
School District of Gilmanton

S889 Larson Road • P.O. Box 28
Gilmanton, WI 54743-0028
Phone: (715) 946-3158 • FAX: (715) 946-3474
www.ghs.k12.wi.us

Kory Rud, Superintendent - Jill Alexander, District Principal
Jay Hebert, Associate Principal/Dean of Students – Marcy Smith, School Counselor

August 1, 2023

Dear Families,

I hope you've been enjoying summertime activities and rest over these past weeks! It's sometimes hard to believe when the back-to-school letter arrives in mailboxes, but once again, that time has come, and ***we're excited to see your child(ren) back in school on Wednesday, August 30!***

We're grateful to have nearly all of our staff back this year, although we do have some changes at the elementary school. Kim Becker's former kindergarten classroom will now be home to **Katy Halverson's** 4K and 5K class. Katy's former 3rd and 4th grade classroom is now home to **Brittany Brantner's** class. Brittany served as a student teacher and then a long-term sub in our district last year. This year, she'll be teaching 3rd and 4th grades, and has decided to design an educational environment to immerse students in STEM activities in all core content areas. She's been working on this since last spring, and we're excited to see her STEM learning space come to life this fall!

At the middle and high school, **Marcy Smith** is moving to a new office space with a calming room on the third floor. **Dawn Gehrke**, who taught 4K last year while also serving as a K-12 math and reading interventionist, is moving to the second floor to take over our K-12 special education position. Dawn will continue to serve as an interventionist while also supporting students with IEPs. Bill Bocian has opened up a couple of new music classes this year, including **percussion ensemble** and **jazz band**, and we're looking forward to seeing those groups perform later in the coming school year! We are looking at **options for repairing the greenhouse**, and Sun Kim will bring use of that into her science classes this year. **Julie Kacures** was awarded the highly coveted **Kohl Fellowship Grant** last spring, and she's using the funds to create a **Gilmanton School District store**! We visited Osseo-Fairchild's school store to see how they set up and manage their program, and took a lot of ideas from there. Her classroom will be completely revamped with equipment and materials to create designs for shirts and other clothing items, mugs, glassware, and more, and we're excited to see the store in its grand opening later this fall! The biggest change, however, is that the middle and high school has switched over to a **trimester schedule**. The new schedule allows students to have more time for support in the classroom.

Free and reduced breakfast and lunch are again available for families. We encourage anyone needing that support to complete the form and return it to the high school office. ***If you're not sure if your family qualifies for support, we encourage you to submit the application.***

Breakfast and lunch menus will still be available on the school website. Middle and high school students will continue to eat in the cafeteria, and no food will be allowed in the gym again this year. This is due to the ongoing problem of trash not making it into trash cans and instead, being tossed into the bleachers.

The Affordable Connectivity Program, which offers **discounted internet services** for those who qualify, is another program we encourage you to explore. Information is included in this packet.

I'd like to thank the Parents Club for once again donating **school supplies** for all elementary and middle school students. The club continuously and generously donates to our students and their families every year, and I'm grateful for their continued support and contributions to make going back to school less of a financial strain on our families. They will continue to host events throughout the school year, and we look forward to hearing more about those events as those dates approach.

If you have not had **access to Infinite Campus** in the past or are new to our district, please reach out to our office staff to get your username and password. With access, you'll be able to view grades, progress, missing work, and absentee reports. There is also an **Infinite Campus mobile app**. If you had access but can no longer get into your account, or if you can't remember your login information, we're happy to reset it for you! ***Our goal is to have all of our families able to access Infinite Campus this year, so please reach out to us if you currently don't have parent access.***

Keep enjoying these summer days! We look forward to seeing your child(ren) in school on August 30 and connecting with you again soon!

Sincerely,

Jill Alexander

Jill Alexander
District Principal

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August 1, 2023

Dear Parents and families:

As we are preparing for the new school year, I am sending this letter with information to update families about the additional co-op sports that will be beginning this year.

- Current plans for this year are that the volleyball and girls & boys basketball co-ops will be high school only. We want to make sure we work through this process with high school only to ensure that our movement of student athletes between both schools occurs in a positive manner.
 - Games and practices will be at both schools, though, more volleyball practices will be in Independence to take advantage of the two courts/nets that can be used at the same time.
- Middle school volleyball and girls basketball will be separate programs at each school this fall.
- Middle school boys basketball is being monitored and the Gilmanton participation numbers will determine how we proceed.
- Live Streaming- Gilmanton and Independence will be using the same system for live streaming (we will have a different camera in Gilmanton) and both schools will have live streaming links on our school website pages.
- The technical name of the co-op to the WIAA is Independence/Gilmanton Indies, but we plan to wear uniforms from both schools.
 - Boys basketball- Gilmanton white will be worn for all home games whether in Gilmanton or Independence and Independence purple will be worn for all away games.
 - Girls basketball- Independence white will be worn for home games whether in Gilmanton or Independence and Gilmanton red will be worn for all away games.
 - Then the following year will do the opposite color setup for each program.
- Coaching- Our goal is to have coaches from both schools, but that may not always occur, depending who has interest and their background experiences.
 - Volleyball- Head Coach- Val Pronschinske, JV- Lauren Guza, C-team- TBD
 - Basketball-
 - Girls- Head Coach- John Zilla, JV- Brett Serum, C-team- TBD
 - Boys- Head Coach- Kory Rud, JV- Steve Christainson, C-team- Jordan & Dylan Reidt.

We have had a partnership with Independence for years and change can make people nervous, but we are moving forward with a positive outlook to do what is best with our students to allow for competing

at the appropriate level and promote further competition. I have heard comments about the loss of our Gilmanton identity, but we have also seen other schools with enrollments larger than Gilmanton expand their coops prior to us. In the past year, we have had many positive planning meetings with Independence and we will work hard to make this a positive experience.

A handwritten signature in black ink, appearing to be 'JR' or similar, written in a cursive style.

Mr. Rud

GILMANTON SCHOOL DISTRICT | 2023-2024 CALENDAR

JULY 2023						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- NO CLASS- Break/Holiday
- **W** NO CLASS- Staff Workday
- **C** PT Conf- (Dismiss 12:00)
- **T** End of Trimester
- **Q** End of Elementary Quarter
- **F** First Day-Students
- **L** Last Day-Students (dismiss 12:00)

JANUARY 2024						
S	M	T	W	Th	F	S
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- 1 New Year Break-NO CLASS
- 17 PT Conf; dismiss 12:00
- 18 End Elem Q2 (43 days)

22 school days

AUGUST 2023						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	F	31		

- 23-24 Teacher Inservice
- 28-29 Teacher Inservice
- 30 1st Day-Students

2 school days

FEBRUARY 2024						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

- 22 End Tri 2 (58 days)
- 23 TWD-NO CLASS

20 school days

SEPTEMBER 2023						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 4 Labor Day-NO CLASS

20 school days

MARCH 2024						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 15 Spring Break-NO CLASS
- 18 Spring Break-NO CLASS
- 25 End Elem Q3 (44 days)
- 29 Good Friday-NO CLASS

18 school days

OCTOBER 2023						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 2 Cluster A Teacher Work Day -NO CLASS
- 26 PT Conf; dismiss 12:00

21 school days

APRIL 2024						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- 11 PT Conf; dismiss 12:00
- 12 TWD-NO CLASS

21 school days

NOVEMBER 2023						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 3 End Elem Q1 (44 days)
- 17 End of Tri 1 (54 days)
- 20-21 TWD-NO CLASS
- 22-24 Thanksgiving Break -NO CLASS

17 school days

MAY 2024						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 3 TWD-NO CLASS
- 25 Graduation; 1:00
- 27 Memorial Day-NO CLASS
- 30 Last Day Tri 3 (63 days); dismiss 12:00
- 30 Last Day Elem Q4 (44 days); dismiss 12:00
- 31 TWD-NO CLASS

20 school days

DECEMBER 2023						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 25-29 Christmas Break -NO CLASS

16 school days

JUNE 2024						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

2023-24 Gilmanton School Supply List

Families are asked to provide these items-

(if you are experiencing financial hardship, please speak to the Principal regarding school supplies)

Note: PARENTS CLUB IS PROVIDING SCHOOL SUPPLIES FOR ALL STUDENTS IN GRADES 4K-8th AGAIN THIS YEAR

Grades 4K & 5K

<input type="checkbox"/>	Back pack or book bag labeled with child's name
<input type="checkbox"/>	Paint or art shirt labeled with child's name
<input type="checkbox"/>	Extra set of clothes in a zip-lock bag labeled with child's name
<input type="checkbox"/>	1 pair INSIDE SHOES to leave at school - can also be used for phy-ed.
<input type="checkbox"/>	Resting mat (no more than 48 inches) & plastic storage bag for mat all labeled with child's name

Grades 1 & 2

<input type="checkbox"/>	Art smock or old shirt
<input type="checkbox"/>	Back pack
<input type="checkbox"/>	1 pair INSIDE SHOES to leave at school - can also be used for phy-ed.

Grades 3 & 4

<input type="checkbox"/>	Back pack
<input type="checkbox"/>	1 pair INSIDE SHOES to leave at school - can also be used for phy-ed.

Grades 5 - 8

<input type="checkbox"/>	Back pack
<input type="checkbox"/>	1- pair INSIDE shoes for PE to leave at school, NON-MARKING soles
<input type="checkbox"/>	Planners are no longer required, but if you'd like to have one you should purchase your own this year.

Grades 9-12

<input type="checkbox"/>	Back pack
<input type="checkbox"/>	1 or 2 -college rule notebooks for English
<input type="checkbox"/>	1- ring binder for English (2") or accordion folder for English
<input type="checkbox"/>	1- accordion folder (can be used instead of 2" binder) for English
<input type="checkbox"/>	1 pocket folder for social studies
<input type="checkbox"/>	1 spiral notebook for social studies
<input type="checkbox"/>	1 or 2 -spiral notebooks for math
<input type="checkbox"/>	1 - scientific calculator req'd (TI Graphing Calc recommended) for Algebra 1 & Geometry
<input type="checkbox"/>	1- TI Graphing Calc req'd* for Algebra 2 & Pre-Calc *limited supply available to check out for the year
<input type="checkbox"/>	note cards for science
<input type="checkbox"/>	glue sticks; several for science
<input type="checkbox"/>	markers (EXPO assorted colors for Science 9)
<input type="checkbox"/>	additional spiral notebooks for other classes you have
<input type="checkbox"/>	additional pocket folders for other classes you have
<input type="checkbox"/>	ruler & metric ruler
<input type="checkbox"/>	pencils
<input type="checkbox"/>	highlighters in assorted colors
<input type="checkbox"/>	scissors
<input type="checkbox"/>	blue OR black pens & red or other color pens
<input type="checkbox"/>	PAPER textbook covers
<input type="checkbox"/>	1- pair of earbuds
<input type="checkbox"/>	1- pair INSIDE shoes for PE to leave at school, NON-MARKING soles
<input type="checkbox"/>	Planners are no longer required, but if you'd like to have one you should purchase your own this year.

Meal Myths

Myth: School breakfast is only for families who qualify for free and reduced meals.



Fact: School breakfast gives your student – and any student – a healthy meal to start the day! It's such a good idea, many schools offer free breakfast to all students, regardless of family income.

Myth: Foods served in the School Breakfast Program aren't healthy.

Fact: School breakfasts are planned to meet nutrition guidelines based on the Dietary Guidelines for Americans and MyPlate to ensure a healthy start to your student's day. Meals contain whole grain-rich products, fat-free or low-fat milk, and fruits, vegetables, or both.



School breakfast is for EVERYONE!

Meal Myths

Myth: It is my responsibility as a parent to feed my child at home.

Fact: Parents are responsible for making sure their children have a healthy breakfast to start their day. School breakfast makes this responsibility easy by providing a complete, nutritious meal.

Myth: Students don't like school food.

