

EDGAR ELEMENTARY SCHOOL



PARENT/STUDENT HANDBOOK 2024-2025

Dear Parents and Students,

Welcome to the 2024-2025 academic year at Edgar Elementary School. We are looking forward to working together throughout the school year to create a safe and nurturing environment for each student while setting high expectations and building positive relationships.

The partnership between parents and the school is crucial to our children's success. Parents are the students' first teachers and possess valuable information about their children that can contribute to their success. Effective communication is the key to the success of our children. We request that all parents connect to SEESAW, which is how your child's teacher and I will communicate important information to our families. Students in grades 2-5 will have a daily planner that we ask parents to review and sign each night.

This handbook outlines policies and procedures that help us maintain a safe and effective school. We encourage you to take the time to review this handbook with your child to help them understand the school's expectations. This will aid in their smooth transition from summer to school.

We are thrilled to welcome back our positive, hard-working, and high-achieving WILDCATS for another year of excellence at Edgar Elementary School!

Sincerely,

Mrs. Witt, Ed. D.
Elementary Principal

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EDGAR ELEMENTARY STAFF- 2024-2025

Amanda Albrecht.....4K-12 Art
Aneesa Balz.....Special Ed. Paraprofessional
Michele Bemke.....Grade 4
.....School Nurse
April BergKindergarten
Madison Borchardt.....Special Ed. Paraprofessional
Kristin Bornbach.....4 Year Old Kindergarten
Kamryn Butt.....Special Ed. Teacher
Wendy Chojnowski4 Year Old Kindergarten Paraprofessional
Kirstin Christianson.....LMC Paraprofessional
Sandy Cychosz.....Kindergarten
Adam DeckerPhy. Ed.
Kellyn Ertel.....Grade 2
Danielle Eberhardt.....Grade 1
Sara Farber.....4 Year-Old Kindergarten
Katie Fermanich.....Special Ed. Paraprofessional
Wendy Galbraith.....Special Ed. Paraprofessional
Darren Gauger.....Grade 2
Kristine Hafferman.....Vocal Music/General Music
Linda Hamann.....Library Media Director
Connor HandrickPhy. Ed.
Kamryn Handrick.....Special Ed. Teacher
Colin HansonGrade 5
Nathan Holtz.....Grade 5
Tristan Knoblock.....Grade 4
Tammy KornackGrade 2
Rich Twomey.....Special Ed. Coordinator
Alli Lehman.....Special Ed. Paraprofessional
Tracey Lehman.....4 Year Old Kindergarten Paraprofessional
Patty Lepak.....LMC Paraprofessional
Andrew LukaskoPhy. Ed.
Emilie Miller.....Grade 3
Mandy MyszkaHealth Paraprofessional
Alyssa Narloch.....School Psychologist
Brooke Neider.....Grade 1
Cassandra NewmanElementary Special Ed. Teacher
Lisa NowakElementary Secretary
Jennifer Olmsted.....ELL Paraprofessional
Jennifer Pritzl.....Elementary Guidance Counselor
Jennifer Rahn.....Special Ed - IDS
Jenna RiesenSpeech and Language
Jessica Ristow.....Grade 3
Stephanie Rottscheit.....Speech and Language
Ashley SchillingReading Interventionalist
Mandy Schnelle.....Early Childhood/Special Ed. Teacher
Tricia Schwartz.....Special Ed. Paraprofessional
McKenna Schraufnagel.....Special Ed. Paraprofessional
Tori Seehafer.....Elementary Special Ed. Teacher
Jodi SmithTitle I
Michelle Socha.....Elementary Office Paraprofessional
Autumn SondelskiSpecial Ed. Paraprofessional
Shanna Thorson.....Grade 1
Chris Trawicki.....Technology Coordinator
Sara Vine.....Grade 3
Dennis Webb.....Instrumental Music
Lisa WittElem. School Principal/Curr. Coordinator

Edgar School Calendar 2024- 2025

July 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17 B	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20 N	21 N/B	22	23	24
25	26 T	27 T	28 T/OH	29	30	31

September 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 V	3 S	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18 B	19	20	21
22	23	24	25	26	27	28
29	30					

www.edgar.k12.or.us

October 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15 P	16 P	17 T	18 T	19
20	21	22	23 B	24	25	26
27	28	29	30	31		

November 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5 E	6 S	7	8	9
10	11	12	13	14	15	16
17	18	19	20 B	21	22	23
24	25 T	26 T	27 V	28 V	29	30

December 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11 C#	12 C^C*	13	14
15	16	17	18 B	19	20	21
22	23 V	24 V	25 V	26 V	27	28
29	30 V	31 V				

