SUMMIT ENVIRONMENTAL SCHOOL

Welcome to the 2026-27 school year!

I warmly welcome you and your kids to the 2026 -2027 school year. Team Summit is ready for a year full of engaging learning experiences for all our students, and I am thrilled to start the year. We are eager to witness the students' smiles, energy, and love for learning. Again this year, we will host unique events to celebrate Summit Environmental Education. Our partnerships with organizations like GROW La Crosse will continue helping us to connect our students with healthy food, garden-based experiences, and maintaining the school garden.

The information contained in this guidebook is the result of efforts on the part of members of our school staff, the district administration, and the Board of Education of the School District of La Crosse. Please be sure to read this guidebook carefully and please save it for future reference. We hope you will find the contents to be informative and useful.

The ultimate purpose of education is to help each student become an effective individual, reaching their highest potential. Developing good work habits and accepting the responsibilities and obligations of the classroom will help students participate successfully now and in the future in their communities.

We hope your child will be involved in a variety of activities offered at Summit School and find those things within our school which will help prepare them to live a fulfilling life. We are very happy to have your child at our school. We may not be aware of an issue unless a parent brings it to our attention. We appreciate the time you take to contact us. I encourage you to become involved in school activities, develop a meaningful relationship with the school, and share in our commitment to our students.

Oscar Uribe
Oscar Uribe, Principal

PUPIL NON-DISCRIMINATION POLICY

The School District of LaCrosse does not discriminate against pupils on the basis of sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, emotional, or learning disability or handicap in its education program activities.

2026-2027 SCHOOL YEAR CALENDAR

August 18:	**Open House (5:00-6:30 pm) & Picture Day (4:30-7 pm)**
August 20:	First Day of School for Grades KG-5 *(scheduled appts for 4K and EC)*
August 24:	First Day of School for 4K and EC Students
September 1:	Kindergarten Placements Finalized
September 7:	No School – Labor Day
September 24:	No School – Staff Development
September 25:	No School
October 15:	Family/Teacher Conferences 3:10 - 7:10 pm
October 15:	Picture Retakes (1:30-4:30 pm)
October 16:	No School – Staff Development Day
October 19:	No School – Family/Teacher Conferences 12:00 - 7:50
November 25-27:	No School – Fall Break
Dec 23-Jan 1:	No School-Winter Break – School will resume on January 4, 2027
January 4:	School Resumes
January 15:	No School – Staff Development Day
January 18:	No School – MLK Jr. Day
February 12:	No School
February 23:	Kindergarten/1st Grade Concert 5-5:30pm
March 4:	Family/Teacher Conferences 3:10 - 7:10 pm
March 5:	No School – Staff Development
March 8:	No School-Family/Teacher Conferences 12:00 - 7:50 pm
March 22-26:	No School – Spring Break – School will resume on March 29, 2027
April 13th:	2nd/3rd Grade Concert (Time TBD)
April 23:	No School – Staff Development Day
May 6:	PTO Chicken Que
May 11:	4th/5th Grade Concert & Orchestra Performance 5:30-6:15pm
May 20-21:	5th Grade Campout
May 24:	No School – Memorial Day
May 27:	PE Fun Day
May 28:	Last Day of School for Students…Students dismissed at 11:25

Note: Should more than one school day be lost due to an emergency school closing, students and teachers will attend school on the following makeup dates:
First day missed…….Waived
Second day missed…….Waived
Third day missed……Minutes added to the end of days

SUMMIT PTO

2026-27 Summit School PTO Board

President	**Laura Steigerwald**
Vice-President	**Lisa Veglahn**
Secretary	**Michelle Powell**
Treasurer	**Jason Stratman**
Teacher Representative	**Nick O'Keefe**

District Wide Parent Committee Representative: Tracy Welch

PTO Calendar for 2026-2027:

PTO Meetings are normally scheduled for the 2nd Tuesday of each month (all meetings are from 4:30-5:30 PM). The first PTO Meeting of the year will be held on September 8. If you need to bring your child, they are welcome.

September 8

October 13

November 10

December 8

January 12

February 9

March 9

April 13

May 11

***Dates are subject to change and will be communicated on the PTO Page of the Summit Environmental website and/or the Summit Environmental PTO Facebook Page.**

https://summit.lacrosseschools.org/community/pto

GENERAL INFORMATION

SCHOOL HOURS

School hours for students in grades kindergarten through five are: **7:45 AM to 2:25 PM daily.**

Hours for the 4-Year Old Preschool Program are: 7:45 AM - 2:25 PM

Hours for the Early Childhood Program are: 11:45 AM - 2:25 PM Mon/Wed or Tue/Th

The building will open at 7:30 AM each school day. All students are to report to their classrooms. Breakfast is served in the classroom.

Parents are reminded that **students are not to arrive at school prior to 7:30** as we do not have supervision available. Parents **who need to drop students off at school prior to 7:30 will need to make arrangements through the Y Surround Care Program**.

*****Parents Picking up Students at End of Day*****

The school building is locked during the student day, 7:45-2:25 daily. Parents/guardians who pick up their children after school are to wait in their vehicles in the pick-up lane along the sidewalk or wait outside the building. Parking is available in the east lot or overflow parking along the playground. Please do not leave your vehicle unattended in the pick-up lane to avoid disrupting the flow of traffic, and utilize caution when pulling out of the pick-up lane.

LEAVING SCHOOL DURING THE SCHOOL DAY

Please use the doorbell outside the office entrance to request access to the building. Office staff will ask for your name and other information before granting access. If your child must leave during the school day, a parent/guardian or someone listed as an emergency contact can sign him/her out in the school office. We will only release your child to you or those people you have designated as "Emergency Contacts".

The school day is split into 4 periods. If a student misses more than 30 minutes of a period, it will count as an absence for that period.

	Period Start	Period End
Period 1	7:45	9:25
Period 2	9:26	11:05
Period 3	11:06	12:45
Period 4	11:46	2:25

Guardians are asked to communicate with their child's teacher about early pick-ups. Whenever possible, please attempt to schedule doctor and dental appointments after school hours.

STUDENT INFORMATION UPDATE

It is necessary for parents/guardians to fill the Student Information Update every year for EACH child attending Summit School. Directions for filling this information out online is included in our early August mailing, as well as emailed out by the district. It is essential that you fill in all information accurately. If your child goes to daycare, please include that person's name, address and phone number. If you move or your phone number changes during the school year, please go to your Family Access account and update changes on-line. If you need assistance with this feel free to call our school office. This information is vital if we are to act quickly and properly in case of accidents, illness or other crisis.

INFORMATION COMING HOME

A *Family Newsletter* is published routinely on our school webpage. You may request a hard copy of any school newsletter from our school office anytime. In addition, many individual teachers routinely send home classroom notes/newsletters, which are extremely helpful for parents to keep up with class activities. Again, simply contact your child's teacher if you do not receive these classroom communications.