Fact: Students across the state are enjoying delicious menu offerings like yogurt parfaits, French toast sticks, and breakfast burritos. These breakfast entrees are served alongside milk and a variety of fruits, vegetables, or both.



For more information contact:

Wisconsin Team Nutrition
School Nutrition Team
Wisconsin Department of Public Instruction
P.O. Box 7841
Madison, WI 53707-7841
608-267-9228 or 1-800-441-4563
DPIFNSTeamNutrition@dpi.wi.gov

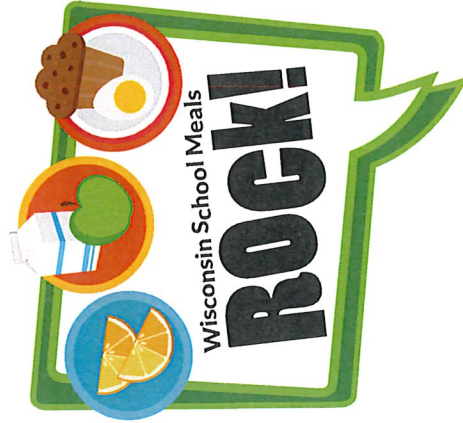
Wisconsin School Meals Rock Website:
dpi.wi.gov/wisconsin-school-meals-rock

December 2017



This institution is an equal opportunity provider.

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Get School Breakfast for an A+ Boost

Check out your school's breakfast and see for yourself that **Wisconsin School Meals ROCK!**



Get School Breakfast for a Convenient Academic Boost



Making the Case for School Breakfast

School breakfast is a great way to make sure all students are ready to learn and do their best throughout the school day. This sets students up to succeed and become college and career ready.

Participating in school breakfast can start your child's day the right way.

While many students are able to eat breakfast at home, some choose not to for a variety of reasons, including:

- Not hungry first thing in the morning.
- Feeling rushed in the morning.
- Would rather sleep longer.
- Have to be to school early (practice, clubs, parent work schedule).



Benefits of Breakfast

Every parent wants their child to succeed. Children who eat breakfast:

- Tend to be healthier, weigh less, and be more active.
- Are more likely to meet recommended levels for important nutrients like calcium.
- Perform better on tests of math, matching, and memory.
- Have fewer behavioral issues.

Did you know that students who eat breakfast closer to classroom teaching and testing time perform better on standardized tests?

School breakfast may give your child an extra boost of brain power to ace the day.



Time Saver

The School Breakfast Program can make your mornings easier by saving you time. Schools serve breakfast in different ways depending on the needs of their students. This includes traditional cafeteria-style service, grab-and-go style, and even service directly in the classroom.

What would your child do with extra minutes in the morning?

On average, it takes 10-15 minutes to eat breakfast. Your child could use those valuable morning minutes in other ways.

- Sleep
- Finish homework or pack their backpack
- Catch the bus without stress
- Get to school early and socialize with friends



What Makes a School Breakfast?

Schools participating in the School Breakfast Program must offer students minimum quantities from three required components: grains, milk, and fruits. Vegetables may be served along with or in place of fruit. Protein foods may be offered in addition to these components. Students must be offered meals that provide an average of 350-500 calories (grades K-5), 400-550 calories (grades 6-8), and 450-600 calories (grades 9-12).

Fruits at least 1 cup	Milk 1 cup
Grains at least 1 ounce equivalent	Proteins May be offered in addition to the required components

What is an ounce equivalent of grains?

- 1 slice of bread
- 1 cup cereal
- 1 pancake (approximately 4")

What are examples of proteins served in the School Breakfast Program?

- Yogurt
- Eggs
- Nut or seed butter
- Cheese

Gilmanton School District

Breakfast and Hot Lunch Prices and Information for 2023-24

Please send a minimum of \$20 per child to start the year, then send a deposit weekly or monthly to always keep a **POSITIVE BALANCE** in your family meal account.

\$20

- Ala carte is blocked for all students until there is a \$10 or more positive balance in the family meal account.
- Parents can choose to “never allow” ala carte charges by their children (see enclosed form).
- Parents and/or students are responsible for monitoring their meal account balances on the Infinite Campus portal on a regular basis.
- Infinite Campus email messages will be sent out each week to remind families with low balances that funds should be deposited into the account.
- When the meal account balance is no longer positive, the school reserves the right to block ala carte charges without warning.

BREAKFAST PRICES

K4 – Grade 4
Grades 5-12
Adults
Reduced Price Breakfast
(must apply in office)

\$2.00
\$2.10
\$2.80
30¢

LUNCH PRICES

K4 – Grade 4
Grades 5-12
Adults
Reduced Price Lunch
(must apply in office)
Extra Main Entrée

\$2.75
\$2.90
\$4.70
40¢
\$1.75

One carton of milk (1/2 pint) is included in the price of the breakfast and lunch trays. **Note: For students who receive free meals, milk is only free when the student takes a meal tray, not when they carry a sack lunch.**

Ala Carte Items (Ala carte items ARE NOT included with the meal prices.) Available at high school cafeteria. Elementary students may purchase certain items* when they are at MS/HS school cafeteria for breakfast. **Items offered and prices are subject to change without notice.**

*Milk	50¢	Fudge Bar (frozen)	\$1.00
*Juice	50¢	Chips/Doritos	\$1.25
*Bowl of Cereal	75¢	Cookie	\$1.25
*Fruit Cup	75¢	String Cheese	50¢
*Cinnamon Roll	\$1.00	Beef Jerky	\$2.00
*Oatmeal Bar	\$1.00	Funyun Rings	\$1.00
*Cinnamon Toast Crunch Bar	\$1.00		
*Poptart	\$1.25		
*Rice Krispy Bar	\$1.25		
*Large Muffin	\$1.50		

Guidelines for Use of School-Owned Chromebooks & Other Devices

Please read the tips below to ensure you understand everything that goes with the responsibility of taking a computer home with you.

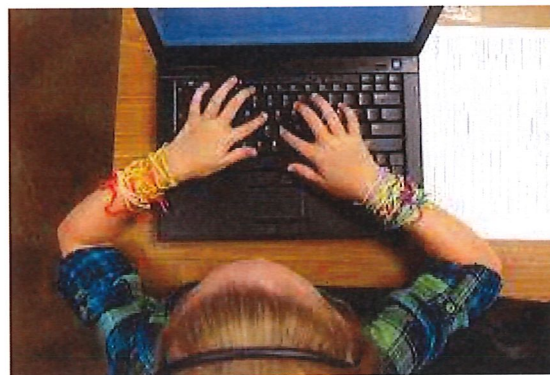
1. This device going home is to be treated like any library item. It is school property being checked out to you. You will be responsible for any damages that may occur.
2. Most backpacks now come with a laptop compartment. Please use it to protect the computer during transportation. Many damages occur when students throw the backpacks down forgetting they have a laptop inside.
3. Only school domain users (ghs.k12.wi.us addresses) will be allowed to sign into the devices. Personal email accounts will not be allowed.
4. These devices are property of Gilmanton School District and any misuse of these devices that violates the District's Internet Safety & Use Policy may be punishable.
5. Students may not markup the devices with any stickers, etc. Remember that these are school property. You may put your name on the back of the device with a piece of clear tape over it.
6. If you have any technical issues with your device, you should notify your teacher so that a support ticket can be created.
7. Damages and Liabilities:
Parents will be held responsible for damage (beyond normal wear and tear) to their student's Chromebook including, but not limited to: broken screens, cracked plastic pieces, inoperability of the device or charge cord, and damage to the Chromebook case.
 - Estimated Repair/Replacement Costs:
 - Screen \$70
 - Keyboard: \$30-\$80
 - Liquid Damage: \$130
 - Chromebook: \$250
 - Charger: \$20
 - Case: \$25

Virtual Learning Family Guidelines

For Weather-Related School Closure Days

Elementary School

- ☐ Parents and students will be alerted of virtual day learning activities the morning that we've determined the building will be closed by notice from Infinite Campus Emergency Messenger.
Example: Gilmanton Schools is closed. Today will be a virtual learning day.
- ☐ Classroom teachers will communicate with families in advance regarding how they will be providing virtual day materials to your child.
- ☐ If your child is required to use Google Classroom (Grades 2-4), you will be provided access to view your child's assignments.
- ☐ Attendance will be taken for all elementary grade levels *based on one of the following:*
 - ☐ The parent or student calls, video chats, or emails the teacher with questions or to check in.
 - or*
 - ☐ The student completes work or comments required by the teacher on Google Classroom for those teachers using that platform.
 - or*
 - ☐ The student turns in completed work the next day in person.
- ☐ It's up to the teacher as to whether or not the assignment is graded.
- ☐ Teachers will be available from 8:00 a.m. - 1:15 p.m. via email or Google Meet. After 1:15 p.m., teachers will be working on planning and other tasks until 3:30 p.m. Parents and students are welcome to reach out to teachers after 1:15 p.m. on a virtual day, but the teacher may or may not be available from 1:15-3:30 p.m.



Middle and High School

- ☐ Parents and students will be alerted of virtual day learning activities the morning that we've determined the building will be closed by notice from Infinite Campus Emergency Messenger.
Example: Gilmanton Schools is closed. Today will be a virtual learning day.
- ☐ Attendance will be taken for all classes except for RTI or other study hall times. If a student attends, it means that the teacher has had contact with the student either through Google Classroom work completed or via email, or the student has turned in their work in person the next school day.
- ☐ Google Classroom will be the main platform for sharing of class activities.
 - ☐ Some staff may also send information to students through the school email.
 - ☐ Teachers will have information and homework shared in Google classroom or emailed by 9 a.m.
 - ☐ Students that are absent on a virtual day will still need to complete assignments.
 - ☐ Assignments on virtual days need to be returned to the teacher within 2 days to be graded and not counted as late.
- ☐ Teachers will be available from 8:00 a.m. – 1:15 p.m. via email or Google Meet. After 1:15 p.m., teachers will be working on planning and other tasks until 3:30 p.m. Parents and students are welcome to reach out to teachers after 1:15 p.m. on a virtual day, but the teacher may or may not be available from 1:15–3:30 p.m.



SHOULD I SEND MY CHILD TO SCHOOL?

Many parents are frequently concerned about when students should stay home or attend school. The following guidelines apply:

Fever – A fever of 100° or more signals an illness, the student should stay home for 24 hours after the temperature returns to normal without the aid of fever-reducing medicine.

Vomiting, diarrhea or severe nausea-sometimes called stomach flu or norovirus: If a student has vomited or has diarrhea, the student should stay home until 24 hours after the last episode and a normal diet is tolerated the night before and the morning of school.

Contagious infectious diseases – Diseases such as impetigo, whooping cough, and strep throat require a doctor's examination and prescription for medication and doctor's approval for return to school.

Rash – If a student has any rash that may be disease-related or you do not know the cause, check with your family physician before sending the student to school.

Coughing – A persistent cough is commonly an upper or lower respiratory infection and if the cough is ongoing, coincides with fatigue, fever or loss of appetite, or causes breathing problems, the ill student should stay home.

Injuries – If a student has an injury that causes continuous discomfort, the student should not attend school until the condition is checked by a doctor or it improves. Injuries that interfere with class participation need a medical evaluation and if participation in physical education class is not recommended, a doctor's excuse is required.

Medications – Students requiring a prescription medication at school must have signed physician orders on file and a parent request form. These forms are available in the high school office. Medications are given by designated school personnel. Inhalers and epipens can be carried and used by the student if stated on the physician order. Prescription medicine must come in the most current pharmacy container with the pharmacy label. Instructions for giving medication must match the physician's orders on file.

Over-the-counter medications - Must come in the original container with the student's name. The parent request to give medicine must state how much is to be given, what time and what the medicine is for. Over-the-counter medications will be administered by designated school personnel if the parent request form is on file with school.

Head Lice policy – No child can attend school with live lice in their hair. If these are found, the child must go home. He/she can return when an approved treatment for lice has been completed and the child's head rechecked by the school nurse.

