

South Mountain School



2016-17

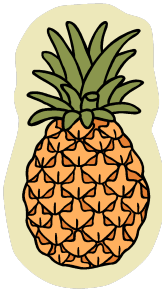
PARENT /STUDENT HANDBOOK

5400 Bittersweet Road
Wausau, WI 54401
Telephone 715-261-0235
Fax 715-261-3930

www.southmtn.wausauschools.org

**SOUTH MOUNTAIN
ELEMENTARY SCHOOL**

2016-17



Welcome to South Mountain Elementary School. The pineapple above our main entrance is a symbol of welcome. The arched ceiling in the main entryway reminds us of beautiful Rib Mountain. The round windows in our library and in our south and west entrances symbolize the connection of students, parents, staff and community, making our school the best it can be.



South Mountain Belief Statements 2016/2017

We believe....

That a safe and physically and emotionally comfortable environment promotes student learning.

The core standards will be met by incorporating a variety of learning activities to accommodate differences in student learning.

That students learn best when they are actively engaged in the learning process using a variety of thinking and reasoning strategies.

When goals are clearly set students take more ownership and experience more success in their learning.

Staff, administrators, parents, and the community share the responsibility for helping students learn.

A student's performance is enhanced by mutual respect among students, staff, administrators, parents and the community.

STUDENT FEES

The following fees are scheduled for South Mountain School.

Kdg

Snack - \$30.00
Field Trip - \$5.00 Grand Theater
Willow Springs \$4.00

Grades 2

Snack - \$30.00
Field Trip - \$5.00 Grand Theater
Activity Fee \$5.00

Third Grade

Field Trip - \$5.00 Grand Theater
Field Trip - \$5.00 Grand Theater
Activity Fee - \$5.00

First Grade

Snack - \$30.00
Field Trip - \$5.00 Grand Theater
Activity Fee - \$5.00

Fourth Grade

Activity Fee - \$5.00
Field Trip - \$14.00 Heritage Hill
Field Trip - \$5.00 Grand Theater

Fifth Grade

Field Trip - \$5.00 Grand Theater
Field Trip - \$5.00 Grand Theater
Assignment Notebook - \$4.00
Activity Fee - \$5.00

Music

Third Grade Recorder - \$6.00

2016-2017 Food Service Lunch Prices

Elementary Breakfast \$1.35
Secondary Breakfast \$1.55
Adult Breakfast \$1.95
Elementary Lunch \$2.25
Middle School Lunch \$2.60
High School Lunch \$2.80
Adult Lunch \$3.50
Milk by the Carton .45
Milk Card Price \$9.00

Fees are subject to change/Updated 5/19/16

South Mountain School Staff 2016-17

STAFF	ROOM	EXT.	TITLE	email
Alexander, Lisa	Bookroom	39140	ELL	lalexand@wausauschools.org
Berry, Barb	157	39240 (261-0240)	Social Worker	bberry@wausauschools.org
Buhr, Jessica	103	39103	First Grade	jbuhr@wausauschools.org
Carroll, Jon	Rec	39239 (261-0239)	Custodian	jcarroll@wausauschools.org
Culver, Sarah	123	39123	4th Grade	sculver@wausauschools.org
Danhaus, Linda	Kitchen	39237 (261-0237)	Food Server	ldanhaus@wausauschools.org
Dewitz, Stephanie	128	39128	Fifth Grade	sdewitz@wausauschools.org
Ecke, Lucy	119	39119	Kindergarten	lecke@wausauschools.org
Egner, Shannon	132	39132	Third Grade	segner@wausauschools.org
Frisinger, Kendra	159	39428vm	EEN Aide	kfrisinger@wausauschools.org
Giles, Suzanne	129	39427 vm	EEN Aide	sgiles@wausauschools.org
Glovinski, Greg		39139	Tech	gglovins@wausauschools.org
Gorzeltz, Jeanette	135/136	38019 (vm)	Science	jgorzeli@wausauschools.org
Hanson, Julie	126	39413	EEN Aide	jhanson@wausauschools.org
Hassberg, Danielle	107	39107	Second Grade	dhassber@wausauschools.org
Heilmann, Deb	Office	39236	Principal	dheilman@wausauschools.org
Jaglinski, Amy		29958	G/T Teacher	ajaglins@wausauschools.org
Johnson, Kathleen	135	39135	Music	kajohnson@wausauschools.org
Kirsch, Deb	134	39134	Third Grade	dkirsch@wausauschools.org
Klug, Deb		37133 vm	OT	deklug@wausauschools.org
Lancell, Garrett	129	39129	EEN Teacher	glancell@wausauschools.org
Lawson, Jena	125	39125	Fourth Grade	jlawson@wausauschools.org
Lor, Lyllee	158	39418 vm	ELL Aide	ylor@wausauschools.org
Martens, Marie	114	39114	Library	mmartens@wausauschools.org
Mattke, Tera	109	39109	Second Grade	tmattke@wausauschools.org
Melander, Nicole	155	40254	Guidance Counselor	nmelande@wausauschools.org
Melville, Amanda	157	40255	Psychologist	amelvill@wausauschools.org
Mikul, Grace	136	38015	Art	gmikul@wausauschools.org
Murphy, Melissa	158	39158	SLD Teacher	mmurphy@wausauschools.org
Nowitzke, Heidi	110	38225	S/L	hnowitk@wausauschools.org
Parent, Justine	159	39159	EEN teacher	jparent@wausauschools.org
Paulson, Shari	101	39101	First Grade	spaulson@wausauschools.org
Pike, Dean	Rec	39416	Housekeeper	dpike@wausauschools.org
Radenz, Tracy	159	39421 vm	EEN Aide	tradenz@wausauschools.org
Rahn, Jenny	159	39420 vm	EEN Aide	jrahn@wausauschools.org
Reineck, Peter	126	39126	5th Grade	preineck@wausauschools.org
Stroik, Kristi	Office	39235	Secretary	kstroik@wausauschools.org
Szitta, Joanne	Kitchen	39415 (261-0237)	Food Server	jszitta@wausauschools.org
Taylor, Kimberly	154	39154	Building Aide	kitaylor@wausauschools.org
Thompson, Kimberly	154	39431 VM	Building Aide	kthompo@wausauschools.org
Trapp, Sadie	Health room	39152	Health Aide	strapp@wausauschools.org
Wavrunek, Bre	144	38201	Phy Ed	bwavrune@wausauschools.org
		27120	Adapted PE	