SUPERVISING STUDENTS AT SCHOOL EVENTS

When children attend events at school that are sponsored by the school and/or the PTO, it is important that guardians supervise their children who are not under the direct supervision of a staff member. This means that guardians should hold their children to the same standards of behavior as does the school. For example, all school rules (e.g., no running in hallways, being respectful of others, staying in assigned areas, etc.) should be enforced by guardians. If the event is a concert or class presentation, the school staff is responsible for supervising those students who are participating in the event. However, guardians are responsible for supervising other school-aged as well as their children who don't attend school during the event.

WHAT'S HAPPENING AT SUMMIT THIS YEAR?

We are excited to welcome new staff members to our school. They were selected from a large number of qualified applicants and I am excited to see how they become part of Team Summit.

Austin Zajkowski as a 4-Year Old Preschool Teacher (moving from First Grade)
Zoe Tresemer as a Kindergarten Grade Teacher (moving from First Grade)
Alexa Kath as a First Grade Teacher
Abigail Magnuson as a First Grade Teacher
Morgan Kosharek as a Third Grade Teacher
Brittany Schmidtknecht as a Student Success Coach
Lisa Hines as EC Teacher Assistant
Brittney Campbell as a CC Teacher Assistant
Jess Ebert as a PK Teacher Assistant
TBD as a CC Teacher Assistant
TBD as a Health Assistant

Again this year we are participating in the Achievement Gap Reduction Program which provides additional funding to assist with reducing class sizes in our Kindergarten through Third Grade Classrooms. We will continue with our District-Wide Four Year Old Program which is transitioning to a full-day program.

This year we continue to teach our environmental goals through our integrated environmental units along with field trips and the partnership with GROW La Crosse and the University of Wisconsin - Stevens Point that will provide professional development to our teachers. All our teachers will learn about PROJECT LEAF.

We continue to identify essential learning targets at each grade level, teach to these targets and assess student progress towards these targets. We have developed Super Standards this year for every grade level which is a combination of key standards from last spring and those from the current year. We will continue using Aimsweb benchmark test to be given three times a year to check student progress in reading/language arts and math.

This year's school schedule has been set up to allow each grade level with a 30 minute intervention/extension time each day to allow for more differentiation of instruction in the area of reading and math. Students who need more time/help learning previously taught material will have 30 minutes of intervention time and students who have already mastered specific topics/skills will have a 30 minute time to extend their learning.

DISTRICT/BUILDING POLICIES

VOLUNTEER OPPORTUNITIES

Volunteers are an important part of our schools and our students' success. Volunteers are utilized differently in each school, based on the needs of the school. Examples of volunteer activities include: listening to a child read, working with a small group of students, completing simple tasks requested by a teacher, etc. To learn more about volunteer opportunities in our schools, contact the school office.

You may reference our Volunteer Background Check Guide for a full chart of citations and how they may affect the outcome of your application to volunteer in our schools. Wisconsin conviction records can be found online at https://wcca.wicourts.gov.

Please go to our District home page and click on *"Community"* and go to *"Volunteering"* to submit a confidential volunteer application. Allow at least two weeks for processing. However, during certain times of the year (beginning of the school year/semester and end of the school year/semester), it may take up to three weeks for processing. To check the status of your application, please contact your child's teacher or the school office.

HEALTH ISSUES

It is particularly important for parents to be in tune to the health needs of children and to keep them home if they are ill. If your child has a chronic health problem (asthma, seizures, etc.), please be sure to notify the school office. This information is always kept confidential - shared only on a "need-to-know" basis, but it is very important that we are aware of any health issues regarding your child so we will know how to react and help the child in case we need to deal with a health issue at school.

ACCIDENTS AND ILLNESSES

If your child becomes ill at school, we attempt to make him/her as comfortable as possible. We then try to contact the guardian. The same procedure applies for injuries. We will make every possible effort to contact a guardian. If the guardian cannot be reached, we will try to contact the emergency number that you have listed on your child's enrollment form. Please remember for your child's welfare and the health and welfare of the rest of the students, we do not keep children in school when they are ill.

When your child returns to school after an illness, we can honor a guardian's note for him/her to stay indoors from recess for one (1) day. A doctor's note is required for more than one (1) day, as recess is part of our instructional day.

We need guardians to be aware that our health assistant and the health backup are trained to help children with injuries and/or illness that occur at school. However, they are health "assistants" and are not trained to diagnose

illness and/or injury. If you have a question about something that happened at home, please call your clinic or take your child to see your physician.

CODE OF RIGHTS & RESPONSIBILITIES

This code has been updated for this year and includes the rights and responsibilities for Students/Parents & Guardians and for Staff. Areas covered in this code include: Honoring the rights of others, Key District Policies on Aggressive Behavior, Anti-Bullying/Harassment, Attendance & Tardiness, Curricular Concerns, Equal Educational Opportunity, Equity in Education, Free Speech & Expression, Gender Identity, Homeless Services, Identification, Illegal Substances, Interscholastic Athletics, Medications, Non-Discrimination/Harassment-Free Environment, Personal Property, Privacy and Searches, Police Interviews/Interviews by Outside Agencies, Pledge of Allegiance, Student Discipline, Student Dress, Student Records, Technology Usage and Safety – (District and Personal), Transportation, & Weapons. All parents/guardians are asked to review the student rights and responsibilities sections with their children and to sign a document indicating you have done so. If you have any questions about this document you may contact our school office.

Visit this link to view the La Crosse School District Code of Rights and Responsibilities or copy https://www.lacrosseschools.org/enrollment/student-code-of-rights-responsibilities in your web browser.

Student Discipline

Students have the following Rights/Opportunities: the right to due process when involved in a violation of district rules. Included is the opportunity to hear the nature of the violation and to give their account of the situation. Students have the right to be informed of all applicable classroom and school rules, expectations and procedures, the right to be treated respectfully by district employees and other students, the right to be free from unreasonable physical contact from school staff and other students.

Students are responsible for: responding to all directions or questions from staff and for following all laws, policies, rules and expectations that apply to them, knowing and following all applicable classroom rules, expectations, and procedures, treating all persons respectfully, respecting the space and freedom of those around them, refraining from using force or physical contact to inflict harm on another, not engaging in conduct that threatens to physically or mentally injure themselves, other persons or property. Students are expected to treat the property of others and the district responsibly. For more details, see Administrative Policy 4470 at La Crosse Schools Administrative Policies

Each student has a right to an education. Also, each person has the right to feel safe from physical or emotional harm. We ask that you discuss with your child the importance of, and need for, good behavior and a positive attitude while at school. We will not tolerate fighting, disrespect toward others, disruptive behavior, obscene language, or destruction of school property. Students who break rules will participate in making a behavior plan with the principal, school social worker or classroom teacher. Parents/guardians will be notified of repeated or chronic problems and will participate with school personnel to help resolve the problem situations. In addition to the teaching staff, we do have a full-time school social worker and a part-time psychologist to assist our efforts.