January 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 V	2	3	4
5	6	7	8	9	10	11
12	13	14	15 B	16	17	18
19	20	21	22	23 E	24 T	25
26	27 S	28	29	30	31	

February 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19 B	20	21	22
23	24	25	26	27	28 V	

March 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19 B	20	21	22
23	24	25	26	27	28 E	29
30	31 S					

April 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16 B	17 V	18 V	19
20 Easter	21 V	22	23	24	25	26
27	28	29	30			

May 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6 C#	7 C^C*	8	9	10
11	12	13	14	15	16	17
18	19	20	21 B	22	23 G	24
25	26 V	27	28	29	30	31

June 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3 E	4 1/2 T	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25 B	26	27	28
29	30					

Event	Dated
New teachers report	N
Teacher Inservice-Full Day(1/2T=Half Day)	T
Open House (3:00-6:30)	OH
Vacation	V
Board Meetings	B
Parent/Teacher Conference	P
Grading period starts	S
Grading period ends	E
Concerts #=Elem, ^=MS, *=HS	C
Graduation	G

Days in school

Term 1 - 44
Term 2 - 44
Term 3 - 44
Term 4 - 43
Total - 175

Inservice days - 8.5

Holidays - 4.0

Open House/Vector - 1.0

Parent/Teacher Conferences - 1.0

Total contracted days- 189.50

P/T Conference Times:

October 15 & 16 - 3:30-7:30 pm

Open House Time 3:00-6:30pm

The 4th snow day and any thereafter will be made up as determined by administration.

DISTRICT MISSION STATEMENT

The School District of Edgar provides a safe and positive environment and is committed to continuous improvement for all students, staff, and community members. Edgar Excellence embodies leadership in: curriculum and instruction, technological integration and innovation, collaboration, and co-curriculars. We prepare all of our graduates to be college and career ready.

DISTRICT VISION STATEMENT

The Edgar Excellence environment will ensure a rigorous learning experience that equips our students for success in a global society.

NONDISCRIMINATION

It is the policy of the Edgar School District that no person may be denied admission to any public school in this district or be denied participation in, be denied the benefits of or be discriminated against in any curricular, Career and Technical/Education, extracurricular, pupil services, recreational or other program or activity because of the persons' sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap as required by s.118.13, Wis. Stats. This policy also prohibits discrimination under related federal statutes, including Title IX of the Educational Amendments of 1972 (sex), Title II, Title VI and Title VII or the Civil Rights Act of 1964 (race and national origin), Section 504 of the Rehabilitation Act of 1973 (handicap), and the Americans with Disabilities Act of 1990. This policy also prohibits harassment.

The district encourages informal resolution of complaints under this policy. A formal complaint resolution procedure is available, however, to address allegations of violations of the policy in the Edgar School District. For complaint procedures see Board Policies 1422, 2260, 2421, 3122, 4122, and 5517.

Any questions concerning s. 118.13 Wis. Stats., of Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex, or inquiries related to Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap, should be directed to:

Dr. Cari Guden, District Administrator
Edgar School District
203 E. Birch Street
PO Box 196
Edgar, WI 54426
(715) 352-2351

(PI 9.05 Wisconsin Admin Code and Board Policies 1422, 1623, 1662, 2260, 2260.01, 3122, 3123, 3362, 4122, 4123, 4362, and 5517)

DAILY SCHEDULE

Students should go directly to the office and check in when arriving at school after 8:00.

7:50-8:00	Buses Arrive
7:30 – 8:00.....	Breakfast in cafeteria/auditorium
8:00.....	Classes Begin
9:30 - 9:45	Recess (5K & GR. 1)
9:45– 10:00.....	Recess (Gr. 2)
2:00-2:15.....	Recess (4K)
2:15-2:30.....	Recess (Gr. 3-4)
3:05.....	Dismissal

SCHOOL ARRIVAL AND DEPARTURE TIMES

School hours for students are from 8:00 a.m. to 3:05 p.m. Cafeteria supervision begins at 7:40 a.m. Students should not arrive earlier than 7:45, once students get off the bus they are to remain in the cafeteria until the bell rings at 8:00. Please cooperate with the school in regard to these times because they are designated for the safety and well-being of your children.

SCHOOL PHONE NUMBERS

Elementary Office	715 -352-2727
Elementary Fax Number	715 -352-3022
High School Office.....	715 -352-2352
High School Fax Number.....	715 -352-3198
School Psychologist	715 -352-3210

School phones are very busy. We must try to limit student use of phones. We encourage students to plan ahead for after school activities.