Helpful Time Information



Teacher's Hours ~ 7:45 a.m. – 3:45 p.m. or 8:00 a.m. – 4:00 p.m.

Office Hours ~ 7:45 a.m. – 3:45 p.m.

Students ~ Playground Supervision starts at 8:15 a.m.

Incoming Bell ~ 8:30 a.m.

Instructional Start time 8:35 a.m – Dismissal ~ 3:30 p.m.

HOME-SCHOOL COMMUNICATION

PARENT-TEACHER CONFERENCES

Parent/teacher conferences greatly enhance your child's education. It is desirable for parents and teacher to communicate regularly via telephone, notes, e-mail and informal visits. There are two formal conferences scheduled each school year, one in the fall and one in the spring. Fall dates are October 13th and 18th and Spring dates are February 16th and February 21st.

STUDENT FRIDAY FOLDER

Most written communication from school will be sent home via a student friday folder. Teachers will use this folder to send home assignments as well as parent communication items. If it is necessary to distribute items at a family level, the communication will be send home with the family representative. The family rep is the youngest (in grades K-5) or only child in the family. Parents are to review and keep the information so they can refer to it as needed.

PARENT BI-WEEKLY NEWSLETTER

A bi-weekly newsletter will be sent home electronically every other Friday. It will contain information about upcoming activities, as well as classroom news and special events. If you would like a printed copy of the Newsletter, please contact the Office at 715-261-0235.. It can also be viewed on the South Mountain [website](#). All flyers are available on the Wausau School District [website](#) where you can check for sports opportunities, events etc.

SCHOOL INFORMATION

LOST AND FOUND

Articles that are found are returned to the office and placed in our lost and found storage area in the main hallway. All unclaimed items will be turned over to charitable agencies two days after the end of the school year. **Labeling your child's belongings is always a good idea.**

GIFTS

Gifts to our school are welcomed by the Board of Education and are formally recognized at school board meetings.

GETTING TO AND FROM SCHOOL

ATTENDANCE

Student learning, achievement, and success is the mission of the Wausau School District and South Mountain Elementary. In order to realize this mission, we need your help! Missing school even 10% of the time has a significant impact on reading and math achievement as children progress through school. We want to ask for your commitment in making sure your child attends school every day possible this year. The evidence is clear: children with good attendance are more likely to be successful in school. High attendance rates are linked to high student achievement. This is true for every grade – elementary, middle and high school students.

Please keep the following in mind:

- Our instructional day begins at 8:35 a.m. Children arriving at school after this time are considered tardy.
- Please call the office by 9:00 a.m. if your child will not be attending.
- Students arriving after 9:00 a.m. or leaving before 3:00 p.m. will be marked absent for 1/2 day.