Dealing Effectively with Violence and Threats of Violence

Students have the right to feel safe in school which means they should be able to attend school without fear of threat, harm, harassment or bullying. Students also have the responsibility to … conduct themselves in such a way that respects the safety, rights and dignity of all individuals, express their thoughts and feelings in a manner that does not endanger, offend, slander, ridicule, harass or bully others. It is the responsibility of all students, school staff members, and concerned individuals who observe or become aware of acts of threat, harm or bullying to report these acts directly to school staff. For more details, see Administrative Policy 4430.71 at La

Crosse Schools Administrative Policies.

We believe it is important to create an environment at Summit School that is safe and free of threats of violence for all students, staff and parents. It is stressed with all students that we have a G-rated school. This means that students are not allowed to write stories, draw pictures, or create art projects at school that depict a degree of violence or violent acts. Teachers and the building principal will determine what is appropriate. Parents/guardians will be informed of these discussions with students when possible. Parents/guardians are encouraged to contact either the principal or the teacher if they have questions or concerns. Any threat to the safety of students, staff or guardians will be taken seriously and reported to the local police authorities. The district has clear consequences for students who may make threats to the safety of others.

Anti-Bullying/Harassment

Students have the right to feel safe in school which means they should be able to attend school without fear of harassment or bullying. The School District of La Crosse views bullying as exposure to negative behavior exhibited repeatedly and over time by one or more people. This includes: 1. Physical (e.g. assault, hitting or punching, kicking, theft) 2. Verbal (e.g. threatening or intimidating language, teasing or name-calling, racist remarks) 3. Indirect (e.g. spreading cruel rumors, intimidation through gestures, social exclusion, and sending insulting messages or pictures by mobile phone or using an internet connected device, such as a tablet, lab computer, or laptop - also known as cyber bullying.) 4. Between students and students, students and adults, or adults and adults. There shall be no retaliation against individuals filing complaints. Individuals engaging in retaliatory behavior will be subject to disciplinary action. The District shall keep complaints confidential, where possible, to the extent required by law for both the accused and the accuser. Students have the responsibility to… conduct themselves in such a way that respects the safety, rights and dignity of all individuals, and to express their thoughts and feelings in a manner that does not harass or bully others. It is the responsibility of all students, school staff and concerned individuals who observe or become aware of acts of harassment, harm or bullying to report these acts to school staff or by completing a reporting form available at any school or at the end of this document. For more details, see Administrative Policy 4430.71 at La Crosse Schools Administrative Policies.

Before/After School Extracurricular Plans:

If you are allowing your child to go somewhere other than home (or your regular day care provider) after school, we require a note of permission from the parent/guardian. In this way, we know the students have made the proper arrangements with their parents ahead of time. If we don't receive a note or phone call from the parent, it is our policy – which helps ensure the safety and well-being of our students - to have the child do what he/she normally does after daily school dismissal.

Bus transportation cannot be provided for any student who does not qualify as a bus rider (lives north of the I-90 Bridge or east of the Clinton Street Bridge) or that is not signed up. Therefore, transportation of the child who is not eligible for bussing needs to be arranged by the parents of the children ahead of time.

Extra-Curricular Invitations/Deliveries:

If your child is having a party outside of school hours and wants to pass out invitations, please call the school to obtain a list of the names and addresses of the students in your child's class. We do not allow the practice of children bringing their invitations to school to pass out because it tends to be disruptive in the classroom and can also hurt children's feelings if each classmate does not receive an invitation. Balloon and flower deliveries at school are discouraged. Those that are delivered will be given to the child at the end of the day. We cannot have any latex balloons due to allergies.

Personal Items at School:
Lists of necessary school supplies are provided to parents/guardians on our web site and from the classroom teacher. Please do not allow children to bring any personal toys (e.g.; fidgets, Pokemon cards, Game Boys, playground equipment, etc.) or other personal items (e.g.; handbags, purses, etc.) to school. Not only can items of this type be disruptive in class, but everyone feels bad if personal items are broken or lost. If a teacher requests a certain item, a note will be sent home to the parent/guardian. Students are not allowed to have devices at school that allow them to send and receive personal text messages throughout the day. ***Cell phones are allowed if parents fill out the use agreement (available in the office) and these guidelines will be enforced.*** If you have an unusual circumstance, please contact the building principal.

Appropriate Dress:
The School District of La Crosse recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. District administration will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices interfere with the educational program of the schools.

Accordingly, the administration shall establish such dress and grooming guidelines as are necessary to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes. Such guidelines shall prohibit student dress or grooming practices which:

- **Present a hazard to the health or safety of the student themselves or to others in the school;**
- **Interfere with school work, create disorder, or disrupt the educational program;**
- **Cause excessive wear or damage to school property;**
- **Prevent the student from achieving their own educational objectives because of blocked vision or restricted movement.**

Additionally, the following dress guidelines shall be observed in all schools:

- **Students, staff, and guests shall wear footwear and a shirt and bottoms with fabric on the front, back, and sides that cover private areas. Additionally, clothing must be worn in a way that does not expose any undergarments including underwear and bras (waistband and bra straps excluded)**
- **Clothing and accessories shall be free from prohibited messaging related to drugs, alcohol, tobacco, vaping, profanity, profane gestures, violence, and/or hate speech.**
- **Students, staff, and guests shall not wear clothing or accessories that conceal their identity within the school during the school day. Hats, headwear, or hoods are permissible but must allow the face to be visible and not interfere with the line of sight to any student or staff. Hoods must allow the person's face to be visible to staff. Exceptions to this guideline may be made by building administration to recognize cultural dress or customs and other exceptional circumstances.**
- **Students, staff, and guests shall maintain their hygiene in a manner that is sanitary and neutral in fragrance to others around them.**

Flip Flop sandals are **not** allowed. Sandals which attach both on the front and back of the foot are allowed. For more details, see Administrative Policy 4430.1 at La Crosse Schools Administrative Policies. Please be aware that our school participates in outdoor activities frequently. Crocs, slides, and some hiking sandals may not be appropriate for all activities. Having an extra set of tennis shoes available is advisable.

Student Use of Cell Phones:
There is really no need for a child to have a cell phone while at school and we discourage this practice. During the school day students are allowed to use the office phone to make any necessary calls home. We have found that few elementary aged students are able to manage a cell phone appropriately. However, parents/guardians

sometimes wish to have a child carry a cell phone to and from school so they can call a parent/guardian after school hours if necessary. If parents/guardians decide to send a cell phone to school with students, they do so with the knowledge that it may be lost or stolen, and the following conditions/procedures must be met/enforced:

1. The cell phone is not on at any time from the time the student boards the bus in the morning, throughout the school day, and from the time the student gets off the bus at the end of the school day. We have had situations where students have been videoing or taking pictures of other students with cell phones while students are riding buses. In some cases the videos were posted on-line. This is not acceptable. We have also had cell phones ringing in lockers, in desks, and other places which is a distraction to learning and disruption at school.
    a. First Infraction-Students will have their cell phone taken away and returned at the end of the day.
    b. Second Infraction-Students will have their cell phone taken and locked up in the office until a parent can come to school to retrieve it.
    c. Third Infraction-Students will no longer be allowed to bring a cell phone to school until a parent conference with the principal is held. The phone will need to be turned in to the office each morning for the remainder of the school year.