SCHOOL ATTENDANCE

1. Attendance is the most important single factor in student success at school. There are times when it is necessary to be absent. They would include: a) sickness or injury to the child; b) serious illness or death to the immediate family; c) medical or dental appointments; and d) unique or special situation which may arise occasionally and for which an excuse has been secured beforehand from the principal.
2. When it is necessary to be absent, it is the responsibility of the parent/guardian to provide the office, through a note or phone call, an excuse for the absence. If the office does not receive a note or phone call the absence will be considered unexcused. Someone from school will call you to check on the whereabouts of your child.
3. A child may not be excused by a parent for more than 10 times in a school year under Wisconsin State Statute 118.15(3)(c). An absence counts as an occurrence whether it is for a day or any part of a day. After ten occurrences, the state requires a parent or guardian to provide medical documentation verifying the student's absence. The principal may waive this requirement with sufficient reason (extended illness, family emergency, funerals, etc.). Students attending a medical appointment are encouraged to obtain an appointment slip from their medical provider to excuse their absence as a medical excused absence rather than one of their 10 parental excused absences.
4. **TRUANCY:** "Truancy" means any absence of a part of or one or more days from school, during which the school hasn't been notified of the legal cause of such absence by the parent or guardian of the absent student. Excessive absences will result in a conference with parents. If absences are continued after that, parents are subjecting themselves to a referral to Truancy Court.
5. **HABITUAL TRUANT:** A habitual truant is defined as a student who is absent from school without an acceptable excuse for part of or all of five or more days on which school is held during a school semester. If a student meets the definition as a habitual truant, Marathon County truancy laws will apply.
6. Absences will be recorded as follows: Tardy – arrived late 8:06 to 8:30. After 8:30 A.M. absences will be recorded by periods. (For example: If a student arrives at noon, they would be absent 2 periods. If a student leaves for an appointment at 2:45, they would be absent 1 period.)
7. If you must leave school for any reason other than sickness, a request from home in the form of a note or a phone call is required. **No one is permitted to leave school during school hours without parental permission.** Permission must also be given by the school principal before the student leaves the building.
8. ****All students should report to the Elementary Office (sign in or out) when coming to school late or leaving early.** Students **must** be in school at least one-half day to be able to attend any after school or evening activity. This includes attending middle school or high school games or events.

SCHOOL CLOSINGS

In the event school is closed because of weather or other reasons, announcements will be made to all district families using the Skylert system. School closures will also be reported on Channel 7 and 9 television stations.

STUDENT DRESS AND GROOMING

Students are to be appropriately dressed and groomed at all times. T-shirts and other clothing deemed vulgar, abusive or inappropriate will not be allowed in school. Clothing displaying alcohol, drug or tobacco labels are not appropriate at Edgar Schools. *Appropriateness will be determined by teachers and principal. Hats and bandanas are not to be worn during the school day. The only exception is during noon hour when hats may be worn outside. Jackets and/or coats are not to be worn to class or through the breakfast/lunch line.

Students need to wear clothing to school that is appropriate. The length of shorts and skirts should be mid-thigh. A good way to check if appropriate for school: stand with hands at your sides, skirt/shorts should be longer than the end of your fingers. Tank tops need to be at least one inch wide. There are to be no exposed tummies. Flip-flops cannot be worn when snow is on the ground outside. Please use good judgment. You will be asked to change or be sent home. Students need to have tennis shoes for gym class and recess.

SEASONAL DRESS

During colder months, students will continue to go outside for recess if weather permits. **Students should be prepared with appropriate clothing for all seasons** - coats, caps, mittens, boots and snowpants. They need to be prepared for the walk to and from school or waiting for their bus.

RECESS

Weather permitting, all students go outside for recess throughout the year. We follow our "in or out" rule. If it's out, everyone goes out. If it's in, everyone stays in. We discourage notes requesting students to stay in. We feel if a student is well enough to be in school, they are well enough to go outside for the recess period. If it is below zero with the wind chill, students will have indoor recess, otherwise it is outside recess.

Students can bring small cars and toys for recess. If students bring footballs, basketballs or playground balls from home to use at recess, please label them. All students need to wear tennis shoes at recess – if sandals are worn to school, students need to change and put tennis shoes on for recess. For safety reasons – no gum or candy is allowed at recess.

FIELDTRIPS

As part of the educational process, teachers may occasionally take students off school grounds for local experiences. A typical trip may include: walk to the park, library, flower shop, class reward ice cream treats etc. We will not be sending a permission slip for each of these local trips.

We will continue to send permission slips home when students are transported by bus to out of district destinations. Parents will pay for transportation fee and cost of fieldtrip.

STUDENT VISITORS

Throughout the school year we may have college students observing in our Reg. Ed. and Sped classrooms. All visitors will check in at the elementary office and wear a visitor badge.

