



Irving Pertzsch Elementary

524 Main Street
Onalaska, WI 54650
ph: 608.783.5644

July 2025

Hello Irving Pertzsch Families,

I am looking forward to the upcoming school year! This will be my 20th year in education and my sixth year as Principal of Irving Pertzsch Elementary School. I am so proud to serve our school community alongside our staff. At Irving Pertzsch, we support *Every Student, Every Teacher, Every Day*. We appreciate your support and want you to know that you are welcomed and encouraged to visit our school throughout the year.

There are many important dates and information about the upcoming school year included in this communication. If you have any questions at all, do not hesitate to reach out to me or to our school office.

See you soon,

Abby Davis
Principal
Irving Pertzsch
608-783-5644 x2201
davab@onalaskaschools.com

RETURNING FAMILIES: Back-to-School Online Registration is open on the **Parent Portal in PowerSchool**. If you haven't already done so, please use [this link](#) to complete your school year registration for **each student** at Irving Pertzsch.

Monday, August 11: **Pictures and Registration 1:00 p.m. to 6:00 p.m.**

Tuesday, August 12: **Pictures and Registration 9:00 a.m. to 2:00 p.m.**

Enter at Door A, by the office. Click [here](#) to sign up for pictures. The Registration part of these two days is for those who are not able to complete the online registration. We accept cash or checks for meals and will accept any paper applications that need to be turned in.

Friday, August 15: **Homeroom Assignment**

To allow for new enrollments throughout the summer, homeroom assignment letters for students in PreK and Grades 1-5 will be sent on Friday, August 15th.

Wednesday, August 20: **Kindergarten Open House**

Families will meet Irving Pertzsch kindergarten teachers, learn about the kindergarten day and familiarize themselves with the building. Please see times below:

5:00-5:30 pm: Families with students' last name A-L

5:30-6:00 pm: Families with students' last name M-Z

Thursday, August 21: New Families, PreK, Grades 1-5, Open House

- **New Families Welcome 4:30-5:00:** Families new to Irving Pertzsch should plan to join me in the Community Room prior to Open House. Please enter through Door B (5th and Main, near the flagpole) and you will be directed to the Community Room for a welcome and question/answer session. This is optional and open to all new families.
- **Open House 5:00-6:00:** Families of PreK and Grades 1-5 students will meet teachers, drop off supplies, walk through the building and say hello to friends and staff!

Monday, August 25: PreK Orientation Day (No School for PreK)

Please come to school with your PreK student for a 45-minute orientation on Monday, August 25. Plan to spend this time visiting with your child's teacher and touring the school and playground. Your assigned time for orientation will be sent separately prior to this date.

Monday, August 25: First Day of School Grades K-5

All: Please send your child with a change of clothes in a labeled ziploc bag as well as PE shoes.

Kindergarten: These items will stay in your child's backpack for the week until classroom teachers are assigned.

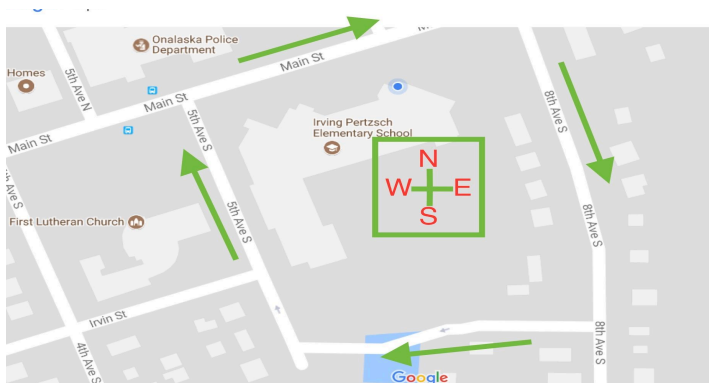
Mon., Aug., 25 - Thu., Aug., 28: Kindergarten "JumpStart"

Kindergarten teachers will work with all students to gather information about each child's academic, social/emotional and behavioral readiness. Students will learn routines of the school day, get to know the building, and participate in art, guidance, LMC, music, physical education, and technology classes. Families will be notified of classroom teacher and orientation time by the end of the day on Friday, September 6.

Friday, August 29: Kindergarten Teacher/Family Orientation **(No School for Kindergarten)**

Families will have a one-hour orientation with their child's teacher. Please bring in school supplies to the orientation. We ask that younger siblings not come for the parent meeting; a lot of information is reviewed in a short period of time.

School Information



Drop Off/Pick Up Procedures

Student safety is our primary concern when establishing drop off/pick up procedures. We respectfully ask if you are dropping off/picking up students in grades K-5, to please use the designated lane in the **back** of the property. Cars enter on 8th Street and exit on 5th Street. **Please do not use the parking lot in the front of the building for drop off/pick up.** The front lot will be closed to traffic from 7:45 to 8:30 a.m. and 2:45 to 3:30 p.m.

When using the drop off/pick up lane:

- Children should go directly to pick up **without stopping at the playground (no district supervision)**. Families are welcome to return to the playground after school hours Monday through Friday.
- Drive all the way forward and stay in the right-hand lane.
- Continue to move forward as vehicles in front of you pull away from the curb.
- Do not park or leave your car unattended while in the lane.
- Pull away after dropping off/picking up your child to allow others to move forward.
- Please respect and follow the direction of the school employees assigned to the safety of the

- children during drop off/pick up times.
- Follow the green arrows on the map for traffic flow.

