pkg 4x6 lined index cards
24 #2 pencils
4 pens
1 fine Sharpie marker
1 box markers
1 box crayons or colored pencils
scissors
2 glue sticks
Ruler w/inches and centimeters
Clear protractor (do **not** buy one with a handle in the middle)
gym shoes
basic calculator
1 flash drive
2 highlighters
2 2x3 post it notes
2 boxes tissues

Sixth Grade Supply List-DO NOT LABEL ITEMS

Sturdy folder for art
gym shoes
1-1 inch white binder with plastic film cover on outside
1-1 inch black binder with plastic film cover on outside
40-pak of three holed punched sheet protectors (81/2X11)
1 large box Kleenex
2 red pens
2 black or blue pens
12 #2 pencils
1 package **wide**-ruled loose-leaf paper (Do not put in folders)
6 one-subject spiral notebooks
colored pencils
scissors
2 lg glue sticks
8 plastic folders **with pockets and prongs**
1 flash drive
1 highlighter
TI-30X II S Calculator (used during 4th quarter)

5th/6th Grade Band

Functional Instrument & appropriate accessories (reeds, valve oil, etc)
Essential Elements 2000 Lesson Book (5th grade)
Pencil
Dress clothes for concerts (no jeans, skirts must be below the knee)

Junior High & High School List

7th & 8th Grade School Supply General List

8 single subject spiral notebooks (wide line)
8 pocket folders (color coordinate with spiral notebooks)
Red-Math, Blue-English, Yellow-Science, Green-Social Studies
Black or blue ink pens (NO gel pens for schoolwork)
Pencils with erasers
3 x 5 index cards, lined
flash drive
white-out
Highlighters

Distance Learning Lab

Flash drive

English 7 (Mr. Hintz)

Blue: 1" 3-ring binder, Dividers for 3 ring binder w/pockets
Loose-leaf paper (wide-lined)

English Classes (Mrs. Moore/Mr. Hintz)

70-ct notebook, pocket folder, loose-leaf paper, red , blue or black pens & pencils, erasers, highlighter

7-12th grade math-class supplies(Priske/Washkovick)

1" 3-ring binder, college-ruled loose leaf paper, college-ruled one-subject spiral notebook, plastic zippered 3-ring binder pencil case
12 #2 pencils (to leave in math classroom), 6 pens (3 red and 3 blue), 1 pink pearl eraser (or equivalent), TI-30X IIS or TI-30X IIB scientific calculator, Pad of 3x3 post-it notes, highlighter

French Class (I-V) (Ms. Thompson)

3 ring binder, folder, notebook or loose leaf paper

Resource Room (Mrs. Eddy)

1 - 1.5" ring binders, divider sheets for binder, loose leaf paper, index cards, kleenex - 2 boxes, pens, pencils & erasers, Calculator TI 30XIIS, flashdrive

Read 180 (Mrs. Rashwan)

1" 3 ring binder, 1 pack of 3-ring dividers, Loose leaf paper, colored pencils

Physical Education (Mrs. Krahn)

Gym Shoes (new or very clean soles) for indoor gym us only! ,t-shirt for indoor wear (school appropriate), athletic shorts (must fit school dress code), sweatshirt/sweatpants for outdoor wear, socks
towel/soap/shampoo/Deodorant

Choir

1 - 1" 3 ring binder
Loose leaf paper
Pencil (not pen) to be kept in binder

Science 7-12

1" binder
composition notebook
1 spiral notebook w/ perforated pages
blue or black ink pens & pencils
pencils
scientific calculator
12 pack of colored pencils

Metals

Safety Glasses-Rated ANSI Z87 or higher (check on lenses or frames for the rating); no tinted or colored lenses
1 inch (or larger) 3 ring binder
notebook , pencils, pens

R and D Engineering

1 inch (or larger) 3 ring binder and notebook
Optional: computer mouse and flash (thumb) drive

Woods

Safety Glasses-Rated ANSI Z87 or higher (check on lenses or frames for the rating); no tinted or colored lenses
1 inch (or larger) 3 ring binder
Notebook

7th & 8th grade Tech Ed

Safety Glasses- Rated ANSI Z87 or higher (check on lenses or frames for the rating); no tinted or colored lenses
1 inch (or larger) 3 ring binder
Notebook

WE'RE ON THE WEB!
WWW.GLSD.K12.WI.US

Green Lake School District
612 Mill Street
P.O. Box 369
Green Lake, WI 54941

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**GREEN LAKE SCHOOL
DISTRICT**

Phone: 920-294-6411
Fax: 920-294-6589

Environment of Excellence

The Green Lake School District Mission:

The Green Lake School District, in partnership with the community, commits to an education of excellence by creating a safe environment that encourages mutual respect, enthusiasm for learning through personal attention, and integrated, challenging curriculum so that students can reach their full potential as positive members of our community and the world beyond the classroom.