SPECIFIC PROGRAM INFORMATION

SCHOOL NUTRITION PROGRAM:
Breakfast will be $1.90 and lunch will be $3.15. Families that qualify for free/reduced meals, breakfast will be $0.30 and lunch will be $0.40.

The cost of lunch milk for students who bring bag lunches is $.50/carton. Both chocolate and white milk are available each day. We also have skim and homogenized milk available each day for students.

There will be a morning break time provided in all classrooms usually accompanied by a snack of some sort. Your child's classroom teacher will provide you with details. The school district does not offer a mid-morning milk option. Students are encouraged to drink water during this break time.

Each student has a four-digit code number that they punch in on a calculator at the end of the lunch line. Kindergarten students' *"PIN"* numbers are being assigned on the first day of school. All other students new to Summit School will also receive their numbers on their first day of school. Returning students will have the same *"PIN"* number as they had during the previous school years.

When you send meal money to school, please be sure your child's name and four-digit (*PIN*) number are written on your envelope and/or check. If you have more than one child, you may write one check. If you do not indicate on the envelope the amount you would like deposited in each of the accounts, the nutrition staff will divide the amount of your check equally among all of your children. There is a black drop box located in the foyer (outside of Room 129), where students and parents can deposit their envelopes with meal money at any time during the day.

TRANSPORTATION:
All transportation in the School District of La Crosse is under the authority of Jeff Elsen, at the Lincoln Middle School site (789-7600). This is a big and complicated job. According to state law, students who are eligible to

ride the bus are to be transported to and from their home/home area. Go Riteway is our bus company (608-881-6370.)

All parents of students who are eligible for busing need to register your child(ren) for busing this year. This opens for families to register on July 1st and we ask that you do this **prior to August 1st**. After this date, they will not be able to route new students for 2-3 weeks after school starts. The bus company will be using this information to build their routes for this year. Please visit the district web page at lacrosseschools.org, go to Parents and then to Transportation. On this page you will find a button for registering students for busing for the 2025-26 school year. Once your child is registered, the bus company will send you a confirmation letter mid August with pick up and drop off times and locations. **Parents of students who are eligible for busing need to visit the district website and request transportation or indicate transportation isn't needed.** This is very important that parents do this as soon as possible. The bus company will be using this information to build their routes. The bus company will be sending out mailings to all eligible riders in early-August so parents are aware of the bus routes and tentative pick up/drop off times/locations. Parents can visit our web page to see Go Riteway's summer newsletter.

We realize many people work and have baby-sitters. When possible, the bus company is happy to make arrangements to accommodate these needs. These alternating schedules must remain the same on specific days and all requests must be put on the transportation registration forms mentioned above. Parents with questions may call Go Riteway Bus Company at 608-881-6370. Alternate arrangements can take up to a week; therefore, we ask that you follow these procedures:

a) It is possible to have an "alternating day" schedule (for example, have your child picked up at one address on Monday and Wednesday, and picked up at another address on Tuesday, Thursday, and Friday as long as it is always the same). You may have one pickup address and a different drop-off address as long as it always occurs on the same day of the week.

b) Only students eligible to ride a bus to and from school will be allowed on buses (for example, **it is not possible** for a non-eligible bus rider **to ride the bus home with a friend** after school).

c) We will have a shuttle that runs from Summit to the Boys and Girls Club after school. **Parents must sign up for this ahead of time at our district web page using the on-line bussing registration form**.

Bus Rules and Regulations:

Please read and discuss the bus rules with your child(ren). They are sent home with your child on the first day of school. Rules include, but are not limited to the following:

1) Be at the bus stop on time.
2) Wait until the bus comes to a complete stop before entering. Do not push to get on the bus.
3) Keep hands and heads inside the bus at all times.
4) Remain in the bus in case of emergency, unless told to do differently by the bus driver.
5) Remain in your seat while the bus is in motion.
6) Be courteous to anyone on and around the bus.
7) The driver is responsible for each student - students must obey the driver.

If students have difficulty following bus rules the driver will write up an incident report and send it to the school principal who will meet with the child. When a child receives a third bus incident report they can be suspended

from the school bus for up to 3 days or longer depending on the concern. We will make every attempt to work with families if this occurs. However, we do understand the need to keep all students safe on the school bus.

Which Students Are Transported?

The transportation area for Summit School is any area north of the I-90 overpass on French Island, and any area east of the Clinton Street Bridge. Therefore, students living in those areas are eligible to be bused to and from school. All 4K-5 students who live within these areas will be picked up sometime between 7:10 to 7:25 AM and dropped off at their stops between 2:55 to 3:20 PM each school day.

Students in any special education program, including Early Childhood are eligible to ride the Special Education bus to and from school. This is arranged through the Special Education Office (789-7688) at Central High School. The secretary in that office will contact parents prior to the beginning of the school year.

Students who live outside the Summit attendance boundary but who attend Summit through the district Choice Program are provided busing to and from their home school. **Guardians are reminded to register your children for busing at the district web page outlined above.**

Go Riteway Bus Company will send out confirmation notes to all families who have registered for busing by the middle of August. If parents have busing questions, please call the Go Riteway Bus Company (608-881-6370).

Drop off and Pick up For Students who are Not Bus Riders:

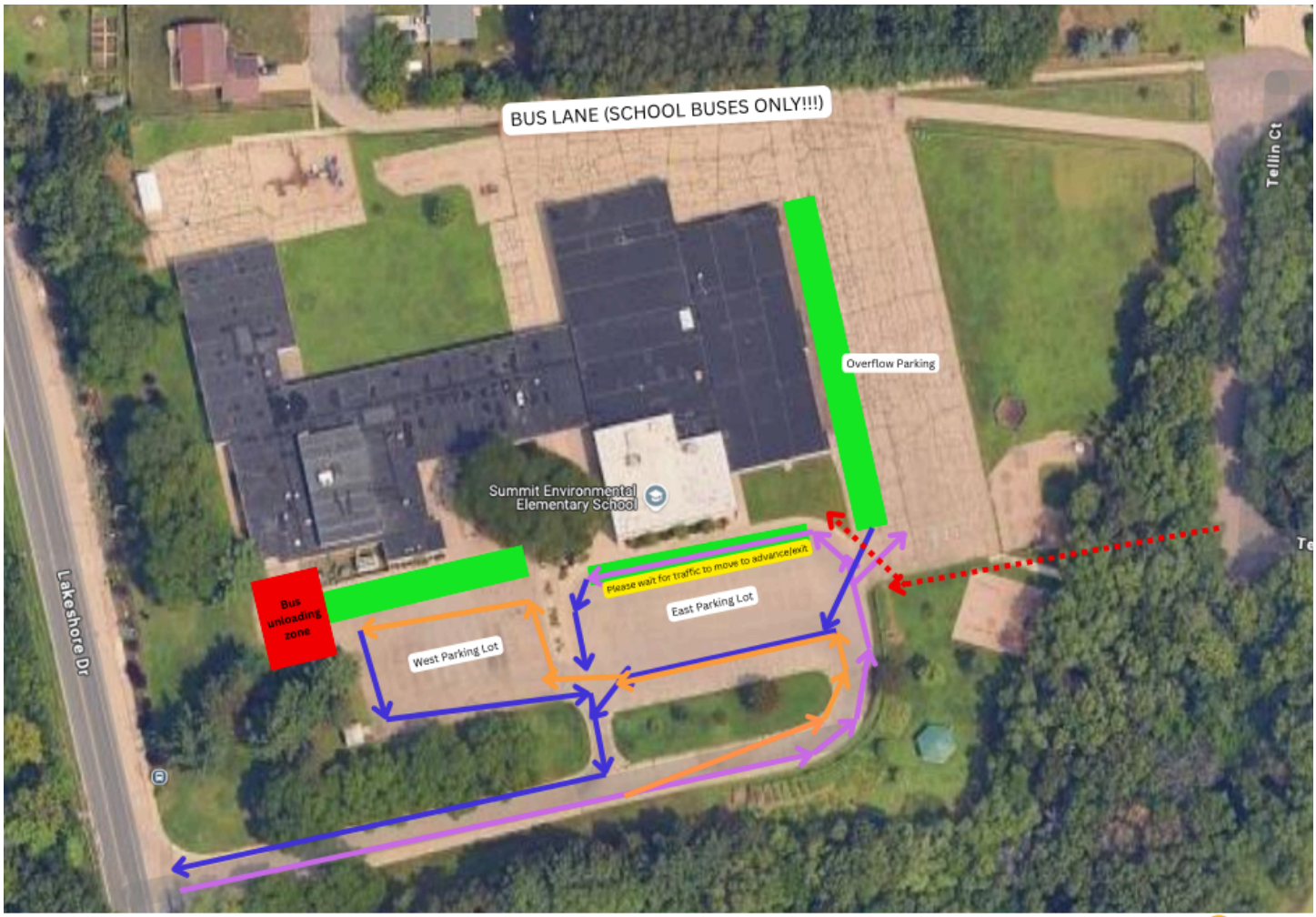
There is no supervision at school prior to 7:30 each morning. Parents who plan to drop students off at school need to stay with their children until 7:30 when the school is open and school staff are available.

All buses will be dropping students off on the back (north side of the school building coming in from Aiken Road and exiting on Tellin Court). Students can be dropped off at door A. All parents/guardians who wish to drop students off in their personal vehicles can enter the driveway and pull up as far as possible along the sidewalk area. Students are only allowed to exit vehicles from the passenger side. This way, students can step directly onto the sidewalk and enter the building. Parents/guardians will be asked to carefully pull away from the curb and proceed out of the parking lot. We will continue the practice of no parents/guardians inside of the school. For those who wish to walk students to the front of the building in the morning while dropping their students off for school, we ask that you park in our overflow parking on the paved area of our east playground and utilize the sidewalk. **(Parking is only allowed in designated parking areas. Please obey all no parking signs.)** At the end of the day parents/guardians who wish to stay in their cars to pick up students may again pull up as far as possible along the sidewalk and remain in your vehicle until students are dismissed. Please be sure not to block the entrance for overflow parking on the paved area of our east playground.

Note: **NO personal vehicles will be allowed to use either Aiken Road or Tellin Court for pick up or drop off. This is strictly for bus usage.**

Also, for students walking or riding bikes to school using Tellin Court, students are asked to enter the NE corner of the property and stay on the sidewalk area until they reach the crosswalk to walk across where the buses are parked and enter the building from the north. Students who walk or ride bikes from the Aiken Road area are asked to enter the opening for walkers and proceed into the building from the north.

Before and after school times are extremely busy in our pick up and drop off areas. Please do all you can to follow established procedures and to slow down. We thank you for your cooperation in helping us to better ensure the safety of all our students.



= Approved Park and Drop-Off/Pick-Up (Students can exit vehicle safely)

= Side-walk and Overflow Parking Lot Drop-Off/Pick Up Route

= West Parking Lot Drop-Off/Pick Up Route

= Exit Route

= Pedestrians from Tellin Court

Use of Video Camera on the School Bus:

The School District of LaCrosse approves the use of video cameras on the school buses for the primary purpose of reducing disciplinary problems and vandalism on the bus; thereby allowing the driver to focus on the driving of the bus, providing for safer transportation for our students. Parents shall be notified once a year that video cameras are being used on the buses, and a sign shall be placed at the front of each bus indicating that video cameras are being used on that bus.

The terminal manager or assistant manager shall determine the rotation as to which bus a video camera shall be located and maintain a log to include the date, bus number and driver. Bus drivers do not need to be informed as to which bus a video camera is operating. Individual drivers and principals may request that the video camera be on a specific bus on designated dates.

Only the terminal managers, bus drivers, principals, and district transportation supervisor shall be authorized to view the video tape for the purpose of documenting a problem and determining which student(s) may be involved. Disciplinary action may be taken with students based on video documentation. Any disciplinary action taken shall be in accordance with the School District of LaCrosse Code of Conduct, and all applicable state statutes. A student being disciplined based on the viewing of a video tape recording and/or their guardian(s) may view that isolated segment of the videotape that documents the incident for which he/she is being disciplined. The transportation director or building principal(s) shall view the videotape with the student and/or parents(s) and document the date and names of all individuals viewing the tape.

The videotapes shall not be available for viewing by the public in general, employees in general, media, or other individuals. The principals or district administrator may authorize other individuals ~ such as the guidance counselor, school psychologist or social worker ~ to view segments of a specific video tape if such individuals are working with the student on the videotape because of behavior, emotional or learning problem, and viewing the video tape is beneficial to their role in assisting the student. A log shall be kept of the date and names of the individuals viewing the videotape.

LAWS/POLICIES/PROCEDURES

We want parents/guardians to be aware of state laws as well as District and building policies and procedures that govern our school. These laws, policies and procedures are reviewed regularly and revised, not only in the state of Wisconsin, but also in the School District of LaCrosse and within our building. We hope you support the laws and policies as strongly as we do, and agree with us that by following and enforcing these rules and regulations it will help ensure the safety and welfare of all students. Your understanding and cooperation in helping us enforce all of the regulations is greatly appreciated.

