



### Important Dates:

School Starts Tuesday,  
September 3rd

- ◆ Fall Sports First Day Practice Dates: (see Page 5)
- ◆ K-4 Reading Assessments: August 20th & 21st (see Page 2)
- ◆ Koenig Teacher Assignments Posted on August 20th
- ◆ Koenig/Magee Open House: August 27th from 5:30 - 6:30 p.m.
- ◆ Kickoff to Clarke (5th Grade Only) August 22nd from 4:00 - 6:30 p.m.
- ◆ L.B. Clarke Back-to-School Conferences: August 26th & 27th (See Page 3)
- ◆ Online Registration begins August 12th
- ◆ TRHS Open House: August 28th: Freshmen from 5:30 - 6:00 p.m. Dinner for all TRHS students at 6:00 and Open House for all TRHS students from 6:45 - 7:00 p.m.

You can find us on  
[www.trschools.k12.wi.us](http://www.trschools.k12.wi.us)



# Two Rivers Public School District

Volume 1, Issue 1

August, 2019



The 2019-2020 school year is knocking on our door. We are excited to welcome our students back into our classrooms. This has been a very busy summer for the Two Rivers Public School District. Our teacher teams have been working throughout the summer to plan and prepare the best learning environment for our students. I am so proud of our entire district team and their professionalism and dedication in meeting the needs of our educational community. We will be ready for the first day of school.

Our official first day of school is Tuesday, September 3rd, the day after Labor Day. This is a perfect time to start school, right after our final festival along the beautiful shores of Lake Michigan - Kite Fest 2019. It's a wonderful event to celebrate the beautiful area that we are fortunate to call home.

The new year brings changes. The first one, and one that has a direct effect on middle school and high school families, is that we are a one-to-one Chromebook district for students in grades 5-12. This one-to-one technology supports our students with a universal tool for learning, research, collaboration, and production. One-to-one computing ensures that all students have the skills and confidence to integrate technology into their future. The requirements and expectations of technology use have changed to match this implementation. Parents at L.B. Clarke and TRHS will see an increase in the material fee to \$50.00 per student with a cap of \$100 per family. This fee may be paid at registration, or parents may make monthly payments to be paid in full by the end of first semester, January 20, 2020.

Another change that will be implemented in our district is Two Rivers Bus Company will be incorporating Bus Boss software to improve our transportation management system and increase a seamless implementation to ensure that every child gets home safely. Parents must request bus pick up for each child needing bus transportation when you register your child/children.

As your District Administrator, I am looking forward to working together with you to best meet the needs of our children. Your cooperation and communication are integral to the success of all. Please go to the source to find accurate information. Second hand information can be inaccurate. If you have any questions throughout the year, do not hesitate to contact me at 793-4560, or you may email me at [lisa.quistorf@trschools.k12.wi.us](mailto:lisa.quistorf@trschools.k12.wi.us).

The Two Rivers Public School District celebrates Kids at Hope and is committed to guiding every child to reach his/her fullest potential. No Exceptions. We are TR!

*Lisa Quistorf*, District Administrator

### News from Koenig and Magee

Beginning Monday, August 19th, new students may register Monday through Friday from 8:00 a.m. to 4:00 p.m. at Koenig and Magee Elementary School Offices. Koenig is located at 1114 Lowell Street, while Magee is located at the corner of Glenwood Street and 36th Street. If you would like to register your child before that date, you can go to the District Office located at 4521 Lincoln Avenue, and complete the registration forms, or call 793-4560 and

registration papers will be mailed to you.

At Magee, classroom teacher assignments were sent home with students at the end of the 2018-2019 school year. Kindergarten teacher assignments were mailed to kindergarten families. If parents are unaware of their child's teacher, please contact the school. At Koenig, classroom teacher assignments will be posted on August 20th. Open House for both schools is

scheduled for Tuesday, August 27th, from 5:30 – 6:30 p.m., where students will have the opportunity to meet their teacher and bring in school supplies, etc. The first day of school is Tuesday, September 3rd. The school day will begin at 8:00 a.m. and end at 3:00 p.m. Please call the school office at 794-7522 (Koenig) or 793-1118 (Magee) if you have any questions regarding the new school year.