Excused Absences:

1. Personal illness. (This absence falls under the ten days allowed for parental excuse unless a physician note is provided).
2. Funerals and religious services as requested by parents/ guardians.
3. Serious personal or family crisis.
4. Parental requested absences such as family vacation and activities, etc. (Please notify the school in writing in advance for absences).
5. Professional appointments that could not be scheduled outside of the regular school day. (If part or all of the day is missed due to an appointment, please provide the office with physician documentation. If a note is not provided, the absence will fall under the ten days allowed).

Per School Board policy and Wisconsin State Law (statue 118.15), a student is considered habitually truant when absent from school all or part of 5 days in a school semester. The maximum number of days absent allowed under

this rule is 10 days. Parents will receive notice of attendance concerns when a child has been absent or tardy for 5 days in a quarter or 10 days in a semester

ARRIVAL

Adult supervision begins on the playground at 8:15 a.m. Buses are scheduled to arrive at 8:25 a.m. **All students walking, riding a bike or being dropped off by car must use the playground gate entrance.** Students on the bus will be dropped off at the south entrance and will walk to the playground. The incoming bell rings at 8:30 a.m., at which time students will line up on the playground to enter the school.

To ensure supervision and safety, students are not to be on the playground prior to 8:15 a.m. Parents should not allow their child(ren) to come to school early. In addition, parents are asked to refrain from walking their child to the classroom. This helps us promote essential student independence! Keep in mind that school is dismissed at 3:30 p.m. If you are picking your child(ren) up your promptness is appreciated. **Children must be in their classrooms by 8:35, which is when the second bell rings, or they will be considered tardy.**

In the case of rainy or below zero weather a red dot will be placed on the front and north doors indicating students need to come into the school gym prior to the start of school.

FAMILY VEHICLE

Family vehicles are a good way to transport your children to school during inclement weather or when you are running late in the morning. To decrease confusion and congestion in the parking lot please follow the directions below for dropping off your child.

Parking Lot safety

- Always drive 15mph when in a school zone
- Make sure children are in an appropriate car seat for their age, height, and weight
- Do not block cross walks and driveways with vehicle
- Enter the north parking lot, which is for parents only. Drop off and/or pick up your child at the north side entrance only.
- Before school drop off is at the gate to the playground. Drivers should exit through the same driveway. Please stay in single file. You must not use the bus/staff driveway.

WALKING AND BICYCLE RIDING

Walking and biking to school is not only a fun way for kids to get to school, but it is also healthy and will help your child focus better during school. Physical activity improves mental health, attendance, and academic performance. Walking and biking to school will also help reduce the costs associated with driving your child into school every day. Walking or biking to school also decreases the amount of traffic in the parking lot and around the school. There are many benefits to children walking or biking into school, and there are different ways South Mountain has made it safe for your child to walk or bike to school.

Road Safety Tips

- Children under 10 should cross the street with an adult
- Cross the street at corners, using traffic signals
- and crosswalks
- Look both ways before crossing in the crosswalk
- Take the less busy roads to school
- Always walk on the sidewalks or path

- Before crossing the road always make eye contact with the drivers to ensure they see you
- Always walk, never run, when crossing streets
- Wear a properly fitting helmet every time they ride a bicycle
- Students who ride bicycles to and from school are required to use crosswalks and walk their bicycles while on school grounds. Bike racks are located at the north entrance to the building. Locks are recommended.

Safety Patrols

- Safety patrols are made up of the older children (5th graders) that attend South Mountain. They set a good example, promote safety and assist children at crossings and in school. To ensure a safe street crossing, patrols are located at Jonquil and Bittersweet, Fern and Bittersweet, and on the school grounds
- All students are expected to use the crosswalks and to follow the direction of the safety patrol or adult who is in charge of the area. Safety Patrols are expected to dress appropriately for the weather. If the wind chill is below 0, safety patrols will not have outside duty. Keep this in mind if your child is a walker..

AFTER SCHOOL PICKUP

The safety of your child is of great importance to us. **In order to provide the safest environment for the students as South Mountain all exterior doors will remain locked until 3:30. Parents will not be allowed to enter the building to wait for students.** If you are picking your child up after school, please use the North parking lot. Parents are asked to park along the sidewalk and wait in your car for your child. Please pull your car ahead in the line until you arrive at the supervised “**Cougar Loading Zone**”. Once you are in this area your child will be allowed to come to your vehicle.

If you plan to park in the parking lot, we ask that you plan to meet your child in the “Cougar Loading Zone”. We will not allow students to go out to the parking lot between the cars in the pickup lane or without an adult. We will have a crossing guard available to assist with crossing of adults and children at the crosswalk. Please model safe behavior for your child and use the crosswalk. Also, please park in only the marked parking areas, this helps to avoid traffic congestion.

