



# Community Connection

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

September 2014

Elkhorn Area School District • 3 N. Jackson St. • Elkhorn, WI 53121 • 262-723-3160

## 2014 EASD YEARS OF SERVICE AWARDS

At our 2014 Inservice, the following staff members were recognized for their many years of dedicated service to the Elkhorn Area School District. We are very fortunate to have a highly skilled, dedicated staff serving our students and community.

### 41 Years of Service 1973

Nancy Seiler

### 35 Years of Service 1979

Margery Muroi  
Judy Shively-Smith

### 30 Years of Service 1984

Linda Frankenberg

### 25 Years of Service 1989

Sharon Kawczynski  
Charlotte Bleier

### 20 Years of Service 1994

Cheryl Krause-Bosko  
Renee Maves  
Susan Anderson  
Jeff Brown  
Jason Cleveland  
Cathy Picknell  
Christine Russell  
Gayle Guthrie

### 15 Years of Service 1999

Ken Kirby  
Mark Malvitz  
Bryan Frost  
Paul Manriquez  
Cindy Rehberg  
Lisa Anzalone  
Greg Wells  
Kristin Gahart  
Carri Steinbauer  
Tim Neinfeldt  
Sam Fuchs  
Jennifer Lee  
Sherry Kelly

### 10 Years of Service 2004

Jennifer Priesgen  
Inta Upite  
Jessica Grimm  
Amy Zickert  
Pat Butters  
Jacob Coehoorn  
Molly Claypool  
Ben Kitslaar  
Tammy Fisher  
Laura De La Vega  
Elisabeth Fox-Feucht

### 10 Years of Service cont'd.

Dale Holte  
Steve Fisher  
Tomas Huerta  
Diana Buchheit  
Nancy Catalanello



### 5 Years of Service 2009

Jill Kitzmiller  
Emily Schuren  
Lynn Hergott  
Janna Smith  
Sarah Kitslaar  
Ellen Leasure  
Sarah Thate  
Pat Taylor

Our thanks to all of our dedicated staff—you make this a great place for children to learn.



## MISSION STATEMENT

Elkhorn Area Schools, in partnership with the community, are dedicated to providing an education that challenges every student to continually improve and to excel as a respectful, responsible, and productive member of society.



**ASBESTOS HAZARD EMERGENCY RESPONSE ACT (AHERA)****2014-2015 SCHOOL YEAR**

As a result of recent federal legislation (Asbestos Hazard Emergency Response Act - AHERA), each primary and secondary school in the nation is required to complete a stringent new inspection for asbestos and to develop a plan of management for all asbestos-containing building materials. Elkhorn Area School District has a goal to be in full compliance with this law and is following the spirit, as well as the letter, of the law. As a matter of policy, Elkhorn Area School District shall continue to maintain a safe and healthful environment for our community's youth and employees.

In keeping with this legislation, all buildings owned or leased by the school district were inspected by EPA accredited inspectors and samples were analyzed by an independent laboratory. Based on this inspection, the school prepared and the state approved a comprehensive management plan for handling the asbestos located within its buildings safely and responsibly.

Furthermore, Elkhorn Area School District has completed its 3-Year Re-inspection required by AHERA. Elkhorn Area School District buildings, where asbestos-containing materials were found, are under repair, removal and operations and maintenance.

This past year, Elkhorn Area School District completed the following with respect to its asbestos containing building materials:

- 1) Continued to implement our Operation and Maintenance Program.  
No planned abatement for 2014-2015
- 2) Established project priorities for abatement during the 2014-2015 school year.  
Continue to test assumed asbestos containing materials in a continued effort to identify and maintain all asbestos containing materials.
- 3) Provided updated two hour awareness training for all custodial-maintenance employees.
- 4) The district has contracted Environmental/Management Consulting, Inc. to provide consulting services for an Environmental, Safety and Health Compliance Maintenance Program including, but not limited to, AHERA Compliance (Asbestos).

Federal law requires a periodic walk-through surveillance every six months of each area containing asbestos. Also, the law requires all buildings to be re-inspected three years after a management plan is in effect. This will be accomplished under contract by Environmental Management Consulting, Inc.

Short-term workers (outside contractors - i.e., telephone repair workers, electricians and exterminators) must be provided information regarding the location of asbestos in which they may come into contact. All short-term workers shall contact the lead maintenance person before commencing work to be given this information.

Elkhorn Area School District has a list of the location(s), type(s) of asbestos-containing materials found in that school building, and description and time table for their proper management. A copy of the Asbestos Management Plan is available for review in the school office. Copies are available at \$0.25 per page. Questions related to the plan should be directed to Michael Datza, Supervisor of Buildings, Grounds and Maintenance/Safety Director, designated Asbestos Program Manager at (262) 723-3160 Ext 1404.

