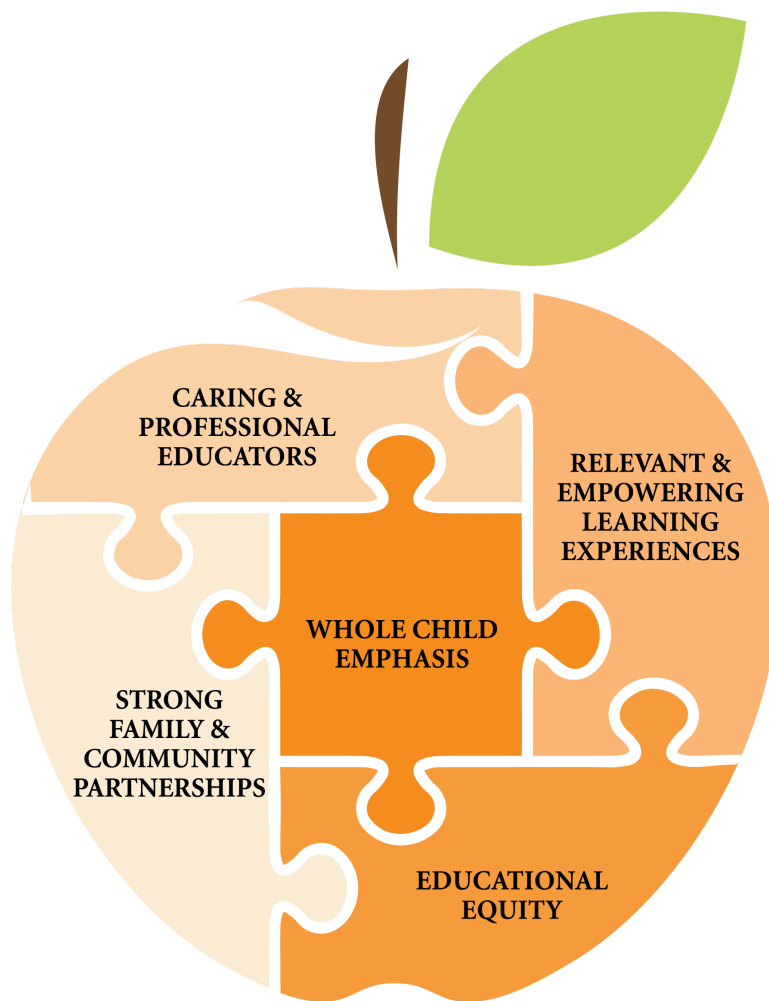


Oregon School District 4K Family Handbook 2026 - 2027



"...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 2026-2027 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.

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.

The Oregon School District has a history of collaboration with the preschools and child care facilities located in the school district and surrounding area. The physical, emotional, social, and early learning of children are the focus of the school district as well as the community agencies. The early childhood years are very important for children and their families / caregivers. When children experience success in responsive, nurturing programs, they gain essential skills and knowledge.

This 4K Family Handbook has been written to provide information regarding our program. We hope all will use the handbook to answer many questions that may come up throughout the year. If you have questions not answered in this handbook, please do not hesitate to ask a teacher or call the Oregon School District office at 608-835-4091.

We look forward to welcoming you to the 2026-2027 school and seeing you soon!

Sincerely,

Dr. Shannon Anderson. - District Superintendent
Lindsay Engelhart - Early Learning & 4K Principal

Frequently Used Phone Numbers

District Office Receptionist	(608) 835-4091
School Closure Line	(608) 835-4000 (press option #6)
Early Learning & 4K Principal	608-835-4065
Director of Transportation	(608) 835-4032
4K School Nurse - Alycia Foelker	(608) 835-4140
ORCHARDS Study For Influenza Testing	(608) 265-3164

4K Site	Address	Phone Number
Heart of Brooklyn*	217 Douglas Drive, Brooklyn, WI 53521	608-455-3301
Little Angels Early Learning Center*	103 North Alpine Parkway, Oregon, WI 53575	608-835-1945
Mariposa Learning Center* <i>*Spanish Immersion Program</i>	4870 Brassica Road, Fitchburg, WI 53575	608-299-9337
Starlight Academy*	537 North Main Street, Oregon, WI 53575	608-291-2488
Oregon Daycare Inc. (ODI)*	172 North Main Street, Oregon, WI 53575	608-835-3396
Oregon Preschool Inc. (OPI)	625 East Netherwood Road, Oregon, WI 53575	608-835-9216
Villas Childcare Center*	870 Oregon Center Drive, Oregon, WI 53575	608-239-9838