### 4K Program

Students who will be age 4 by September 1, 2019, are eligible to enroll in the 4-Year-Old Kindergarten program. Our 4K program runs three hours a day for four days a week. Community-based sites, along with school sites, offer a great opportunity for our 4-year-old learners. Please contact Jodyne Pagel at 793-4560 to register your child.

### K-4 Summer Reading Assessments

If you have not called to schedule your child's summer reading assessment, please call your school office on Monday, August 19th to schedule a time to meet with the classroom teacher. The schedule is listed below:

#### Koenig (Grades K & 4 Only)

**August 20th: 12:00 p.m. - 6:00 p.m. & August 21st: 8:00 a.m. - 11:00 a.m.**

#### Magee

**August 20th: 12:00 p.m. - 6:00 p.m. & August 21st: 8:00 a.m. - 11:00 a.m.**

*Parent/Teacher Conferences for Koenig and Magee  
will be on November 11th and 12th and April 6th and 7th.*

### Student Immunization Law – AGE/GRADE Requirements

The following are the minimum required immunizations for each age/grade level. It is not a recommended immunization schedule for infants and preschoolers. For that schedule, contact your doctor or local health department.

| AGE/GRADE                       | NUMBER OF DOSES               |                      |                      |                    |                    |                    |
|---------------------------------|-------------------------------|----------------------|----------------------|--------------------|--------------------|--------------------|
| Pre K (2 years through 4 years) | 4 DTP/DTaP/DT <sup>2</sup>    | 3 Polio              | 3 Hep B              | 1 MMR <sup>5</sup> | 1 Var <sup>6</sup> |                    |
| Grades K through 5              | 4 DTP/DTaP/DT <sup>1,2</sup>  | 4 Polio <sup>4</sup> | 3 Hep B              | 2 MMR <sup>5</sup> | 2 Var <sup>6</sup> |                    |
| Grades 6 through 12             | 4 DTP/DTaP/DT/Td <sup>2</sup> | 1 Tdap <sup>3</sup>  | 4 Polio <sup>4</sup> | 3 Hep B            | 2 MMR <sup>5</sup> | 2 Var <sup>6</sup> |

1. DTP/DTaP/DT vaccine for children **entering Kindergarten**: Your child must have received one dose after the 4<sup>th</sup> birthday (either the 3<sup>rd</sup>, 4<sup>th</sup>, or 5<sup>th</sup> dose) to be compliant. (Note: a dose 4 days or less before the 4<sup>th</sup> birthday is also acceptable.)
2. DTP/DTaP/DT/Td vaccine for all students **Pre K through 12**: Four doses are required. However, if your child received the 3<sup>rd</sup> dose after the 4<sup>th</sup> birthday, further doses are not required. (Note: a dose 4 days or less before the 4<sup>th</sup> birthday is also acceptable.)
3. Tdap means adolescent tetanus, diphtheria and acellular pertussis vaccine. If your child received a dose of a tetanus-containing vaccine, such as Td, within 5 years of entering the grade in which Tdap is required, your child is compliant and a dose of Tdap vaccine is not required.
4. Polio vaccine for students entering grades **Kindergarten through 12**: Four doses are required. However, if your child received the 3<sup>rd</sup> dose after the 4<sup>th</sup> birthday, further doses are not required. (Note: a dose 4 days or less before the 4<sup>th</sup> birthday is also acceptable.)
5. The first dose of MMR vaccine must have been received on or after the first birthday. (Note: a dose 4 days or less before the 1<sup>st</sup> birthday is also acceptable.)
6. Var means Varicella (chickenpox) vaccine. A history of chickenpox disease is also acceptable.