Immunizations - By state law, must be up-to-date (or a waiver must be signed) and they must be on file at school. Please see the enclosed immunization guidelines.

The school nurse, Elaine Rud, should be contacted at 715-946-3158 with any questions regarding school health issues.

School Immunization Requirements: Kindergarten-Sixth Grades

What vaccines and how many doses does my student need for school?

▶ Your doctor may recommend additional vaccines to keep your student healthy.

4 Polio

4 DTaP/DTP/DT/TD

3 Hepatitis B

2 Measles, Mumps, Rubella

2 Varicella**

*Vaccine requirements may be waived on the Student Immunization Record (F-04020L) for health, religious, or personal conviction reasons: <https://www.dhs.wisconsin.gov/library/F-04020L.htm>

**Varicella vaccine is not required if there is a history of varicella (chicken pox) disease.

School Requirements for Immunization: 7th-12th grades

What vaccines and how many doses does my student need for school?

▶ Your doctor may recommend additional vaccines to keep your student healthy.

4 Polio

4 DTaP/DTP/DT/TD

3 Hepatitis B

2 Varicella**

1 Tdap

2 Measles, Mumps, Rubella

*Vaccine requirements may be waived on the Student Immunization Record (F-04020L) for health, religious, or personal conviction reasons: <https://www.dhs.wisconsin.gov/library/F-04020L.htm>

**Varicella vaccine is not required if there is a history of varicella (chicken pox) disease.





Campus Student & Campus Parent

Getting Started-

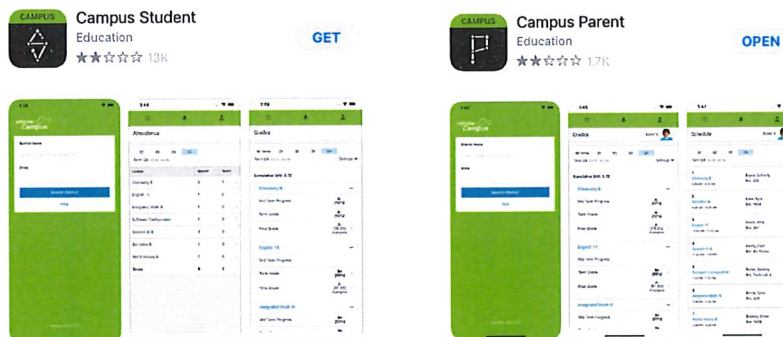
Welcome to the Campus Student & Campus Parent portals! Campus Student and Campus Parent put school information at your fingertips with real-time access to assignments, attendance, grades, schedules, meal accounts, and more!

1

Downloading the app

The Campus Student and Campus Parent apps provide the same tools as the browser version, with the benefit of the option to Stay Logged In and receive push notifications.

-Download the app from the App Store or Google Play



2

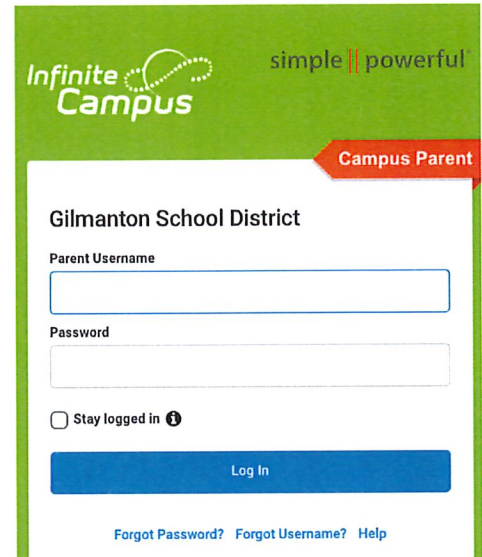
Logging in to the app

-Search for our District Name, **Gilmanton** and state, **WI** entering at least 3 characters of your district's name to search. Select your district from the list.

-Enter the **Username** and **Password** you have been provided with. You should be forced to reset your password the first time you log in.

-If using a secure, private device, mark **Stay Logged In** to receive mobile push notifications, if enabled by your school.

-Click **Log In**.

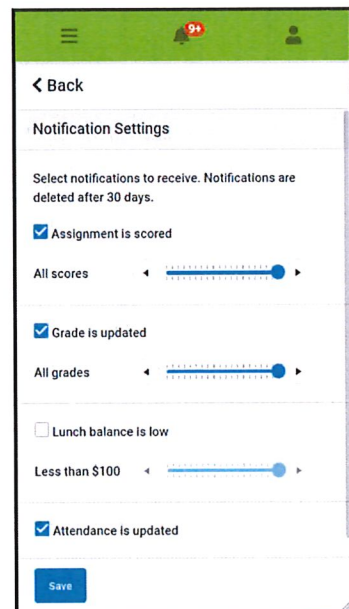
The screenshot shows the login interface for the Infinite Campus Campus Parent app. At the top, the Infinite Campus logo is on the left, and the tagline "simple || powerful" is on the right. Below the logo, the text "Campus Parent" is displayed in a red banner. The main heading is "Gilmanton School District". Below this, there are two input fields: "Parent Username" and "Password". Under the password field, there is a checkbox labeled "Stay logged in" with an information icon. A blue "Log In" button is positioned below the checkbox. At the bottom, there are three links: "Forgot Password?", "Forgot Username?", and "Help".

3

How do I get notifications?

Notifications are available through the Campus Student and Campus Parent mobile apps, if enabled by your school. You may need to enable notifications on your device as well, in addition to the app settings.

1. Before you log in, mark **Stay Logged In** to receive notifications.
2. After logging in, click the **user menu** in the top right and then click **Settings** and **Notification Settings**.
3. From there, indicate which types of notifications you'd like to receive and set the threshold for notifications. For example, indicate if you only want to receive Assignment notifications if the score is below 70%.
4. Click **Save**.

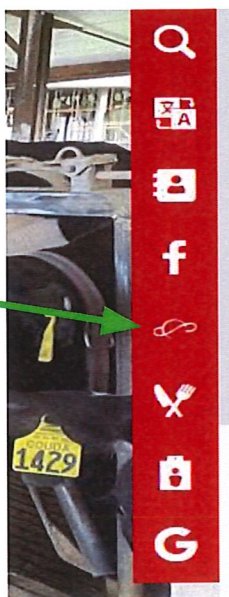
The screenshot shows the "Notification Settings" screen in the Campus Parent app. At the top, there is a green header with a menu icon, a notification badge with "9+", and a user icon. Below the header, there is a "Back" button. The main heading is "Notification Settings". Below this, there is a note: "Select notifications to receive. Notifications are deleted after 30 days." There are four notification categories, each with a checkbox and a slider: "Assignment is scored" (checked, slider at 100%), "Grade is updated" (checked, slider at 100%), "Lunch balance is low" (unchecked, slider at 100%), and "Attendance is updated" (checked, slider at 100%). At the bottom, there is a blue "Save" button.

4

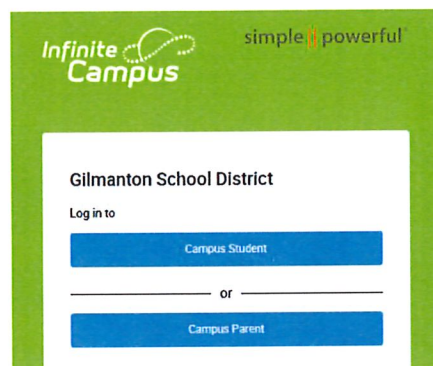
Logging in from a Web Browser

Students and parents have different login pages, but both can log in from the school's website at www.ghs.k12.wi.us.

On the right side of the main page, click on the Infinite Campus icon.



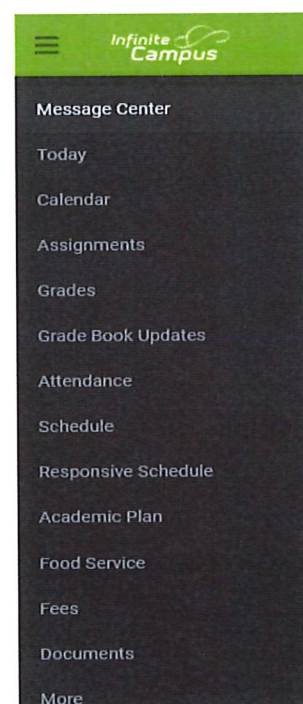
Choose whether you are a student or parent.



5

Message Center

After you log in, in the Message Center, you will see a menu similar to this on the left side of the screen.



6

Need help?

Call the school at 715-946-3158, option 2 or email the school [office](#) for assistance.



Supported Devices

To use the Campus Student or Campus Parent apps, mobile devices must be on an Android version of 5.0 or later and iOS devices must be on a version of 11.0 or later.

Student Accident Insurance

Comprehensive Group - No Deductible Plan

Policy GA-2200Ed.11-16

SUMMARY OF GROUP COVERAGE

The school purchased a group insurance policy that will provide benefits for accidental bodily injury incurred while the student is:

- a. attending regular school sessions,
- b. participating in or attending school-sponsored and supervised extracurricular activities,
- c. practicing or competing in school-sponsored and supervised interscholastic sports, and
- d. traveling directly to and from school for regular school session; and while traveling to and from school sponsored and supervised extracurricular activities or interscholastic sports in school-provided transportation.

OTHER COVERAGE OPTION TO PURCHASE

PARENTS: Now you may extend this valuable school-time protection by purchasing 24-Hour Accident coverage:

24-HOUR ACCIDENT COVERAGE (FULL-TIME) - Covers your student 24-hours a day, any time or anywhere, until school starts next year. Provides benefits for doctor, hospital and dental expenses arising from an accidental injury.

HOW TO ENROLL: Complete the attached enrollment form, enclose with your premium payment and mail to: (DO NOT SEND TO SCHOOL)

Student Assurance Services, Inc. P.O. Box 196, Stillwater, MN 55082

The Medical Benefits and Exclusions below apply to the summary and coverage option above

MEDICAL BENEFITS

When injury covered by the Policy results in treatment by a licensed physician within 60 days from the date of injury, the Company will pay the Usual and Customary (U&C) expenses incurred for covered services as listed below, for expenses actually incurred within one year from the date of injury up to a maximum benefit of **\$25,000 per injury**. Unless stated otherwise, all amounts listed below are per injury.

This insurance plan is secondary to all other valid coverage. A claim must be filed with other valid coverage first! This plan does not cover penalties imposed for failure to use providers preferred or designated by the primary coverage.

PHYSICIAN'S SERVICES

- a) **Surgical Care**
 - **Surgeon** - U&C; only one procedure will be allowed (the highest scheduled) when multiple procedures are performed through the same incision or in immediate succession
 - **Assistant Surgeon and Anesthesia Services** - 25% of the surgeon's allowance
- b) **Nonsurgical Care** (includes physiotherapy, 1 visit per day; other than concussion) - U&C, up to \$100 per visit, maximum 10 visits
- c) **Nonsurgical Care for Concussion** (treatment for concussion) - U&C, up to \$1,000

HOSPITAL CARE

- a) **Inpatient Care**
 - **Hospital Semi-private Room** - U&C
 - **Hospital Miscellaneous Services** (includes charges for registered nurse) - U&C
- b) **Outpatient Care**
 - **Facility Charges for Day Surgery and Emergency Room** (does not include physiotherapy) - U&C
 - **Physiotherapy** - U&C, up to \$1,000

Note: Benefits for hospital miscellaneous and outpatient care charges are limited to services not scheduled under Medical Benefits.