Bicycles

As part of the Safe Routes to School (SRTS) program, Irving Pertzsch School encourages students to actively commute to school. Students who ride bicycles to school should:

- **Walk their bikes and scooters** while on school property.
- Park their bicycles in the bike racks located on the playground (southeast corner) of the school. Students are encouraged to **lock** their bikes.
- Students are encouraged to **wear helmets when using wheeled transportation**. Please notify the office if you need assistance.
- Helmets must be stored in a locker, backpack or attached to a bicycle/scooter.
- Students are not to interfere with bikes, helmets or other equipment.

School Meals

In the School District of Onalaska, our vision is to provide healthy, nutritious, and appetizing school meals through our school nutrition program. Such meals contribute to a student being ready to learn and do their best. Below is information on what is offered in our School Meals Program.

Breakfast

Breakfast will be available before school from 8:05-8:25 a.m. in the cafeteria. Milk is included with the breakfast meal or may be purchased a la carte for those not participating in the breakfast program. All students eating breakfast at school will enter Door G from the playground.

Lunch

We encourage families to participate in the school lunch program. Children may opt to bring lunch from home. The lunch schedule varies by grade and recess times. The schedule will be communicated with you in the coming weeks. Milk is included in the lunch meal or may be purchased a la carte for those not participating in the school lunch program. To promote healthy nutritional habits, soda pop and fast food carry-outs are highly discouraged.

Snack Break

Each grade has a snack break that varies in timing according to the child's lunch and recess schedule. The snack break is a part of every child's schedule. Children can bring a snack and healthy beverage that does not need refrigeration or a water bottle for that time, as noted on the school supply list. Some classrooms may use a communal or bulk snack system - more information will be provided by your child's teacher. Milk will no longer be offered during snack break as it is available at breakfast and lunch.

Applications for Free and/or Reduced Price Meals

All families are encouraged to complete an application for Free or Reduced meals. Application is important to allow those who qualify to receive meals at a free or reduced rate. Additionally, completing the application allows the district to maximize state and federal funding.

Menus

Menus for breakfast and lunch can be found on our district website: www.onalaskaschools.com. Look for the fork and spoon at the top right of the website or look under the School Nutrition Department webpage.

Individual Student Accounts

Your payments are deposited into individual student accounts; these accounts are used for breakfast, lunch and a la carte milk. The 4-digit code your student uses for the lunch line is their code for payment.

Paying into Individual Student Accounts

ONLINE – The online payment system, MyPaymentsPlus, allows payments from your checking account or credit card. Go to www.mypaymentsplus.com for more information. We accept payments in cash or check. Please write your student's account number on your check, or write it on a slip of paper to send with your cash. You may send the money to any school, and it will be applied to the account you specify

Busing

Please visit the [Transportation](https://www.onalaskaschools.com/departments/transportation) website (<https://www.onalaskaschools.com/departments/transportation>) for updates, bus rules, procedures, and to **complete the Busing Agreement** if your child will ride the bus to and/or from school. Students living within the district boundaries who attend a school *two miles or greater* from their home may be eligible to ride the bus. Students living within the district and in areas certified as hazardous by the District, Sheriff's Department, and the Department of Public Instruction for walking to school may be eligible to ride the bus. All Pre-K students living within the district are eligible to ride the bus provided that pick up and drop off addresses are within the School District of Onalaska boundary. Families using a BOUNDARY EXEMPTION (WAIVER) must provide transportation for their children. Open Enrolled and Boundary Exemption students are not eligible for busing, but should apply; provided there is room on the route, some may be able to ride existing routes.

Medication and Health Concerns

If your child will take medication at school or has any health concerns, please contact Amanda DeNault MSN RN at 608-779-5760 x2313 (denam@onalaskaschools.com) or Kelsey Brahmstadt RN, BSN at 608-779-5760 x2309 (brake@onalaskaschools.com). Completed forms can be dropped off at the school office between 7:30 a.m. and 3:00 p.m. or emailed to ipoffice@onalaskaschools.com.

School Schedule

The student school day begins at 8:30 a.m. and ends at 3:20 p.m. Supervision begins at 8:00 a.m. on the back playground. Please do not drop off or send your child to school before this time. The first bell rings at 8:25 a.m. and the second (tardy) bell rings at 8:30 a.m. Any student who arrives after this time will be marked tardy. Students will be dismissed at 3:20 p.m.; early dismissal time is 12:20 p.m. Please see the district calendar for early dismissal and no school days.

School Supply Lists PreK - 5th Grade

The school supplies list for IP can be found on our school/district website. If you need assistance with purchasing school supplies, please contact the school office at 608-783-5644.

Student Absence

To report your child absent for all or part of the school day, please call the school office at 608-783-5644, by 8:30 a.m. If you reach the voicemail system, please leave a detailed message with the reason for the absence and a phone number for us to reach you if needed. You may also email our office at ipoffice@onalaskaschools.com

Staff Directory

We are excited to welcome new and returning staff back for the 2025-2026 school year! Please find a staff directory on our website: <https://www.onalaskaschools.com/district/directory>

Therapy Dog- Robert



We are fortunate to have a therapy dog to work with staff and students throughout the school year. Therapy dogs have a positive impact on emotional well-being and cognitive development and we are excited to welcome back Robert to our Irving Pertzsch family.

Robert is a GoldenDoodle who belongs to kindergarten teacher, Ms. Jennie Carson. He is a trained and certified therapy dog intended to interact with students and staff who want to take advantage of his services. He may spend time in the classroom with students or hangout in the office on breaks.

If you have any questions or concerns about Robert visiting with your child(ren), please call the office at 608-783-5644.