*Public health authorities recommend that teenagers and college-bound students be immunized against a potentially fatal bacterial infection called **meningococcal disease**, a type of meningitis. Please contact the school nurse, your child's physician, or the Manitowoc County Health Department if you have any questions about the infection or immunizations available.*

## L.B. Clarke Prepares for 2019-2020 School Year

### ***Registration Week: August 12th-16th***

Online registration for students attending L.B. Clarke Middle School will begin the week of August 12th. Parents of students in grades 5-8 may register on the 12th. Registration and athletic fees can be paid online through the registration process. This may be done at home or on any computer with internet access. If you need assistance, or would like to come in to register, we will have staff available in the L.B. Clarke office to assist you on or after the following days:

- 5th Grade: Monday, August 12th
- 6th Grade: Tuesday, August 13th
- 7th Grade: Wednesday, August 14th
- 8th Grade: Thursday, August 15th

***Once you have completed the registration process, your child's schedule will be available online in Skyward Family Access. We will not hand out schedules on registration days.***

### ***5th Grade Kickoff to Clarke: Thursday, August 22nd, 4:00 - 6:30 p.m.***

L.B. Clarke is thrilled to invite all of our incoming 5th graders to Kickoff to Clarke, from 4:00 - 6:30 p.m. on August 22nd. Kickoff is an abbreviated first day of school only for 5th graders. It is an opportunity for students to meet teachers and staff, learn where classes are and learn how the schedule works. Students will also have time to get acquainted with aspects of the school day including use of Gmail, Google Classroom, Chromebooks and how the lunch room and Phy Ed locker rooms work.

Parents may drop students off at the cafeteria entrance beginning at 3:50 p.m. and then rejoin us at 5:45 p.m. to meet advisors. We will then gather in the cafeteria for dinner together. More information will follow in the L.B. Clarke Family News in August. Watch your email and text messages!

### ***L.B. Clarke Back to School Advisor Conferences: August 26th-27th***

We will be sending information out soon to begin scheduling back-to-school conferences between each student's advisor and parents on the nights of August 26th and 27th. Conferences provide the opportunity for students and parents to meet the advisor, ask questions, and learn important school and grade level information.

Students will be receiving a welcome letter in the mail from their advisor. This letter will contain information introducing the advisor and instructions to schedule back-to-school conferences. Conferences will be between 3:30 p.m. and 6:30 p.m. on the nights of August 26th and 27th. They will be 15-20 minutes in length. Making this school-home connection is so important!

School supply lists for the 2019-2020 school year can be found on the L.B. Clarke website. Students may bring their school supplies and put them in their cubby and locker on conference nights. Please pay attention to the specific colors for folder and notebooks. See you soon!

**Picture Day: September 19th**

**Picture Retake Day: October 24th**

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### ***Lighthouse Learning Academy***

The Two Rivers Public School District's Lighthouse Learning Academy is our Charter School. This school assists families for virtual schooling. Our quest is to meet the growing needs of our families in Two Rivers as well as build our student population for the district. The Lighthouse Learning Academy is a public school within the Two Rivers Public School District and provides families with an educational option and partnership with the support of licensed educational professionals.

If you would like more information on the Lighthouse Learning Academy, please call the District Office at 793-4560. Jolene McMahan is the Lighthouse Learning Academy lead teacher. She is joined with certified teacher Nancy Gill, as well as additional teachers throughout our district.

## TRHS STUDENT REGISTRATION

We will be opening the online student registration for all TRHS students beginning Monday, August 12<sup>th</sup> and there will be a registration help day scheduled for Wednesday, August 21<sup>st</sup>, where students and parents are welcome to come in for assistance with the online registration. Parents and students should review their schedules carefully when they receive them and check for any problems or errors. If you need to speak to a counselor, you will need to call 793-2291, Ext. 6115, to schedule an appointment.