BEFORE AND AFTER SCHOOL CHILD CARE

Once again, Wausau Child Care will be providing before and after school child care at South Mountain School. This program will begin on the first day of school. The program will be in the gym before school and the art room after school. For more information call Wausau Child Care at 715-848-1436.

FIRST STUDENT TRANSPORTATION

The Wausau School District contracts busses and drivers through First Student Transit 842-2268, fax 845-3155. Comments concerning the operation of bussing services should be addressed to either First Student Transit or the school. Children are able to ride the bus if they are outside the 1 mile radius of the school. First Student Transit will inform you via postcard of the pick up and drop off times for your children the week prior to the start of school. Please note the information below when busing your child to school.

Bus safety

- Always stay seated on the bus
- Do not shout or hang out the windows
- Never go under the bus if you drop something under it, tell the bus driver

BUS RIDERS

The bus ride is an extension of the school day. Bus riding is a privilege. In the event misbehavior occurs, a series of consequences will be imposed on those students that abuse this privilege. See the Wausau School District Parent Handbook.

Students who **ride busses at the end of the day report to the gym**. Students are supervised by staff while waiting for bus transportation. School behavior policies are to be followed during this transition time.

CHANGE IN MODE OF TRANSPORTATION

If there is a change in your child's after-school transportation routine (i.e.: she/he normally rides the bus but will be picked up by a parent), please **send a dated note to your child's teacher**. This ensures that your child will be in the appropriate place for after-school transportation.

If a child is scheduled to ride the bus but they indicate they will be picked up, we must have a note or the child will be put on the bus.

SAFETY AND HEALTH CONCERNS

SCHOOL SAFETY PLAN

All school staff members will be required to wear a picture identification card while at school. All visitors are required to sign in at the office and wear a visitor or volunteer badge while at school. If you see an adult without an ID card or badge, please direct them to the office or alert the office of that person's presence in the building. Please note that if you eat lunch with your child at school, you will need to obtain a visitor badge from the office. ***NO ADULT SHOULD BE IN THE BUILDING WITHOUT AN ID CARD OR BADGE.***

VISITING SCHOOL POLICY

The purpose of a school safety plan is to provide proactive and reactive approaches in providing a safe and secure environment for students and staff. **Exterior school entrances will be locked during the school day.** You will be able to access the building through the main entrance on the East side of the building. Once in the vestibule area you will be asked to "buzz" the intercom and at that time the school secretary will give you access to the building. In addition, for the safety of all students at South Mountain, doors to the classroom wings are locked. Parents and visitors to the school, including classroom volunteers must sign in at the main office and secure a visitor badge. When leaving the building, all visitors will sign out in the office and return the visitor badge. If you see a non-staff member in the building without a visitor badge, please inform the office, or if appropriate, direct that person to the office.

If a parent or other adult is picking up a student during the school day, he/she must sign the student out in the main office. No students will be released to an adult until they are signed out. The office will call your child's classroom teacher, and your child will gather their things and come to the office to meet you.

OTHER VISITORS

Visiting friends and relatives are discouraged from attending school with your child. This usually is a distraction for the children in the classroom as well as an imposition for the staff.

ILLNESS AT SCHOOL

In the event your son or daughter becomes ill at school, our health room is available. When required, our office will call you at home or work in order to make arrangements for transportation home. While waiting for transportation, the child will remain in the health room. Parents or designated “emergency” persons are asked to remove sick children from school as soon as possible for the comfort and security of the sick child, as well as other children. If the student returns to the classroom a note will be sent home informing the parent of the student’s visit to the health room.

Students with a fever will be sent home. Any student who has vomited or has diarrhea is automatically sent home. Following are “Tips for Parents” which were published in the Wausau Daily Herald. Keep your child home from school if:

- The child has a fever
- The child has a severe sore throat and cough or seems listless
- Wait twelve to twenty-four hours after the fever has broken before sending the child back to school.
- Wait twenty-four hours after starting antibiotics before sending the child back to school.
- Diarrhea – wait until the child has solid stools before sending him/her back to school. Consider the age of the child and his/her ability to control their bodily functions.
- Unusual irritability, persistent crying or breathing difficulties.
- Vomiting. Wait until it stops and the child is able to eat solid foods.
- One of the best preventive practices is regular hand washing.

ACCIDENTS AT SCHOOL

In the event your child is injured at school, you will be notified either by note or phone. Should a serious injury arise, school officials will act in accordance with district policy. All attempts will be made to locate the affected child’s parents/guardian. If a parent/guardian is unreachable and hospitalization is required, school officials will take necessary action based on the authority of the parent signature and authorization on the affected student’s emergency card.

