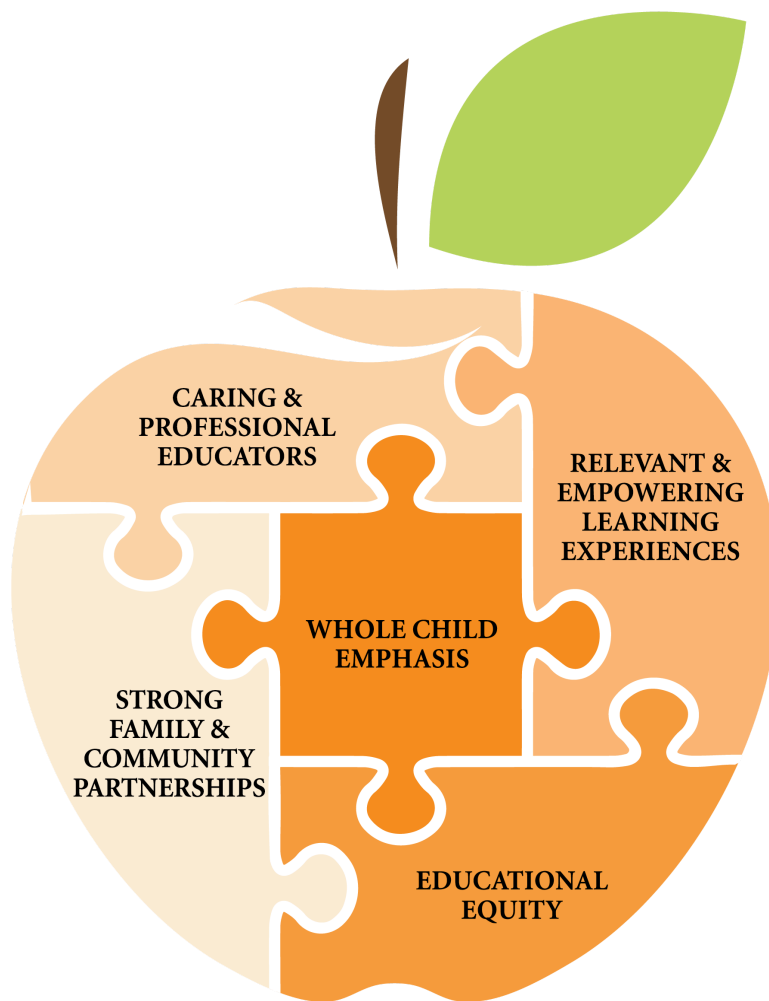


Oregon School District K-6 Family Handbook 2024 - 2025



“...Helping students acquire the skills, knowledge and attitudes needed to achieve their individual potential...”

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Welcome!

Dear Families,

We are excited to welcome you to the 2024-2025 school year. Whether you are new to the Oregon School District (OSD) or have had students in our schools for many years, we are happy that you are part of the OSD family. This handbook provides information about our schools that serve Kindergarten - Grade 6.

Our collective mission is centered around “helping students acquire the skills, knowledge and attitudes needed to achieve their individual potential.” The apple graphic on the front cover of this handbook is a symbol of five values that were created, together with our community, and is the foundation for our district operations.

Partnering together with families and having open and honest communication is the foundation of a successful school experience. Know that we are here to help and support your family, and we welcome you to contact us with questions now and throughout the school year. It is by working together that we can create the best learning experience and support for students.

We look forward to welcoming you to the 2023-2024 school and seeing you soon!

Sincerely,

Dr. Leslie Bergstrom, Ed.D. - District Superintendent
Dawn Goltz - Prairie View Elementary School Principal
Lindsay Eimerman - Netherwood Knoll Elementary School Principal
Kerri Modjeski - Forest Edge Elementary School Principal
Cyndi Olander - Rome Corners Intermediate School Principal
Anna Seidenstricker - Brooklyn Elementary School Principal

Frequently Used Phone Numbers

District Office Receptionist	(608) 835-4091
School Closure Line	(608) 835-4000 (press option #6)
BKE Main Office	(608) 835-4591
Attendance Line 24/7	(608) 835-4000 (press option #1 then #1)
BKE Health Office	(608) 835-4575
FES Main Office	(608) 835-4691
Attendance Line 24/7	(608) 835-4000 (press option #1 then #7)
FES Health Office	(608) 835-4636
NKE Main Office	(608) 835-4191
Attendance Line 24/7	(608) 835-4000 (press option #1 then #3)
NKE Health Office	(608) 835-4105
PVE Main Office	(608) 835-4291
Attendance Line 24/7	(608) 835-4000 (press option #1 then #2)
PVE Health Office	(608) 835-4209
RCI Main Office	(608) 835-4791
Attendance Line 24/7	(608) 835-4000 (press option #1 then #4)
RCI Health Office	(608) 835-4713
Technology Help Desk	(608) 835-4025
Director of Transportation	(608) 835-4032
Director of School Nutrition (Food Service)	(608) 835-4036
K-6 School Nurse - Jamie Pfundeller	(608) 835-4139
K-6 School Nurse - Alycia Foelker	(608) 835-4140
PK-6 SEL Coach- Michelle Kretschman	(608) 835-4792
5-12 SEL Coach - Elizabeth Delzer	(608) 835-4808
ORCHARDS Study For Influenza Testing	(608) 265-3164

SCHOOL OPERATIONS

School Hours

The school day for students at BKE, FES, NKE and PVE is 7:50 a.m. - 2:50 p.m. The K-4 school doors open at 7:45 a.m. and outside supervision starts at 7:35 a.m. FES doors open at 7:40 a.m. and outside supervision starts at 7:35 a.m. We ask that students at these schools not arrive earlier than 7:35 a.m. because we will not have staff present before that time.

The school day for students at RCI is 7:55 a.m. - 2:55 p.m. RCI's doors open at 7:40 and outside supervision starts at 7:35 a.m. We ask that students not arrive earlier than 7:35 a.m. because we will not have staff present before that time.

If students would like breakfast at BKE, NKE and PVE are welcome to come in the main door at 7:35 a.m. Students at RCI and FES may come in the main door at 7:40 a.m. for breakfast.

Attendance

We know that a key to student success is attending school. We also know there are times when a student must be absent, whether for illness or family commitments.

We have provided a general overview on attendance below. For more detailed information on Attendance, see [Board Policy 433](#) or contact your building administrator.