RADIOLOGY SERVICES (includes x-ray, MRI, CT Scan, bone scan, and charges for reading) - U&C

DENTAL TREATMENT (in lieu of all other medical benefits, for sound and natural teeth) - U&C, up to \$5,000

AMBULANCE SERVICES (benefit for ground ambulance only) - U&C

ORTHOPEDIC APPLIANCES (when prescribed by a physician for healing; includes charges for durable medical equipment) - U&C, up to \$300

PRESCRIPTION DRUGS (take home) - U&C, up to \$300

REPLACEMENT EYEGLASSES, CONTACT LENSES, HEARING AIDS (when medical treatment is required for covered injury) - U&C, up to \$300

LABORATORY SERVICES (Outpatient) - U&C, up to \$300

SHOTS AND INJECTIONS (Outpatient, in lieu of physician non-surgical care) - U&C, up to \$300

MOTOR VEHICLE INJURY - Same as any Injury, up to \$2,000

The policy contains a provision limiting coverage to usual and customary charges. This limitation may result in additional out-of-pocket expenses for the insured.

ACCIDENTAL DEATH AND DISMEMBERMENT

When injury covered by this policy results in Accidental Death or Dismemberment within 180 days from the date of accident, the following benefits will be payable.

Loss of Life	\$2,500	Single Dismemberment	\$2,500	Double Dismemberment	\$10,000
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I-5676(2023)

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STUDENT ASSURANCE SERVICES, INC.
P.O. BOX 196
STILLWATER MN 55082-0196



IS YOUR CHILD PROTECTED?

EXCLUSIONS - No Benefits Will Be Allowed For:

1. Any sickness, disease, infection (unless caused by an open cut or wound), including but not limited to: aggravation of a congenital condition, blisters, headaches, hernia of any kind, mental or physical infirmity, Osgood-Schlatter disease, osteochondritis, osteochondritis dissecans, osteomyelitis, spondylolysis, slipped femoral capital epiphysis, orthodontics.
2. Injuries for which benefits are payable under Workers' Compensation or Employer's Liability Laws.
3. Any Injury involving a two or three-wheeled motor vehicle or snowmobile or any motorized or engine driven vehicle not designed primarily for use on public streets and highways, unless the insured is participating in an activity sponsored by the Policyholder.

IT IS NOT THE INTENT OF THIS POLICY TO PROVIDE BENEFITS FOR AN EXISTING MEDICAL PROBLEM. A re-injury will be covered if the insured has been treatment free for a period of 180 days prior to the effective date of the policy.

CLAIM PROCEDURE

Filing of the claim is the parent's responsibility.

1. Parents notify the school and obtain a claim form immediately. The school completes Part A of the claim form if it's a school injury.
2. Parents complete Part B of the claim form. Answer all questions.
3. Parents submit copies of the student's itemized bills to the student's family medical or dental coverage first, even if there is a large deductible. The other insurance plan will send a report called an Explanation of Benefits (EOB).

4. Parents send the completed claim form, copies of the student's itemized bills and the EOB to:

STUDENT ASSURANCE SERVICES, INC.

PO BOX 196

STILLWATER MN 55082

5. The claim will be completed when all of the above documents have been provided. For claim questions, contact Student Assurance Services, Inc. at (800) 328-2739.

NOTE: Student must have been treated by a licensed physician within **60 days** of the date of injury. Proof of claim should be submitted within 90 days from the date of accident, or a reasonable time thereafter not to exceed one year. Itemized bills should be submitted within 90 days from the date of treatment or a reasonable time thereafter not to exceed one year. The Company is responsible only for expenses incurred within one year.

EFFECTIVE AND EXPIRATION DATES

Coverage becomes effective on the Master policy effective date; or the first day of authorized interscholastic sports practice; or the first day of the regular school session; or for Full-time coverage at 12:01 AM following the date the envelope containing the enrollment form and premium is postmarked by the U.S. Postal Service. Interscholastic Sports coverage will expire on the last day of the authorized season of the current school year. School-Time and Full-Time coverage will expire the first day of the regular school session next year.

This provides a very brief description of some of the important features of the insurance policy. It is not the insurance policy and does not represent it. A full explanation of benefits, exceptions and limitations is contained in the Group Accident Insurance Policy Form GA-2200Ed.11-16 (and any state specific) and applicable endorsements. This policy is considered term accident insurance and is non-renewable. This product may not be available in all states and is subject to individual state regulations. The Master Policy is issued to the School District/School. A copy of the Privacy Notice may be obtained on the website www.sas-mn.com.

Underwritten by



Ameritas Life Insurance Corp.
Lincoln, Nebraska



Administered by
STUDENT ASSURANCE SERVICES, INC.
P.O. BOX 196
STILLWATER, MINNESOTA 55082

I-5676(2023)

(12)

Enrollment Form for Student Accident Insurance



Ameritas Life Insurance Corp.
Lincoln, Nebraska

☐ **24-HOUR COVERAGE \$95**

One time policy year premium. Make your check payable to and mail to: Student Assurance Services, Inc. P.O. Box 196, Stillwater, MN 55082-0196

Name of Student _____ Age _____ Grade _____
(Please Print)

Address _____ Phone _____
(Street)

City _____ State _____ Zip _____

Name of School _____ Name of District _____

Signature of Parent/Guardian _____ Date _____

GAA-2203Ed.11-16

Attach Premium Check - NO REFUNDS - Premium cannot be prorated

I-5676(2023)(12)

No Home Left Offline

SAVE \$30/MONTH ON HOME INTERNET

The Affordable Connectivity Program (ACP) helps families pay for home internet and connected devices.

Your household may qualify for the [Affordable Connectivity Program \(ACP\)](#). The benefit provides:

- Up to \$30 per month discount for home internet service.
- A one-time discount of up to \$100 on a laptop or tablet.



Get FREE support to sign up.

SCAN ME



Enroll For the ACP Benefit



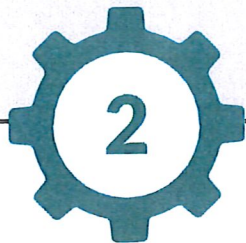
**Education
SUPERHIGHWAY**

Eligible households can now receive up to a \$30 a month discount (\$75/month for households on qualifying Tribal lands) on Internet service. Follow the steps below to take advantage of the Affordable Connectivity Program (ACP) - a federal program to help households affordably connect to the Internet.



CHOOSE HOW TO APPLY

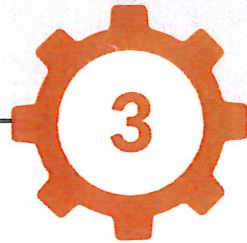
- a) Online at [ACPBenefit.org](https://www.acpbenefit.org) (click "Apply Now")
- b) Paper application [English](#) or [Spanish](#)
- c) Contact participating broadband provider directly



ENTER ID INFORMATION

(Have documents ready)

- a) Name, Birthdate, Address
- b) One of the following:
 - Last 4 digits of SSN
 - Tribal ID Number
 - Driver's License
 - Military ID
 - Passport
 - ITIN
 - Other Government ID



QUALIFY THROUGH A DEPENDENT

- a) Click/check if your dependent participates in one of the eligible programs, including attendance at a Community Eligibility Provision school.
- b) Enter all ID info for your dependent (step 2)



CREATE AN ACCOUNT

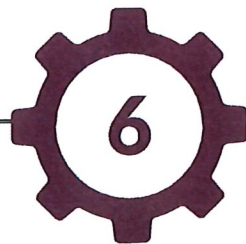
(Online application)

- a) Choose username
 - b) Choose a password
 - c) Enter contact information
- *Make sure your password meets the requirements*



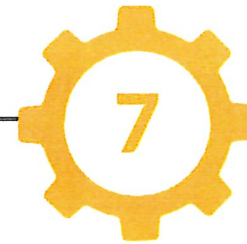
PROGRAM ELIGIBILITY

Choose eligibility: (1) income (200% of federal poverty guidelines), (2) participation in a listed government program, or (3) participation in Lifeline.



UPLOAD/MAIL IN DOCUMENTATION

To show that your household is eligible for the ACP benefit, upload or mail-in any requested documentation to show your participation in the selected qualifying program.



CONTACT INTERNET PROVIDER

Once you receive your verification ID number, use USAC's [Companies Near Me](#) tool to find a provider. Call the provider and choose any plan that is right for you.

For support in signing up for the ACP benefit, scan the QR code below and scroll down to find the contact form.



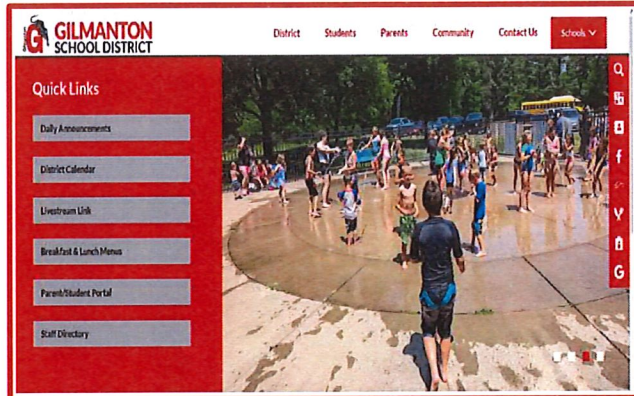
1-2-3 LET'S KEEP IN TOUCH

1. SHARE YOUR EMAIL ADDRESS WITH SCHOOL AND CHECK IT DAILY! We use this as the MAIN way to send information to parents.

We seldom send information via US Mail as deliver times can be over one week.



2. BOOKMARK OUR WEBSITE www.ghs.k12.wi.us



There is also a mobile friendly app →



3. FOLLOW US ON FACEBOOK  [#WeAreGilmanton](https://www.facebook.com/WeAreGilmanton)





Dolly Parton's Imagination Library Registration Form

Preschool Child's FULL Name: _____

Child's Date of Birth: ____/____/____ Sex: M F

Parent/Guardian Phone: _____

Parent/Guardian Name: _____

Parent/Guardian Email (*required to set up registration*): _____

Child's Home Address: _____

Street Address

City

State

Zip

Mailing Address
(If different)

Street Address

City

State

Zip

With my signature, I certify that this child resides in the School District of Gilmanton, WI.

Signature of Parent/Guardian

Mail completed form to: Gilmanton School District, PO Box 28, Gilmanton, WI 54743 or scan and email to: dpfund@qhs.k12.wi.us

For Office Use Only: Date Received _____ Date Enrolled _____

How To Apply for Free and Reduced Price School Meals

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

The application must be filled out completely to determine the eligibility of your child(ren) for free or reduced price school meals. Please follow these instructions in order! Each step of the instructions is the same as the steps on your application. If at any time you are not sure what to do next, please contact Diane Pfund, Gilmanston School District, PO Box 28, Gilmanston, WI 54743, 715-946-3158, dptfund@ghs.k12.wi.us.

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

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

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

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

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

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

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

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

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

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

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

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

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

How do I report my income?

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

3.A. Report income earned by adults

Who should I list here?

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

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

1) List adult household members' names.

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

2) List earnings from work.

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

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

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

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

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

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

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

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

5) List total household size.

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

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

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

3.B List income earned by children

List all income earned or received by children.

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

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

Step 4: Contact information and adult signature

All applications must be signed by an adult member of the household. By signing the application, that household member is promising that all information has been truthfully and completely reported. Before completing this section, please also make sure you have read the statements on the back of the application.

A) Provide your contact information. Write your current mailing address in the fields provided, if this information is available. If you have no permanent address, that is okay. Sharing a phone number, email address, or both is optional, but helps us reach you quickly if we need to contact you.	B) Print and sign your name and write today's date. Print the name of the adult signing the application and that person signs in the box "Signature of adult."	C) Mail completed application to: Gilmanton School District PO Box 28 Gilmanton, WI 54743
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Optional

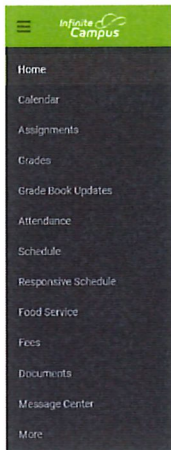
Share children's racial and ethnic identities (optional). On the back of the application, we ask you to share information about your children's race and ethnicity. This field is optional and does not affect your children's eligibility for free or reduced price school meals. This information is requested solely for the purpose of determining the State's compliance with Federal civil rights laws, and your response will not affect consideration of your application, and may be protected by the Privacy Act. By providing this information, you will assist us in assuring that this program is administered in a nondiscriminatory manner.