MEDICATIONS

The Wausau School District Policy regarding the administration of medicine to school children states that elementary-aged child(ren) may not give medication to themselves. Please see the District Handbook regarding the specifics on medication. **Any prescription drug requires a doctor’s signature and a parent signature to be on file before medication can be administered.** **Any over the counter drug** requires a **parental permission slip** to be completed and on file at school. Forms are available in the office. Please call the school office at 261-0235, if you have questions.

Medication must be delivered and picked up from school by an adult. Children are not allowed to carry medication to or from school. **No** medication is to be kept in a student’s backpack.

STUDENT ACCIDENT INSURANCE

Information brochures for student insurance plans are available in the school office. If you are interested in obtaining this insurance, please contact the office for a form. Fill out the form and **return it directly to the First Agency Insurance Company**.

The insurance application must be filed with the company within 15 days of September 1st.

WEATHER

Outdoor recess will not be held on rainy or extremely cold days. On other days students will be expected to remain on the playground until 8:30 a.m., during recess periods, and during the noon hour recess. **Please dress your child accordingly. Warm caps, mittens, and waterproof footwear are essential during winter months. In order to keep students dry and safe during the winter months, we have set the following guidelines for the playground: If students are not wearing boots they will need to stay in the area by the doors to the building where snow and ice has been cleared. If students are not wearing snow pants they will need to stay in the blacktop areas and away from snow covered areas and equipment.**

The Wausau School District Emergency School Closing Plan is as follows:

When it is necessary to close or delay the opening of school, one of the plans listed below will be followed. School closing or delay information will be announced over the following radio and television stations by 6:00 a.m. or earlier, if possible. Also, the school messenger will automatically call all primary phone numbers to let parents know that school is closed or delayed.

WSAU (AM) 550	Wausau	WIFC (FM) 95.5	Wausau
WXCO (AM) 1230	Wausau	WYCO (FM) 108	Wausau
WRIG (AM) 1390	Schofield	WDEZ (FM) 102	Schofield
WSPO (AM) 1010	Stevens Point	WSPT (FM) 97.9	Stevens Point
WJMT (AM) 104	Merrill	WOFM (FM) 94.7	Wausau
Channel 7 and 9	Wausau	WYTE (FM) 96	Plover/Whiting

Emergency Plans

Plan A – School Closing

Media Announcement: ALL WAUSAU PUBLIC AND PAROCHIAL SCHOOLS WILL BE CLOSED TODAY.

1. Schools WILL NOT be open for instruction.
2. Students ARE NOT to report.
3. Teachers, clerical, aides and cafeteria staff DO NOT report to their respective schools. Custodian(s), housekeeper(s) and maintenance staff are to report to their respective workplace or as assigned by the Director of Buildings and Grounds as soon as safety will allow. Twelve-month Central Office, High School, Middle School and MOB staff will report as soon as safety will allow.
4. All extra-curricular or evening activities will be canceled.

Plan B – Yellow School Bus Delay

Media Announcement: FIRST STUDENT (YELLOW BUSES) WILL BEGIN THEIR ROUTES ONE (1) OR TWO (2) HOURS LATE.

1. Schools will be open at their regular time. Morning and Afternoon classes of Early Childhood and Preschool will be canceled.
2. **ALL STAFF WILL REPORT** to their respective schools/buildings at the regular time.
3. WATS (express) buses will run their routes at the regular time.
4. Students will report to their respective schools, including all-day kindergarten.
5. Breakfast and school lunches will be served at the regular time.

- School dismissal will be at the regular time.

Plan C – Emergency Dismissal

- Weather or mechanical breakdown may sometimes call for early or emergency dismissal. Each parent should be sure that their child is instructed where to go in case it is necessary for the child to arrive home from school early. Be sure we have an Emergency Closing Plan on file.
- District-wide emergency dismissal information will be announced on the radio and television stations listed above. **Students are held in classrooms until bus arrival.** See chart below.
- A mechanical breakdown in one school will not affect regular dismissal of the remaining schools in the District.

ANY ANNOUNCED SCHOOL CLOSING IS FOR THAT DAY ONLY.

Announced Dismissal Time	11:30 a.m.	12:00 p.m.	12:30 p.m.	1:00 p.m.
South Mountain Dismissal	12:10 p.m.	12:40 p.m.	1:10 p.m.	1:40 p.m.

Lunch Information

LUNCH INFO

The price of lunch is **\$2.25**. Reduced price is **\$.40** for those families who are eligible. Forms for free/reduced lunch will be sent home on the first day. **These forms must be filled out each year and returned the first week of school.** Students may also bring a sack lunch from home along with .45 cents for a carton of milk.