Under state law, generally all students between 6 and 18 years of age must attend school full time until the end of the term, quarter or semester in which they become 18 years of age. A parent/guardian may excuse a student for up to ten school days per year. When your student has reached nine days, we will contact you. Absences related to COVID-19 or that have a note from a medical advisor will not count as part of these ten days. If your student has missed more than ten days, your student may be considered truant pursuant to state law or [Board Policy 433](#).

How To Report An Absence:

If your student must be absent for instruction, please call your student's school attendance line found on the previous page. You may leave a message 24 hours a day. Please call before 7:45 a.m. for a same day absence.

Please clearly state:

- a. Student's name (first and last)
- b. Teacher's name
- c. Date of absence
- d. Reason for absence
- e. Your name

Attendance Due to Illness / Medical Appointments

The health and safety of our students is a top priority. The Oregon School District adheres to guidance from public health agencies and our medical advisor.

Please help keep our school community healthy by keeping your student home if your student is showing signs of illness, and following Board Policy [565: COVID-19 Illness OSD](#) and [566 COVID 19 Protective Measures](#).

Students who have a fever of 100 degrees or higher may not attend school, and must stay home until fever-free for at least 24 hours without medication.

Students who vomit or have diarrhea may not attend school, and must stay home until symptom free for at least 24 hours without medication.

If we believe your student has a fever or is showing signs of illness, we will contact you to pick up your student immediately. If we are unable to reach you, we will contact your student's emergency contact(s) to pick up your student. Please be sure to update all of your contact information in Infinite Campus. If you need assistance, please call the District Office at (608) 835-4091.

If your student has an appointment with a health professional (e.g., doctor, dentist, orthodontist, etc.), please provide the school's main office with a letter excusing the student from school. You will then see the absence marked as "M" in Infinite Campus.

Extended Absences

When scheduling vacations, please keep in mind that the time missed from school is difficult to make up. However, we understand there are times when a vacation during the school year is a family's only option.

Special situations (e.g., competitions or performances) may arise during the school year.

Please call our attendance line to report any extended absences for your student.

Parent/Guardian Excused Absences will appear in Infinite Campus as "Absent-Parent/Guardian Request" (AP). If such absences exceed ten, the absence will appear as "Parent/Guardian Unexcused" (PUX).

Making Up School Work

If someone is going to pick up work for an absent student, we ask that you contact the teacher or office early in the morning. You may also leave a message on the attendance line. The classroom teacher will then have time to gather materials.

Returning to School or Leaving School During The School Day

Students who must leave school during the school day for an appointment or illness must go to the Main Office or Health Office first for staff to complete the required check out procedures, and then can be picked up at the Main Office. Parents/Guardians must sign their student out at the office. Please be prepared to show your ID. Students returning to school during the school day must sign in with a guardian at the office before returning to class. This includes students who are late for school. They will receive a pass to be admitted to class.

Transportation

OSD provides bus transportation to students living a half mile or more from school. Parents/Guardians can request to have their student transported from home or from a student care provider. We will do our best to accommodate requests that are within our busing areas.

Families are responsible for ensuring the [SchoolBus Manager](#) transportation system is updated with accurate contact information and any alternate pick up / drop off requests. Step-by-step instructions for SchoolBus Manager can be found [here](#).

Please direct transportation questions to transportation@OregonSD.org or call the Director of Transportation at (608) 835-4032.

How to be a Safe Bus Rider

The primary responsibility of the school bus driver is to safely transport students to and from school. Students are responsible for their behavior on the bus. Students whose behavior is unsafe or distracts the driver could endanger the lives of all students being transported.

Although not all students ride the bus to and from school, all students may be bus riders at some time during the school year for field trips. It is important that all families know the five main bus guidelines:

I AM A SAFE BUS RIDER WHEN I:

Respect others, and their property and the bus.

Sit down.

Use a quiet voice.

Keep my hands to myself.

Follow all safety rules.

Students who do not follow the bus rules may have school consequences, including the suspension of bus riding privileges.

Questions regarding bus transportation safety may be directed to the Director of Transportation at (608) 835-4032 or transportation@OregonSD.org.

Walking or Biking To School

Students are welcome to walk or bike to school. Each school has a bike rack for students to lock their bikes. Please walk bikes when on school property. Other wheeled items such as skateboards, scooters, roller blades, roller shoes, etc., may only be used off school property for safety purposes, except in designated areas.

Inclement Weather/School Closure

If school is canceled or started one or two hours later than normal, an email message will be sent to families via the Infinite Campus portal. A notice will also be placed on the Oregon School District website (OregonSD.org), and on OSD social media outlets. We make every effort to make this announcement by 6:15 a.m. If an announcement is made stating that school is to start late, bus drivers will make arrangements to pick up students one to two hours later.

Sometimes we need to dismiss students early. Please make plans for your student if an early dismissal is called. Your student must be knowledgeable of where to go and what to do in the case of school being dismissed early. This requires that you and your student devise a definite plan of action. Set up a procedure for them to follow if you will not be home on such days. A plan may include any or all of the following:

- The location of an extra key where your student can easily find it to enter your home.
- Your cell and business telephone numbers are posted by the telephone at home so you can be reached.

- Arrangements with a friend and/or neighbor to have a place for your student to go should you not be home.
- Arrangements for a parent/guardian in your area or neighborhood to be the responsible person in the event that your student does not know what to do.

If we are open, but you feel that the conditions are not right for your student to attend school, you have the option of keeping your student at home on those days. Please notify the school office via the attendance line if your student will be absent and it will be excused.

Indoor Recess Requests

Based on consultations with medical professionals, we believe that if students are properly dressed and well enough to attend school they will go out for recess.

Days with a windchill/temperature combination of zero or below, or significant rain, will be an indoor recess unless the person(s) on duty decides otherwise.

A note from the student's physician will be required in the event that a student needs to stay in from recess for an extended period of time due to injury or illness. The note shall specify the dates the student needs to be excused.

Appropriate Dress

Students should dress appropriately for their wellness, comfort and activity level during the day, whether they are in-person or online.

It is the student's and family's responsibility to make choices that ensure physical safety and wellbeing while outside. Therefore, please help your student make good choices based on daily weather conditions. We recommend hats, mittens, and coats throughout the winter months.

Appropriate Dress

Students should dress appropriately for their wellness, comfort and activity level during the day, while at school.