As part of the registration process, our school district charges a material fee of \$50 (maximum of two times). For those wishing to purchase a yearbook, the cost is \$40. Students may also purchase an activity pass for admission to EWC contests for a fee of \$25. A family pass may be purchased for \$135. Sports fees for the high school are \$25 (maximum of two times). No high school student will pay more than \$50 in fees for sports per year. In addition, all bills from the previous school year (including outstanding lunch bills) must be paid in full. **Unless you are purchasing a yearbook or activity pass, the only fee that is required at the time of registration is the \$50 Material Fee.**

## FRESHMAN OPEN HOUSE

You are invited to our 2019 Freshman Open House. Two Rivers High School invites all incoming 9<sup>th</sup> Graders and their parents to meet our teachers and administrators, learn about Two Rivers High School and meet some representatives of our sports, fine arts and other activities. On the first day of school, all 9<sup>th</sup> graders and current student government students will gather for a morning of activities to help students become more familiar with the school, their teachers and each other. At the Freshman Academy, students will learn tips to success and interact with their teachers in a variety of fun ways, all while becoming more acquainted with the school.

**Open House** – Will be held on Wednesday, August 28<sup>th</sup>, from 5:30-7:30 p.m., with the following schedule:

- 5:30-6:00 - Freshman Open House
- 6:00-6:45 - Dinner for **ALL TRHS Students**
- 6:45-7:00 - **ALL STUDENT OPEN HOUSE**

**Freshman Academy** will be held on Tuesday, September 3<sup>rd</sup>, from 8:00-Noon (first day of school). All Freshman students will spend the first four hours of the day exploring the school, while participating in a variety of team building activities and interacting with their teachers. Lunch will be served to students. **Classes for all other students will begin at noon with a shortened schedule. All TRHS students will receive an assignment notebook on the first day of school.**

## Picture Day and Retakes

Once again, we will not have school pictures taken as part of our registration process. Representatives from Harmann Studios will be taking student pictures on Thursday, September 5<sup>th</sup>, and picture retakes will be on October 14<sup>th</sup>. It is essential that all students have their picture taken. This picture is used on their ID card, which is needed to access the hot lunch program and check out materials from the school library. All students must have pictures taken, even if you choose not to order a picture package. Order forms are available in the high school office or online at [www.harmann.com](http://www.harmann.com).

## STUDENT CODE OF CLASSROOM CONDUCT

Respect for law and for those persons in authority shall be expected of all students. This includes conformity to school rules as well as general provisions of law regarding minors. Respect for the rights of others, consideration of their privileges, and cooperative citizenship shall also be expected of all members of the school community. SEE BOARD POLICY 5500

## STUDENT RECORDS

Each year the District Administrator shall provide public notice to students and their parents of the District's intent to make available, upon request, certain information known as "directory information." The Board designates as student "directory information"

- 1) a student's name; 2) address

Parents and eligible students may refuse to allow the Board to disclose any or all of such "directory information" upon written notification to the Board within fourteen (14) days after receipt of the District Administrator's annual public notice or enrollment of the student into the District if such enrollment occurs after the annual public notice. Any parent or eligible student that refuses to allow disclosure of directory data that participates in extra-curricular activity must complete the co-curricular permission slip, which includes a limitation on the refusal to disclose directory information obtained during the course of the student's participation in extra-curricular activities.

The Board shall not collect or use personal information obtained from students or their parents for the purpose of marketing or for selling that information. SEE BOARD POLICY 8330



***Student Athletes & Incoming Freshman Athletes***

Athletic Director Brian Gallagher wishes to remind all athletes they are not allowed to check out equipment or begin practice without presenting an eligibility card to the coach.

All fall athletes must stop in the High School Athletic Office to pick up paperwork to participate in a fall sport. The following must be turned into the high school office before an eligibility card can be obtained:

1. Physical card or alternate year card signed by parent and doctor.
2. \$25 sports fee (paid a maximum two times each school year).
3. All other necessary athletic forms.

All athletes, not just incoming freshmen, and a parent **must** attend an athletic code meeting in order to be eligible for athletics.