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

Apply Online!

You may now apply for free or reduced meal benefits online, from the privacy of your home, through the Infinite Campus Parent Portal.

1. Log into the Parent Portal and click on the More link on the left side of the page.



2. Then click the Meal Benefits link.

3. Say YES to e-signature.

not have E-Signature PIN.

The GILMANTON SCHOOL DISTRICT has adopted the use Of electronic signatures for some documents. By registering and creating your e:ectronjc signature PIN you Will be able to appty your signature electronically to some documents the district publishes that require your signature. Registration is easy to complete and takes less than 5 minutes.

Once registered, documents or applications that accept an E-signature may also give you the option to not use your electronic signature and instead print the document, sign, and submit the paper form. Not all documents or applications will require a PIN.

Yes

E-Signature

4. You will need to create a PIN, consisting of 5 characters, (letters, numbers, special characters).

Enter five (5) letters, numbers or special characters (!@#%&^*~+?.,|=), You must have at least one each of two of the types.

click to close

Note: to enter the application you will use your newly created PIN along with your Infinite Campus portal password.

FREQUENTLY ASKED QUESTIONS ABOUT FREE AND REDUCED PRICE SCHOOL MEALS FOR SCHOOL YEAR 2023-24

Dear Parent/Guardian:

Children need healthy meals to learn. Gilmanton School District offers healthy meals every school day. Breakfast costs **\$2.00/\$2.10**; lunch costs **\$2.75/\$2.90**. Your children may qualify for free meals or for reduced price meals. Reduced price is **\$0.30** for breakfast and **\$0.40** for lunch. This packet includes an application for free or reduced price meal benefits, and a set of detailed instructions. Below are some common questions and answers to help you with the application process.

1. WHO CAN GET FREE OR REDUCED PRICE MEALS?

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

FEDERAL ELIGIBILITY INCOME CHART For School Year 2023-2024			
Household size	Yearly (\$)	Monthly (\$)	Weekly (\$)
1	26,973	2,248	519
2	36,482	3,041	702
3	45,991	3,833	885
4	55,500	4,625	1,068
5	65,009	5,418	1,251
6	74,518	6,210	1,434
7	84,027	7,003	1,616
8	93,536	7,795	1,799
Each additional person:	9,509	793	183

2. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY? Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and have not been told your children will get free meals, please call or e-mail **Gilmanton School District, Kory Rud, Homeless Liaison, 715-946-3158, krud@ghs.k12.wi.us.**
3. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD? No. *Use one Free and Reduced Price School Meals Application for all students in your household.* We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to: **Gilmanton School District, Diane Pfund, PO Box 28, Gilmanton, WI 54743, 715-946-3158.**
4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE OR REDUCED PRICE MEALS? Please read the letter you received carefully and follow the instructions. If your letter indicated you qualify for free meals, then no application is needed. If any children in your household were missing from your eligibility notification, contact **Gilmanton School District, Diane Pfund, PO Box 28, Gilmanton, WI 54743, 715-946-3158** immediately. If your household was notified it qualified for reduced price meals, we encourage you to complete an application to potentially qualify for free meals based on household size and income.
5. DO I NEED TO FILL OUT AN APPLICATION IF MY CHILD ATTENDS A COMMUNITY ELIGIBILITY PROVISION (CEP) SCHOOL? If your child attends a school that participates in CEP, receipt of free breakfast and lunch meals does not depend on returning this

application. However, this information is necessary for other programs and may be used to determine if your household is eligible for additional benefits.

6. CAN I APPLY ONLINE? Yes! You are encouraged to complete an online application instead of a paper application if you are able. The online application has the same requirements and will ask you for the same information as the paper application. Visit https://www.ghs.k12.wi.us/district/food_service.cfm to begin or to learn more about the online application process. Contact **Gilmanton School District, Diane Pfund, PO Box 28, Gilmanton, WI 54743, 715-946-3158** if you have any questions about the application process.
7. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE? Yes. Your child's application is only good for that school year and for the first few days of this school year, through **October 12, 2023**, or when a new eligibility is determined. You must submit a new application unless the school told you that your child is eligible for the new school year. If you do not submit a new application that is approved by the school or you have not been notified that your child is eligible for free meals, your child will be charged the full price for meals.
8. I GET WIC. CAN MY CHILDREN GET FREE MEALS? Children in households participating in WIC may be eligible for free or reduced price meals, but it is based on income. Please submit an application.
9. MY CHILD(REN) QUALIFIES FOR BADGERCARE PLUS OR MEDICAID. CAN MY CHILD GET FREE MEALS? Children with BadgerCare Plus, Medicaid, or subsidized insurance may be eligible for free or reduced price meals, but it is based on household income and household size. Please submit an application to determine if your household qualifies.
10. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report.
11. IF I DON'T QUALIFY NOW, MAY I APPLY LATER? Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed or experience a financial hardship may become eligible for free and reduced price meals if the household income drops below the income limit.
12. WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION? You should talk to school officials. You also may ask for a hearing by calling or writing to: **Gilmanton School District, Kory Rud, 715-946-3158, krud@ghs.k12.wi.us.**
13. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN? Yes. You, your children, or other household members do not have to be U.S. citizens to apply for free or reduced price meals.
14. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
15. WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT? Household members may not receive some types of income we ask you to report on the application, or may not receive income at all. Whenever this happens, please write a 0 in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.
16. WE ARE IN THE MILITARY. DO WE REPORT OUR INCOME DIFFERENTLY? Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, it must also be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Do not include any combat pay resulting from deployment as income.
17. WHAT IF THERE IS NOT ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY? List any additional household members on a separate piece of paper and attach it to your application.
18. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for FoodShare or other assistance benefits, contact your local assistance office or call 1-800-362-3002.

If you have other questions or need help, call 715-946-3158.

APPLY ONLINE: https://www.ghs.k12.wi.us/district/food_service.cfm

RETURN TO (School/District Name): Gilmanston

ADDRESS: PO Box 28, Gilmanton, WI 54743

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

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

Child's First Name	M.I.	Child's Last Name	Grade	Foster Child	Migrant	Runaway	Homeless	If you checked any of these boxes, please refer to the Application Instruction's Step 1: Part C & Part D:
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

STEP 2 Do any household members (including you) participate in: FoodShare (SNAP), W-2 Cash Benefits (TANF), or FDIPIR? Badgercare, Medicaid, Pandemic-EBT are not eligible.

☐ NO → Go to STEP 3.

☐ YES → Write case number here and proceed to STEP 4.

PROGRAM NAME:	CASE NUMBER (NOT EBT NUMBER):
Badgercare, Medicaid, Pandemic-EBT are not eligible. Write only one case number in this space.	

STEP 3

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

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

Name of Adult Household Members (First and Last)	How often received?				Earnings from Work	Public Assistance, Child Support, Alimony	How often received?				Pensions, Retirement, Social Security, SSI, VA Benefits, All Other				
	Weekly	Every 2 Weeks	2x/Month	Monthly			Weekly	Every 2 Weeks	2x/Month	Monthly					
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	\$	\$	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	\$	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	\$	\$	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	\$	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	\$	\$	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	\$	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	\$	\$	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	\$	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	\$	\$	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	\$	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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

Check Box if No SSN ☐

B. Child Income

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

Child Income

\$

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

STEP 4

RETURN COMPLETED FORM TO YOUR CHILD'S SCHOOL: Insert school address here

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

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

Return completed form to your child's school.

SOURCES AND EXAMPLES OF INCOME

For additional information on income, please refer to the instructions that accompany this application.

Sources of Income		Examples of Income for Children
Earnings from Work <ul style="list-style-type: none">Salary, wages, cash bonuses, tips, commissionsNet income from self-employment (farm or business) If you are in the U.S. Military: <ul style="list-style-type: none">Basic pay and cash bonuses (do NOT include combat pay, FSSA, or privatized housing allowances)Allowances for off-base housing, food, and clothing	Public Assistance/Alimony/Child Support <ul style="list-style-type: none">Unemployment benefitsWorkers' compensationSupplemental Security Income (SSI)Cash assistance from State or local governmentAlimony paymentsChild support paymentsVeterans benefitsStrike benefits	<ul style="list-style-type: none">A child has a regular full or part-time job where they earn a salary or wages
	Pensions/Retirement/All other sources of income <ul style="list-style-type: none">Social Security/Disability (including railroad retirement and black lung benefits)Private Pensions or disability benefitsIncome from trusts or estatesAnnuitiesInvestment incomeEarned incomeRegular cash payments from outside household	<ul style="list-style-type: none">A child is blind or disabled and receives Social Security benefitsA parent is disabled, retired, or deceased, and their child receives Social Security benefitsA friend or extended family member regularly gives a child spending moneyA child receives regular income from a private pension fund, annuity, or trust

OPTIONAL

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

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

Ethnicity (check one): ☐ Hispanic or Latino (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish Culture or origin, regardless of race) ☐ Not Hispanic or Latino

Race (check one or more): ☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or Other Pacific Islander ☐ White

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

DO NOT FILL OUT

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

Annual Income Conversion: Weekly x 52, Every 2 Weeks x 26, Twice a Month x 24, Monthly x 12. Do not annualize income to determine eligibility unless more than one income frequency is listed.

Total Income	Household size			Categorical Eligibility		Eligibility		
	Weekly	Every 2 Weeks	Twice a Month	Monthly	Annual	Free	Reduced	Denied
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Determining Official's Signature	Date			Confirming Official's Signature		Date		Verifying Official's Signature

Use of Information Statement

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

The contact information below is solely to file a complaint of discrimination

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotype, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

*MAIL: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410

FAX: (833) 256-1665 or (202) 690-7442; or
EMAIL: program.intake@usda.gov

*Do not mail applications to this address, only complaints of discrimination.

Return completed form to your child's school.

This institution is an equal opportunity provider.

**Look for the
highlighted areas and fill out
only what pages pertain to
your child(ren).**

(Not everyone has to fill out every page.)

**PLEASE DO NOT
REMOVE STAPLE**

Return this packet on or before
the first day of school.

SCHOOL DISTRICT OF GILMANTON

Annual Student Contact Information Update

Fill Out One Form
Per Family

Student First Name/Middle Initial/Last Name	Grade	Student Lives With (code description below)							Student Mobile Phone # (if have)
		MF	M	F	S	MS	FS	G	
		MF	M	F	S	MS	FS	G	
		MF	M	F	S	MS	FS	G	
		MF	M	F	S	MS	FS	G	
		MF	M	F	S	MS	FS	G	

Student Lives With Codes- MF: Mother&Father, M: Mother only, F: Father only, S: Shared Custody, MS: Mother&Stepfather,
FS: Father&Stepmother, G: Guardian

Your Household Address _____

Mailing Address (only if different) _____

Email You Use For School Messages _____

	Parent/Guardian to Contact First	Parent/Guardian to Contact Second
First & Last Name		
Best Phone #		
Alternate Phone #		
Work # If Different		
Provide at least one person to Contact Third in the event the school cannot reach either parent/guardian:		
Name	Best Phone #	Alternate Phone #

NEW!

WHO SHOULD RECEIVE THE SNOW DAY MESSAGES and HOW DO YOU WANT TO RECEIVE THEM?		MARK EACH METHOD YOU WANT SENT TO WHOM WITH AN "X"			
Fill in name and number of who wants snow day/emergency messages AND which message type. (List at least 1 parent/guardian)		Text*	Email	Voicemail	Infinite Campus Parent Portal
Name	Phone #				
Name	Phone #				

Note: you can update these contact preferences at any time throughout the year in the Infinite Campus parent portal.