Following are some laws, policies and procedures for your information. If you wish to see any of them in more detail, you may call to make an appointment with the building principal or visit the La Crosse School District site.

VISITORS AT SCHOOL:
We enjoy having visitors at school; however, District policy requires that anyone who comes to school to visit **must check into the office** immediately upon arrival. If you would like to visit/observe your child's class, please call school so we can let you know if the time you are planning to come will be a time when it is convenient for the classroom teacher. All visitors must report into the office. One of our most important jobs is to protect all of the children here, and with your help and cooperation we can achieve this goal. All school doors are locked during the student day. Any visitors to school during this time will need to push the button on the wall outside the main doors, you will be asked to identify yourself by stating your name and purpose for your visit. The secretary will then unlock the door for you to enter. **Any visitor who wishes to gain access into the rest of the building must scan their driver's license into the Visitor Management System tablet in the school office.** This machine will run a background check and print a name badge for the visitor to use while in the building. **Because of insurance reasons and the number of students we have enrolled, we cannot allow students from other schools to visit our students at Summit on a school day.**

ADMINISTERING MEDICINES TO STUDENTS:

Board Policy JHCD:
The Board of Education policy regarding the administration of medicines to district students adheres to the

appropriate Wisconsin Statutes. Per the statutes, the Board of Education hereby authorizes the principals and their designated staff members to administer medicines per the Administrative Regulations.

Regulations: Principals shall be required to obtain written instructions and consent from a student's parent/guardian before any non-prescription medication is administered to the student. Principals shall be required to obtain written parental consent and written instructions from a physician, dentist or podiatrist licensed in Wisconsin before any prescription medication is administered to the student. An accurate record of medications administered to students shall be kept in the office, and students must have the principal/designee present when medication is taken (Legal reference: State Statute 118.29).

NOTE: Pink medication forms which are used in the School District of LaCrosse are available in the school offices and at area clinics.

HOMEWORK GUIDELINES:

It is the belief of the Summit School teaching staff that there is value in providing all students with the opportunity to practice some school skills at home. Homework that is age and developmentally appropriate will be assigned at the discretion of the individual teachers.

Homework can and will take many different forms; ranging from doing math problems, reading for 15 minutes each night, playing a board game, or practicing math facts. The directions for any homework assignment for students should be easily understood and should communicate clearly to the student, and parent when possible, when it is to be completed. The amount of time it takes for children to do homework will vary depending upon the teacher, grade level, assignment given, and the ability of the student. Teachers will make every attempt to ensure that homework is individually appropriate for students.

Obviously, parents play a critical role in helping their children to see the value of school and in helping their children to be successful in school. We make the following recommendations for parents as they go about assisting their children with homework that may be assigned by their child's teacher.

1) Check each day to determine if homework has been assigned.

2) Have a predetermined time and place which is free of distractions and with all needed materials present for the child to do homework each day.

3) Assist children with homework, do not do the work for your child.

4) If parents are uncertain of their role in relation to assisting children with homework, they should clarify this with the teacher.

5) Check and sign *Assignment Notebooks* if they are being used.

6) Communicate with your child's teacher(s) if you have any concerns.

COMPULSORY SCHOOL ATTENDANCE:

Each year, the School District of La Crosse makes a special effort to ensure that all students fully benefit from their education by attending school regularly. Research shows that missing 10 or more days of school can have a significant impact on student achievement.

Students are provided with 10 general absence days per school year. General absences include illness days, appointments without doctor/dentist notes, funerals, parent excused days without principal approval and all other absences. After students reach this 10 day limit, all absences will require a doctor's note or principal approval. If neither is provided, the absence will be marked "unexcused".

The school requires that parents or guardians call the school each morning by 8:30 AM to report an absence. A voicemail can be left at any time before, during, or after school hours. If it is not possible to call, please send a note with your student when they return to school. This will be turned into the office.

Unexcused absences can lead to truancy proceedings. There are many people in our building prepared to help if you or your student face challenges in getting to school. We promise to work collaboratively with you to identify barriers and provide support to overcome challenges you may face in helping your student attend school.

Each year, the School District of La Crosse makes a special effort to ensure that all students fully benefit from their education by attending school regularly. Attending school regularly (and on time) helps children feel better about school—and themselves. Your student can start building this habit in elementary school so they learn that going to school on time, every day is important. Consistent attendance will help children do well in high school, college, and at work.

Tardiness (coming to school late or leaving school early) is also excused or unexcused. If your child will be coming to school late or leaving school early, please be sure to call the school office (789-7980) and indicate the reason. A parent may excuse a child from school for a full day or any part of a day up to ten days in a school year. Once a child has ten full or part days of parent excused absence from school the principal will decide what is excused. **Remember it is through the school office that absences and/or tardiness are excused.** Administrative discretion is used for excusing absences/tardiness.

TECHNOLOGY USE AT SCHOOL

All KG-5 students will be issued an iPad for school use this year. Students will be using these at school and may have an instance where they need to be taken home.

1:1 iPad/MacBook/Use of Any Computer, iPad, or other Technology Device in School

Our partnership between home and school in a digital learning environment is necessary to guide students to be a productive online learner and digital community member. We encourage parents/guardians to monitor the use of any iPad/MacBook that may come home for completing school activities.

Students are issued a district iPad (KG-5th grade/middle school) or MacBook (high school) as an integral part of their education. This means that the student has a responsibility to use the iPad/MacBook appropriately for educational purposes and to secure it from damage or loss. Doing so ensures the student has the necessary access to digital resources to be successful in all classes. In addition, shared iPad and computers are available for student use while at school. District policy 3630.2 – Internet Safety and Acceptable Use explains all responsibilities and privileges of internet and digital tools. You will find this on the district webpage or may ask for a copy in the building office. The District Student Handbook summarizes this policy.

Student Expectations

- Students shall follow all district policy and school/classroom rules and expectations as described by principals, classroom teachers, or other adults in the building. Building principals, associate principals, and deans work with each student at the time of the infraction to determine a course of corrective behavior, compensation to the district, or legal action.