Physicals should be taken care of as soon as possible to ensure that the athlete will be ready to start on the first day of practice.

**FALL SPORTS FIRST DAY PRACTICE DATES:**

- ◆ Football: Monday, August 5th  
Equipment Hand-Out and first practice.  
All grades should report at 3:00 p.m.
- ◆ Boys' Soccer: Monday, August 19th  
Time and location to be determined  
*Anyone interested in playing soccer, please contact the TRHS Athletic Office.*
- ◆ Girls' Tennis: Parent/Athlete Meeting,  
Monday, August 5th at Roncalli 5:00 - 6:30 p.m.  
First Day - Tuesday, August 13th  
3:00 - 5:00 p.m. @ TRHS Tennis Courts
- ◆ Girls' Swim: Tuesday, August 13th  
8:00 - 10:00 a.m. @ TRHS Pool
- ◆ Cross Country (Boys and Girls):  
Monday, August 19th 4:00 p.m. @ TRHS
- ◆ Volleyball: Monday, August 19th 3:00 - 5:30 pm.

*If you have further questions, please contact Athletic Director, Brian Gallagher, at 793-2291.*

***Statement of Newsletter Policy***

Information contained in the Newsletter is meant to provide a nonbiased factual point of view. School-related questions may be answered in future editions, and may be directed to:

Lisa J. Quistorf, District Administrator  
4521 Lincoln Ave.  
Two Rivers, WI 54241

The Two Rivers Public School District does not discriminate on the basis of the Protected Classes of race, color, national origin, age, sex (including transgender status, change of sex, sexual orientation, or gender identity), pregnancy, creed or religion, marital status, parental status, genetic information, sexual orientation or physical, mental, emotional or learning disability.

***Eastern Wisconsin***

***"All Sports" Passes Available***

Two Rivers High School will be selling "All Sports Passes" in the high school athletic office between the hours of 8:00 a.m. and 12:00 p.m. These passes are good for admission at all conference schools including: Brillion, Chilton, Kiel, New Holstein, Roncalli, Sheboygan Falls, Two Rivers, and Valders. Below are the prices for the passes that will allow you admission to events for the 2019-20 school year:

|                               |                 |
|-------------------------------|-----------------|
| <b>Students (K-12)</b>        | <b>\$25.00</b>  |
| <b>Adults</b>                 | <b>\$55.00</b>  |
| <b>Family</b>                 | <b>\$135.00</b> |
| <b>Seniors (62 and older)</b> | <b>FREE</b>     |

*Family passes include parents and all school aged children (K-12).*

Single game admission prices at conference schools are as follows:

|                               |               |
|-------------------------------|---------------|
| <b>Students (K-12)</b>        | <b>\$3.00</b> |
| <b>Adults</b>                 | <b>\$4.00</b> |
| <b>Seniors (62 and older)</b> | <b>FREE</b>   |

***Online Student Registration***

The Two Rivers Public School District offers **online** student registration via Skyward, which will eliminate the amount of paperwork you need to complete for your child(ren). This option is available to all current Two Rivers Public School District students.

You will be able to update address information, health information, emergency contacts, etc., as well as pay your school fees, **all free of charge**. In addition, there is a link for parents to apply for free/reduced lunch.

Online registration will be open starting Monday, August 12th. Step-by-step instructions will be emailed to all parents and will also be posted on the website and the TR Schools Facebook page. In addition, computers will be available at each building for parents who need assistance with Online Registration.