Allowable Dress & Grooming -

- Clothing must cover undergarments.
- Fabric covering all undergarments must not be see through (opaque)
- Sunglasses may not be worn inside the building.

- Headwear must allow the face to be visible and not interfere with the line of sight to any student or staff.
- Clothing must be suitable for all scheduled classroom activities. Certain courses (e.g. physical education, science labs, technology education) may require specialized attire (e.g. sports uniforms, safety gear).

Non-Allowable Dress & Grooming -

- Clothing may not depict, advertise, or advocate the use of alcohol, tobacco, e-cigarettes, vaping, jewelry, marijuana or other controlled substances, or other items not allowed on school property.
- Clothing may not depict pornography, nudity, or sexual acts.
- Clothing may not use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation or any other protected class.
- Clothing may not depict unlawful use of weapons, promote violence and/or threaten the health or safety of others.
- Clothing may not disrupt the learning environment.

Any clothing created to represent OSD or its schools must be approved by the school administration.

Students who do not follow the appropriate dress guidelines may be subject to, but not limited to, any combination of the following:

- Request to cover the clothing and/or change to appropriate attire;
- Confiscation of item;
- Conference with school staff or administration;
- Verbal warning;
- Parental/guardian conference;
- Student sent home with parent/guardian approval to change clothing;
- Assignment to a different learning environment; and/or
- Assignment of educational learning opportunities.

School Meals & Snacks

We are proud to offer a nutritious breakfast and/or lunch to our students. Our breakfast and lunch menus are available on the food service website at OregonSD.org/food. You can choose to print a hard copy or use our online interactive menus. Each breakfast includes an entree, fruit, and milk, and the lunch includes protein, grains, fruit, vegetables, and milk.

Students have the opportunity to purchase a breakfast or lunch through the USDA National School Breakfast and Lunch Programs. Families are able to apply for free or reduced meals, please see the information below on how to apply. Students are also welcome to bring their own lunch to school. Students who bring their own lunch but would like to purchase milk from school may do so through their student meal account.

You may load money to student meal accounts in two ways - online through the Infinite Campus Parent/Guardian Portal, or by sending a check to the school. Please always note your student's meal account number when sending a check.

If you are interested in purchasing breakfast or lunch, but need financial assistance, please fill out our Free and Reduced Application that is available on the Food Service website OregonSD.org/frmeals. If you need a hard copy, or have questions about the form, please call the Director of Nutrition at (608) 835-4036 or email at OSDMeals@oregonsd.org. You may submit an application at any point in the school year.

A la Carte items are available to students in grades 5-6 during lunch hours. These items include fresh fruit, milk, crackers, 100% fruit juices, pretzels, granola bars, chips, etc. A la carte sales come out of the same account as lunch sales. A parent can request that a block be placed on an account so that no a la carte items are purchased. Account holders are responsible for all purchases made on the account unless a block has been placed. Students with negative balances will not be allowed to purchase a la carte items.

Eating Lunch With Students

Parents/guardians are welcome to join their students for lunch. Please follow our visitor process.

If anyone other than a parent/guardian is planning to visit during lunch, we will need written permission from the parent/guardian. You may email the classroom teacher using an email address that is listed in the Infinite Campus family account, or a written note can also be given to the classroom teacher along with a parent/guardian signature. We will need the name of the visitor and date of the visit. Each visitor will need to follow our visitor process.

Snacks

We support healthy eating habits as a key strategy for learning. Parents/Guardians may choose to send individual snacks to school for their own student (it would be ideal if they were nut free). For health reasons, we ask that parents/guardians not send snacks to school for other students. We will have snacks available for students who need them.

Celebrations

OSD welcomes students from all backgrounds, beliefs and holiday traditions. In order to respect the diversity of our school community, we are not able to celebrate holidays based on religions in our schools. Therefore, celebrations at school will focus on building community, connections and friendships. Additionally, OSD supports healthy eating habits for staff and for students, and recognizes that more and more students have food allergies. As a result, our celebrations focus on celebrating your students, rather than food.

For these reasons, we ask that you not provide food for birthdays or other celebrations. Homemade or store purchased cupcakes, brownies, cookies etc. brought into classrooms will be individually bagged and sent home with the students in your student's classroom.

Celebrating your student's birthday at school is always optional. If you choose to do so, here are some ideas:

- choosing a book to read to the class;
- bringing an item for classmates to sign; or
- choosing an activity break or game.

School Concerts

As part of a well-rounded music education, students in grades K-4 will participate in two performances for an audience during their 5K- 4th grade school experience. Specifics of the performances may differ across school sites.

Medication

For safety purposes, students may not carry any medication. Parents/Guardians should bring medication to the main office and complete a medication form to provide us with all instructions (<https://www.oregonsd.org/well-being/health>). Medication will be secured in the main office. Students may carry and self-administer inhalers when signed consent is obtained by both the student's physician and parent/guardian.

BE A PART OF OUR SCHOOL COMMUNITY

Community & Family Partnerships

As part of our Board Policy [411: Graduation Requirements - Portrait of A Graduate](#), we strive for our students to have an "understanding and appreciation of the importance of being a responsible community member who exchanges ideas respectfully and values the input of ideas different from their own." We ask that our families, visitors, volunteers and members of our community model this commitment by communicating with all staff respectfully.

Visitors / Volunteers

To help keep everyone safe, all visitors and volunteers must enter through the main door and check in with the office before entering the school. Please bring a photo ID. Your ID will be entered into the Visitor Aware system in order for us to issue you a visitor badge. Your visitor badge should be visible when in our buildings. If you do not have a photo ID, please call the District Office at (608) 835-4091 and we will assist you.

All volunteers must apply in advance and pass a criminal background check. The application can be found on our website under the "Families" tab:

OregonSD.org/volunteer.

Please park only in designated parking areas and never leave unattended vehicles in the traffic pick-up/drop-off/fire lane so that emergency vehicles can access our schools, if needed. Our schools are green and healthy, so everyone is strongly encouraged to turn off their vehicles when parked.

While visiting or volunteering in our schools, please refrain from taking photos and/or videos of students to protect the privacy of others. You are welcome to take photos of your own student while on field trips, but not of other students as field trips are an extension of our classroom and have student confidentiality requirements.