Each student has a hot lunch account at South Mountain. Please send payment with your child(ren) in minimum amounts of \$10.00. Payments to your child’s lunch account may be made any day. You may stop by the school or send a check with your child to school. District Food Service envelopes are provided for your use. You may send payment for lunch for all children in your family in this envelope. **Please include each child’s name and the amount of money you want put in the account.**

After the first week of school a copy of your child(ren’s) lunch account will be sent home. This initial statement will inform you of the dollar amount in each child’s account. After this initial statement you will receive a statement when a child’s account is \$5.00 or less.

Every student is issued a lunch account ID number. This number will remain the same for the rest of their years with the Wausau School District. Students enter their own ID number when they go through the lunch line. Teachers have a list of their numbers to help students who may need to refresh their memory. A lunch menu will be sent home with the family rep. on a monthly basis.

Parents are invited to eat at school with their child. Please call the school office by 9:00 a.m. so you will be included in the lunch count. The **adult** ticket costs **\$3.50** (this is also the price for any child not enrolled in school). Please stop by the office to pay for and pick up your ticket on any day you visit. Please note that if you eat lunch with your child at school, you will need to obtain a visitor pass from the office. **Correct change is always appreciated!**

MILK CARD/SNACK FEE

Milk is available during morning snack time. A **Milk card can be purchased for \$9.00. Each card allows your child 20 cartons of milk at @ .45 cents each.** Every time a student has a carton of milk, the milk card is punched. If you would like your child to purchase a milk card, please send a check made out to WSD. **This is a separate account from the lunch account.** The classroom teacher will notify you when your child is in need of purchasing another milk card for snack time. A snack fee is collected for KG through 2nd Grade as a convenience for parents. This covers snack for the entire year.

Separate checks must be written for milk cards (made out to WSD Food Service) and school lunch (made out to WSD Food Service). Be sure to write your child's name and what the payment is for on the envelope. Students/parents can drop envelopes for school lunch in the drop box by the serving line or give to their teacher.

FOOD ALLERGY/FOOD INTOLERANCE

Approximately six million children in the U.S. under the age of 18 have a food allergy. Studies indicate that 16-18% of school-aged children with food allergies have had a reaction in school (Food Allergy and Anaphylaxis Network). In an effort to maintain a safe school environment for our students with life-threatening food and other allergies, the Wausau School District Board of Education has recently approved updates to the Food Allergy/Food Intolerance Policy. This updated policy is attached, and can be found online at www.wausau.k12.wi.us/policies/5000/5920.pdf

You can help keep all students safe by following the policy.

- If your child's classroom has a scheduled snack time, each student will need to supply their own snack. If you paid a snack fee at the start of the year, the classroom teacher will continue to provide a snack for students.
- **Snacks must be free of nuts or nut butters**, such as peanut butter or Nutella.
- You are strongly encouraged to send non-food items for your child to share with the class for special occasions. Colorful pencils, erasers, or a game make great party treats.
- If you choose to send a food item for the class to share, **it will need to be store bought with an intact ingredient label.** Allergy information on the label should insure that the treat is free of all nuts and nut ingredients. Please save homemade treats for parties at home.

Parents who send a cold lunch from home may continue to pack the foods of their choice for their child.

SNACK GUIDELINES

WAUSAU SCHOOL DISTRICT Healthy Snack Options for Students

Healthy snacks allow students to perform and learn at their best. Please know that some students in our District have severe peanut and/or tree nut* allergies. Therefore, please do not send snacks that contain peanuts or tree nuts. Read labels carefully before choosing a snack. Listed below are some healthy options:

- ✓ **Fruits and Vegetables:** The majority of the snacks served to students should be fruits and/or vegetables because they are loaded with vitamins, minerals, and fiber.
 - **Apples**
 - **Bananas**
 - **Carrots**
 - **Cucumbers**

- *Pears* *Celery Sticks w/Hummus*
- *Melons* *Green Peppers*
- *Grapes* *Tomatoes*
- *Strawberries* *Jicama*
- *Blueberries* *Sugar Snap Peas*
- *Oranges* *Fresh Salsa or Hummus with Whole Grain Corn Chips*
- *Pineapple* *Canned or cupped fruits packed in juice*
- *100% Fruit Juice Bars or 100% Fruit Juice Boxes*
- *Dried fruits – apricots, raisins, craisins, pineapple, apples, mangos, papaya, figs*

✓ **Low-Fat Dairy Products:** To help with bone development consider:

- *String Cheese* *Low-Fat Pudding Cups*
- *Cheese Cubes* *Frozen Yogurt Bars*
- *Yogurt in a cup or tube* *Hard Boiled Eggs*

✓ **Healthy Whole Grains:** For energy and vitamins and minerals choose:

- *Light Popcorn* *Whole Grain Fig Cookies*
- *Rice Cakes* *Pretzels, Soft and Hard*
- *Whole grain tortilla chips* *Baked Whole Grain Chips*
- *Whole grain crackers* *Low Fat Cheese Crackers*
- *Animal Crackers* *Graham Crackers*
- *Vanilla Wafers* *Whole Grain Hard or Soft Pretzels*
- *Whole Grain Low Sugar Cereal*
- *Whole Grain breakfast cereals*
- *Whole Grain bagels or English muffins*
- *Fruit Grain Bars (No granola bars because of the potential for nuts to be in the product).*

This is a suggested list of healthy snacks. There are other choices available. Please be sure to read labels and check for nutritional value.

