

School Board

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VP – Mike O'Brien  
Clerk – Mary Arnold  
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Julie Hajewski  
Barb Hesselberg

Free/Reduced Meals

[Child nutrition](#) programs are available to students in the Columbus School District. Please contact Janel DeZarn, Director of Business Services, or Laura Austin, Food Service Director, at 920.623.5950 for more information.

Student Privacy

District Policy [2416](#) provides for privacy of information that could be obtained from surveys. For certain surveys, written permission will be required before they are taken. Questions can be directed to the building principal.

Fundraising

The support of schools by businesses and community members is greatly appreciated and valued. Therefore, the District would like to alert businesses and community members that the Superintendent approves [fundraisers](#) for the school district.

School Start &  
End Times:  
7:50 AM – 3:15 PM

Human Growth &  
Development

School Districts that offer human growth and development instruction are required to annually provide parents with an outline. The outline is of the human growth and development curriculum used at their child's grade level and information about how they can inspect curricular and instructional materials.

If you have a question regarding the curriculum offered, please contact Loren Glasbrenner, Intermediate and Middle School Principal at 623-5954

Annual Notices Required by Law

Student Records Policy

The Columbus School District maintains student records for each student attending school in the District. State and federal laws require that the maintenance of such records assure confidentiality. Accordingly, only those individuals or agencies specifically authorized by state and federal law are granted access to a student's records. Exceptions will only be made when the student's parent or guardian, or an adult student, grants permission. Adult students, or the parent or guardian of a minor student, may inspect student records kept by the school in accordance with Board policy and procedures, and may challenge the content if they believe it to be inaccurate or misleading. Please contact your Building Principal for additional information. Copies of the District student records policy ([8330](#)) and guidelines are available online at [www.columbus.k12.wi.us](#). Complaints regarding student records may be made to the Superintendent. A complaint may also be filed with the Family Policy Compliance Office of the U.S. Department of Education alleging District noncompliance with FERPA (Family Educational Rights and Privacy Act) requirements. Further, the Columbus School District Board of Education has designated the following student record information as directory data:

- ☐ a student's name;
- ☐ photograph;
- ☐ participation in officially-recognized activities and sports;
- ☐ height and/or weight, if a member of an athletic team;
- ☐ date of graduation;
- ☐ degrees and awards received.

Military Recruiters

Federal law requires the District to release names, addresses, and phone numbers of high school students to military recruiters who request this information unless the student's parent/guardian has directed the District in writing not to release this information to military recruiters.

This directory data shall be considered public information and may be released to any person unless the parent, guardian, or adult student informs the school in writing that all or any art of the directory data may not be released without the prior consent of the parent, guardian, or adult student. The District will not release directory data earlier than 14 days after the initial written notice to the adult student, parent or guardian, or after the District has been restricted from doing so by any of those parties.

Asbestos Hazard Emergency Response Act ([AHERA](#))

The Asbestos Hazard Emergency Response Act requires school districts to inspect their buildings for asbestos-containing building materials and develop, maintain and update an asbestos management plan. Columbus School District shall continue to maintain a safe environment for parents, students, visitors, and employees.

District Buildings were inspected by EPA accredited inspectors and samples analyzed by an independent lab. Based on the inspection, a state approved comprehensive management plan was made for handling asbestos within our buildings. Columbus School District has completed its AHERA 3-Year Re-inspection requirement. The buildings, where asbestos-containing materials were found, are encapsulated or removed. An Operations and Maintenance Program has been implemented. Federal law requires a six-month walk-through of areas containing asbestos. Buildings are re-inspected every three years. Environmental Management Consultants (EMC) is our contractor. Columbus School District maintains a list of materials found in each school building and a description and time table for proper management. A copy is available for review at District Office. To discuss the management of asbestos materials or with a question, EMC is available at (920) 648-6343.

Notice of Student Academic Standards for 2018-2019

Columbus School District has adopted the [Wisconsin Academic Standards](#) in English Language Arts, Literacy in all Subject Areas, and Mathematics which are the Common Core State Standards. Next Generation Science Standards have been adopted for Science. Wisconsin Academic Standards will be utilized in all other content areas. The District has adopted the Common Core Essential Elements for educating students with significant intellectual disabilities for whom IEP teams determine other standards are not appropriate. These standards will be recognized during the 2018-2019 school year. For more information, please contact Becky Schmidt, Director of Curriculum & Instruction at 920.623.5950.

