

# WELCOME BACK TO SCHOOL



## 2021-2022 SCHOOL YEAR

The past year and a half were a roller coaster, and I cannot say enough times how beyond proud of our staff I am for continuing to provide our students with exceptional learning experiences. That said, I could not be more excited for the 2021-2022 school year. It is a time for reemergence as we are able to have a more traditional school year.

As a parent of four kids, three who are currently in the SPASD and one who just graduated, I understand how important the beginning of every school year is, but especially this one. If there is one thing that I have learned this past year and a half, it is how to appreciate the everyday things we get to do, like walking our kids to the bus stop, interacting with our childrens' teachers in-person, and seeing peoples' smiles.

Before we jump into this school year, there is a lot that we as caregivers need to do, such as verifying enrollment, contributing to school lunch accounts, getting school supplies, and more. This newsletter is designed to be a resource for you and the entire community as we prepare for a new and exciting school year.

Be sure to save this newsletter to use over the next couple of weeks. Place it on the kitchen counter as a quick reference, like my wife and I do. However, know that the Sun Prairie Area School District is here for you to help you get back into the swing of things before this school year begins. Check our District website or our Facebook and Instagram pages to learn more about things happening in the SPASD. And, as always, reach out to the District Support Center if you have a question.

I wish you the very best for this 2021-2022 school year!

See you soon,

Brad Saron, Superintendent

COMING TO YOUR MAILBOX SOON  
**SCHOOL EVENT CALENDAR!**



## FALL 2021

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Sun Prairie Area School District  
Futures depend on us...every child, every day.

# BACK-TO-SCHOOL ESSENTIALS



## ELEMENTARY SCHOOL WELCOME EVENT

Each elementary school will have its Welcome Event the **WEEK OF AUGUST 16, 2021**. Schools will contact caregivers regarding the time and date of this event. Watch for an email from your principal inviting you to attend!

## BACK-TO-SCHOOL KICK-OFF EVENTS

Each secondary school is handling its own Back-to-School Kick-Off event. Stay tuned for communication from your school site(s).

## ONLINE REGISTRATION

All caregivers must participate in the registration process. We need to have your most current contact information. Please log in to Infinite Campus and click on the "Online Registration" button on the bottom left of the page. This will walk you through the process of verifying student contact information. Phone numbers and email addresses change, so this is your chance to make sure we can contact you when we need to. You can also sign the permission slip and handbook agreement forms as part of this process.

## FIELD TRIPS

We regularly incorporate field trips into student learning experiences. Instead of filling out a new permission form for every trip, you are able to check a box during the online registration process to cover all in-state day-long field trips for the year. You will still receive specific information about each field trip and can choose to opt out. The statement regarding field trips will appear like this in your online registration:

- Yes
- No

I give permission for my child to participate in field trips via District transportation or via walking if within walking distance of their school.



## WORKING TO BE A BULLY-FREE ZONE

The Sun Prairie Area School District is committed to providing a safe, positive learning environment for all students. The expectation is that everyone treats one another with respect and consideration. Actions such as bullying, cyber-bullying, or hazing create an atmosphere of fear and intimidation, detract from

the safe environment necessary for student learning, and may lead to more serious violence. Therefore, all types of bullying and hazing are prohibited. Families play an important role. Talk with your student about responsible use of social media and cell phones.

**The District has partnered with the community to work toward this goal of bully-free education. Thank you for working with us! #SPKIND**

FOR MORE INFORMATION, VISIT: [sunprairieschools.org/families/bullying](https://sunprairieschools.org/families/bullying)



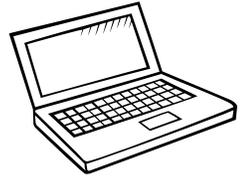
## SCHOOL SUPPLY LISTS

School supply lists for elementary schools and middle schools can be found on each school's web page, under the "Academics" tab by grade or subject. Upper middle school and high school students can purchase school supplies such as notebooks, folders, and pencils based on personal organizational style and needs.



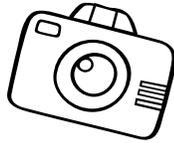
## CHROMEBOOKS

It is a high priority in our District to help our students become good digital citizens. All students who do not already have a Chromebook will undergo training on digital citizenship in the beginning of the school year and will receive their Chromebook at school once the training is complete.



## SCHOOL PICTURE DAY

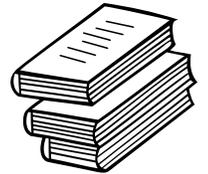
This year we will be partnering with Empire Photography for school pictures. All of the dates and details regarding each school's picture day will be given at a later date.



**QUESTIONS?** If you have any questions about school picture services, please reach out to your school(s) via email or phone.

## YEARBOOKS

Watch for more information during the school year about how to purchase a yearbook for your student.



# STUFF THE BUS 2021

Stuff the Bus, a Sunshine Place program, works to provide backpacks and school supplies to children and youth in the Sun Prairie Area School District. Here are this year's distribution dates and times!