*If you choose text option, message and data rates may apply. Charges are dependent on your service plan, which may include fees from your carrier to send and receive text message.

In case of emergency where parent/guardians cannot be reached, I give the School District of Gilmanton the authority to provide medical emergency services as they feel appropriate.

Parent/Guardian Signature

Date

Gilman School

Student Attendance Expectations

Fill out
one form
per family.

Our student absence rates at Gilman School have been climbing each year for the past several years. Students are being excused by parents to leave school for many different reasons, several students have accumulated absences in excess of the law's limits (see below), and the school has been flexible in the administration of this policy as of the last few years. Because of this, we wanted to remind all parents and students about the attendance policy that schools in Buffalo County are required to follow, and which Gilman School will be monitoring more closely in the coming year:

Excused Reasons Per State Law

- Illness
- Medical/other necessary appointments (with notification by appointment card or clinic note)
- Written statement from medical professional stating that the child is not in proper physical or mental health to attend school
- Legal proceedings/court appearances that require the student's presence (with proper notification)
- To attend a funeral
- College visits or job fairs
- Working as an election day official
- Vacations or other absences such as hunting (with pre-arranged parental notification)
- Religious instruction and/or religious holidays (with proper parental notification)
- Suspension from school

Other Excused Reasons as Determined by School Attendance Officer

- Illness of an immediate family member
- Emergencies beyond the control of the student
- Severe weather conditions, in the guardian's reasonable judgement, are a danger to the welfare of the student
- Quarantine

Unexcused Reasons

- Absence from school for part or all of one or more days without an acceptable excuse
- A student does not show up for their scheduled class period during any virtual learning
- No parental notice has been given (including during any virtual learning)
- Excused absences in excess of the law's limit may be determined as unexcused



Absence Limits Relating to Habitual Truancy

Wisconsin Statute 118.16 allows parents to excuse their child for any reason

- **5 days (part or all of a day) during each semester, with a maximum of 10 days per year (the 5/10 rule).**

All unexcused absences will fall under this rule. Excused absences in excess of the 5/10 rule may be determined as unexcused. *Note: The school is required by law to file truancy with Buffalo County if unexcused absences exceed the limits above.*

HOW TO REPORT STUDENT ABSENCES

Preferred: 1) call the district office prior to or morning of absence at 715-946-3158, option 4 (this is a 24-hour message line, so call at your convenience, even after hours)

Other Methods 2) email office staff: dpfund@ghs.k12.wi.us, bhallock@ghs.k12.wi.us, or asteiner@ghs.k12.wi.us or 3) send a note with your child (for pre-arranged absences only)

Text messages cannot be accepted for reporting absences.



Sign below to acknowledge that you have read the information on this page.

Student Signature	Date	Parent/Guardian Signature	Date

Examples of attendance reasons and how they are coded:

Reason for Absence	Excused/Unexcused Or Exempt	Infinite Campus Code	Attendance Policy Limit	Comments
Student illness/injury	Excused	ILL	12 times per year <i>(times means all or part of a day)</i>	Beyond 12 times may require a doctor's note to excuse
Medical or other appointment, including legal/court	Excused – with medical clinic, etc. note, or If no medical clinic, etc. note, excused under the parent excused 5/10 rule	MED or APT PAR	No limit with medical clinic note 5 times per sem/ 10 times per year	If no note from medical clinic or etc., this absence is coded as one of the parent excused absences that falls under the 5/10 rule
Family vacation	Excused with pre-notification	VAC		Need parent/guardian notification prior to absence
College visit or election day official	Excused with pre-notification	OTH		Need parent/guardian notification prior to absence
Religious instruction and/or religious holiday	Excused with pre-notification	OTH		Need parent/guardian notification prior to absence
Emergency in immediate family	Excused	OTH		Need parent/guardian notification as soon as possible
Special circumstances that show good cause <i>(other appointments, hunting, state tournaments, etc.)</i>	Excused with pre-notification	OTH		Need parent/guardian notification prior to absence
Quarantine	Exempt	HQU	By order of Health Department	Does not count against absence limits.
Parent excused for any reason	Excused <i>(with limits)</i> <i>Use parent excuse reasonably, it doesn't take long to reach the limit</i>	PAR	5 times per semester/ 10 times per year	Time means all or part of a day. Truancy may be filed if absences are in excess of the 5/10 rule.
Unknown absence <i>(including no participation during virtual instruction)</i>	Unexcused	UNEX or VNP	Subject to habitual truancy limit	Missed daily work may or may not be given credit (teacher's discretion). Missed exams may be made up at a time determined by teacher.

Fill out one
form per
family.

BLOCK ALA CARTE ITEMS

All ala carte is blocked until there is a \$10 or more positive family meal account balance. **Parents may choose to have ala carte blocked at all times.** Please indicate if your child(ren) may purchase ala carte items.

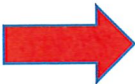
Grades 4K-4 are offered the following ala carte items in the breakfast line:

- Juice (when not included with meal)
- Cinnamon Roll
- Yogurt
- Poptart
- Oatmeal Bar

Grades 5-12 are offered the following ala carte items in the breakfast and/or lunch line:

- Milk (additional carton, or when not eating a meal)
- Juice (when not included with meal)
- Cinnamon Roll/Large Muffin
- Poptart/Rice Krispy Bar/Cinnamon Toast Crunch Bar/Oatmeal Bar
- Fudge Bar (ice cream treat)
- Chips/Funyun Rings/Doritos
- Cookie
- Pudding cups
- Sparkling Fruit Juices

STUDENT NAME(S)	GRADE	MAY PURCHASE ALA CARTE	
		<input type="checkbox"/> YES	<input type="checkbox"/> NO
		<input type="checkbox"/> YES	<input type="checkbox"/> NO
		<input type="checkbox"/> YES	<input type="checkbox"/> NO
		<input type="checkbox"/> YES	<input type="checkbox"/> NO
		<input type="checkbox"/> YES	<input type="checkbox"/> NO



Parent Name (Printed): _____

Parent/Guardian Signature: _____ Date: _____

~ PARENTS AND STUDENTS: PLEASE SIGN, DATE AND RETURN THIS PAGE ~

Fill Out
One Form
Per Family

The Bus Ridership and Internet Acceptable Use Policies are available online at www.ghs.k12.wi.us or by request.

BUS RIDERSHIP POLICY

☐ I have read and understand the School District of Gilmanton Bus Ridership Policy.

INTERNET ACCEPTABLE USE POLICY

☐ I understand and will abide by the terms and conditions set forth in the Gilmanton Schools Acceptable Use Policy. I further understand that any violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and school disciplinary action may be taken as well as any appropriate legal action taken.

☐ As a parent or legal guardian of the below named student(s), I grant permission for my child to access computer networked services including electronic mail and Internet. I have read the Gilmanton School District's Acceptable Use Policy. I understand that this access is for educational purposes. I also recognize that it is impossible for the Gilmanton Schools to eliminate all controversial material and I will not hold the Gilmanton School District responsible for materials acquired on the network. I hereby give permission for my child to access Internet services while at school.

USE OF NAME, PHOTOS AND/OR PUBLICATION OF STUDENT PROJECTS ONLINE

☐ I grant permission for my child's name, photograph, audio, video and/or displays of individual school projects to be published online.

☐ I do not grant permission for my child's name, photograph, audio, video and/or displays of their individual school projects to be published online.



PARENT/STUDENT SIGNATURES FOR ALL ITEMS ON THIS PAGE

Parent/Guardian Name PRINTED

Parent/Guardian Signature

Date



Student Signatures



Fill out
one per
family

Virtual Learning Family Guidelines

The virtual learning guidelines were included in the parent back-to-school email.

Please fill out to indicate that you have read and understand the requirements for your child to participate in virtual learning if there are days that school is closed for a full day.



Student Name(s): _____

Parent Name (Print)

Parent Signature

Date

Computer/Device Checkout Form

Fill out one
form per
family

LOAN OF COMPUTERS AND/OR RELATED EQUIPMENT

Students will be using this equipment at school in their classrooms to complete class assignments and students will be allowed to take devices home at their discretion in grades 4K-12. By signing below, you are acknowledging that you are responsible for any damage done to any school owned devices.

I give my child(ren) permission to sign out technology devices consistent with Board Policy and District curriculum and methodology and agree to accept responsibility, both physical and financial for any and all damage done to any school owned devices checked out to my child for the 2023-2024 school year.



Parent Signature _____ Date _____ Parent Name (Printed) _____

Student Name:	Student Name:	Student Name:	Student Name:
-----For Office Use Only-----			
Device ID#	Device ID#	Device ID#	Device ID#
Device Serial #	Device Serial #	Device Serial #	Device Serial #
Room/Lab	Room/Lab	Room/Lab	Room/Lab
Checked out by/date:	Checked out by/date:	Checked out by/date:	Checked out by/date:
Checked in by/date:	Checked in by/date:	Checked in by/date:	Checked in by/date:


Fill Out
One Per
Family

SCHOOL DISTRICT OF GILMANTON

Annual Student Health Information Update

Student #1 Name:		Student #2 Name:		Student #3 Name:		Student #4 Name:	
Check any of these which your child currently has or has had in the past:							
ADD/ADHD		ADD/ADHD		ADD/ADHD		ADD/ADHD	
Allergies-Seasonal		Allergies-Seasonal		Allergies-Seasonal		Allergies-Seasonal	
Allergies-Mild		Allergies-Mild		Allergies-Mild		Allergies-Mild	
Allergies-Moderate		Allergies-Moderate		Allergies-Moderate		Allergies-Moderate	
Allergies-Food (list)		Allergies-Food (list)		Allergies-Food (list)		Allergies-Food (list)	
Allergies-Other (list)		Allergies-Other (list)		Allergies-Other (list)		Allergies-Other (list)	
Allergies –SEVERE (list)		Allergies –SEVERE (list)		Allergies –SEVERE (list)		Allergies –SEVERE (list)	
Anxiety		Anxiety		Anxiety		Anxiety	
Asthma-Mild		Asthma-Mild		Asthma-Mild		Asthma-Mild	
Asthma-Moderate		Asthma-Moderate		Asthma-Moderate		Asthma-Moderate	
Blood Disorder		Blood Disorder		Blood Disorder		Blood Disorder	
Bleeding Disorder		Bleeding Disorder		Bleeding Disorder		Bleeding Disorder	
Bowel/Bladder		Bowel/Bladder		Bowel/Bladder		Bowel/Bladder	
Cancer		Cancer		Cancer		Cancer	
Cerebral Palsy		Cerebral Palsy		Cerebral Palsy		Cerebral Palsy	
Dental Problems		Dental Problems		Dental Problems		Dental Problems	
Depression		Depression		Depression		Depression	
Diabetes Type 1		Diabetes Type 1		Diabetes Type 1		Diabetes Type 1	
Diabetes Type 2		Diabetes Type 2		Diabetes Type 2		Diabetes Type 2	
Dietary Restrictions (explain)		Dietary Restrictions (explain)		Dietary Restrictions (explain)		Dietary Restrictions (explain)	
Epi-Pen		Epi-Pen		Epi-Pen		Epi-Pen	
Head Injury/Concussion		Head Injury/Concussion		Head Injury/Concussion		Head Injury/Concussion	
Hearing Problems		Hearing Problems		Hearing Problems		Hearing Problems	
Heart Problems		Heart Problems		Heart Problems		Heart Problems	
Inhaler (currently uses)		Inhaler (currently uses)		Inhaler (currently uses)		Inhaler (currently uses)	
Migraines		Migraines		Migraines		Migraines	
Orthopedic/Bone		Orthopedic/Bone		Orthopedic/Bone		Orthopedic/Bone	
Seizures		Seizures		Seizures		Seizures	
Serious Injury		Serious Injury		Serious Injury		Serious Injury	
Social/Emotional/Behavioral		Social/Emotional/Behavioral		Social/Emotional/Behavioral		Social/Emotional/Behavioral	
Special Needs		Special Needs		Special Needs		Special Needs	
Speech Concerns		Speech Concerns		Speech Concerns		Speech Concerns	
Vision Concerns		Vision Concerns		Vision Concerns		Vision Concerns	
Wears Glasses		Wears Glasses		Wears Glasses		Wears Glasses	
Other Concerns		Other Concerns		Other Concerns		Other Concerns	

Please explain any of the above conditions (attach page if necessary) _____

 Parent/Guardian signature gives permission to share this health information with school staff as needed for safety at school, on field trips, and other school activities.