Medication Policy

Parents/guardians are reminded that any medication taken by students during the school day must have a new authorization form completed each school year. Over the counter medications require the signature of the parent/guardian. [Prescription medications](#) require the signature of the parent/guardian and the signature of the prescribing health care provider. All medication should be in the original container. Forms are available in each of the building offices. Call Mary Hughes, RN, School Nurse at 623-5950 with questions.

Early College Credit Program

School Districts are required by section 118.55(8) of the state statutes to provide information about the [Early College Credit Program](#) to students in grades 9, 10, and 11. For more information, contact the high school office at 920.623.5950.

Education of Homeless Children/Youth

The District has resources to help families and students who find themselves in a situation where they may be [homeless](#). Please contact Lisa Blochwitz, Student Services Director at 920-623-5950.

Definition of Homeless Children and Youth

The term 'homeless children and youth' means school-aged individuals who lack a fixed, regular and adequate nighttime residence due to economic hardship.

Non-Discrimination

It is the policy of the Columbus School District that no person 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, extra-curricular, pupil service, recreational, or other program or activity because of the person's sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, religion, or physical, mental, emotional or learning disability or handicap as required by §118.13 Wis. Stats. This policy also prohibits discrimination as defined by Title IX of the Education Amendments of 1972 (gender), Title VI of the Civil Rights Act of 1964 (race and national origin), and Section 504 of the Rehabilitation Act of 1973.

The District encourages informal resolution of complaints under this policy. However, formal complaint resolution procedure is available to address allegations of violations of this policy in the Columbus School District. Any questions should be directed to: Lisa Blochwitz, Director of Student Services at 920-623-5950.

Teacher Qualifications

The Elementary and Secondary Education Act (ESEA) requires schools to offer parents with children in Title I schools additional information about the teaching staff each year. Specifically, you have the right to ask for information about:

The professional qualifications of your child's classroom teacher, including:

- whether teacher has met Wisconsin licensing criteria to serve the grade assigned,
- whether the teacher is teaching under an emergency or provisional status,
- the undergraduate and graduate field of study of the teacher.
- qualifications of a paraprofessional providing services to your child.

To get the information, contact Becky Schmidt, Director of Curriculum and Instruction at 920.623.5950.

Special Education

Referral Process

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

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

Others, including parents, who reasonably believe a child is a child with a disability may also refer the child, including a homeless child, to the school district in which the child resides. [Referrals](#) must be in writing and include the reason why the person believes the child is a child with a disability. A referral may be made by contacting Lisa Blochwitz, Student Services Director.

Child Find Confidentiality Notice

The Columbus School District is required to locate, identify, and evaluate all children, with disabilities, including children with disabilities attending private schools in the school district, and homeless children. The process of locating, identifying, and evaluating children with disabilities is known as child find. The school district has a special education screening program to locate and screen all children with disabilities who are residents of the district and who have not graduated from high school. Upon request, the school district will screen any resident child who has not graduated high school to determine whether a special education referral is appropriate. A request may be made by contacting Director of Student Services Lisa Blochwitz at 920-623-5950.

The information is used to determine whether a child should be evaluated for a suspected disability. When school staff reasonably believes a child is a child with a disability, they refer the child for evaluation by a school district Individualized Education Program (IEP) Team. This notice informs parents of the records the school district will develop and maintain as part of its child find activities. Parents have rights regarding any records developed. The school district gathers personally identifiable information on any child who participates in child find activities. Parents, teachers, and other professionals provide information to the school related to the child's academic performance, behavior, and health. This information is used to determine whether the child needs special education services. Personally identifiable information directly related to a child and maintained by the school is a pupil record. Pupil records include records maintained in any way including, but not limited to, computer media, video and audiotape, film, microfilm/fiche. Records maintained for personal use by a teacher are not available to others and records available only to persons involved in the psychological treatment of a child are not pupil records.