### BACKPACK DISTRIBUTION DATES

BACKPACK DISTRIBUTION DATES		
Tuesday, August 10	12:45 - 2:00 p.m.	C. H. Bird Elementary
Wednesday, August 11	4:30 - 5:30 p.m.	Northside Elementary
Thursday, August 12	11:45 a.m. - 1:00 p.m.	Westside Elementary
Thursday, August 12	5:00 - 7:00 p.m.	Sheehan Park

FOR MORE INFORMATION, VISIT: <https://sunshineplace.org/services/child-outreach/stuff-the-bus/>

# HEALTH SERVICES TEAM

# KEEPING KIDS HEALTHY

## DISTRICT HEALTH NURSE

DEBBIE BROWN  
834-6583  
dlbrown@sunprairieschools.org

## DISTRICT HEALTH NURSE

ELIZABETH FEISTHAMMEL  
834-6679  
eafeist@sunprairieschools.org

## SCHOOL HEALTH ASSISTANTS

**C. H. BIRD ELEMENTARY**  
LINETTE KASENOW • 834-7306

**CREEKSIDE ELEMENTARY**  
LINDSAY COLLINS • 834-7706

**EASTSIDE ELEMENTARY**  
LEAH COPPOLA • 834-7406

**HORIZON ELEMENTARY**  
SALINA CARR • 834-7906

**MEADOW VIEW ELEMENTARY**  
JOSEY CHU-JOHNSON • 478-5006

**NORTHSIDE ELEMENTARY**  
JOY FOUST • 834-7106

**ROYAL OAKS ELEMENTARY**  
LORI COULTHART • 834-7206

**TOKEN SPRINGS ELEMENTARY**  
LUCIA MESSER • 478-5106

**WESTSIDE ELEMENTARY**  
HALINA SILVA • 834-7506

**PATRICK MARSH MIDDLE SCHOOL**  
NAN PIEPER • 834-7606

**PRAIRIE VIEW MIDDLE SCHOOL**  
JUANITA KRANZ • 834-7806

**CARDINAL HEIGHTS UPPER MIDDLE SCHOOL**  
PAYENG XIONG • 318-8006

**SUN PRAIRIE HIGH SCHOOL**  
DAN GOPLIN • 834-6702

**PRAIRIE PHOENIX ACADEMY**  
834-6907

Our Sun Prairie School Health Services Team is made up of two District Health Nurses and a Health Assistant at each school building. Together they work to remove health-related learning barriers and create a healthy and safe learning environment for all children.

## BACK-TO-SCHOOL HEALTH TIPS FOR A HAPPY AND HEALTHY SCHOOL YEAR

- Make sure your child is current on vaccination requirements. The state of Wisconsin requires that all students entering 6th grade get a Tdap (tetanus, diphtheria, and pertussis) booster. Kindergarteners need a booster of the MMR, Polio, Varicella, and DTaP vaccines. Be sure that sufficient documentation or a signed waiver is on file with your child's school.
- Consult with your child's school nurse about any health updates or health needs your child may have for school this year.
- If your child will need to keep medication at school, it must be in the original, labeled container, and you must complete the following forms: **Prescription Medication:** Either contact your doctor's office for their school medication form or print it from our website. Send the completed form to school with your child. **Over-the-Counter Medication:** Print the form from our website, and return it to school with your child.
- Remind your child that handwashing is the number one way to prevent illness. Practice effective handwashing. Wash for at least 20 seconds, using friction, and wash the fronts and backs of hands and in between fingers. Soap and water are best, but hand sanitizer will do when those are not available.
- Make sure your child gets enough sleep. Start practicing healthy sleep habits, such as limiting caffeine after dinner, getting regular exercise, turning off electronic devices an hour before bedtime, and getting into a regular sleep routine.
- Be sure your child eats breakfast each day, at home or at school.
- For the most up-to-date information about COVID-19, please visit the District website and watch for email updates.



# CHECK OUT OUR SCHOOL NUTRITION PROGRAM

A nutritious breakfast and lunch are key to student learning. It is proven that well-fed bodies make for sharp minds. We want your student to enjoy fresh fruits and vegetables, dishes made from scratch and new and interesting cuisines with us every day! Our meals are carefully planned to meet the caloric needs of students while remaining low in fat and sodium, free of trans fats, and limited in artificial ingredients or dyes. Additionally, we offer a variety of menu items so students are empowered to make the right decisions when dining with us.

**BREAKFAST AND LUNCH MENUS** may be accessed by visiting your school web page under “Quicklinks.” Not only can you see what is for breakfast and lunch, but you can also see the nutritional information!

## SCHOOL MEAL PRICES FOR THE 2021-2022 SCHOOL YEAR

We are happy to report that the USDA announced that school districts will be able to provide free meals to students through the end of the 2021-2022 school year. This means that each student will receive one free breakfast and one free lunch while at school.

## OPTIONAL: PUT MONEY IN YOUR STUDENT’S LUNCH ACCOUNT

All students are able to purchase an additional milk, and secondary students are able to purchase an additional entrée. They will need to have funds in their account to do so.