STUDENT SELLING AND FUND RAISING

The principal and teaching staff must approve any fund raising activities by elementary groups or classes.

SCHOOL PROPERTY

Edgar students are fortunate to have up-to-date technology available for use. Students are expected to use ipads, chromebooks and LMC technology with care, respect and pride.

Remember that school property is either private or public property. In either event, it does not belong to any individual student or any special group of students. Littering on campus or the school grounds reflects a disregard for other people's property. Destruction of, or damage to, school property is a serious matter. Students will be responsible for replacement of any property they willfully damage or destroy. Do not allow others to damage or destroy school property. School is your home while you are here. Keep it a respectable place to be - one of which you can be proud.

WEAPONS

No one shall possess or use a dangerous weapon or look-alike weapon in school buildings, on school grounds, in school vehicles or school buses, or at school-sponsored activities except as otherwise specifically provided. This includes firearms, whether operable or inoperable, loaded or unloaded, BB, spud and pellet guns, explosive devices, ammunition, knife, razor, martial arts equipment, metal buckle, chains, etc. Disciplinary measures will be the responsibility of the building principal and will include suspension, referral to law enforcement authorities, and referral for expulsion.

BREAKFAST AND LUNCH RATES

Breakfast..... \$1.75 (4K-Gr. 5), \$1.80 (MS/HS), \$2.65 (Adults)
Lunch \$2.70 (4K-Gr. 5), \$3.05 (MS/HS), \$4.75 (Adults)
Reduced Breakfast – 30 cents
Reduced Lunch – 40 cents
Individual Milk - \$0.45
Milk - 4K (T-TH) - \$40.00/year for milk break only
Milk – 4K (M-F) - \$79.00/year for milk break only
Milk - Gr. K-5 - \$79.00/year for milk break only

***Families need to deposit money in lunch accounts on a regular basis. Lunch account balances need to be in the positive. Elementary students are not eligible to purchase any items from the ala carte line.**

STUDENT FEES

Elementary fees are as follows: EC -Grade 5 - \$20.00. Registration fees are to be paid on or before the first day of school. The fees include costs that are associated with consumable items/basic supplies ordered for each classroom.

PTO

Anyone interested in the future of Edgar Schools is encouraged to attend the monthly meetings. The meetings are held the 1st Monday of each month at 6:45 PM in the LMC.

TECHNOLOGY

District provides iPads for students in grades 4K-1 and chromebooks for students in grades 2-5. All technology stays at school.

Students are not allowed to use cell phones at school during the day or on the bus.

Above the Line is the Wildcat Way

Edgar Elementary School is an Above the Line School. The overall goal is to have children take responsibility for their behavior. When students display "Above the Line Behaviors" they will receive Gotchas. When students display below the line behaviors they will be issued a discipline warning slip (Yellow Slip). When students choose bottom line behaviors they will be sent to the Principal's Office.

Above the Line Behaviors

Be Safe
Be Respectful
Be Responsible
Be A Friend
Golden Rule

Below the Line Behaviors

Being Unsafe
Being Disrespectful
Being Uncooperative
Being Irresponsible
Putdowns
Using Inappropriate Language

Bottom Line Behaviors

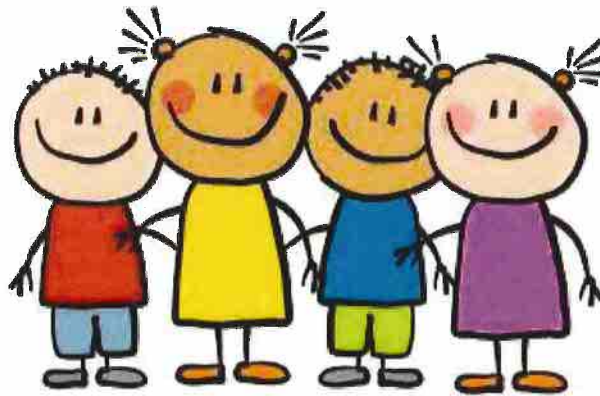
See Mrs. Witt
Weapons
Use of Drugs
Vandalism
Harassment
Stealing
Assault
Hitting
Fighting



"I CARE" RULES FOR ALL KIDS

Six Pillars of Good Character:

- **RESPECT:** A respectful person lives by the GOLDEN RULE (treat others how you want to be treated): is polite and courteous to everyone; accepts others even if they look, act, or believe differently; uses peaceful ways to solve conflict; and show courtesy to all! Respect the property of others – take care of things you are allowed to use, and don't take property without permission.
- **RESPONSIBILITY:** A responsible person does what they are suppose to do. They think about what effects their actions may have on others, and they accept the consequences of their choices. They work hard, do their best and are prepared. They use self-control.
- **CITIZENSHIP:** Good citizens do their share to help their families and communities. They are good neighbors. They obey rules and laws, cooperate with others, and respect parents, teachers, and others in authority. Good citizens protect the environment.
- **CARING:** Caring is being kind, compassionate, loving and considerate. A caring person shows concern for the feelings of others, and is helpful and generous. A caring person does good deeds without thought of reward.
- **FAIRNESS:** A fair person plays by the rules, takes turns, shares, and listens. Being fair means looking at all sides before deciding. A fair person does not blame others unjustly and is open minded.
- **TRUSTWORTHINESS:** Trustworthiness is being honest and telling the truth. Trustworthy people do what they say they will do. They do what they know is right even if it is hard to do so. A trustworthy person is a loyal friend.



AT EDGAR ELEMENTARY SCHOOL...THE WILDCAT WAY IS TO...

EXPECTATION	CLASSROOM	BATHROOM	HALLWAY	PLAYGROUND/RECESS	CAFETERIA	BUS
VOICE	VOICE 0-2	VOICE 0-1	VOICE 0-1	VOICE 2-3	VOICE 1-2	VOICE 1-2
<u>BE RESPECTFUL</u>	<ul style="list-style-type: none"> attentive listening Golden Rule appreciate differences treat all property with care 	<ul style="list-style-type: none"> respect others' right to privacy (no looking under the stalls) ask permission to use the bathroom 	<ul style="list-style-type: none"> walk in a single line bus time walk 2 x 2 always walk on the right side of the road 	<ul style="list-style-type: none"> play all games by school rules taught in PE listen to adult outside on duty take turns share equipment 	<ul style="list-style-type: none"> use your manners when going through the lunch line (please and thank you) use table manners at all times 	<ul style="list-style-type: none"> be ready for the bus to pick you up walk in the bus line and go directly to your bus use your manners with the bus driver
<u>BE RESPONSIBLE</u>	<ul style="list-style-type: none"> be ready with supplies be where you need to be take care of belongings turn work in on time 	<ul style="list-style-type: none"> flush toilets wash hands with soap use paper towel to dry hands paper towel in garbage can 	<ul style="list-style-type: none"> keep hook areas clean (coats and backpacks on hooks) be where you need to be enjoy hallway displays with eyes only 	<ul style="list-style-type: none"> bring in any equipment that you take outside use all equipment correctly dress appropriately for the weather line up quickly when the bell rings 	<ul style="list-style-type: none"> put tray and silverware where they belong when done eating clean up after yourself (if you make a mess clean it up) 	<ul style="list-style-type: none"> have your backpack ready to go listen to bus patrol while walking to bus listen to bus driver while riding the bus
<u>BE SAFE</u>	<ul style="list-style-type: none"> use personal space use walking feet and helping hands 	<ul style="list-style-type: none"> lights on at all times use walking feet and helping hands water stays in the sink 	<ul style="list-style-type: none"> use personal space use walking feet and helping hands walk at all times facing forward with hands at your side 	<ul style="list-style-type: none"> use all equipment correctly (go down the slide sitting on your bottom facing forward) use walking feet and helping hands report any problem to the adult on duty 	<ul style="list-style-type: none"> sit on bench with feet on the floor remain seated until dismissed use walking feet and helping hands 	<ul style="list-style-type: none"> stay seated in your seat, face forward and feet on floor use walking feet and helping hands
<u>BE A FRIEND</u>	<ul style="list-style-type: none"> help others when needed use your manners be nice to others 	<ul style="list-style-type: none"> help others when needed use the bathroom quickly and quietly take turns 	<ul style="list-style-type: none"> help others when needed smile or say HI as a greeting take turns at the water fountain 	<ul style="list-style-type: none"> help others when needed have fun include others talk in a friendly voice Golden Rule 	<ul style="list-style-type: none"> Help others when needed Sit in one spot during lunch Be nice to others Use kind words 	<ul style="list-style-type: none"> Be nice to others Use kind words Talk in a friendly voice Golden Rule

VOICE VOLUME: 0 = no talking, 1 = whisper, 2 = indoor/conversational voice, 3 = outdoor /recess voice

9-1-2017

Slip Number _____

YELLOW SLIP
2024-2025

BELOW THE LINE DISCIPLINE WARNING

Student Name: _____

Day: M T W TH F

Date: _____ Time: _____

Qtr. 1 ____ Qtr. 2 ____ Qtr. 3 ____ Qtr. 4 ____

Grade: _____

Place of Warning: (Circle)