Substitutes

We are always looking for dedicated adults who want to work in our schools, whether as a substitute teacher, paraprofessional, food service staff or custodian. You choose when, where and how often you work! We post all our positions on WECAN's website at <https://wecan.education.wisc.edu> and have paper applications in the District Office.

Please call our Guest Teacher/Staff Coordinator at (608) 835-4091 if you have any questions.

STUDENT EXPECTATIONS

Student Behavior Expectations

OSD is committed to providing a safe and respectful environment where all students feel welcome. To do this, all schools utilize a *Positive Behavior Intervention & Supports (PBIS)* approach to positively and explicitly teach children behaviors that are expected in our schools to establish a social environment where all children can succeed. Through PBIS, students learn how to be safe, respectful, responsible, and productive learners. These school-wide expectations are taught directly throughout all areas of our building, including settings such as classrooms, hallways, lunchrooms, and playgrounds.

On playgrounds, we have playground supervisors that wear bright vests so they are easily spotted. Please encourage your student to report any unsafe behavior to a playground supervisor.

If we are not successful in changing student behavior through PBIS, or if students engage in more serious conduct, then it may result in disciplinary action. You can find more information in [Board Policy 434: Suspensions and Expulsions](#). If you would like a hard copy, please contact your school office. See also [432: Code of Conduct](#).

Legal Rights & Responsibilities

We also have Board Policies that not only reflect who we are as a school community and how we treat each other, but also to inform you of your legal rights and responsibilities, and provide you with guidance if your student is not feeling welcome at school. Here are specific policies we want to draw your attention to:

Student Confidentiality (Policy 156)

OSD shall maintain the confidentiality of a student's personally identifiable information in student records in compliance with state and federal law. Parents/Guardians shall have the right to inspect, review and amend student records as provided for by Board Policy and state and federal law. ([Board Policy 156: Student Records](#) ; [Admin Guidelines Policy 156](#))

Notice of Non-Discrimination (Policy 157 and Policy 165)

OSD shall not discriminate on the basis of race, color, national origin, sex, disability, age, sexual orientation, or gender variance in its programs and activities and shall provide equal access to the Boy Scouts and other designated youth groups. ([Board Policy 157: Anti-Harassment / Non-Discrimination](#)) ([Board Policy 165: Sexual Harassment Under Title IX](#))

In addition, the District does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in employment. ([Board Policy 165: Sexual Harassment Under Title IX](#))

For questions, concerns or complaints about discrimination or harassment based on gender under Title IX, please contact one of the Title IX Coordinators listed below. The District's Title IX Coordinators are:

<p>Jina Jonen Legal Counsel / Director of Human Resources & Lead Title IX Coordinator District Office 123 E. Grove Street Oregon, WI 53575 P: (608) 835-4015 E: jljonen@OregonSD.org</p>	<p>Maggie Zywicki Associate Principal Oregon High School 456 N. Perry Pkwy Oregon, WI 53575 P: (608) 835-4303 E: mazywicki@OregonSD.org</p>	<p>Amie Mitchell School Social Worker Oregon High School 456 N. Perry Pkwy Oregon, WI 53575 P: (608) 835-4471 E: ammitchell@OregonSD.org</p>
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Anyone who believes that an education institution that receives federal financial assistance has discriminated against someone on the basis of race, color, national origin, sex, disability or age, or who believes that a public elementary or secondary school, or state or local education agency has violated the Boy Scouts of America Equal Access Act, may also contact the U.S. Department of Education, Office of Civil Rights. The person or organization filing the complaint need not be a victim of the alleged discrimination but may complain on behalf of another person or group. The Office of Civil Rights, Chicago Office, may be contacted at (312) 730-1560 or OCR.Chicago@ed.gov. (See [OCR: Discrimination Complaint Form](#))

Anti-Harassment (Policies 157, 164 and 165)

OSD is committed to providing an environment free from harassment ([Board Policy 157: Anti-Harassment / Non-Discrimination](#)) ([Board Policy 165: Sexual Harassment Under Title IX](#)) and hate speech ([Board Policy 164: Anti-Hate Speech](#)).

“Harassment” means behavior toward pupils based, in whole or in part, on sex, race, national origin, ancestry, creed, pregnancy, marital or parent/guardians status, sexual orientation or physical, mental, emotional or learning disability which substantially

interferes with a pupil's school performance or creates an intimidating, hostile, or offensive school environment.

"Hate Speech" means any form of communication that attacks, threatens, degrades or insults a person or group based on their race, color, national origin, ancestry, creed, age, gender, disability, sexual orientation, gender variance or any other group protected by [Board Policy 157](#). It includes, but is not limited to:

1. Language, gestures or other actions such as using racial slurs;
2. Displaying, writing, or wearing items; or
3. Communications on social media or other technology.

If you have any questions, concerns or complaints regarding discrimination, harassment or hate speech, please contact your building administrator or notify the following District Office administrators:

Jina L. Jonen
Legal Counsel / Director of HR
District Office
123 E. Grove Street
Oregon, WI 53575
P: (608) 835-4015
E: jljonen@oregonsd.net

Candace Weidensee
Director of Special Education
District Office
123 E. Grove Street
Oregon, WI 53575
P: (608) 835-4004
E: cjw2@oregonsd.net

Bullying (Policy 163)

OSD is committed to providing an environment free from bullying ([Board Policy 163: Anti-Bullying](#)).

"Bullying" is defined as deliberate or intentional behavior using words or actions, intended to cause fear, intimidation or harm. It is a form of victimization and involves an imbalance of power.

If your student is experiencing bullying, please see [Board Policy 163](#) and contact student services staff or your building administrator right away. If you prefer to report to District Office, please contact the designee below or the District Superintendent:

Jina L. Jonen
Legal Counsel / Director of Human Resources
123 E. Grove Street
Oregon, WI 53575
P: (608) 835-4015
E: jljonen@OregonSD.org

Bringing Items To School

Phones, Smart Watches & Other Electronics

To provide the best learning environment, all cellular phones, smart watches, and other personal electronic devices must be turned OFF and be AWAY during the school day. They should be secured in backpacks or lockers. Students may use these personal devices outside of the school day. If a student needs to contact a parent/guardian during the school day, the student should talk with a staff member for assistance.

Under no circumstances shall electronic devices with photographic capabilities be used in locker rooms, bathrooms, or other areas where privacy is expected.