Deposits can be made online through the Infinite Campus Parent Portal, under the Payments menu. Payments can also be mailed or dropped off at the District Support Center, 501 S. Bird Street, Monday through Friday, 8:00 a.m. to 4:00 p.m.

## FREE AND REDUCED MEAL APPLICATIONS

Free and Reduced Meal eligibility not only gives you access to meals at a reduced price (in a typical school year) but also enables our District to receive more educational funding based on our eligibility rates. It also allows students to receive waivers on numerous fees. It is important for families to fill out an application if you believe you may qualify. *Applications are available at all schools or can be mailed, faxed, or emailed to you directly. Call the District Support Center if you would like more information about these programs.*



## DID YOU KNOW?

The School Nutrition Program is offering a more diverse menu from different cultural backgrounds. Menus also include more healthy options such as daily salad bars at all schools so students can incorporate more healthy fresh fruits and vegetables into their diet.

## WOULD YOU LIKE TO DONATE TO OUR HUNGER HERO CAMPAIGN?

One of the best things about Sun Prairie is how our community comes together to help those in need. We have hungry students in our schools who need your help. If you or your organization would like to be a HUNGER HERO for Sun Prairie students, please visit our website or call the District Support Center to learn how to make a donation!



## QUESTIONS?

If you have questions or require assistance,  
email: [nutritiondepartment@sunprairieschools.org](mailto:nutritiondepartment@sunprairieschools.org)  
or call: 834-6544

# BUSING INFORMATION

# KOBUSSEN CARES

Sun Prairie Area School District staff members work collaboratively with our District transportation provider, Kobussen Bus Company, to keep students safe while riding the bus.

We use the following **KOBUSSEN CARES** rules as our expectations for all bus riders. To support **SAFETY** for all, our **EXPECTATIONS** are that everyone demonstrates **RESPECT** through **APPROPRIATE** bus behavior on a **CONSISTENT** basis. To meet these **EXPECTATIONS**, all bus riders need to:

- Sit down when they get on the bus.
- Face forward when seated.
- Keep the aisle clear so that everyone can move safely.
- Keep voices quiet so that everyone can enjoy their ride and hear instructions.
- Keep their hands to themselves.
- Do not eat on the bus, to keep it clean and sanitary.

We appreciate parents/guardians, District staff, and bus drivers reminding students that **KOBUSSEN CARES!**

## BUS TAGS

All eligible bus riders must have their bus tags on their person when riding the bus. Drivers will ask to see bus tags and may deny rides to students they don't recognize if those students don't have a bus tag. If your child needs a replacement bus tag, please contact the school secretary. Students who carry smartphones can take a picture of their bus tag to show the driver.

- Students will receive their bus tag at their school's Back-to-School Kick-Off event.



## KOBUSSEN CONTACT INFORMATION

**RYAN KIMBALL**  
*Terminal Manager*  
825-8700 ext. 5526  
ryan.kimball@kobussen.com

**BRINDA THOMPSON**  
*Lead Dispatcher*  
825-8700 ext. 5509  
brinda.thompson@kobussen.com

**DEB NOLDEN**  
*Special Education Dispatcher*  
825-8700 ext. 5510  
debra.nolden@kobussen.com

**STACEY BEUTEL**  
*Routing*  
825-8700 ext. 5512  
stacey.beutel@kobussen.com



## DISTRICT CONTACT INFORMATION

**RHONDA PAGE**  
*Business Services Manager*  
834-6512  
rspage@sunprairieschools.org

**LISA SPRINDIS**  
*Transportation Coordinator*  
834-6511  
lasprin@sunprairieschools.org



## KOBUSSEN BUSES

**1500 Forward Drive**  
**Sun Prairie, WI**  
**825-8700**  
**Hours: 6:30 a.m. – 5:30 p.m.**

## BUS STOP SAFETY TIPS

- Students should wait for the bus on the sidewalk, or as close to the curb as possible if there are no sidewalks.
- Students should avoid standing in the road and in yards when waiting for the bus.
- Students should wait for the bus to come to a complete stop before approaching to board.
- Students should be dressed appropriately for waiting in any type of weather.

## BUSING ELIGIBILITY

Busing services are provided to elementary, middle, upper middle, and high school students who do not live within walking distance of their schools. For students to qualify for busing services, they must meet the following distances requirements:

**Elementary School:** Must live more than 1 mile from school.

**Middle School:** Must live more than 1.5 miles from school.

**Upper Middle School:** Must live more than 1.5 miles from school.

**High School:** Must live more than 1.5 miles from school.

You can verify your household's busing eligibility by using the Boundaries and Walking/Busing Areas map on the District website. Students with disabilities are provided transportation services in accordance with their individualized education programs (IEPs).