Hallway Classroom Cafeteria Playground Bus Other

I am responsible for what I do and say. I had "below the line" behavior when I chose to do the following:

Person Issuing Warning

Parents,

Please review the following fix-it plan with your child:

1. I was "below the line" when:

2. I will fix it and climb "above the line" by:

Student Signature

TRANSPORTATION

CHILD CARE BUSSING

Parents requesting bussing to or from child care providers must complete a Request for Transportation and Child Care Provider form by **August 15 each year, or upon registration of new students, or five working days before a change is to become effective. Phone calls are not acceptable.**

SCHOOL DISTRICT OF EDGAR RULES FOR THE BUS RIDER

Each pupil who is provided transportation services by the school district is expected to obey the rules established by the school board for the safety and welfare of all pupils. Behavior on the school bus should be comparable to the type of behavior required in the classroom. Unacceptable behavior shall result in disciplinary action by school authorities. Such action may include a conference with the parents and, if necessary suspension of the bus riding privilege.

GENERAL BEHAVIOR

1. Be considerate of others on the bus and use good language at all times.
2. Follow the instructions of the bus driver or chaperone.
3. Board and leave the bus at the designated bus stop and ride on the bus to which you are assigned.
4. Three bus reprimands for behavior – up to one week suspension.

WHILE WAITING TO BOARD THE BUS

1. Be at the designated loading spot on time in order that the bus may operate on schedule. Pupils who must walk along a roadway to the bus stop should walk on the left shoulder of the road facing oncoming traffic, and they should walk in a single file.
2. Wait for the bus at the location designated by school authorities. Stay off the roadway and be alert to traffic dangers.
3. Wait for the bus to come to a complete stop before moving towards the service door. Always walk in an orderly fashion.
4. Board the bus in single file using the handrail for safety.
5. Notify the driver directly or through friends at times when you do not plan to ride the bus.

FOR THE SAFETY OF ALL STUDENTS THE FOLLOWING RULES MUST BE FOLLOWED

1. Follow the driver's directions.
2. Show respect for everyone on the bus.
3. No standing or moving while bus is in motion
4. Sit facing front in your seat.
5. Talk quietly using "inside voice" level.
6. Keep hands, feet and belongings to yourself, and inside the bus AT ALL TIMES.
7. Times of pickup are approximate and subject to needs to be at bus stop 5 minutes before designated.

FISCHER TRANSPORTATION, INC- CALL (715) 352-2169 EMAIL Karley@fischerbuses.com

KNOW YOUR RULES BECAUSE SAFETY IS EVERYONE'S RESPONSIBILITY

Rule1: Upon dismissal and child has boarded bus he may not be taken off bus by anyone unless that person is verified by school official as parent or guardian. Wait until the bus comes to a complete stop before attempting to leave or enter the bus. Walk at least 10 feet in front of the bus so the driver can see you at all times. Do not walk behind the bus. Before crossing road wait for driver to signal.

Rule 2: Students are expected to help keep the bus clean and not purposely or carelessly destroy transportation equipment. Any damage resulting from misbehavior shall be paid for by the student, plus disciplinary action by the principal. The following items are not allowed on the bus: glass, knives, sharp objects, guns, water pistols, pets, toys and stereos. Food or drink on the bus will be at each bus driver's discretion.

Rule 3: Students should show consideration for other students and the bus driver by being courteous and well mannered. The following behavior is specifically prohibited: No profanity or other abusive language, no smoking or chewing, no fighting, roughhousing, harassment or verbal abuse will be tolerated. The use or possession of alcohol, tobacco, or illegal drugs will be disciplined in accordance with the district policy.

Rule 4: All students must ride to school and home on their regular assigned bus. Any point of pick-up or departure different from home must be approved by the school and bus company. Drivers will not transport any person not regularly assigned to the bus. Students are assigned seats by the driver and at no time are they to move

from one seat to another. Only HS students may utilize open seats when available at the discretion of the driver.

Rule 5: For a minor infraction of the rules, the driver will give a verbal warning to the student(s) involved. For serious misconduct on the bus the driver will fill out a bus conduct report. These reports will be delivered to the building principals, he/she has the following options:

1. Reprimand (Verbal) 2. Reprimand (Written) 3. Parent/Guardian Conference 4. After 3 bus reprimands student may be suspended for up to 1 week. **At the discretion of the administrator and/or Bus Supervisor steps may be skipped if behavior warrants doing so.