*Tree-nuts include almonds, Brazil nuts, cashews, macadamias, pecans, pistachios, and walnut.

ACADEMICS

ADMITTANCE

The Wausau School District’s elementary schools are open to all children of school age who reside within the district. Registration materials, including immunization records must be on file prior to the child attending school.

GT PROGRAM

Students are tested for the GT program during the second semester of second, third and fourth grade. Parents and teachers may recommend students for testing. Students identified will be “clustered” in-groups of four to ten in a classroom. Students will not receive direct services from a resource teacher. This teacher will work directly with classroom teachers in order to differentiate curriculum to better meet the needs of all learners.

HOMEWORK

The Wausau School District believes:

- ❖ The mastery of basic skills is essential for a sound education.
- ❖ Meaningful practice over a period of time is necessary to attain mastery learning.
- ❖ Homework allows students an opportunity to explore educational experiences beyond the classroom.

It is both appropriate and necessary for students to be assigned some homework. It is the intent of the Wausau School District to encourage standards for homework that will maximize it as a meaningful and reinforcing part of the students' program of learning. As a rule of thumb parents can expect 10 minutes of homework per grade level per night. Ten to fifteen minutes daily of recreational reading to a parent or independently, is a very effective practice for developing reading comprehension and expanding one's vocabulary.

LIBRARY

Our library contains books and other learning tools and devices. Students are responsible for any materials or fines that are issued. Checkout of books is on a weekly basis. Up to three books may be checked out at one time.

STUDENT RECORDS

All Wausau School District Schools maintain Progress and Behavioral Records for each student enrolled. Parents or guardians as well as adult students have the right to inspect and review all official records, files, and data directly related to their child/themselves. Parents, guardians making requests for review of student records are asked to contact the principal. Copies will be made available at current copy costs.

SCHOOL POLICIES

At South Mountain we work to provide a positive, caring, safe and respectful learning environment. To help us achieve this goal we are using a research based behavior program that is being implemented across the district and throughout the nation called PBIS. PBIS, or Positive Behavior Intervention and Support, is a district-wide initiative to teach all students behavioral expectations in a positive way. Students are introduced to expectations in each area of the school (classroom, lunchroom, hallway, playground, etc.)

The main intention of the PBIS initiative is to provide consistent expectations to every student, and then acknowledge students for positive behavior choices. If you would like further information on this program you can see the link on our website.

LUNCHROOM, PLAYGROUND and SCHOOL RULES-All students at South Mountain will be taught the lunchroom, playground and school expectations during the first week of school:

Lunchroom Rules

- Follow directions the first time they are given
- Use good table manners, inside voices, keep hands & feet to self
- No put-downs, name calling or teasing
- Seated for 15 minutes: Must sit and eat for 15 minutes before dismissal for recess
- Clean eating area: Clean your table and put trash in proper place when dismissed



Playground Rules

- Follow directions the first time they are given
- Share playground equipment, include everyone who wants to play, no pushing, hitting or rough play
- No put-downs, name calling or teasing
- Use playground equipment properly, play in designated areas; Line up immediately when whistle blows or bell rings

School Expectations

Body Basics

1. Sit up tall in your space
2. Look at the speaker
3. Mouths closed
4. Listening ears
5. Quiet hands and feet

Line Basics

1. Face forward in single file
2. Voice level 0
3. Hands by your side
4. Quiet walking feet
5. Stay to the right

Voices

- 0 No talking
- 1 Whispers
- 2 Conversation
- 3 Outdoor

Manners

1. Wait your turn
2. Request; don't expect
3. Eye contact
4. Say please, excuse me, and thank you
5. Sincere apologies

LUNCHROOM & PLAYGROUND CONSEQUENCES

As part of our PBIS program, all students will be given a verbal reminder as well as a re-teaching of the appropriate behavior and rules as a precursor to utilizing consequences. Students may also be given an assigned seat or play area. Seat or play area assignments will be left to the discretion of the supervisor on duty.

All students are expected to follow teacher and school policies and the expected behaviors that are established through PBIS. Those who do not will face consequences.