Parent/Guardian Signature

Date

BUS DROP-OFF GUIDELINES – This form only for 5K through 4th Grade

I. DROP-OFF PROCEDURE FOR 4K STUDENTS

Bus drivers need to see that a parent, guardian, older sibling, or another responsible person is present at the residence when dropping off 4K students from school. For the safety of the child, if the bus driver has reason to believe no one is home, the bus driver will attempt to contact the parent or guardian. If no contact is made, the bus driver may opt to leave the child on the bus and continue with their route, to return to the residence later in the route to drop off the child. The school does not support this pattern of no parent, guardian, older sibling, or another responsible person at home and may be in contact with individual families if this becomes a frequent occurrence.

II. DROP-OFF PROCEDURE FOR 5K-4TH GRADE STUDENTS

For elementary students in grades 5K-4, it is suggested that there be a parent, guardian, older sibling, or another responsible person at the residence when the child(ren) are dropped off. If it appears that no one is home and no contact is made with the parent/guardian, the bus driver may opt to leave the child on the bus and continue with their route, to return to the residence later in the route to drop off the child(ren). The school does not support this pattern of no parent, guardian, older sibling, or another responsible person at home and may be in contact with individual families if this becomes a frequent occurrence. *Note: Families can submit signed permission to the district office to always let their 5K-4th grade child(ren) off the bus at their home/destination.*

III. DROP-OFF PROCEDURE FOR 5TH – 12TH GRADE STUDENTS

Students in grades 5-12 will be dropped off at home.

5K-4th Grade Parents: I give the school permission to drop off my student at home, even if no parent/guardian, older sibling, or another responsible person is present at the residence. ☐ Yes ☐ No



Parent/Guardian Name PRINTED

Parent/Guardian Signature

Date

Gilmanton School District Census

Fill out only if you have children 0-3 years of age (as of today)

residing in your home

Full, legal names of children, please. List oldest to youngest.

First Name	Middle Initial	Last Name	Date of Birth	Male	Female

Parents or Guardians (list only those living in household)

Circle One:

Father's Name _____ Father Stepfather Guardian

Mother's Name _____ Mother Stepfather Guardian

Address _____

Phone _____

Will your children attend school at Gilmanton? [☐] Yes [☐] No

If no, where will they attend school? _____

Why do we do take a census?

Our school receives funding for our library based on how many children live in our district, even if they do not attend school at Gilmanton.

What will we do with information you provide?

We update our list of children that reside in the district and report this number on our census report to the Department of Public Instruction. No names are reported. We also update our mailing list so that you can receive any mailings related to the school district. For those parents who will send their children to school at Gilmanton, we use the information you provide to generate a list of upcoming preschool and kindergarten classes.

How should you participate?

Fill out this census form and return to the school.

~ **THIS PAGE FOR ALL MS/HS STUDENTS** ~

The Student Activities Code was mailed home in the Annual Notice Newsletter.

This form must be signed by the parent/guardian and student before participating in any extracurricular club or sport. An acknowledgement sheet must be signed every year while a student is enrolled at the Gilmanton MS/HS.

Gilmanton School District - Student Activities Code

I have read the Gilmanton MS/HS rules and activities code policy adopted by the Administration, Coaches, and Board of Education. I accept these rules and agree to abide by them and any or all rules set by the Dairyland Conference and the W.I.A.A.

I fully understand and accept the responsibilities of participating in extracurricular activities and representing the School District of Gilmanton and will strive to uphold the required standards.



Student Signature	Date	Parent/Guardian Signature	Date

~ THIS PAGE ONLY FOR MS/HS STUDENTS PLAYING SPORTS ~

IF YOU **DO NOT** NEED A PHYSICAL THIS YEAR,
YOU MUST FILL OUT THIS FORM
BEFORE YOU CAN PARTICIPATE IN SPORTS PRACTICE OR GAMES.

IF YOU **HAD** A PHYSICAL THIS YEAR,
YOU DO NOT NEED TO FILL OUT THIS FORM.

CALL THE HIGH SCHOOL OFFICE AT 715-946-3158
IF YOU ARE NOT SURE IF YOU NEED A PHYSICAL THIS YEAR.

ALTERNATE YEAR ATHLETIC PERMISSION



Student Name _____	Physical Date _____
Student Name _____	Physical Date _____
Student Name _____	Physical Date _____
Student Name _____	Physical Date _____

I hereby give my permission for the above named student to practice and compete and represent the school in WIAA approved sports.

I also attest to the fact that the above named student has had no injury or illness serious enough to warrant a medical evaluation prior to participating this school year.

I further grant permission for any medical records pertaining to the health of the above named student be made available as necessary to the proper school district personnel and appropriate health care providers, including emergency medical personnel.

It is recommended that the information regarding your child's allergies and prescribed medication be made available.

Parent: If there is any question that this student may not be qualified for athletic competition without, at least, a partial re-evaluation, contact your medical advisor before signing this form.



Parent/Guardian Signature _____ Date _____

Annual Notices

School District of Gilmanton

State and Federal Annual Notice Requirements

In preparation for the start of the school year, the following annual notices are provided as required by law. Please take a few moments to review the details of the various notices. Many of these notices, as well as others, are available on our school website: www.ghs.k12.wi.us.

Asbestos Notification

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

Indoor Environmental Quality Management Plan

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

Homeless Children and Youth

The McKinney-Vento Act defines homeless children and youth as:

Children and youth who lack a fixed, regular, and adequate nighttime residence, and includes children and youth who are:

- Sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason;
- Living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations;
- Living in emergency or transitional shelters;
- Abandoned in hospitals;
- Living in a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
- Living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- Migratory children who qualify as homeless because the children are living in circumstances described above

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

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

Please contact Kory Rud, homeless liaison for the Gilmanton School District, at (715) 946-3158 or krud@ghs.k12.wi.us for additional information about the rights and services described above.

Notice to All Parents

As a parent in the School District of Gilmanton, you have the right to know the professional qualifications of the classroom teachers that instruct your child. The federal No Child Left Behind law allows you to request specific information about your child's classroom teachers and requires that your school respond to your request in a timely manner. You have the right to ask for the following information in regard to your child's teachers:

- Whether the Wisconsin Department of Public Instruction has licensed or qualified the teacher for the grades and subject he or she teaches.
- Whether the Wisconsin Department of Public Instruction has decided that the teacher can teach in a classroom without being licensed or qualified under state regulations, because of special circumstances.
- The teacher's college major; whether the teacher has advanced degrees and, if so, the subject of the degrees.
- Whether any teacher's assistants or similar paraprofessionals provide services to your child and, if they do, their qualifications.

If you would like to receive any of this information, please contact Kory Rud at 715/946-3158 or krud@ghs.k12.wi.us

The School District of Gilmanton does not discriminate on the basis of race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex (including gender status, change of sex or gender identity), or physical, mental, emotional or learning disability ("Protected Classes") in any of its student programs and activities.

ANNUAL NOTICE OF SPECIAL EDUCATION REFERRAL AND EVALUATION PROCEDURES

Upon request, the School District of Gilmanton is required to evaluate a child for eligibility for special education services. A request for evaluation is known as a referral. When the district receives a referral, the district will appoint an Individualized Education Program (IEP) team to determine if the child has a disability, and if the child needs special education services. The district locates, identifies, and evaluates all children with disabilities who are enrolled by their parents in private (including religious) schools, elementary schools and secondary schools located in the school district.

A physician, nurse, psychologist, social worker, or administrator of a social agency who reasonably believes a child brought to him or her for services is a child with a disability has a legal duty to refer the child, including a homeless child, to the school district in which the child resides. Before referring the child, the person making the referral must inform the child's parent that the referral will be made. Others, including parents, who reasonably believe a child is a child with a disability may also refer the child, including a homeless child, to the school district in which the child resides.

Referrals must be in writing and include the reason why the person believes the child is a child with a disability. A referral may be made by contacting Alan McCutcheon, School Psychologist, School District of Gilmanton, at 715/946-3158, or by writing at P.O. Box 28, Gilmanton, WI 54743.

SPECIAL ED PLAN (SEP) AVAILABLE

The state law regarding special education gives school districts flexibility to appropriately address local needs and requires public disclosure regarding local special education delivery systems and student outcomes. The law also encourages parent participation in the local decision making process. This local process is described in the Special Education Plan (SEP).

State law specifies the elements that must be addressed in the SEP, including student and special education program data. State law also requires the district to develop a plan to address any needs identified by a local evaluation of data.

The local educational agency (LEA) special education plan consists of three parts. Part I includes the information drawn from other DPI data reports; Part II is the LEA's service delivery plan; and Part III is the federal Individuals with Disabilities Education Act (IDEA) flow through and discretionary grants application section.

Our SEP is available to parents and other interested people. Contact the district office for more information on obtaining a copy.

SPECIAL EDUCATION SERVICES

The School District of Gilmanton provides special education services to students who qualify. Under section 115.777(1)(a) of the state statutes, persons required to make referrals based on student observation include physicians, nurses, social workers and administrators of social service agencies. School personnel as well as parents may also request a referral on behalf of a child. To obtain information on the policy or to request a referral, please contact the Superintendent.

PARENT/STUDENT RIGHTS UNDER SECTION 504

The following is a description of the rights granted by federal law to students with handicaps. The intent of the law is to keep you fully informed concerning decisions about your child and to inform you of your rights if you disagree with any of the decisions.

You have the right ...

- To have your child take part in and receive benefits from public education programs without discrimination because of his/her handicapping conditions;
- To have the school district advise you of your rights under federal law;
- To receive notice with respect to identification, evaluation or placement of your child;
- To have your child receive a free appropriate public education. This includes the right to be educated with non-handicapped students to the maximum extent appropriate. It also includes the right to have the school district make reasonable accommodations to allow your child an equal opportunity to participate in school and school-related activities;
- To have your child educated in facilities and receive services comparable to those provided non-handicapped students;
- To have your child receive special education and related services if found to be eligible under the Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act;
- To have evaluation, educational and placement decisions made based upon a variety of information sources, and by persons who know your child, the evaluation data, and placement options;
- To have transportation provided to and from an alternative placement setting at no greater cost to you than would be incurred if your child were placed in a program operated by the district;
- To have your child be given an equal opportunity to participate in non-academic and extra-curricular activities offered by the district;
- To examine all relevant records relating to decisions regarding your child's identification, evaluation, educational program and placement;
- To obtain copies of educational records at a reasonable cost unless the fee would effectively deny you access to the records;
- A response from the school district to reasonable requests for explanations and interpretations of your child's records;
- To request amendment of your child's educational records if there is reasonable cause to believe that they are inaccurate, misleading, or otherwise in violation of the privacy rights of your child. If the school district refuses this request for amendment, it shall notify you within a reasonable time, and advise you of the right to a hearing;
- To request mediation or an impartial due process hearing related to decisions or actions regarding your child's identification, evaluation, or placement. You and your child may take part in the hearing and have an attorney represent you;
- To ask for payment of reasonable attorney fees if you are successful on your claim;
- To file a local grievance in accordance with the district's 504 grievance procedure;
- To appeal to the Office of Civil Rights. (Office for Civil Rights (OCR), US DOE, 300 South Wacker Drive, 8th Floor, Chicago, IL 60606, 800-421-3481).