To protect student confidentiality, there shall be no recording by students, families, volunteers or other members of the public while at school except for events open to the public.

Toys/Athletic Equipment

All items such as Pokemon cards, baseball cards, fidget toys, stuffed animals, electronic devices, matchbox cars, rainbow looms, legos, action figures and personal athletic equipment may not be used during the school day. These items must be secured in the student's backpack upon arriving at school.

OSD will supply all playground equipment that students may use.

OSD will not be responsible for any damaged, lost or stolen items if a student chooses to bring an item to school.

Firearms/Weapons/Alcohol or Other Drugs

Firearms, knives, pepper spray, tasers or other weapons of any kind, or toys that replicate weapons such as cap guns or squirt guns are not allowed on school grounds, at school-sponsored events or on buses.

Alcohol, illegal drugs, or controlled substances where the person does not have a prescription, nicotine, tobacco, juuling, vaping, or other types of e-cigarettes are not allowed on school grounds. ([Board Policy 436](#)). Items containing CBD oil are generally prohibited, but see [Board Policy 558](#) for more details.

Desks / Lockers

If a student is assigned a locker, the student will be assigned a padlock and locker to secure their personal belongings. Students may not use personal locks, share and/or

switch locks or lockers with other students. Student lockers, desks, and other such property are owned by the school. The school exercises exclusive control over the school property, and students should not expect privacy regarding items placed in school property because school property is subject to search at any time by school officials, with or without the consent or notification of the student and/or the parent/guardian. Students are responsible for whatever is contained in desks and lockers issued to them by the school. If a student loses his/her lock, he/she should check with the main office. If the lock is not found, he/she will be charged the cost of new one (\$15.00). This must be paid before a new lock is issued. If the old lock is found, money will be refunded. Please keep your locker, valuables, clothes, and books locked up at all times.

Student Property

Students are entitled to the guarantees of the Fourth Amendment, and they are subject to reasonable searches and seizures. School officials are empowered to conduct reasonable searches of students and school property when there is reasonable belief that students may be in possession of drugs, weapons, alcohol and other materials in violation of school policy or state law.

SCHOOL SAFETY SUPPORTS & EXPECTATIONS

Daily Safety Expectations

In order for our schools to remain a safe environment for all, students and staff are required to adhere to the daily safety expectations listed below.

- Students and staff may NOT open locked exterior doors for anyone. Doors are locked at all times to ensure that unauthorized people who have not been through a safety check are not admitted to the building or have access to classrooms or spaces within our schools.
- All students/guests must enter the building through the main office when exterior doors are locked. This ensures that all students present in the building are accounted for and that guests go through the required security screening before being admitted to the building.
- Students and staff may NOT prop open any exterior doors.
- Students may not have items delivered to school from third-party vendors, such as food, beverages, flowers, balloons, etc.
- If you see something concerning, say something. Report any safety issues immediately to a trusted adult or use the Speak Up Speak Out platform. SUSO is

a confidential Wisconsin tip line that allows anyone to share concerns about someone who is struggling or potentially violent. Your report will be read and responded to 24/7. Text SUSO to 738477 or CALL 1-800-MY-SUSO.

- Take safety drills seriously. Practicing will ensure we all know what to do in the event of a real emergency.

School Resource Officer/Law Enforcement

Please see the School Resource Officer Agreement on our website at [School Resource Officer Information](#). You may also contact the main office for a hard copy.

TECHNOLOGY USE

OSD may provide a Chromebook, charger and other technology to students to support instruction. Students are expected to return all technology (including chargers) by the last day of school or they will be charged a fee for a replacement. All students and adults using OSD owned or provided chromebooks, email accounts, remote wireless internet devices, and other technology must adhere to the expectations set forth in the Board Policies [771](#) and [441](#).

In general, students and adults should be sure to:

- Use respectful behavior and language.
- Stick to appropriate topic discussions.
- Send only appropriate video transmissions.
- Use only appropriate icons, emoji, and avatar submissions.
- Wear school appropriate clothing if attending meetings via video.
- Be honest and use academic integrity by not copying others' work.
- Protect passwords.
- Not falsify information about oneself or impersonate others online.

Privacy

All OSD issued technology remains the property of the OSD. To meet our legal requirements under federal and state law, and follow our policies, the OSD retains the right to access and review all electronic communications, transmissions, etc., contained in or used in conjunction with the OSD issued technology. Students and adults should have no expectation of privacy or confidentiality when using OSD owned or provided devices, internet access, electronic communications or other technology.

Treat Technology With Care

Please treat all technology with care. Users may be responsible for lost or damaged technology. The OSD assumes no responsibility or liability for any unauthorized access, charges, costs or damages incurred while using OSD computers, devices, internet or other OSD owned or provided technology.

Need Help? Questions About These Guidelines?

Contact the OSD Technology Department for support at helpdesk@OregonSD.org or (608) 835-4025.

STUDENT SUPPORT

Student Services

Students In Need Of Support

We know that these are challenging times and that students may need extra support. We encourage you to contact Student Services so that we may ensure your student receives the support they need. You can call your school's main office and they will connect you.

How to Request Mental Health Therapy

OSD uses a continuum of supports, organized based on the level of need, to match student's mental health, behavioral, social, and emotional strengths and needs. School counselors at each school can assist students and their families connect with the supports to best meet their needs. In addition to in-school supports, OSD partners with several community agencies that provide in-school mental health therapy. Students might be eligible to receive in-person or teletherapy with non-OSD partners ([please see policy 723](#)). Students and families can seek additional information about seeing mental health providers in school from their school counselors.

How To Request A 504 Plan or Programming in Special Education

OSD seeks to ensure that all students have equitable access to education. This includes identifying and locating students with qualified impairments or disabilities who need accommodations or services to make progress in their education. Accommodations may be provided through classroom accommodations and interventions or through more formal measures such as health plans, Section 504 Plans, or Individualized Education Plans (IEPs).

Referrals may be made by any student, staff member, parent/guardian, or concerned individual who believes that because of an impairment, a student needs an accommodation(s). Concerns may be brought to the teacher, nurse, principal, school psychologist, or Director of Special Education, or they may be referred directly to the building consultation team for further discussion.