**TITLE I – PARENTS' RIGHT TO KNOW**

In accordance with the requirement of Section 1111 of Title I, for each school receiving Title I funds, the District Administrator shall make sure that all parents of students in that school are notified that they may request, and the District will provide the professional qualifications of their child's classroom teacher by submitting a written request to the District Administrator. SEE BOARD POLICY 2261.02

### ***School District Offers Breakfast and Lunch Programs***

The breakfast program will begin on Tuesday, September 3rd, in all schools. Breakfast is served from 7:30 a.m. until 8:00 a.m. at the elementary, middle school, and high school levels. Daily prices are as follows:

|                    | <b>Regular</b> | <b>Reduced</b> |
|--------------------|----------------|----------------|
| <b>Grades K-4</b>  | <b>\$1.70</b>  | <b>30¢</b>     |
| <b>Grades 5 –8</b> | <b>\$1.80</b>  | <b>30¢</b>     |
| <b>Grades 9-12</b> | <b>\$1.90</b>  | <b>30¢</b>     |

The hot lunch program will also begin on Tuesday, September 3rd, in all schools. Daily prices are as follows:

|                    | <b>Regular</b> | <b>Reduced</b> |
|--------------------|----------------|----------------|
| <b>Grades K-4</b>  | <b>\$2.50</b>  | <b>40¢</b>     |
| <b>Grades 5 –8</b> | <b>\$2.60</b>  | <b>40¢</b>     |
| <b>Grades 9-12</b> | <b>\$2.70</b>  | <b>40¢</b>     |

#### **Morning Milk Price**

|                                    |                         |
|------------------------------------|-------------------------|
| <b>Early Childhood</b>             | <b>\$10.00/semester</b> |
| <b>4K</b>                          | <b>\$15.00/semester</b> |
| <b>Kindergarten—Grade 4</b>        | <b>\$23.00/semester</b> |
| <b>Milk Price Per Carton = 35¢</b> |                         |

Applications for Free and Reduced Lunch will be available via online registration, and will also be sent home with the students during the first week of school. If you feel you may qualify for Free or Reduced Lunch, please complete the form (one form per family) and return it to school as soon as possible. Families that receive AFDC or food stamps must fill out the application with their food stamp number. These families will be mailed a verification letter from the school district in early September. If you do not receive a verification letter and receive AFDC or food stamps, please call Stacy Watzka or Kris Parma at 793-7172.

In grades K-8, the district will be using biometric fingerprint scanners for purchasing breakfast and lunch. At the high school the district utilizes an automated lunch account system in which each person has a computer generated card with their name on it. When a meal is “purchased”, the student number is entered into the computer and the price of the meal is then deducted from the family account. Family accounts are set up with the responsible parent or guardian listed as the head of the household and all dependents listed under the same family account. Lunch payments can be sent to your child’s school or mailed to L.B. Clarke Middle School. Prepayments may be done weekly or monthly. There is no need to send money with each child since all payments go into the family account. Please have visible on the payment envelope the name of the head of the household, the student’s names, and the dollar amount enclosed.

It is the responsibility of the parents/guardians to keep your family lunch account in a positive balance. If it becomes zero or negative, you will be contacted by the School District or other agencies, if necessary. If you have any questions related to food service, please contact Stacy Watzka or Kris Parma at 793-7172.



**RevTrak for Parents:** As a convenience to parents, the Two Rivers Public School District provides parents an easy way to add money to their student’s food service account and to pay for school-related fees. Parents can also pay for morning milk at Koenig Elementary and Magee Elementary Schools. Online payments can be made into food service accounts and for fees through the Skyward Family Access parent portal. The District has contracted with RevTrak, a national credit card processor, to provide a secure site for making payments. This option of paying online is **FREE** for parents.

Parents can make payments online anytime of the day. If their student’s food service balance is low, it only takes a few minutes to add money to it using their VISA or MasterCard credit or debit card. Payments are made through the student’s Skyward Family Access account. A link to Family Access can be found on the school district’s website at [www.trschools.k12.wi.us](http://www.trschools.k12.wi.us). Payments made through Family Access will immediately be posted to the student’s food service account. All credit card statements will show the payment has been made to the Two Rivers Public School District.