## BUS DRIVER SPOTLIGHT MEET SHARON!

"I have been driving for Kobussen Buses for eight years now. I love working for Kobussen and transporting the kids of Sun Prairie to and from school. Watching the kids grow up is my favorite part. The kindergarteners of eight years ago are now at Cardinal Heights! I transport K-12 but have the most fun with the elementary groups. Have a great school year!"

## BUS RULES



- **Students may not eat on buses. Some students have severe food allergies, and we need to keep our buses safe for them. Snacks given out at the end of the school day should be eaten at home.**
- **Students may ride on their assigned bus only.**
- **Students must get on/off the bus at their designated stop.**
- **Students who are not eligible riders may not ride the bus.**
- **Students should be at their bus stop at least 5 minutes before the scheduled time of arrival.**
- **Students must have their bus tags with them in order to ride the bus.**

School bus transportation is a privilege, not a right. In the event that a student's behavior does not conform to the standards, the bus company will report the behavior to the school and an investigation will occur. Consequences may be assessed and could include loss of bus riding privileges.

# ACTIVITY BUS INFORMATION

(SECONDARY SCHOOLS ONLY)



- All eligible bus riders are authorized to ride the activity bus.
- Riders must present their bus tag and a pass from their coach.
- Activity buses do not have set routes. For schools that have more than one activity bus, each bus has designated busing areas (north and south, east and west, etc.). The drivers of these buses develop routes based on the students who are riding that day.
- Because there are no set routes for activity buses, the amount of time students may ride and the stops they will use can vary greatly from day to day. Student ride times may exceed one hour.

**PATRICK MARSH** has two after-school activity buses that run Monday through Friday. One bus services the north busing area of Patrick Marsh, and the other bus services the south busing area.

**CARDINAL HEIGHTS** has two after-school activity buses that run Monday through Friday. One bus services the west side of the Cardinal Heights busing area, and the other bus services the east side.

**PRAIRIE VIEW** has one after-school activity bus that runs Monday through Friday.

**HIGH SCHOOL** has one after-school activity bus that runs Tuesday through Thursday.

## BUSING FAQs



### HOW DO I SIGN MY CHILD UP FOR THE BUS?

You don't have to! All students in grades K-12 who are eligible to/from their primary household are automatically routed. If you need transportation to/from a secondary household or child care provider, please visit the website to learn more about those requests. Busing for 4K students must be requested through the 4K office, at 834-6672.

### WHERE CAN I FIND MY CHILD'S BUSING INFORMATION?

Parents can view their child's busing information for the regular school year through the Infinite Campus Parent Portal at least two weeks prior to the start of school. The District will also communicate busing information around the same time.

### MY CHILD MISSED THE BUS, OR THE BUS IS RUNNING LATE. WHOM SHOULD I CONTACT?

Please contact Kobussen at 825-8700. If the bus arrived and left the stop before the scheduled pick-up time, they will send the driver back to pick up any students who were missed. Families are encouraged to have their child waiting at the stop at least 5 minutes prior to the scheduled pick-up time.

### I HAVE A CONCERN ABOUT OTHER CHILDREN ON THE BUS AND/OR MY CHILD'S BUS DRIVER. WHOM SHOULD I CONTACT?

Your first point of contact should be your child's school principal for any concerns regarding student behavior on the bus. The principal can talk with your child and any other students involved and determine if any disciplinary measures need to be taken. If you have a concern regarding your child's bus driver, please contact Kobussen at 825-8700. They will review the concern and contact the appropriate District personnel.

### I THINK MY CHILD MAY HAVE LEFT SOMETHING ON THE BUS. WHOM SHOULD I CONTACT?

Kobussen has a lost and found for all items left on the bus. Bus drivers usually keep lost items on the bus for a few days and then turn them in at the terminal. If your child has a lost item, don't forget to check with Kobussen. You may call or stop by the terminal to check the lost and found.



# BACK-TO-SCHOOL SAFETY REMINDERS

The Sun Prairie Area School District is committed to providing students, staff, and visitors a safe, welcoming environment. Here are a few conversation ideas for you and your students to have before school begins.

## GENERAL

- Communicate with your child, addressing any fears or concerns about returning to school. Discuss “what if” situations, such as “What if you get on the wrong bus?”
- If you believe there are unresolved issues from the previous school year that may continue to affect your child’s behavior, follow up with the teacher or principal.
- Remind your child not to go anywhere after school unless they first check with a parent or caretaker. They should never go home with a friendly neighbor without parent or caretaker permission.
- Students should follow safety rules:
  - » Always tell a parent/caregiver where they are going, who they are with, and when they will be home.
  - » Go places with friends, instead of alone, whenever possible.
- Ensure that your child knows their telephone number and address, contact numbers for trusted adults, and how to call 911 for emergencies.

## TRANSPORTATION

- Discuss transportation issues—How will your child get to and from school?
- Safety reminders—Cross streets at marked crosswalks, obey the school crossing guards, and don’t dart out in front of traffic.
- Bike riding—Discuss best routes, wear a helmet, and be visible. Lock your bike in the designated place.
- Have a back-up plan in case you’re delayed and can’t pick up on time. Where should your child go? Who should they contact? What should they do? Decide on age-appropriate solutions.