The school's team will review student data, problem solve, and determine interventions that can be implemented through an Equitable Multi Level System of Support framework (EMLSS). This framework provides interventions in incremental levels of intensity or frequency beginning with the teacher and the general education classroom. Some examples may include but are not limited to accommodations such as preferential seating or sensory breaks, behavior plans or specific reinforcement or supports, or small group reading or math instruction in the general classroom at a tier 1 level; check-in/check-out

connections or small group academic, social, or behavioral instruction occurring in or outside of the general education classroom at a tier 2 level; or more intense levels of instruction provided more frequently and often delivered outside of the general education classroom at a tier 3 level. The EMLSS framework emphasizes equitable practices and ensures that interventions are data based and provided in the least restrictive, most inclusive manner possible for all students.

If, after problem solving a concern and/or implementing interventions, the school team determines that a 504 or IEP referral is appropriate, a Referral Form will be completed. Following parent/guardian notification of the referral and procedural rights, the school psychologist or other special educator (teacher, speech pathologist) will assemble a team of knowledgeable school staff to be appointed for an evaluation of the student. An evaluation will be completed to determine eligibility. If a student is identified with a disability and found eligible, a 504 accommodation plan outlining student strengths, needs, and accommodations will be developed. If a student is identified with an impairment and needs specially designed instruction, an Individual Education Plan (IEP) outlining student strengths, needs, goals, accommodations, and specially designed instruction and services will be developed.

Parents/guardians are valued members of the team at each step of the EMLSS, referral, and/or evaluation process. Although, least restrictive, incremental, interventions through the MLSS process are strongly encouraged, nothing precludes parents/guardians from requesting an evaluation for special education at any point in the process.

Outside medical providers or mental health professionals can make referrals, express concerns, and provide information to assist school professionals in determining eligibility or appropriate accommodations. Although information from outside medical or mental health providers or agencies is always considered by the school team, these outside sources cannot prescribe a plan or determine eligibility or what, if any, services are needed.

Significant health concerns should be brought to the attention of the teacher, principal, or the school nurse. The school nurse may develop a health plan to address the student's needs. Alternatively, the nurse may initiate a referral for a 504 Accommodation Plan or an IEP and follow the procedures outlined above.

BUILDING SPECIFIC INFORMATION

Brooklyn Elementary School (BKE): Kindergarten-Grade 4

BKE Main Office Contact Information

Main Office:	P: 608-835-4500 F: 608-455-2404
Principal: Anna Seidenstricker	P: 608-835-4501 E: alseidenstricker@OregonSD.org
Administrative Intern: Channing Liska	P: 608-835-4502 E: cmliska@OregonSD.org
Health Office: Brooklynn Case	P: 608-835-4575 E: bpcase@OregonSD.org

BKE Student Services Contact Information

Hannah Connolly, School Psychologist	P: 608-835-4556 E: hrconnolly@OregonSD.org
Kelli Massey, School Counselor	P: 608-835-4507 E: kmmassey@OregonSD.org
Caitlin Petersen, Social Worker K-6	P: 608-835-1370 E: cepetersen@OregonSD.org

BKE Special Event Calendar

September		
9/2	No School, Labor Day	
9/3	First Day of School	
9/10	Orchestra Info Night (via Google Meet)	5:30 PM - 6:15 PM
9/17	School Photo Day	During School Day
October		
10/11	Homecoming Parade	

10/24, 10/29	Fall Parent/Guardian/Teacher Conferences	3:30 PM - 7:30 PM
10/18	School Photo Retake Day	During School Day
10/31	No School, Professional Development	
November		
11/1	No School	
11/27 - 11/29	No School, Thanksgiving Break	
December		
12/2	Orchestra & Choir Concert @ BKE Gym	6:00 PM
12/23 - 12/31	No School, Winter Break	
January		
1/1	No School, Winter Break	
1/20	No School, Martin Luther King Jr. Day	
1/21	No School, Professional Development	
February		
2/17	No School, Professional Development	
2/27	Orchestra Recital Concert @ BKE Gym	6:00 PM
March		
3/18, 3/20	Spring Parent/Guardian/Teacher Conferences	3:30 PM - 7:30 PM
3/31	No School, Spring Break	
April		
4/1 - 4/4	No School, Spring Break	
4/24	BKE Spring Concert, Orchestra & Choir @ BKE Gym	6:00 PM
4/18	No School, Professional Development	
May		
5/26	No School, Memorial Day	
June		
6/11	Tentative Last Day of School	

BKE Parent Teacher Organization (PTO) Information

The PTO is a volunteer group made up of parents/guardians, staff, teachers and community members of Brooklyn Elementary. Their mission is to enrich the educational and social environments by building relationships, encouraging healthy behaviors, and helping students grow as learners. To learn more, get involved or sign up for the e-newsletter, visit their website at: BrooklynPTO.com

Forest Edge Elementary School (FES): Kindergarten-Grade 6

FES Main Office Contact Information

Main Office:	P: 608-835-4600 F: 608-835-4605
Principal: Kerri Modjeski	P: 608-835-4601 E: krm@OregonSD.org
Administrative Intern: Michelle Minter	P: 608-835-4602 E: mmminter@OregonSD.org
Health Office: Nurse: Alycia Foelker Health Office Assistant: Eliza Harrigan	P: 608-835-4636 E: aefoelker@OregonSD.org E: edharrigan@OregonSD.org

FES Student Services Contact Information

Jennifer Caspersen, School Psychologist	P: 608-835-4614 E: jlcaspersen@OregonSD.org
Aubrie Premo, School Counselor	P: 608-835-4643 E: anpremo@OregonSD.org
Shelbey Deegan, School Counselor	P: 608-835-4668 E: sjdeegan@OregonSD.org
Daniela Arevalo, Social Worker K-6	P: 608-835-1361 E: dcarevalo@OregonSD.org