SEVERE BEHAVIORS

- Serious Physical Assault of a Student or Staff Member
- Bringing a weapon to School - Weapon offenses enacted Wausau School District board, policy #5715, please refer to your District Handbook
- Verbal Abuse of a Student or Staff Member - Verbal abuse would constitute statements that are racial, sexual or hurtful in nature
- Threats Concerning Individual or Building Safety
- Stealing
- Vandalism

Negative or inappropriate behavior(s) require correction. Correction is best achieved if consequences are designed to be learning experiences and not punitive. For this reason students will always be given a description of the inappropriate behavior displayed as well as a description of the appropriate behavior that should have been used.

Part of the learning that needs to take place deals with the fact that negative behaviors always create a certain amount of damage to relationships with peers and/or adults.

PERSONAL ITEMS

Students are not to bring to school items such as toys, ipods, electronic games, etc., which are not essential to learning. The school is not responsible for any broken or destroyed items or for lost items that are brought to school. An exception to this would be approved sports equipment for use on the playground.

If a student chooses to bring sporting equipment from home to use on the playground, they must include other students in any game they are playing. The equipment must remain at the student's cubby and the student can choose to leave the item at their cubby at any given recess. It is the student's responsibility if the toy is broken, lost or stolen.

Items that can be brought to the playground include: footballs, soccer balls, basketballs, tennis balls, baseball gloves, bouncy balls, frisbees and jump ropes.

Cell phones

Students are asked to keep cell phones turned off and in their backpacks during the school day. In the event that a student needs to call home to their parents during the day, they should notify their teacher or the school secretary. If the phone call is necessary, they will be allowed to use a school phone. The school is not responsible for cell phones that are brought to school.

STUDENT DIRECTORY INFORMATION

As per the Wausau School District Handbook article 5200 a written notice must be filed within 14 days of the start of school for any parties who **DO NOT** want all or any part of a student's directory information released. Directory information includes: Student's name; present address; telephone listing; date and place of birth; current grade; parent's names; dates and places of attendance; participation in officially recognized activities and sports; weights and heights of members of athletic teams; student's photograph; the most recent previous educational agency or institution attended by the student; degrees and awards received.

South Mountain PTO may produce a student directory to be distributed to South Mountain Families. Please use this information to assist when distributing birthday invitations or attempting to contact other families. The school staff cannot give out contact information on students to other individuals. We ask that parents avoid sending invitations to school for students to distribute, as this causes many friendship problems. Thank you for your cooperation.

Lub Wausau School District txwv tsis pub leejtwg ua saib tsis taus ib tus neeg twg txawm yog hais tias nej yog pojniam los yog txivneej, yog haiv neeg dabtsi, ntseeg dabtsi, poj koob yawm txiv yog leejtwg, nyiam pojniam los yog txivneej li cas, muaj mob nkees li cas los yog xiam oob qhab li cas. Kevcai nyob rau tebchaws no txwv tsis pub leejtwg yuav ua saib tsis taus nej yog nej tuaj nrhiav haujlwm ntawm peb txawm yog nej yog haiv neeg twg, muaj noob nyoog li cas, cev nqaij daim ntawv yog xim dabtsi, nyiam pojniam txivneej, ntseeg dabtsi, los yog muaj kev xiam oob qhab li cas.

Yog leejtwg ntseeg tau hais tias lub khoog tsev kawm ntawv Wausau School District ua tsis raws li txojcai thiab/los yog cov lus teev tseg nyob rau Title VI, Title VII, Title IX, Section 504 los yog Txojcai Tiv Thaiv Haiv Neeg Mekas uas Xiam Oob Qhab, nej sau tau ib tsab ntawv tsis txaus siab tuaj rau tus saib xyuas tej teebmeem zoo li no uas yog tus WSD Equity Director nyob tom Longfellow Administration Center, 415 Seymour Street, Wausau, Wisconsin 54402-0359, los yog hu rau nws ntawm tus xovtooj 715-261-0549.

El Distrito Escolar de Wausau no discrimina contra las personas por motivos de sexo, raza, religión, nacionalidad, ancestro, credo, embarazo, estado civil, orientación sexual, o discapacidad física, emocional, mental o de aprendizaje. La Ley Federal prohíbe cualquier tipo de discriminación en la educación y empleo por motivos de edad, raza, color, nacionalidad, sexo, religión o discapacidad.

Cualquier persona que crea que el Distrito Escolar de Wausau ha aplicado inadecuadamente los principios y/o reglas del Título VI, Título VII, Título IX, Sección 504 o del Acta para Americanos con Discapacidades, podrá presentar una denuncia ante el Director de Igualdad del Distrito Escolar de Wausau al Centro de Administración Longfellow, 415 Seymour Street, Wausau, Wisconsin 54402-0359, o por teléfono al 715-261-0596