## DRIVER SAFETY

- Remember to slow down, observe 20 mph school zone speed limits, and look out for children who may dart out into traffic. Remind your teen drivers that the school parking lot should be navigated carefully. There is a lot of activity with pedestrians and cars.
- Please obey all signage displayed at the schools.
- Please do not attempt to pass other parked cars when there is no space for passing. Please wait.
- Please respect buses, particularly when children are loading/unloading.

**YOU ARE  
ALWAYS  
WELCOME AT  
OUR SCHOOLS!**

Safety is our number one priority. During the school day, our exterior doors will be locked. If you visit, please push the call button on the audiovisual intercom located on the front of the building next to the main doors. An indicator light will flash, and you will be buzzed into the office. Once inside, you will need to provide photo identification. You will then receive a visitor’s badge to wear during your visit.

**Thank you for making it a habit to have your identification with you every time you visit!**





# INFINITE CAMPUS

Infinite Campus is the portal we use to collect and store student information. This is the best place to find information about your student's progress. Let us give you a tour of Infinite Campus so you can become familiar with some of the features it offers:

**TIP:** All emergency communications sent to families use contact data obtained from Infinite Campus. Student health and medication information is also obtained from Infinite Campus. It is the parent/guardian's responsibility to keep this information up to date. Please maintain accurate information throughout the year in your Infinite Campus Parent Portal account.

**DID YOU KNOW?** Student report cards are available electronically on Infinite Campus after each semester.

**SELECT A STUDENT**  
Select a **STUDENT** from the menu to get specific information, including a schedule, attendance, grades, transportation, and fees.

**FAMILY Information Includes:**

- Messages sent for you to view
- Household information
  - Manage your phone and address information
- Fees
  - View and pay class fees, activity card fees, and club fees
- Payments
  - Make payments and view payment history
- Food Service
  - Check lunch balances and all food transactions

**USER ACCOUNT Includes:**

- Account Settings
  - Change account settings including email, password, and PIN
- Contact Preferences
  - Manage your email contact information preference

## SCHOOL WEB PAGES

Your school web page is a great place to find information. From the lunch menu and school newsletters, to contact information and important dates, you should be able to find key information at your fingertips. Let us give you a quick tour of a school web page:

**NOTE:** The District has a comprehensive website that is also a great source of information. Please check out [sunprairieschools.org](http://sunprairieschools.org) when you have questions about the District.

The High School and Middle Schools have additional information on their web pages.

**CALENDAR**  
Each school has its own **CALENDAR** of important dates and events.

**ABOUT**  
In the **ABOUT** tab, you will find the Staff Directory, School Newsletters, Recess/Bell Schedule, Parent Group Information, Traffic Safety & Security, and School Flyers.

**QUICK LINKS**  
You will find **QUICK LINKS** on the right side of the navigation bar, which has links to the School Calendar, Daily Schedule, Breakfast/Lunch Menu, Staff Directory, and School Supplies.

**ACADEMICS**  
In the **ACADEMICS** tab, you will find the School Supply List, Student Handbook, and Advanced Learner information. On the Middle School pages, this tab also includes Music, Academic & Career Planning, Student Services, Academic Resources, and Class Registration. On the High School's page, this tab also includes Advanced Placement (AP), Financial Aid, Transcripts, Scholarships, and more.

**NEWS & HIGHLIGHTS**  
In the **NEWS & HIGHLIGHTS** tab, you will find important school and District events and updates.

**CONTACT INFORMATION, BELL SCHEDULE, and STAFF DIRECTORY**  
At the bottom of the school webpage, you will find the school's **CONTACT INFORMATION, BELL SCHEDULE, and STAFF DIRECTORY**.

**STUDENT LIFE**  
In the **STUDENT LIFE** tab, you will find Clubs & Activities, and Library information. The Middle School webpages have a the Student Life tab that includes information about Athletics.

**INFINITE CAMPUS, BREAKFAST/LUNCH MENUS, and TRANSLATE**  
In the top right corner of your school's webpage, you will see links to **INFINITE CAMPUS, BREAKFAST/LUNCH MENUS, and the TRANSLATE** feature.

# SCHOOL YEAR CALENDAR AT A GLANCE 2021-2022

## IMPORTANT ANNOUNCEMENT:

The first day of school this year is **AUGUST 23, 2021** for students in grades K-12 -and- **AUGUST 30, 2021** for students in SP4K

### August 2021

- 23 First Day of School (K-12) ■
- 30 First Day of School SP4K ■

### September 2021

- 6 No School—Labor Day
- 24 No School

### October 2021

- 7 Family/Teacher Conferences, 4–8 p.m.
  - No School for SP4K
- 8 No School—Family/Teacher Conferences, 7:30–11:30 a.m.
- 22 No School
- 27 End of 1<sup>st</sup> Quarter

### November 2021

- 24 No School
- 25 No School—Thanksgiving
- 26 No School

### December 2021

- 24 No School—First Day of Winter Break

### January 2022

- 3 First Day Back from Winter Break
- 10 End of 2<sup>nd</sup> Quarter/1<sup>st</sup> Semester
- 14 No School
- 17 No School—Martin Luther King Jr. Day

### February 2022

- 24 Family/Teacher Conferences, 4–8 p.m.
  - No School for SP4K
- 25 No School—Family/Teacher Conferences, 7:30–11:30 a.m.