FES Special Event Calendar

September		
9/2	No School, Labor Day	
9/3	First Day of School	
9/9	PTO Monthly Meeting, FES Community Room	7:30 PM - 8:30 PM
9/10	Virtual Fourth Grade Orchestra Information Night	5:30 PM - 6:15 PM
9/12	PTO Welcome Back Event	5:00 PM - 7:30 PM
9/19	School Photo Day	During School Day
October		
10/7	PTO Monthly Meeting, FES Community Room	7:30 PM - 8:30 PM
10/11	Homecoming Parade	During School Day
10/16	School Photo Retake Day	During School Day
10/22, 10/24	Fall Parent/Guardian/Teacher Conferences	3:30 PM - 7:30 PM
10/31	No School, Professional Development	
November		
11/1	No School	
11/4	PTO Monthly Meeting, FES Community Room	7:30 PM - 8:30 PM
11/5	Oregon Drumming Ensemble @ FES	6:30 PM
11/19	5th & 6th Grade Orchestra Concert @ FES	6:00 PM
11/25	FES/RCI 5th & 6th Grade Choir Concert @ PAC	7:00 PM
11/27 - 11/29	No School, Thanksgiving Break	
December		
12/19	4th Grade Orchestra/Choir Winter Concert @ FES	6:00 PM
12/23 - 12/31	No School, Winter Break	
January		
1/1	No School, Winter Break	
1/6	PTO Monthly Meeting, FES Community Room	7:30 PM - 8:30 PM

1/14	5th & 6th Grade Band Concert @ FES	6:00 PM
1/20	No School, Martin Luther King Jr. Day	
1/21	No School, Professional Development	
1/28	1st & 2nd Grade Concert @ FES	6:00 PM & 6:45 PM
February		
2/3	PTO Monthly Meeting, FES Community Room	7:30 PM - 8:30 PM
2/4	5th & 6th Grade Orchestra Concert @ FES	6:00 PM
2/17	No School, Professional Development	
March		
3/3	PTO Monthly Meeting, FES Community Room	7:30 PM - 8:30 PM
3/10	4th Grade Orchestra Concert @ FES	6:00 PM
3/13	FES/RCI 5th & 6th Grade Choir Concert @ PAC	6:30 PM
3/18, 3/20	Spring Parent/Guardian/Teacher Conferences	3:30 PM - 7:30 PM
3/31	No School, Spring Break	
April		
4/1 - 4/4	No School, Spring Break	
4/7	PTO Monthly Meeting, FES Community Room	7:30 PM - 8:30 PM
4/10	Oregon Drumming Ensemble @ FES	6:30 PM
4/18	No School, Professional Development	
4/22	3rd & 4th Grade Concert & Choir @ FES	6:00 PM & 6:45 PM
May		
5/5	PTO Monthly Meeting, FES Community Room	7:30 PM - 8:30 PM
5/6	5th Grade Band Spring Concert @ FES	6:00 PM
5/13	FES/RCI 5th & 6th Grade Choir Concert @ PAC	7:00 PM
5/15	Kindergarten Musical @ FES	2:00 PM
5/19	6th Grade Band Spring Concert @ FES	6:00 PM
5/21	4th Grade Orchestra Concert @ FES	6:00 PM
5/22	5th & 6th Grade Orchestra Concert @ FES	6:00 PM
5/26	No School, Memorial Day	

June		
6/11	Tentative Last Day of School	

FES Parent Teacher Organization (PTO) Information

The FES PTO is a volunteer group made up of parents/guardians, teachers, staff, and community members of Forest Edge Elementary. Their purpose is to bring the community together to support the students at FES. To find out more information about the FES PTO, please visit their website, ForestEdgePTO.mailchimpsites.com, or email them at forestedgepto@gmail.com.

Netherwood Knoll Elementary School (NKE): Kindergarten-Grade 4

NKE Main Office Contact Information

Main Office:	P: 608-835-4100 F: 608-835-7827
Principal: Lindsay Eimerman	P: 608-835-4101 E: ljeimerman@OregonSD.org
Administrative Intern: Lisa Lucas	P: 608-835-4102 E: lmilucas@OregonSD.org
Health Office: Julie Hagstrom	P: 608-835-4105 E: jlh@OregonSD.org

NKE Student Services Contact Information

Kelsey Antoniewicz, School Psychologist	P: 608-835-4277 E: klantoniewicz@OregonSD.org
Emily Tech, School Counselor	P: 608-835-4107 E: ejtech@OregonSD.org
Katie Bland , Social Worker K-6	P: 608-835-4181 E: kmbland@OregonSD.org

NKE Special Event Calendar

September		
9/2	No School, Labor Day	
9/3	First Day of School	
9/10	Virtual Fourth Grade Orchestra Information Night	5:30 PM & 6:15 PM
9/18	PTO Meeting, NKE Library	6:30 PM
9/19	School Photo Day	During School Day
October		
10/11	Homecoming Parade	During School Day
10/16	PTO Meeting, NKE Library	6:30 PM
10/17	School Photo Retake Day	During School Day
10/24, 10/29	Fall Parent/Guardian/Teacher Conferences	3:00 PM - 7:00 PM
10/31	No School, Professional Development	
November		
11/1	No School	
11/20	PTO Meeting, NKE Library	6:30 PM
11/27 - 11/29	No School, Thanksgiving Break	
December		
12/3	Choir/Orchestra Concert, OHS PAC	6:30 PM
12/23 - 12/31	No School, Winter Break	
January		
1/1	No School, Winter Break	
1/20	No School, Martin Luther King Jr. Day	
1/21	No School, Professional Development	
February		
2/11, 2/13	Spring Parent/Guardian/Teacher Conferences	3:00 PM - 7:00 PM
2/17	No School, Professional Development	
2/19	PTO Meeting, NKE Library	6:30 PM
March		
3/4	Orchestra Recital Concert, NKE Big Gym	6:30 PM

3/19	PTO Meeting, NKE Library	6:30 PM
3/26	"BE NKE" Night	3:30 PM - 7:00 PM
3/31	No School, Spring Break	
April		
4/1 - 4/4	No School, Spring Break	
4/16	PTO Meeting, NKE Library	6:30 PM
4/18	No School, Professional Development	
May		
5/5	Choir/Orchestra Concert, NKE Big Gym	6:30 PM
5/21	PTO Meeting, NKE Library	6:30 PM
5/26	No School, Memorial Day	
June		
6/11	Tentative Last Day of School	

Oregon Parent Teacher Organization (PTO) Information

The Oregon Elementary PTO is a parent-run organization benefiting the students at Netherwood Knoll Elementary School, Prairie View Elementary School, and Rome Corners Intermediate School in Oregon, Wisconsin. To find out more information about the Oregon PTO, please visit their website: OregonPTO.org

Prairie View Elementary School (PVE): Kindergarten-Grade 4

PVE Main Office Contact Information

Main Office:	P: 608-835-4200 F: 608-835-8037
Principal: Dawn Goltz	P: 608-835-4201 E: dmg@OregonSD.org
Administrative Intern: Dan Hillgartner	P: 608-835-4202 E: dthillgartner@OregonSD.org
Health Office: Alicia Lewis	P: 608-835-4209 E: arlewis@OregonSD.org