## HIGHLY QUALIFIED TEACHERS

All teachers in Wisconsin have at least a bachelor's degree in education. In the Elkhorn Area School District, approximately 66% of our teaching and administrative staff have advanced degrees. All of our teachers are fully licensed for their assignment. In addition, we have several instructional aides who are considered qualified who support learning in the schools.

The *No Child Left Behind Act*—Title 1 gives parents/guardians the right to request the following information: whether a teacher has met state qualifications; has a license to teach the grade level he or she teaches; whether a teacher has an emergency or provisional license; what degrees a teacher holds and the field of study of his or her certification or degree; and whether their child is being provided services by paraprofessionals and, if so, their qualifications.

If you want to see the state qualification for your child's teacher, you may ask the principal or find it on the DPI website at [www.dpi.state.wi.us/dpi/dlsis/tel/search.html](http://www.dpi.state.wi.us/dpi/dlsis/tel/search.html)

## SPECIAL EDUCATION

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

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

Others, including parents, who reasonably believe a child is a child with a disability may also refer the child, including a homeless child, to the school district in which the child resides.

Referrals must be in writing and include the reason why the person believes the child is a child with a disability. A referral may be made by contacting Jim Kueht, Director of Pupil Services, Elkhorn Area School District, by writing him at 3 North Jackson Street, Elkhorn WI 53121.

## NON-DISCRIMINATION POLICY

It is the policy of the Elkhorn Area School District that no person shall, on the basis of race, religion, color, national origin, sex, age, sexual orientation or handicap, be excluded from participation, be denied the benefits of, or be subjected to discrimination under any program or activity and in employment.

All vocational education programs follow the District's policies of non-discrimination on the basis of race, color, national origin, sex, age, sexual orientation or handicap. In addition, arrangements can be made to ensure that the lack of English language skills is not a barrier to admission or participation.

Any questions concerning Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex; or inquiries related to Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap, should be directed to:

Mr. Jason Tadlock, District Administrator  
Elkhorn Area School District  
3 N. Jackson Street  
Elkhorn, Wisconsin 53121

## POLÍTICA DE NO-DISCRIMINACIÓN

Es la política del distrito de la escuela del área de Elkhorn que ninguna persona, en base de color de la raza, origen nacional, sexo, edad, orientación sexual o desventaja, ser excluido de la participación, se niegue las ventajas de o se sujete a la discriminación bajo cualquier programas o actividad y en el empleo.

Todos los programas educativos vocacionales de la educación siguen las políticas del distrito de la no discriminación en base de la raza, del color, del origen nacional, del sexo, del edad, del orientación sexual o del desventaja. Además, las medidas se pueden tomar para asegurarse de que la carencia de las habilidades de lenguaje inglés no es una barrera a la admisión o a la participación.

Cualquier pregunta referente al título IX de las enmiendas de la educación de 1972, que prohíbe la discriminación en base de sexo, o de las preguntas se relacionó con la sección 504 del acto de la rehabilitación de 1973, que prohíbe la discriminación en base de desventaja, se debe dirigir a:

Mr. Jason Tadlock, District Administrator  
Elkhorn Area School District  
3. N. Jackson St. The 1887 Building  
Elkhorn, Wisconsin 53121

## EASD—DISCRIMINATION COMPLAINT PROCEDURE

If any person believes that the Elkhorn Area School District or any part of the school organization has inadequately applied the principles and/or regulations of Title VI, Title IX and Section 504 or in some way discriminates on the basis of race, religion, color, national origin, sex, age, sexual orientation or handicap, he/she may bring forward a complaint to the Administration Office at the following address: 3 N. Jackson Street, The 1887 Building, Elkhorn, Wisconsin 53121.

### INFORMAL PROCEDURE

The person who believes he/she has a valid basis for complaint shall discuss the concern with the Local Title IX or 504 Coordinator, who shall in turn investigate the complaint and reply to the complainant in writing within two (2) days. If this reply is not acceptable to the complainant, he/she may initiate formal procedures according to the steps listed.

### FORMAL GRIEVANCE PROCEDURE

**STEP 1:** A written statement of the grievance shall be prepared by the complainant and signed. This grievance shall be presented to the Local Title IX or 504 Coordinator within five (5) business days of receipt of the written reply to the informal complaint. The Coordinator shall further investigate the matters of the grievance and reply in writing to the complainant within five (5) business days.

**STEP 2:** If the complainant remains unsatisfied, he/she may appeal through a signed, written statement to the School Board within five (5) business days of his/her receipt of the Coordinator's response in Step 1. In an attempt to resolve the grievance, the School Board shall meet with the concerned parties and their representatives within fifteen (15) days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent by the Board Clerk to each concerned party within ten (10) business days of this meeting.