### March 2022

- 11 No School
- 17 End of 3<sup>rd</sup> Quarter
- 21 No School—First Day of Spring Break
- 28 First Day Back from Spring Break

### May 2022

- 13 No School
- 20 Last Day of School for 4K Students
- 26 End of 4<sup>th</sup> Quarter/2<sup>nd</sup> Semester
  - Last Day of School for Students (K–12)
    - Elementary Dismissal at 11:45 a.m.
    - Middle School Dismissal at 11:25 a.m.
    - Cardinal Heights Dismissal at 11:35 a.m.
    - High School Dismissal times based on Finals

### 27 High School Graduation

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We have three weather days built into this schedule that we will not need to make up should we have weather or other reasons for closing. If we have more than three, here is the plan:

Makeup Day #1: March 11, 2022    Makeup Day #2: May 13, 2022    Makeup Day #3: Add instructional minutes

UPDATED 7/16/2021

JULY 2021						
Su	M	Tu	W	Th	F	Sa
				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

AUGUST 2021						
Su	M	Tu	W	Th	F	Sa
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				

SEPTEMBER 2021						
Su	M	Tu	W	Th	F	Sa
			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		

OCTOBER 2021						
Su	M	Tu	W	Th	F	Sa
					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						

NOVEMBER 2021						
Su	M	Tu	W	Th	F	Sa
	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				

DECEMBER 2021						
Su	M	Tu	W	Th	F	Sa
			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	

JANUARY 2022						
Su	M	Tu	W	Th	F	Sa
						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					

FEBRUARY 2022						
Su	M	Tu	W	Th	F	Sa
		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					

MARCH 2022						
Su	M	Tu	W	Th	F	Sa
		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		

APRIL 2022						
Su	M	Tu	W	Th	F	Sa
					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

MAY 2022						
Su	M	Tu	W	Th	F	Sa
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				

June 20-July 22  
Summer School (Mon-Thurs)  
July 4-5 No Summer School

### LEGEND:

- No School - Holidays
- No School
- SP4K



# BELL SCHEDULES

## ELEMENTARY SCHOOLS

8:20 a.m. – 3:18 p.m. (Mon, Tues, Wed, Fri)  
8:20 a.m. – 2:03 p.m. (Thurs)

**Note:** Students may come to school at 8:10 a.m., as there will be supervisors on-duty at this time.

**NOTE:** Elementary schools will continue to have Early Release on Thursdays

## MIDDLE SCHOOLS

7:40 a.m. – 2:56 p.m.

## UPPER MIDDLE SCHOOL

7:47 a.m. – 3:05 p.m.

## HIGH SCHOOL

8:00 a.m. – 3:22 p.m.

## SP4KIDS (4-YEAR-OLD PROGRAM) CREEKSIDE AND TOKEN SPRINGS

### MORNING SESSION:

8:20 a.m. – 11:03 a.m. (Mon– Fri)

### AFTERNOON SESSION:

12:20 p.m. – 3:18 p.m. (Mon, Tues, Wed, Fri)

### EARLY RELEASE:

12:20 p.m. – 2:03 p.m. (Thurs)

## COMMUNITY PARTNER 4K SITES

### MORNING SESSION:

8:10 a.m. – 10:53 a.m. (Mon-Fri)

### AFTERNOON SESSION:

11:50 a.m. – 2:48 p.m. (Mon, Tues, Wed, Fri)

### EARLY RELEASE:

11:50 a.m. – 1:33 p.m. (Thurs)

## PEACHJAR FLYER DISTRIBUTION

You will receive one email per week that includes all of the flyers related to your school(s).



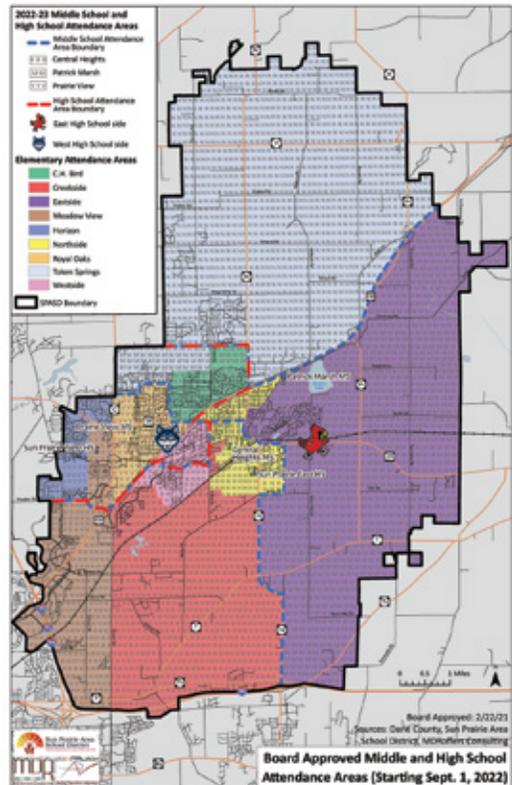
Peachjar is a tool for sharing information about important activities and events. To view school approved eflyers, simply click the Peachjar button on your school's web page. The District uses Peachjar, an electronic flyer communication tool in place of paper distribution. This “green” initiative will save our schools tons of paper and reduce copy costs by thousands of dollars.