- Students will not share their district username and password with any other person except when asked by a school employee or by their parent/guardians. All information on the district issued iPad/MacBook is not private information and students should expect adults to review their work and files as necessary.
- By using personal email or other personal social media/gaming/online accounts students should expect these to be accessed if necessary with reasonable cause as identified by the building principal and/or the School Resource Officer.
- iPads are monitored through internet usage logs and MacBooks are monitored with keystroke capture. Each key pressed on a MacBook is logged and email notifications are automatically sent to building principals; including any work done with personal accounts.
- Students should not install any non-district approved apps or services on iPad/MacBook devices. If this is done, students should expect these to be removed at any time by district personnel. Students should be aware of their actions while online so that malware and viruses are not brought into the district network.
- Students should not 'sync' the iPad/MacBook to any personal phones, iPods, other laptops, etc.
- Students should use online 'cloud' storage to back up any/all files that a student does not want to lose. Devices do fail and if this happens, any data/files stored on the iPad/MacBook may not be recoverable and all data can be lost. Students have access to iCloud, OneDrive, and Google Drive for backing up any/all school related files.
- Students are issued a district managed Apple ID and email to allow for access to many online resources and storage as well as to communicate with teachers, administration, and each other.
- District issued cases are to be kept on the iPad/MacBook <u>at all times</u>. If the student removes the case and it breaks, new cases can be purchased in the school office or school store depending on school. iPad/MacBooks must be used with a case at all times.
- Students who take the iPad/MacBook home are to leave the charging cords at home and charge the iPad/MacBook fully for the next day's use. Doing this ensures the cords are not lost or damaged. Lost/damaged cords can be replaced in the school office. Non-Apple cords are not to be used and will not be accepted during hand-in.
- Students are to refrain from entering their first and last name, any birthdate, address, or any other personal information on any online services. Teachers requesting students to use online services will ensure that the online site is appropriate for the age of the student and will not request the use of personal information unless the site is approved by the district technology department and has a partnership agreement for use of data with the approved vendor of the online service.

<u>Hand-out of iPad/MacBook</u>

Schools will be issuing an iPad/MacBook based on a schedule either within the school day, at registration, or after school. See the Voluntary Insurance section.

<u>Hand-in of iPad/MacBook</u>

Schools will collect the iPad/MacBook based on a schedule either within the school day, at the end of the school year or when a student withdraws from the district. Any iPad/MacBook that is not returned during that time will be considered stolen public property and treated as such.

<u>Voluntary Insurance</u>

Voluntary insurance for the iPad or MacBook is available from the building office during hand-out times at each school or when enrolling in the district. Parents/Guardians of students enrolled in August/September have until October 1st to pay the voluntary insurance or to visit with the building principal. If a new enrollee, the insurance will be paid within 3 weeks of enrollment. After those dates, the student's record will indicate that voluntary insurance is declined and the parent/guardian is fully responsible for any repairs or for replacement if the iPad or MacBook is damaged/lost/stolen.

Below is a list of replacement costs for the 2026-27 school year. Screen repair is also listed. Other specific repair costs are listed on the voluntary insurance form.

Item	**Cost**
iPad Voluntary Insurance (Yearly, August to August, non-refundable)	$20
iPad	$400
iPad Glass	$58
iPad Glass & Display	$200
iPad LCD Display	$120
iPad Logic board	$190
iPad Issued Case	$50
iPad Power Brick	$19
iPad Power Cable	$19
iPad Camera - Front	$40
iPad Camera - Rear	$15
Microphone	$22
Speakers L/R	$35
Charge Port	$40
Wifi/Bluetooth Antenna L/R	$30

Voluntary insurance covers accidental damage to the laptop; each device component will be replaced one time (e.g. cracked screen, audio port damaged, etc.). Subsequent breakage of the same item is the responsibility of the parent/guardian. Repairs/loss due to negligence are not covered by insurance. Discussion between the building principal and student will result in the determination of accident or negligence except liquid damage. Examples of accidental and negligent damage are as follows:

- **Accidental damage** includes walking down the hall with the device in the student's arms and someone bumps into the student and the laptop is dropped; student has laptop in backpack and someone else grabs the backpack and tosses it down the hall. Accidents are not because the student wasn't paying attention, forgot the iPad/MacBook in a room or in a car, or thought "nothing will happen to it". Students should notify the building office or school resource officer immediately if the iPad/MacBook is damaged, lost, or thought stolen. DO NOT WAIT! Broken screens or other damage may be harmful to the student.

- **Negligent damage** includes liquid in iPad/MacBook of any amount as no liquid should be by the iPad/MacBook at any time or used outside if there is rain or the possibility of rain; items placed between keyboard and cover resulting in screen breakage or hinge damage; holding the laptop by the screen instead of picking up MacBook from the bottom near the track pad; MacBook/iPads in backpacks or cases that are thrown down or sat on by the student; MacBook/iPads/backpacks on floor in high traffic areas resulting in being stepped on by student or others; MacBook/iPads/backpacks left unsecured in areas such as lockers or cars. Any liquid damage to the iPad/MacBook will result in the iPad/MacBook being replaced at the parent/guardian cost as liquid damage is not considered accidental.

Failure to return any iPad/MacBook upon leaving the school/district or when requested will be considered theft of public property. Follow through by the School Resource Office or other appropriate legal authorities will be conducted.