The Family Educational Rights and Privacy Act (FERPA), the Individuals with Disabilities Education Act (IDEA), and section 118.125, Wisconsin Statutes, afford parents and students over 18 years of age ("eligible students") the following rights with respect to education records:

- **The right to inspect and review the student's education records within 45 days of receipt of the request.** Parents or eligible students should submit to the school principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected. The school district will comply with the request without unnecessary delay and before any meeting about an individualized education program, or any due process hearing, and in no case more than 45 days after the request has been made. If any record includes information on more than one child, the parents of those children have the right to inspect and review only the information about their child or to be informed of that specific information. Upon request, the school district will give a parent or eligible student a copy of the progress records and a copy of the behavioral records. Upon request, the school district will give the parent or eligible student a list of the types and locations of education records collected, maintained, or used by the district for special education. The school district will respond to reasonable requests for explanations and interpretations of the records. A representative of the parent may inspect and review the records.
- **The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate or misleading.** Parents or eligible students may ask the school district to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the district decides not to amend the record, the district will notify the parent or eligible student of the decision and the right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- **The right to consent to disclosures of personally identifiable information in the student's education records, except to the extent that federal and state law authorize disclosure without consent.** The exceptions are stated in 34 CFR 99.31, Family Educational Rights and Privacy Act regulations; Sec. 9528, PL107-110, No Child Left Behind Act of 2001; and section 118.125(2)(a) to (m) and sub. (2m), Wisconsin Statutes. One exception that permits disclosure without consent is disclosures to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. Also the district discloses "directory data" without consent, unless the parent notifies the district that it may not be released without prior parental consent.
- **The right to file a complaint with the U. S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.** The name and address of the Office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, DC 20202-4605.

The school district maintains several classes of pupil records.

- **"Progress records"** include grades, courses the child has taken, the child's attendance record, immunization records, required lead screening records, and records of school extra-curricular activities. Progress records must be maintained for at least five years after the child ceases to be enrolled.
- **"Behavioral records"** include such records as psychological tests, personality evaluations, records of conversations, written statements relating specifically to the pupil's behavior, tests relating specifically to achievement or measurement of ability, physical health records other than immunization and lead screening records, law enforcement officers' records, and other pupil records that are not "progress records." Law enforcement officers' records are maintained separately from other pupil records. Behavioral records may be maintained for no longer than one year after the child graduates or otherwise ceases to be enrolled, unless the parent specifies in writing that the records may be maintained for a longer period of time. The school district informs parents when pupil records are no longer needed to provide special education. At the request of the child's parents, the school district destroys the information that is no longer needed.
- **"Directory data"** includes the student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, photographs, degrees and awards received, and the name of the school most recently previously attended by the student.
- **"Pupil physical health records"** include basic health information about a pupil, including the pupil's immunization records, an emergency medical card, a log of first aid and medicine administered to the pupil, an athletic permit card, a record concerning the pupil's ability to participate in an education program, any required lead screening records, the results of any routine screening test, such as for hearing, vision or scoliosis, and any follow-up to the test, and any other basic health information, as determined by the state superintendent. Any pupil record relating to a pupil's physical health that is not a pupil physical health record is treated as a patient health care record under sections 146.81 to 146.84, Wisconsin Statutes. Any pupil record concerning HIV testing is treated as provided under section 252.15, Wisconsin Statutes.

CONFIDENTIALITY OF PERSONALLY IDENTIFIABLE INFORMATION OBTAINED THROUGH CHILD FIND ACTIVITIES

The School District of Gilmanton 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 Day**. This notice informs parents of the records the school district will develop and maintain as part of its child find activities. This notice also informs parents of their rights regarding any records developed.

The school district gathers personally identifiable information on any child who participates in child find activities. Parents, teachers, and other professionals provide information to the school related to the child's academic performance, behavior, and health. This information is used to determine whether the child needs special education services. Personally identifiable information directly related to a child and maintained by the school is a pupil record. Pupil records include records maintained in any way including, but not limited to, computer storage media, video and audiotape, film, and microfilm. Records maintained for personal use by a teacher and not available to others and records available only to persons involved in the psychological treatment of a child are **not** pupil records.

In accordance with Federal and State law, the Board shall release the names, addresses, District assigned e-mail addresses, and telephone listings of secondary students to a recruiting officer for any branch of the United States Armed Forces or an institution of higher education who requests such information. A secondary school student or parent of the student may request in writing that the information not be released without the prior consent of the parent(s)/eligible student.

EDUCATION OPTIONS

This is an annual requirement of WI Act 55. Children that reside within the boundaries of the Gilmanton School District have a variety of educational options. Their options include all educational programming sponsored by the district, attendance at private schools participating in the Wisconsin Private School Choice Program, virtual schools sponsored by the district or other districts in the state of Wisconsin, full-time open enrollment to other Wisconsin public school districts, dual enrollment (Early College Credit and Start College Now), Youth Apprenticeship, and home-based private educational programs.

ACADEMIC AND CAREER PLANNING SERVICES

Academic and Career Planning, or ACP, is a student-driven, adult-supported process in which students create and cultivate their own unique and information-based visions for post-secondary success, obtained through self-exploration, career exploration, and the development of career management and planning skills. Students in the Gilmanton School District utilize Xello software to engage in career exploration, planning and preparation.

CAREER AND TECHNICAL EDUCATION NONDISCRIMINATION

The mission of career and technical education is to provide an opportunity for students to develop the knowledge needed for success in employment, to build foundations for further education, and to acquire independent living skills. The District's curriculum will provide every student with the opportunity to participate in learning experiences, explore potential careers and, when appropriate, acquire the occupational skills necessary for the transition from school to the world of work. The programs are available to students without regard to race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex (including gender status, change of sex or gender identity), or physical, mental, emotional, or learning disability ("Protected Classes").

EDUCATION STANDARDS

Common Core Standards (CCS)

K-12 English/Language Arts

K-12 Mathematics

Next Generation Science Standards (NGSS)

K-12 Science

Wisconsin Model Academic Standards

K-12 Social Studies

Art Education

Health and Physical Education

Personal Finance

Spanish (World Language)

Technology Education

School Counseling

Wisconsin Standards for Business and Information Technology and Wisconsin Standards for Marketing, Management, and Entrepreneurship

Business Education

National Core Music Standards

Music Education

RIGHT TO INSPECT INSTRUCTIONAL MATERIALS

Parents have the right to inspect, upon request, any instructional material used as part of the educational curriculum of the student. The parent will have access to the instructional material within a reasonable period of time after the request is received by the building principal. The term instructional material means instructional content that is provided to a student, regardless of its format, including printed and representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or assessments.

SCHOOL ACCOUNTABILITY REPORT: Gilmanton School District

<https://apps2.dpi.wi.gov/reportcards> Select "Gilmanton"

<u>Overall Accountability Ratings</u>	<u>Score</u>
Significantly Exceeds Expectations	83-100
Exceeds Expectations	73-82.9
Meets Expectations	63-72.9
Meets Few Expectations	53-62.9
Fails to Meet Expectations	0-52.9

The most recent ranking level (2021-2022 school year) assigned to the Gilmanton School District is 65.7—Meets Expectations.

SPECIAL NEEDS SCHOLARSHIP PROGRAM

Please visit the following site to review information on eligibility and availability of the Special Needs Scholarship Program provided by Wisconsin Statutes: <http://dpi.wi.gov/sms/special-needs-scholarship>

STUDENT NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATION OPPORTUNITY

The Gilmanton School District has an adopted policy in the area of student nondiscrimination. This is Policy 2260—Nondiscrimination and Access to Equal Educational Opportunity. To view the full policy, please visit the District website: ghs.k12.wi.us/district/board-policies.cfm Select BoardDocs®

Students, parents and all other members of the School District community are encouraged to promptly report suspected violations of this policy to a teacher or administrator. Any teacher or administrator who receives such a complaint shall file it with the District's Compliance Officer:

Title IX Complaint Coordinators/District Compliance Officers (hereinafter referred to as the "COs")

The Board designates the following individual to serve as the District's CO:

Jay Hebert

715-946-3158

PO Box 28

Gilmanton, WI 54743

jhebert@ghs.k12.wi.us

Food Services (Policy 8500)

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

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

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

The food-service program shall comply with Federal and State regulations pertaining to the selection, preparation, delivery, consumption, and disposal of food and beverages, including but not limited to the current USDA's school meal pattern requirements and the USDA Smart Snacks in School nutrition standards, as well as to the fiscal management of the program. Further, the food-service program shall comply with Federal and State regulations pertaining to the fiscal management of the program as well as the requirements pertaining to food service hiring and food service manager/operator licensure and certification. In addition, as required by law, a food safety program based on the principles of the Hazard Analysis and Critical Control Point (HACCP) system shall be implemented with the intent of preventing food-borne illnesses. For added safety and security, access to the facility and the food stored and prepared therein shall be limited to food service staff and other authorized persons.

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

1. Consider the nutritional value of each food or beverage;
2. Consult and incorporate to the maximum extent possible the dietary guidelines for Americans jointly developed by the United States Department of Agriculture (USDA) and the United States Department of Health and Human Services; and
3. Consult and incorporate the USDA Smart Snacks in School nutrition guidelines.

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

Dietary Modifications

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

A request for substitutions to the standard meal requirements shall be made, at no additional charge, for students for whom a health care provider with prescriptive authority in the State of Wisconsin has provided medical certification that the student's medical condition necessitates dietary restrictions for the student. The individual making such a request of the Food Service Director shall be informed that medical certification that the student has a restricted diet, in accordance with the criteria set forth in 7 C.F.R. Part 15b., must be submitted within thirty (30) school days from a health care provider with prescriptive authority in the State of Wisconsin or the dietary modification may be discontinued until such statement is received.

The medical certification must identify:

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

Meal Charges

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

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

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

Bad Debt

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

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

Negative Account Balances

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

Food Services (Policy 8500) continued

Students may be permitted to accumulate a negative food service account balance as determined by the District Administrator. The District Administrator shall determine the manner of determining permissible account balances by grade level. A student shall not be permitted to purchase a la carte items without sufficient account balance or cash on hand.

If a student has a significant negative lunch balance, they shall be provided a regular reimbursable meal that follows the USDA meal pattern, the cost of which shall continue to accrue to a negative lunch account balance.

This policy and any implementing guidelines shall be provided in writing to all households at the start of each school year and to households transferring to the school or School District during the school year. The policy and implementing guidelines will also be provided to all District staff with responsibility for enforcing the policies. The policy and guidelines will be posted on the District website.

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

No foods or beverages, other than those associated with the District's food-service program, are to be sold during food-service hours.

The District's food service program shall serve only food items and beverages determined by the Food Service Department to be in compliance with the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition guidelines. Any competitive food items and beverages that are available for sale to students a la carte in the dining area between midnight and thirty (30) minutes following the end of the school day shall also comply with the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition guidelines. Foods and beverages unassociated with the food-service program may be vended in accordance with the rules and regulations set forth in Board Policy 8540.

The District Administrator will require that the food service program serve foods in the schools of the District that are wholesome and nutritious and reinforce the concepts taught in the classroom.

The District Administrator is responsible for implementing the food service program in accordance with the adopted nutrition standards and shall provide a report regarding the District's compliance with the standards at one of its regular meetings annually.

Nondiscrimination Statement

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

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

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

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

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

This institution is an equal opportunity provider.

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

Wellness Policy (Policy 8510)

In compliance with Federal requirements, this is notice that the Gilmanton School District has a Wellness Policy. The policy can be found on the school's website: ghs.k12.wi.us/district/board-policies.cfm then click the link to BoardDocs®.

Student Handbooks,
Policies, etc. can all be
found on the District
website:

www.ghs.k12.wi.us

DEBIT CARD DONATIONS

Alliance Bank and CCF Bank each offer
a debit card program to their customers
that can be used to earn money for our school!

IT'S EASY!

Check with your bank to find out more about how you can
donate to Gilmanton Schools through this program.