AFTER LEAVING THE BUS

1. Move away from the side of the bus immediately.
2. If you live on the same side of the street or road on which the bus stops, proceed toward your home.
3. If you cross the street or road, one of the following rules applies:
 - A. If the bus is displaying flashing red lights, walk to a point at least 10 feet ahead of the bus and **WAIT**. The bus driver will signal you to cross when it is safe to do so.
 - B. If the bus is not using the flashing red lights, walk to the nearest pedestrian crosswalk and cross the street when it is safe to do so.
4. Be extra alert to possible dangers at all times.
5. Help look after the safety and comfort of small children.
6. Do not leave the bus at other places than the regular bus stop unless proper authorization has been given in advance by parent and school officials.

CO-CURRICULAR TRIPS

1. All bus rider rules apply to each pupil who rides a school bus at any time for any reason.
2. A pupil who rides a school bus to an activity or event must return on that bus unless authorized to do otherwise according to school rules.

BUS NOTES

If a student is changing any regular after-school transportation (bus/student pickup/walking/school's out, etc), **a note is required each time or a phone call to the elementary office at 715-352-2727.** Seesaw cannot be counted as contacting the school as the teacher may not receive the message in time. The elementary office needs adequate time to fill out paperwork to give to the teachers of the changes. Student safety is one of our highest concerns

BICYCLE SAFETY

The decision to allow children to ride bicycles from home to school is a decision parents must make. The school tries to teach safety, including bicycle safety, at all times; however, we establish no rule which states when a child is capable or competent enough to handle a bicycle when riding on a street.

Since a child should use two hands on the handlebars, they need a basket, luggage carrier, or saddle bags for their books, sports gear, and other school necessities. Riding with one hand full of books is a short-cut to trouble. The school is not responsible for bicycles left on school property. It is advisable that they be padlocked or chained to the bicycle rack. Bicycles should be put in racks outside the side elementary entrance. Students should take the sidewalk to the elementary entrance.

SCHOOL POLICIES AND STATE LAW

Edgar School Board policies are available in the district office, HS office, Elem. office, and online.

Policies of interest that directly affect elementary students:

*Student Record	*Co-Curricular Code	*Crisis Policy
*Bus/Transportation	*Lunch - "Offer vs. Serve"	*Non-Discrimination
*Non-Discrimination	*Drug Free/Smoking	*Student Removal from Class
*Corporal Punishment	*Attendance/Truancy	*Open Enrollment Policy
*Use of Beepers	*Citizen Complaints Against School Personnel	
*504	*Locker Searches	*Bullying
*Weapons	*Acceleration	*District Discipline Code & Gr. 1
*Harassment	*Internet Acceptable use	*Social Promotion (Gr. 4 to 5)
*A.I.D.S.	*Community Use of Building	*Wisc. State Statutes and School
*Home School	*Early Admission to Kindergarten	Law (available in district office)

GIFTED AND TALENTED PROGRAM

The School District of Edgar recognizes that there are students who demonstrate special talents, gifts or potential abilities to an exceptional degree. These gifts and/or talents may be present in one or more of the intellectual, artistic, academic, creative or leadership areas.

The district will identify, develop, nurture, and challenge these exceptional students and address the unique academic, social and emotional needs, which may be present in gifted children.

SCHOOL HEALTH SERVICES

Edgar School District has the services of a health aide every day. Our health aide is Amanda Myszka. The health office gives medications to students who need medications during the school day, assesses students who are ill, and provides first aid to students who are injured at school. Mrs. Amanda Myszka is the contact person for any questions you have regarding health plan, and field trips. To reach her, please call **715-352-2727**.

Edgar School District has a school nurse who serves the 3 area schools with MCSE. Our school nurse Lara Beranek is responsible for supervising the health aide, medical contact with family physicians, developing health plans for specific health issues students may have, and in-servicing staff on specific health issues that students have, i.e., diabetes, seizures, food allergies, and insect allergies.

Students who require medications during the day must provide the school with medication forms. If a student receives a **prescription** medication, a signature from a physician and parent along with medication dosage and directions in giving the medication is required. If a student receives a **nonprescription** medication at school, parent signature and direction is needed on the school form. When medications are given at school, the meds are to be brought in a container which is labeled with the name of drug, dosage, when to give, physician name, and name of pharmacy. The label needs to be current. Each medication must be in a separate container which is correctly labeled. Please instruct your child on the safety of carrying medications to school and importance of being responsible to take his/her medication at school.

Guidelines on when students are excluded from school are as follows:

- Acute illness: fever > 100, (without the use of medication), vomiting and/or diarrhea
- Flu or respiratory symptoms: chills, severe headache, pale in color, difficulty breathing, coughing
- Sore throat: strep throat: must stay home until on antibiotics **for at least 24 hours**
- Pink eye: inflammation of eye, swelling, redness, drainage, crusted appearance
- Rashes: open sores that are uncovered, undiagnosed, untreated – need physician direction on return to school and treatment
- Nuisance Diseases: live lice found on student's head – return after treatment.
- Incontinence: inability to control bladder or bowel
- Chicken Pox: can return when physician okays or when sores are scabbed over and not draining.