Your family's email address is loaded directly into Peachjar and updated weekly, so there is no need to sign up. If you would like to family members, go to Peachjar.com and add your name and school.

**DID YOU KNOW that by using Peachjar, the Sun Prairie Area School District has saved 13,445,347 sheets of paper and 1,614 trees?**

## NEW BOUNDARIES!

Starting in the 2022–2023 school year, we will have new elementary, middle, and high school boundaries. To find out which schools your child(ren) will be attending next school year, visit our website.





The kindergarten bathrooms at C.H. Bird Elementary are being remodeled



The flooring in the main office of Northside Elementary is being updated

## RENOVATIONS IN OUR SCHOOLS THIS SUMMER

We are excited to announce that renovations are taking place at eight of our schools this summer! Here are some of the things that we are working on:

### CARDINAL HEIGHTS UPPER MIDDLE SCHOOL

- Installing a wheelchair lift
- Adding a glass storefront in the Agriculture/Construction Shop and Agriculture Classroom
- Adding and remodeling multiple bathrooms
- Installing new equipment in the weight room and the future gym

### PATRICK MARSH & PRAIRIE VIEW MIDDLE SCHOOLS

- Renovating the Tech Ed area
- Replacing the PA System (Public Address System)

### C. H. BIRD ELEMENTARY SCHOOL

- Remodeling the kindergarten bathrooms

### NORTHSIDE ELEMENTARY

- Remodeling the library

### EASTSIDE ELEMENTARY

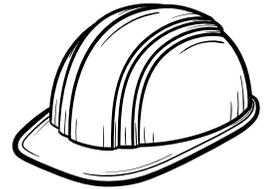
- Updating the courtyard

### ROYAL OAKS ELEMENTARY

- Installing walls in the first-grade wing

### WESTSIDE ELEMENTARY

- Updating flooring in the main office



## SUN PRAIRIE WEST HIGH SCHOOL UPDATES

Sun Prairie West High School is on track to open by the 2022-2023 school year. Next time you drive by, be sure to check out all of the progress that has been made!

For more information about the work that has been done already and to read future executive summaries, visit: [www.sunpraireschools.org/west-high/about/construction-videos](http://www.sunpraireschools.org/west-high/about/construction-videos)