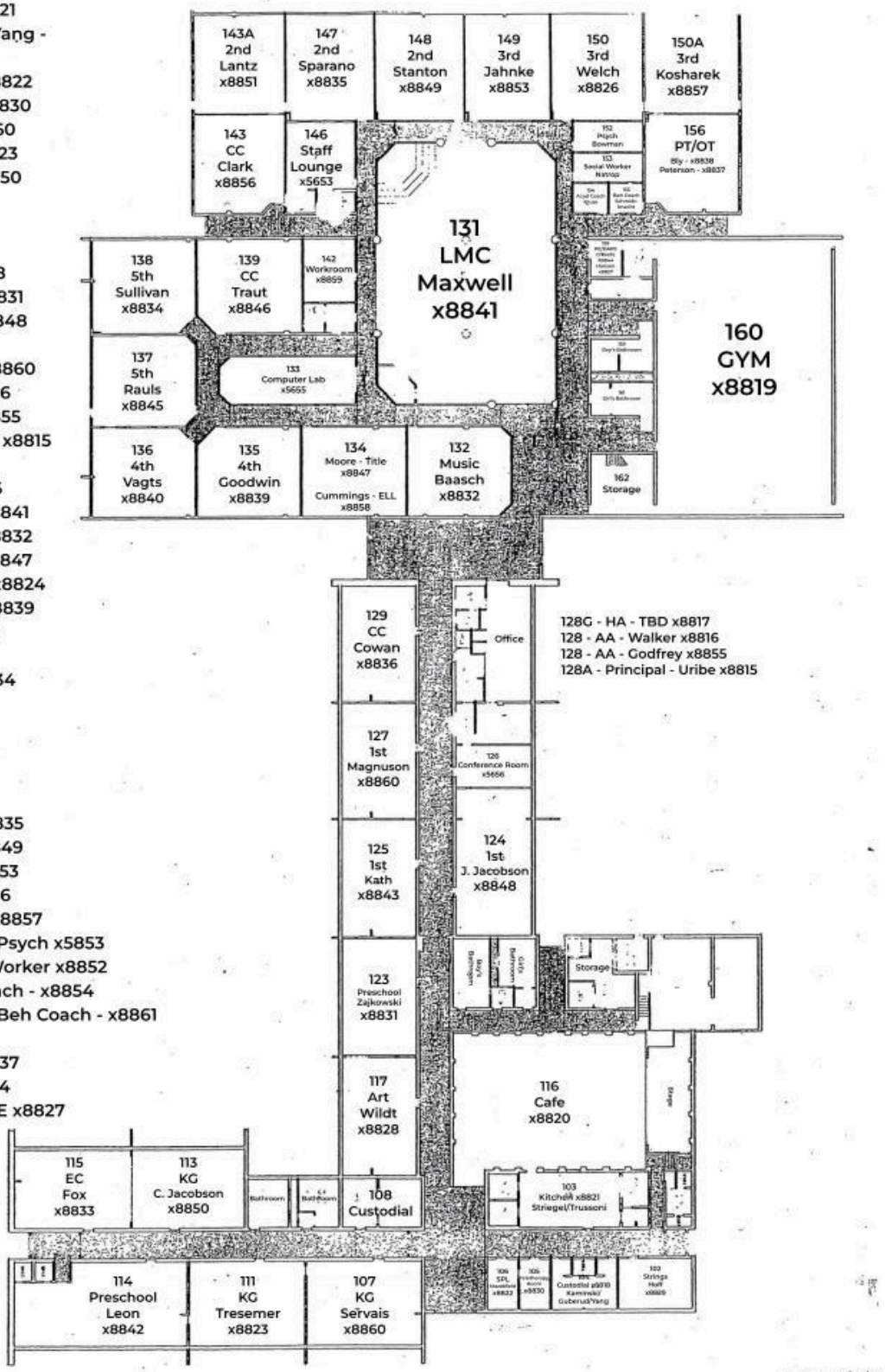
SUMMIT SCHOOL STAFF LIST 2026-27

Name	Room	Assignment
Rhiannon Baasch	132	Music Teacher
Annika Bly	156	Occupational Therapist
Stephanie Bowman	152	School Psychologist
Brittney Campbell	129	SPED Teacher Assistant
Carlyn Clark	143	LD Teacher
Laura Cowan	129	ID Teacher
Linsday Cummings	134	ELL Teacher
Jasmine Davis	143	SPED Teacher Assistant
Jenna Davis	139	SPED Teacher Assistant
Jordanna Davis	143	SPED Teacher Assistant
Jess Ebert	123	EC Teacher Assistant
Lindsey Fox	115	Early Childhood Teacher
Allison Godfrey	128	Administrative Assistant
Delaney Goodwin	135	Grade 4 Teacher
Joel Guberud	104	Custodian
Reid Hansen	157	ADPE Teacher
Lisa Hines	114	EC Teacher Assistant
Isabel Hoff	102	Strings Teacher
Marissa Ihrcke	123	EC Teacher Assistant
Jennifer Jacobson	124	Grade 1 Teacher
Cole Jacobson	113	Kindergarten Teacher
Katie Jahnke	149	Grade 3 Teacher
Shelley Johnson	128G	School Nurse
Andy Kaminski	104	Head Engineer
Alexa Kath	125	Grade 1 Teacher
Mckenna Kruse	154	Academic Coach
Mckenzie Lantz	143A	Grade 2 Teacher
Cathy Leon	114	Preschool Teacher
Abigail Magnuson	127	Grade 1 Teacher
Darcy Maxwell	131	LMC Director
Steven Mazzafield	105	Speech/Language Teacher
Laura Moore	134	Title 1 Teacher
Houa Moua	134	ELL Teacher Assistant
Kelsie Natrop	153	School Social Worker
Terry Niebuhr	115	SPED Teacher Assistant
Nick O'Keefe	157	PE Teacher
Bethany Peterson	156	Physical Therapist
Taylor Rammer	142	REG ED Teacher Assistant
Charlie Rauls	137	Grade 5 Teacher
Brittany Schmidtknecht	155	Behavior Coach
Olivia Servais	107	KG Teacher
Alexis Sparano	147	Grade 2 Teacher
Damian Stanton	148	Grade 2 Teacher
Bobbi Jo Streigel	Café	Nutrition Services
Tom Sullivan	138	Grade 5 Teacher
Zoe Tresemer	111	Kindergarten Teacher
Gail Traut	139	ID Teacher
Cindy Trussoni	Café	Nutrition Services
Oscar Uribe Mardones	128A	Principal
Seth Vagts	136	Grade 4 Teacher
Nikki Walker	128	Administrative Assistant
Tracy Welch	150	Grade 3 Teacher
Johnnyray Wildt	117	Art Teacher
Alia Yang	104	Custodian
Austin Zajkowski	123	Preschool Teacher
Brittney Campbell	129	SPED Teacher Assistant
TBD	129	SPED Teacher Assistant
TBD	128G	Health Assistant

2026-2027 SUMMIT SCHOOL MAP

102 - Ms. Hoff - Strings x8829
103 - Striegel, Trussoni x8821
104 - Kaminski, Guberud, Yang - Custodial x8818
105 - Mr. Mazzafield SPL x8822
106 - Teletherapy Room x8830
107 - Mrs. Servais - KG x8860
111 - Ms. Tresemer - KG x8823
113 - Mr. Jacobson - KG x8850
114 - Mrs. Leon - 4K x8842
115 - Ms. Fox - EC x8833
116 - Cafeteria - x8820
117 - Mrs. Wildt - ART x8828
123 - Mr. Zajkowski - 4K x8831
124 - Ms. Jacobson - 1st x8848
125 - Ms. Kath - 1st x8843
127 - Ms. Magnuson - 1st x8860
128 - Mrs. Walker - AA x8816
Mrs. Godfrey - AA x8855
128A - Mr. Uribe - Principal x8815
128G - TBD - HA x8817
129 - Ms. Cowan - CC x8836
131 - Mrs. Maxwell - LMC x8841
132 - Ms. Baasch - Music x8832
134 - Mrs. Moore - Title 1 x8847
Mrs. Cummings - EL x8824
135 - Mrs. Goodwin - 4th x8839
136 - Mr. Vagts - 4th x8840
137 - Mr. Rauls -5th x8845
138 - Mr. Sullivan - 5th x8834
139 - Ms. Traut - CC x8846
142 - Workroom x8859
143 - Mrs. Clark - CC x8856
143A - Ms. Lantz - 2nd x
146 - Staff Lounge x5653
147 - Ms. Sparano - 2nd x8835
148 - Mr. Stanton - 2nd x8849
149 - Mrs. Jahnke - 3rd x8853
150 - Mrs. Welch - 3rd x8826
150A - Ms. Kosharek - 3rd x8857
152 - Ms. Steph Bowman - Psych x5853
153 - Mrs. Natrop - Social Worker x8852
154 - Mrs. Kruse - Acad Coach - x8854
155 - Ms. Schmidtknecht - Beh Coach - x8861
156 - Mrs. Bly - OT x8838
Ms. Peterson - PT x8837
157 - Mr. O'Keefe - PE x8844
Mr. Hansen - Adapt PE x8827
160 - Gym x8819

Summit Environmental School Map



Updated 7/22/26