EARLY CHILDHOOD

backpack
folder
extra change of clothes
diapers/pull ups
1 large box of Kleenex
1 container of baby wipes
1 water bottle

4 YEAR OLD KINDERGARTEN

2 containers of Lysol wipes
1 water bottle
2 boxes Crayola crayons
4 glue sticks
2 boxes Crayola washable markers
pencil box – for supplies
1 box pre-sharpened pencils
backpack
folder with pockets
3 packs baby wipes (hand & face)
paint shirt – oversized t-shirt is fine
extra clothes for school
1 children's scissors
2 boxes of Kleenex
Blanket for rest time
Optional donations...
Snack/sandwich/gallon bags
Small paper plates
Plastic forks
Plastic spoons
Napkins

EDGAR ELEMENTARY SCHOOL

SUPPLY LIST - 2024-2025

These supplies may be brought to school at the Open House.

5 YEAR OLD KINDERGARTEN

paint shirt
2 pkgs./8 ct. Crayola markers
4 large glue sticks
2 folders with pockets (sturdy)
12 pencils (Ticonderoga)
1 watercolor paint set
2 Expo dry erase markers (black)
1 pack of baby wipes
Boys – 1 large box Kleenex
Girls – 1 pkg. of paper plates
2 pkg. (24) crayons
1 water bottle
1 pair of scissors
1 box sandwich or gallon size bags

GRADE 1

backpack
1 box pencils (Ticonderoga)
4 glue sticks
2 plastic folders with pockets
2 pkg. Crayola washable markers
4 Expo dry erase markers
2 boxes of Kleenex
Girls: 1 box plastic forks
1 container Clorox wipes
Boys: 1 pack of baby wipes
1 pack small plastic cups
1 water bottle
headphones

GRADE 2

clipboard
1 notebook – wide lined
2 folders
1 12" ruler/centimeters/inches (wood)
1 small pad Post-it notes
12 pencils (Ticonderoga)
1 pack of 4 expo markers with an eraser
headphones
2 glue sticks
Crayons OR colored pencils
3 boxes of Kleenex
1 pencil box (small)
3-4 pink erasers
1 box gallon sized plastic bags
1 water bottle



GRADE 3

36 pencils (if possible Ticonderoga)
1 large glue stick for the classroom
1 pkg. pencil top erasers
scissors
2 spiral notebooks (wide-lined)
schoolbag/backpack (no wheels)
1 box to keep supplies in (sturdy)
1 pkg. Expo markers
1 stretch book cover (jumbo size)
1 highlighter
1 post-it pad
headphones
1 container of Lysol wipes
1 water bottle
1 pkg. washable makers
1 folder
1 box of Kleenex
Girls – paper plates
Boys - napkins

GRADE 5

4 notebooks
5 two-pocket folders
1 box for supplies
3 glue sticks
1 box colored pencils
1 eraser
1 highlighter
1 schoolbag/backpack
1 small box of crayons
24 pencils
1 blue and black pen
1 large box of Kleenex
headphones
1 pkg./4 Expo markers
2 containers of Lysol wipes
1 water bottle

2024-2025 EDGAR MIDDLE SCHOOL

SUPPLY LIST

Earbuds or headphones
24 pencils
6 blue or black pens
1 ruler 12" centimeters/inches (wood)
colored pencils
set of markers
eraser
pencil case
7 folders
7 spiral notebooks
1-2 large glue sticks
2 large boxes of Kleenex
2 highlighters (2 different colors)
1 pack of 3x5 index cards
Calculator Texas Instruments -
T1-30X11S is recommended
1 container of Lysol wipes
1 water bottle

GRADE 4

4 two-pocket folders
4 spiral notebooks (wide-lined)
schoolbag/backpack
1 box/24 count Crayola crayons
scissors

5 glue sticks

1 small box for supplies

1 highlighter

24 pencils

pencil top erasers

headphones

2 stretch book covers (jumbo size)

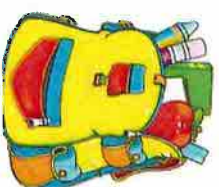
2 blue or black pens

2 boxes of Kleenex

1 pkg. post-it note pads

1 box colored pencils

1 water bottle



PHY. ED.

**Every class K-5 should bring an extra pair of tennis shoes for Phy. Ed. to be kept in their classroom.