## DISTRICT CONTACTS

**DR. BRAD SARON**  
Superintendent  
834-6502

**STEPHANIE LEONARD-WITTE**  
Assistant Superintendent of  
Teaching, Learning, & Equity  
834-6516

**JANET ROSSETER**  
Assistant Superintendent  
of Operations  
834-6683

**PATTI LUX**  
Communications & Engagement  
Officer  
834-6562

### TEACHING, LEARNING & EQUITY

**JENNIFER APODACA**  
Director of Student Services  
834-6520

**JANET THOMAS**  
Associate Director of Student Services  
834-6638

**CURTIS MOULD**  
Director of Digital Media,  
Innovation & Strategy  
834-6531

**DR. SARAH CHAJA-CLARDY**  
Director of Secondary Teaching,  
Learning & Equity  
834-6572

**RICK MUELLER**  
Director of Elementary  
Teaching, Learning & Equity  
834-6506

**DR. NICK REICHHOFF**  
Director of Student Policy  
& School Operations  
834-6624

**MICHAEL MORGAN JR.**  
Director of Systemic Equity  
& Inclusion  
834-6599



### OPERATIONS

**PHIL FREI**  
Director of Business & Finance  
834-6510

**RHONDA PAGE**  
Business Services Manager/Busing  
834-6512

**DR. CHRIS SADLER**  
Director of Human Resources  
834-6551

**KATHRYN WALKER**  
Director of School Nutrition  
834-6527

**KEVIN SUKOW**  
Director of Facilities & Grounds  
834-6567

**ERIC NEE**  
Athletic & Activities Director  
834-6713

## OUR SCHOOLS

**EARLY CHILDHOOD PROGRAM**  
478-5187

**C. H. BIRD ELEMENTARY SCHOOL**  
**NICOLE TOEPFER**, Principal  
834-7300  
1170 N. Bird St.

**CREEKSIDE ELEMENTARY SCHOOL**  
**JILLIAN BLOCK**, Principal  
834-7700  
1251 O'Keeffe Ave.

**EASTSIDE ELEMENTARY SCHOOL**  
**CRAIG COULTHART**, Principal  
834-7400  
661 Elizabeth Ln.

**HORIZON ELEMENTARY SCHOOL**  
**MICHELLE KELLY**, Principal  
834-7900  
625 N. Heatherstone Dr.

**MEADOW VIEW ELEMENTARY SCHOOL**  
**CYNTHIA BELL JIMENEZ**, Principal  
478-5000  
200 N. Grand Ave.

**NORTHSIDE ELEMENTARY SCHOOL**  
**LEXI VANDEN HEUVEL**, Principal  
834-7100  
230 W. Klubertanz Dr.

**ROYAL OAKS ELEMENTARY SCHOOL**  
**JAMES ACKLEY**, Principal  
834-7200  
2215 Pennsylvania Ave.

**TOKEN SPRINGS ELEMENTARY SCHOOL**  
**MIKE MARINCIC**, Principal  
478-5100  
1435 N. Thompson Rd.

**WESTSIDE ELEMENTARY SCHOOL**  
**NIKKI BURKE**, Principal  
834-7500  
1320 Buena Vista Dr.

**PATRICK MARSH MIDDLE SCHOOL**  
**REBECCA ZAHN**, Principal  
834-7600  
1351 Columbus St.

**PRAIRIE VIEW MIDDLE SCHOOL**  
**MICHELLE JENSEN**, Principal  
834-7800  
400 N. Thompson Rd.

**CARDINAL HEIGHTS UPPER MIDDLE SCHOOL**  
**SARAH PRANKEKLANG**, Principal  
318-8000  
220 Kroncke Dr.

**SUN PRAIRIE HIGH SCHOOL**  
**RENEE COLEMAN**, Principal  
834-6700  
888 Grove St.

**PRAIRIE PHOENIX ACADEMY**  
Principal, 834-6900  
160 South St.

**SUN PRAIRIE VIRTUAL SCHOOL**  
834-6901

**SP4KIDS**  
**ELIZABETH KNUDTEN**,  
Program Supervisor  
834-6671

# GET INVOLVED IN OUR SCHOOLS



Sun Prairie Area  
School District

501 S. Bird Street,  
Sun Prairie, WI 53590

## ENGAGED CAREGIVERS AND COMMUNITY MEMBERS ARE IMPORTANT TO US.

Many people volunteer in our schools, making a world of difference in the education of our students, as Schools of Hope volunteers, AVID tutors, Performing Arts Center ushers, chaperones for field trips, and more. If you are interested in volunteering, please visit the District website under "Community and Volunteering in the District" to find more information and forms to submit. Thank you to our volunteers! We could not do this very important work without you.

## SPREAD THE WORD WE ARE HIRING!



To view our available positions, visit our website or scan the QR code!

*Dr. Chris Sadler,*  
*Director of Human Resources*  
*Isabel Simonetti,*  
*Employee Relations Manager*

## JOIN YOUR SCHOOL COMMUNITY ORGANIZATION.

Our elementary and middle schools have a parent group. In some school districts, these are referred to as PTOs. Here in Sun Prairie, we call them SCOs, or School Community Organizations. Joining your school's SCO is a great way to get connected to your school. There are a variety of volunteer opportunities to choose from as well as monthly meetings you are invited to attend. You can find more information about your SCO on your school web page under the "About" tab.

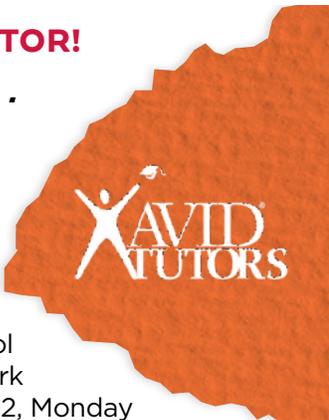
## NEED HELP?

**Staff are available to assist you at the District Support Center,**  
501 S. Bird Street, Sun Prairie, WI 53590 // 8:00 a.m. to 4:00 p.m. // Monday-Friday  
web: sunprairieschools.org // t: 608.834.6500 // f: 608.837.9311  
**Translators are also available.**

## BECOME AN AVID TUTOR!

### Are you looking for . . .

- classroom experience?
- a challenging environment?
- a valuable mission?
- rewarding work?



The Sun Prairie Area School District needs tutors to work with students in grades 7-12, Monday through Friday. These flexible and paid positions include training and valuable feedback from experienced teachers. AVID tutors guide students in the Socratic method of collaborative learning, in which students question one another in pursuit of greater understanding of academic subjects.

Please Contact Kathy Enstad, AVID District Director, at [klensta@sunprairieschools.org](mailto:klensta@sunprairieschools.org) or 834-6586, or visit the District website to find the job application.



## STAY CONNECTED TO THE SUN PRAIRIE AREA SCHOOL DISTRICT



sunprairieschools



sunprairiek12



Sun Prairie Schools



@sunprairieschooldistrict