### ***Special Education Services Provided in Two Rivers***

The Two Rivers Public School District is committed to providing a free appropriate education to all of its students. In keeping with this commitment, the Two Rivers Public School District offers a wide variety of programs to meet the needs of students with disabilities. Special education programming is offered in the areas of specific learning disability, hearing impairment, intellectual disability, emotional/behavioral disability, speech and language, visual impairment, and early childhood education. In addition to these program areas, the Two Rivers School District identifies and provides services for students identified as autistic, traumatic brain injured, orthopedically impaired, and other health impaired.

Related services, such as school health, occupational and physical therapy are also available to students, when they are needed, to help the student benefit from their special education services. For more information, please feel free to contact Bridgett Klein, Director of Special Education for the Two Rivers Public School District, at 793-4560.

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### **NOTICE OF SPECIAL NEEDS SCHOLARSHIP PROGRAM**

This notice serves to inform parents and guardians of students with disabilities that the State of Wisconsin has established the Special Needs Scholarship Program. Under this scholarship program and as further specified in state law, a child with a disability who has been denied the opportunity to attend a nonresident school district under the full-time open enrollment program may be eligible to receive a scholarship from the Department of Public Instruction (DPI) that allows the child to attend an eligible private school that is participating in the Special Needs Scholarship Program. This is a state-administered program.

A parent or guardian who is interested in the Special Needs Scholarship Program should independently verify the participating private schools and the specific terms, eligibility criteria, and application procedures of the scholarship program with the DPI.

The Special Needs Scholarship Program is further defined under section 115.7915 of the state statutes. However, special eligibility requirements not found in that statute exist for program scholarships that are awarded for private school attendance that initially begins in the 2019-20 school year. Additional information about the program should be available on the website of the Wisconsin Department of Public Instruction: <http://dpi.wi.gov/>.

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### **ANNUAL NOTICE: HOMELESS STUDENTS**

The McKinney-Vento Act defines homeless children and youth (21 years of age and younger) as:

- Children and youth who lack a fixed, regular, and adequate nighttime residence, and includes children and youth who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason (sometimes referred to as double-up); living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations; living in emergency or transitional shelters; abandoned in hospitals; or awaiting foster care placement.
- Children and youth who have a primary nighttime residence that is a public or private place not designated for, or ordinarily used as, a regular sleeping accommodation for human beings.
- Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings.
- Migratory children who qualify as homeless because they are living in circumstances described above.

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

- 1) The local district staff person (liaison) for homeless children is Bridgett Klein, Director of Pupil Services, (920) 793-4560. Email address is: [bridgett.klein@trschoools.k12.wi.us](mailto:bridgett.klein@trschoools.k12.wi.us)
- 2) There shall be immediate enrollment and school participation, even if educational and medical records and proof of residency are not available.
- 3) All educational opportunities and related opportunities for homeless students (preschool to age 21), including unaccompanied youth, shall be the same as for the general student population.
- 4) Enrollment and transportation rights, including transportation to the school of origin. "School of origin" is defined as the school the child or youth attended when permanently housed or the school in which the child or youth was last enrolled.
- 5) Written explanation of a child or youth's school placement, other than school of origin or the school requested by the parent, with the right to appeal within the local dispute resolution process.
- 6) Meaningful opportunities for parents to participate in the education of their children. These shall include: special notices of events, parent-teacher conferences, newsletters, and access to student records.

Please contact Bridgett Klein, homeless liaison for the Two Rivers School District, for additional information about homeless issues. Mrs. Klein can be reached at (920) 793-4560.