** These sites provide childcare services beyond the standard 4K schedule. Families must coordinate their own childcare plans and are responsible for any related costs.*

SCHOOL OPERATIONS

School Hours

4K will be in session Tuesday-Friday, No 4K on Mondays and will follow the Oregon School District Calendar for vacation days and other school closings.

Attendance

Our expectation is that students will attend school every day that classes are held. We cannot overstate the significance of consistent attendance; developing these habits in 4K builds a foundation for success that extends through graduation and into the professional world. Every Ready for Learning site tracks enrollment records, and absences are categorized as either "excused" or "unexcused."

Common excused absences include medical or dental needs, student illness, and specific family emergencies. In most cases, an absence is excused when a parent or guardian contacts the school staff to provide notification.

If your student will be missing school, parents and guardians must call the teacher on or before the day of the absence. When reporting, please provide the student's full name, the reason they are out, and specify that they participate in the Ready for Learning program. Daily attendance is recorded and shared with the District Office. Timely updates from families are essential for maintaining precise records.

Heart of Brooklyn:	608-455-3301
Little Angels:	608-835-1945
Mariposa:	608-299-9337
Oregon Daycare, Inc.:	608-835-3396
Oregon Preschool, Inc.:	608-835-9216
Starlight Academy:	608-291-2488
Villas Childcare Center:	608-239-9838

Unexcused absences typically occur when a student does not report to class and the parent or guardian has not contacted the school to provide a reason for the missed day.

How To Report An Absence:

If your student must be absent, please call your student's 4K site directly, phone numbers found on the previous page.

Transportation

OSD provides bus transportation to students living a half mile or more from school. Families are responsible for ensuring the [EZ Routing](#) transportation system is updated with accurate contact information and any alternate pick up / drop off requests. Step-by-step instructions for EZ Routing can be found [here](#).

A parent/guardian is required to accompany their child to and from home, to and from the bus.

Bus Behavior & Expectations

To ensure a safe and enjoyable ride for everyone, we encourage students to:

- Be Respectful: Cooperate with the bus driver and fellow students.
- Follow Directions: Listen to the bus driver's instructions.
- Wait Safely: Line up away from the curb at the bus stop.
- Cross Carefully: Cross in front of the bus only when the STOP paddle is out and lights are flashing. At intersections, cross with the green light and WALK signal.
- Board and Exit Safely: Wait for the bus to stop completely.
- Find Your Seat: Sit in your assigned seat or a vacant seat, keeping the aisle clear.
- Stay Seated: Remain in your seat while the bus is moving.
- Buckle Up: If available, fasten your seat belt.
- Keep It Clean: Help keep the bus tidy by disposing of trash properly.
- Use Devices Respectfully: Students may use these personal devices on school-provided transportation to and from school provided such use is silent and not disruptive to others.
- Be On Time: Arrive at your stop 5-10 minutes early in the morning.
- Exit at Your Stop: Get off the bus only at your designated stop.

To ensure everyone's safety and comfort, please refrain from:

- Standing while the bus is moving.
- Putting any body parts outside the windows.
- Bringing heavy, sharp, bulky, or unsafe items on the bus.
- Eating or drinking on the bus.
- Bringing matches or tobacco on the bus.
- Opening windows without the driver's permission.
- Taking photos or videos without permission.
- Touching others or engaging in physical behavior

By working together and following these guidelines, we can create a positive and safe bus environment for everyone. Remember, respect and safety are key to a great bus ride!

*All behavior expectations and regulations listed above apply to any trips sponsored by the school including field trips and athletic events. Students who do not follow the bus rules may be given a School Bus Behavior Report. Repeated offenses may result in a suspension of bus riding privileges.

Guest Riders

In order for a student to be a guest rider on a bus, that student has to have an official "Bus Pass" that they receive from the main office of their school.