PVE Student Services Contact Information

Sophi Guilfoose, School Psychologist	P: 608-835-4232 E: saguilfoose@OregonSD.org
Nicole Canfield, School Counselor	P: 608-835-4245 E: nacanfield@OregonSD.org
Daniela Arevalo, Social Worker K-6	P: 608-835-1361 E: dcarevalo@OregonSD.org

PVE Special Event Calendar

September		
9/2	No School, Labor Day	
9/3	First Day of School	
9/10	School Photo Day	During School Day
9/10	Virtual Fourth Grade Orchestra Information Night	5:30 PM and 6:15 PM
9/18	PTO Meeting, NKE Library	6:30 PM
9/26	PVE Back to School Bash	5:00-6:00
October		
10/11	Homecoming Parade	During School Day
10/15	School Photo Retake Day	During School Day
10/16	PTO Meeting, NKE Library	6:30 PM
10/24, 10/28	Fall Conferences, by appointment with teacher	3:30-7:30
10/31	No School, Professional Development	
November		
11/1	No School	
11/20	PTO Meeting, NKE Library	6:30 PM
11/27 - 11/29	No School, Thanksgiving Break	
December		
12/10	Orchestra and Choir Winter Concert–Big Gym	6:00 PM

12/23 - 12/31	No School, Winter Break	
January		
1/1	No School, Winter Break	
1/20	No School, Martin Luther King Jr. Day	
1/21	No School, Professional Development	
February		
2/17	No School, Professional Development	
2/19	PTO Meeting, NKE Library	6:30 PM
2/25	Orchestra Recital Concert–Big Gym	6:00 PM
March		
3/18, 3/20	Spring Conferences, by appointment with teacher	3:30 PM - 7:30 PM
3/19	PTO Meeting, NKE Library	6:30 PM
3/31	No School, Spring Break	
April		
4/1 - 4/4	No School, Spring Break	
4/16	PTO Meeting, NKE Library	6:30 PM
4/18	No School, Professional Development	
4/28	Orchestra and Choir Spring Concert–Big Gym	6:00 PM
May		
5/21	PTO Meeting, NKE Library	6:30 PM
5/26	No School, Memorial Day	
June		
6/11	Tentative Last Day of School	

PVE Parent Teacher Organization (PTO) Information

The Oregon Elementary PTO is a parent-run organization benefiting the students at Netherwood Knoll Elementary School, Prairie View Elementary School, and Rome Corners Intermediate School in Oregon, Wisconsin. To find out more information about the Oregon PTO, please visit their website: <https://oregonpto.org/>

Rome Corners Intermediate School (RCI): Grades 5-6

RCI Main Office Contact Information

Main Office:	P: 608-835-4700 F: 608-835-2704
Principal: Cynthia Olander	P: 608-835-4701 E: cjo@OregonSD.org
Associate Principal: Casey Knight	P: 608-835-4702 E: crknight@OregonSD.org
Health Office: Nurse: Alycia Foelker Health Office Assistant: Anita Pucillo	P: 608-835-4713 E: aefoelker@OregonSD.org E: adpucillo@OregonSD.org

RCI Student Services Contact Information

Sarah Hughes, School Psychologist	P: 608-835-4706 E: sahughes@OregonSD.org
Abbey Krenz, School Counselor	P: 608-835-4707 E: alkrenz@OregonSD.org
Holly Kortemeier, School Counselor	P: 608-835-4708 E: hikortmeier@OregonSD.org
Katherine Bland, Social Worker K-6	P: 608-835-4181 E: @OregonSD.org

RCI Special Event Calendar

September		
9/2	No School, Labor Day	
9/3	First Day of School	
9/17	School Photo Day	During the school day
October		
10/11	Homecoming Parade	During the school day

10/15	School Photo Retake Day	During the school day
10/31 & 11/1	No School, Professional Development	
November		
11/1	End of 1st Quarter	
11/4, 11/7	Fall Parent/Guardian/Teacher Conferences	4:00 PM - 8:00 PM
11/21	RCI Orchestra Concert, 5th & 6th Grade @ RCI	5th 6:00 PM, 6th 7:00 PM
11/25	RCI Choir Concert (Grades 5 & 6) @ OHS PAC	7:00 PM
11/27 - 11/29	No School, Thanksgiving Break	
December		
12/23 - 12/31	No School, Winter Break	
January		
1/1	No School, Winter Break	
1/14	Winter Band Concert	6:00 PM at RCI
1/17	End of 1st Semester	
1/20	No School, Martin Luther King Jr. Day	
1/21	No School, Professional Development	
February		
2/6	RCI Orchestra Concert (Grades 5 & 6) @ RCI Gym	5th-6:00 PM, 6th-7:00 PM
2/17	No School, Professional Development	
2/18	5th/6th Grade Choir Field Trip	8:45 AM - 12:30 PM
March		
3/4, 3/6	Spring Parent/Guardian/Teacher Conferences	4:00 PM - 8:00 PM
3/8	District Solo & Ensemble 6th Gr Band/Orchestra/Choir Students *Optional	8:00 AM - 4:00 PM
3/13	RCI Choir Concert (Grades 5 & 6) @ OHS PAC	6:30 PM
3/28	End of 3rd Quarter	
3/31	No School, Spring Break	
April		
4/1 - 4/4	No School, Spring Break	

4/18	No School, Professional Development	
May		
5/19	RCI Band Concert (Grades 5 & 6) @ RCI	6:00 PM
5/22	RCI Orchestra Concert (Grades 5 & 6) @ RCI	6:00 PM
5/26	No School, Memorial Day	
June		
6/11	Tentative Last Day of School	

RCI Parent Teacher Organization (PTO) Information

The Oregon Elementary PTO is a parent-run organization benefiting the students at Netherwood Knoll Elementary School, Prairie View Elementary School, and Rome Corners Intermediate School in Oregon, Wisconsin. To find out more information about the Oregon PTO, please visit their website: <https://oregonpto.org/>

COMMUNITY EDUCATION

The Oregon Community Education & Recreation Department offers classes for adults and students throughout the year. See their webpage for more details or contact Amy Miller, Director of Communication Education at (608) 835-4017: OregonSD.org/community