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### **STUDENT PRIVACY AND PARENTAL ACCESS TO INFORMATION**

The Board of Education respects the privacy rights of parents and their children. The District Administrator shall ensure that procedures are established whereby parents may inspect any materials created by a third party used in conjunction with any such survey, analysis, or evaluation before the survey/evaluation is administered or distributed by the school to the student. The parent will have access to the survey/evaluation within a reasonable period of time after the request is received by the building principal. SEE BOARD POLICY 2416

**Annual Asbestos Notice**

As a result of recent federal legislation (Asbestos Hazard Emergency Response Act-AHERA), each primary and secondary school in the nation is required to complete a stringent inspection for asbestos and to develop a plan of management for all asbestos-containing building materials. The Two Rivers School District has a goal to be in full compliance with this law and is following the spirit, as well as the letter, of the law. As a matter of policy, the district shall continue to maintain a safe and healthful environment for our community's youth and employees. In keeping with this legislation, all buildings (including portables and support buildings) owned or leased by the Two Rivers School District were inspected by EPA-accredited inspectors, and samples were analyzed by an independent laboratory. Based on the inspection, the school prepared and the state approved a comprehensive management plan for handling the asbestos located within its buildings safely and responsibly. Furthermore, the Two Rivers School District has completed the Three-Year Re-Inspection required by AHERA. Federal law requires a periodic walk-through (called "surveillance") every six months of each area containing asbestos. In addition, the law requires all buildings to be re-inspected three years after a management plan is in effect. Endpoint Solutions will accomplish this under contract. Short-term workers (outside contracts: i.e., telephone repair workers, electricians and exterminators) must be provided information regarding the location of asbestos in which they may come into contact. All short-term workers shall contact the lead maintenance person before commencing work to be given this information. The Two Rivers School District has a list of the locations and types of asbestos-containing materials found in the school buildings and a description and timetable for their proper management. A copy of the Asbestos Management Plan is available for review in the school office. Copies are available at 25 cents per page.

Questions related to the plan should be directed to Endpoint Solutions, Hales Corners, WI 53130, (414) 858-1203, or by contacting The Two Rivers Public School District at (920) 793-4560.

**Academic Standards**

The Two Rivers Public School District provides learning opportunities for all students within a safe and orderly environment.

We work collaboratively to develop our curriculum and implement effective instructional practices through continuous improvement processes.

Science standards for K-12 are aligned to the Next Generation Science Standards and can be found at <http://www.nextgenscience.org/>.

All other Academic Standards for the Two Rivers Public School District are aligned with the Wisconsin State Standards and can be found at <http://dpi.wi.gov/standards>.

Birth to 3 and 4 year old kindergarten standards can be found at <http://dpi.wi.gov/sites/default/files/imce/fscp/pdf/ec-wmels-rev2013.pdf>.

All Two Rivers Public School District students should be college and career ready based on these academic standards.

**Human Growth and Development**

The Board of Education directs that students receive instruction in human growth and development, consistent with Chapter 118.019(2) Wis Stats. The District Administrator will ensure that any instruction provided under this policy also includes instruction in the same year, when age-appropriate, that fulfills the requirements of Chapter 118.019(2r) Wis. Stats.

SEE BOARD POLICY 2414

**NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY**

The Board of Education is committed to providing an equal educational opportunity for all students in the District. The Board of Education does not discriminate on the basis of race, color, age, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including transgender status, change of sex or gender identity), or physical, mental, emotional or learning disability ("Protected Classes") in any of its student program and activities. This policy is intended to support and promote nondiscriminatory practices in all District and school activities.

SEE BOARD POLICY 2260

**NONDISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY**

The Board does not discriminate in the employment of professional staff on the basis of the Protected Classes of race, color, national origin, age, sex (including transgender 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.), national origin, ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend and employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other characteristic protected by law in its employment practices.

SEE BOARD POLICY 3122

**PUBLIC REQUESTS, SUGGESTIONS, OR COMPLAINTS**

Any individual(s), having a legitimate interest in the staff, programs and operations of this District shall have the right to present a request, suggestion, or complaint to the District and the Board of Education. At the same time, the Board has a right to protect the staff from inappropriate harassment. It is the intent of this policy to provide guidelines for considering and addressing public requests, suggestions, or complaints in an efficient, reasonable, and equitable manner. Requests, suggestions, or complaints made by District staff members are covered by Policy 3122 and Policy 4122.

SEE BOARD POLICY 9130