## September, 2018

### Upcoming Events

#### September, 2018

- 4 First Day of School!
- 10 School Board Meeting – City Hall – 7 PM
- 17 [Launching Forward](#) Together Meeting – CHS – 6:30 PM
- 19 Late Start – Classes begin at 10 AM
- 24 School Board Meeting – City Hall – 7 PM
- 26 Parent/Teacher Conferences at High School - 5- 8 PM

#### October, 2018

- 8 School Board Meeting – City Hall – 7 PM
- Annual Meeting** – City Hall Council Chambers – 8 PM
- 9 [Launching Forward](#) Together Meeting – CHS – 6:30 PM
- 10 Late Start – Classes begin at 10 AM
- 15 Parent Conferences for K-Grade 8; 11 AM – 7 PM; NO SCHOOL
- 22 School Board Meeting – City Hall – 7 PM
- 24 Late Start – Classes begin at 10 AM

**Notice of Educational Options**  
Children who reside in the Columbus School District have the following [educational options](#):

Attendance at resident public schools in the Columbus School District, attendance at private schools participating in the Wisconsin Private School Choice program, attendance at charter school, attendance at state approved virtual schools, full-time open enrollment in the district of choice, youth options, course options, partial enrollment options for pupils enrolled in a home-based private educational program. Parents of children with disabilities are also advised of the special needs voucher program.

Additional local options of choice include: community based 4 Year Old Kindergarten programs and private/parochial schools.

For more information on our district's enrollment policy options, please contact the Business Administrator, Janel DeZarn, 920.623.5950 or JDeZarn@columbus.k12.wi.us.

For more information on course or educational questions, please contact the Curriculum and Instruction Director, Becky Schmidt, 920.623.5950 or BSchmidt@columbus.k12.wi.us.

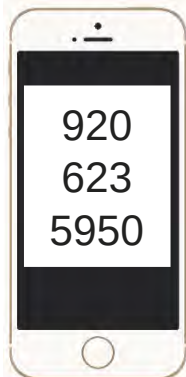
### Columbus School District Staff are **ALL IN!**



The Columbus School District Staff have returned and are ready for students!

The students in Grades K-9<sup>th</sup> start on Tuesday, September 4<sup>th</sup>. Students in Grades 10-12 will begin on Wednesday, September 5<sup>th</sup>.

Required [Legal Notices](#) can be found on our website.



#### Student Attendance

State law requires the District to enforce the regular attendance of students. The District's educational program is predicated upon the presence of the student and requires continuity of instruction and classroom participation. The regular contact of students with one another in the classroom and their participation in a well-planned instructional activity under the tutelage of a competent teacher are vital to this purpose.

All children between six (6) and eighteen (18) years of age shall attend school regularly during the full period and hours, religious holidays excepted, that the school in which the child is enrolled is in session until the end of the term, quarter, or semester of the school year in which the child becomes eighteen (18) years of age, unless they fall under an exception under State law, this policy, or administrative guideline issued under this policy. A child who is enrolled in five (5) year-old kindergarten shall attend school regularly, religious holidays excepted, during the full period and hours that kindergarten is in session until the end of the school term. For more information: <http://www.boarddocs.com/wi/cbus/Board.nsf/goto?open&id=APMK574CEBC9>

**Wellness Policy**  
The Board recognizes that good nutrition and regular physical activity affect the health and well-being of the District's students. See [Policy 8510](#) for more information.

#### Mission

*Community, career, and college ready.*

[www.columbus.k12.wi.us](http://www.columbus.k12.wi.us)

#### Locker Searches

The Board of Education has charged school authorities with the responsibility of safeguarding the safety and well-being of the students in their care. In the discharge of that responsibility, school authorities may search school property such as lockers used by students or the person or property, including vehicles, of a student. <https://www.boarddocs.com/wi/cbus/Board.nsf/goto?open&id=AT3MPJ5B85FB>



#### Link to Transportation Procedures Video:

<https://www.columbus.k12.wi.us/Page/517>  
All school buses are equipped with video cameras that are recording. Per our district policy, notice must be given annually.

### New After School Busing Pick Up Procedures *For Elementary, Intermediate & Middle Schools*

Recently, the Columbus School District reviewed the transportation patterns around the intermediate/ middle and elementary schools. There has been a significant increase in student enrollment in these schools, making it necessary for improvements to the traffic patterns and transportation plan for student safety and wellbeing. In addition, the move of the 3rd graders to the Intermediate School increases the number of cars and buses.

Our goals are to improve student safety during morning drop off and afternoon pick-up in and around the two buildings and to reduce the amount of time students spend on the busses. Busses will stage a central pick-up point for all students on Richmond Street between the entrance to the parent drive through and the first residential driveway. Therefore, Richmond Street will be barricaded beginning at 3:00 pm until 3:30 pm from Monday through Friday to through traffic. Procedure for parents who pick up students after-school will not change from previous years.

*We look forward to a safe 2018-19 school year!*

**Learning Today; LEADING TOMORROW**