In order for a student to ride a bus that they are not assigned to ride, their parent/guardian must contact the school and confirm that they are giving permission for their student to ride home on a particular bus. If the parent sends a note with the student to school giving permission, that student will have to give that note to the main office who will in turn contact the parent and confirm that they have given permission. Once that confirmation happens, the main office will fill out a "Bus Pass" slip and give it to the student. The student will give that pass to the driver of the bus. Any student that does not have an official bus pass from the office will not be permitted to ride the bus. Drivers will NOT allow any unauthorized adults on a bus.

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

"No One Home" Transportation Policy:

Ensuring a parent, guardian, or authorized adult is present when your student returns from school is vital for their safety and well-being.

It is essential that 4K staff have current emergency contact details on file. This information is critical if we are unable to reach a parent or guardian during an emergency.

If you return home after your child's scheduled drop-off, please contact the 4K site directly or call the District Office at (608) 835-4091. This allows us to confirm your child's location and notify the driver of your arrival.

If an adult does not meet the bus upon arrival, the following safety procedures will be implemented while the student remains securely on board:

- The driver will alert the Early Learning & 4K Principal, who will then inform the 4K site. Site staff will attempt to contact the home first, followed by the designated emergency contacts.
- If no contact can be made, the child will return to the 4K site at the completion of the route. 4K site staff will remain with the student and continue outreach until a guardian or emergency contact arrives for pickup.

- Should a guardian fail to arrive within one hour of the original drop-off time, we will contact social services to request protective custody for the child.

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.

If there is a two hour late start, 4K will not be in session for the morning or afternoon that day.

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 20 degrees 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.

Non-Allowable Dress & Grooming -

- Clothing may not depict, advertise, or advocate the use of alcohol, tobacco, e-cigarettes, vaping, cannabis 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.

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.

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 4K site. 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! You can find more information on substitutes and other job openings here: [Join the Oregon School District - Competitive Benefits & Diverse, Family-Friendly Environment](#)

Family Outreach Program

A cornerstone of our 4K program is the Family Outreach. Our partnership is dedicated to offering parents, guardians, and children meaningful ways to flourish together. The Oregon School District hosts events each month during the school year, and we invite all OSD 4K families to be an active part of these outreach opportunities.

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.

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:

Tamara Sutor Asst. Dir. Student Services District Office 123 E. Grove Street Oregon, WI 53575 P: (608) 835-4008 E: tmsutor@OregonSD.org	Amie Mitchell School Social Worker Oregon High School 456 N. Perry Pkwy Oregon, WI 53575 P: (608) 835-4471 E: ammitchell@OregonSD.org
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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

Dr. Brian Johnson
Director of Student Services
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

Students are encouraged to leave personal items at home. OSD is not responsible for any damaged, lost or stolen items if a student chooses to bring an item to school.

Phones, Smart Watches & Other Electronics - Board Policy 771

To provide the best learning environment, all cellular phones and other personal wireless communication devices must be turned OFF and be AWAY during the entire school day, except that students may wear smartwatches only if they are being used as a watch or

pedometer, and not as a communication device. The entire school day means the first bell to the last bell, including during lunch, recess and passing times. They should be secured in cubbies or lockers. Students may use personal wired headphones for instructional purposes only at the direction of school staff. Parent/Guardians may request an exception for medical reasons in their student's health plan.

Students may use these personal devices outside of the school day, and on school-provided transportation to and from school provided such use is silent and not disruptive to others.

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.

No Personal Recording

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

Toys/Athletic Equipment

OSD will supply all playground equipment that students may use.

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.

Firearms/Weapons

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 school-provided transportation.

Student Substance Use Prevention

Alcohol, cannabis, illegal drugs, nicotine, tobacco, juuling, vaping, or other types of e-cigarettes, regardless of their contents, are not allowed on school grounds. Controlled substances are only allowed on school grounds where the individual has a prescription and written school approval. Items containing CBD oil are generally prohibited, but see [Board Policy 558](#) for more details.

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 Policy [771](#)

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 Behavioral Health Therapy or Nicotine Cessation Support

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 ([Board Policy 723](#)). OSD also has facilitators trained in providing in-person nicotine cessation supports for students as needed. Students and families can seek additional information 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.

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 Alex Marks, Director of Communication Education at (608) 835-4041: OregonSD.org/community