**STEP 3:** If, at this point, the grievance has not been satisfactorily settled, further appeal may be made to the Office for Civil Rights, U.S. Department of Education, Washington, D.C. 20201.

Dated: September, 1997

Updated: April, 1999

Revised: December 13, 2004

## PROCEDIMIENTO DE QUEJA DISCRIMINACIÓN

Si cualquier persona cree que el distrito de la escuela del área de Elkhorn o cualquier parte de la organización de la escuela ha aplicado inadecuado los principales y o las regulaciones de la manera del título VI, del título IX y de la sección 504 o algún discriminan en base de sexo, la raza, la religión, el color, el origen nacional, la preferencia de sexual, la edad o la desventaja, él o ella pueden traer adelante una queja a la oficina de la administración en el direccionamiento siguiente: Calle De 3 N. Jackson, 1887 El Edificio, Elkhorn, Wisconsin 53121.

### EL PROCEDIMIENTO INFORMAL

Que la persona que cree lo o la tiene una base valida para la queja discutirá la preocupación con el título local IX o 504 coordinador, que alternadamente investigarán la queja y contestación al reclamante en escribir en el plazo de dos días. Si esta contestación no es aceptable al reclamante, él o ella puede iniciar procedimientos formales según los pasos de progresión enumerados.

### DE PROCEDIMIENTO FORMAL DEL AGRAVIO

**Paso de Progresión 1.:** Una declaración escrita del agravio será elabora por el rematante y firmada. Este agravio será presentado al título local IX o el coordinador 504 dentro de cinco días laborales del recibo de la contestación escrita a la queja informal. El coordinador investigará más lejos las materias del agravio y contestará en escribir al rematante dentro de cinco días laborales.

**Paso de Progresión 2.:** Si el restos rematante insatisfecho, él o ella pueden abrogar con haber firmado, escrito la declaración a la tarjeta de la escuela dentro de cinco días laborales de su o su recibo de la respuesta del coordinador en Paso de Progresión 1. En una tentativa de resolver el agravio. La tarjeta de la escuela resolverá con los partidos en cuestión y sus representantes en el plazo de quince días del recibo de tal súplica será enviada por el vendedor de la tarjeta a cada partido en cuestión dentro de diez días laborales de esta reunión.

**Paso de Progresión 3.:** Si, a este punto, el agravio no se ha colocado satisfactoriamente, la súplica adicional se puede hacer a la oficina para las derechas civiles, departamento de Estados Unidos de la educación, Washington, D.C. 20201.

## FOOD SERVICE NEWS

As children need healthy meals to learn, it is the policy of the Elkhorn Area School District to make lunch available to all students. The Elkhorn Area School District is eligible to receive reimbursement for part of the cost of these meals through the Wisconsin Department of Public Instruction (DPI). For those students who qualify for free or reduced price meals, based on their household size and income level or due to receipt of FoodShare, FDPIR, or W-2 cash benefits, DPI will reimburse the school at a higher rate.

The following household size and income criteria will be used for determining eligibility. Children from families whose annual income is at or below the levels shown are eligible for free and reduced price meals.

Family (Household) Size	<u>ANNUAL INCOME LEVEL</u>		<u>MONTHLY INCOME LEVEL</u>	
	<u>Free</u> <i>At or below figure listed</i>	<u>Reduced Price</u> <i>Must be at or between figures listed</i>	<u>Free</u> <i>At or below figure listed</i>	<u>Reduced Price</u> <i>At or between figures listed</i>
1	\$15,171	\$15,171.01 and \$21,590	\$1,265	\$1,265.01 and \$1,800
2	\$20,449	\$20,449.01 and \$29,101	\$1,705	\$1,705.01 and \$2,426
3	\$25,727	\$25,727.01 and \$36,612	\$2,144	\$2,144.01 and \$3,051
4	\$31,005	\$31,005.01 and \$44,123	\$2,584	\$2,584.01 and \$3,677
5	\$36,283	\$36,283.01 and \$51,634	\$3,024	\$3,024.01 and \$4,303
6	\$41,561	\$41,561.01 and \$59,145	\$3,464	\$3,464.01 and \$4,929
7	\$46,839	\$46,839.01 and \$66,656	\$3,904	\$3,904.01 and \$5,555
8	\$52,117	\$52,117.01 and \$74,167	\$4,344	\$4,344.01 and \$6,181
For each additional household member, add	+ \$5,278	+ \$5,278 and +\$7,511	+ \$440	+ \$440 and + \$626

### FAMILY SIZE INCOME SCALE—For Determining Eligibility for Free and Reduced Price Meals or Milk

Application forms are available to all homes with a notice to parents or guardians. To apply for free or reduced price meals or free milk, households must fill out the application and return it to the school (unless notified at the start of the school year that children are eligible through direct certification). Additional copies are available at the principal's office in each school. The information provided on the application will be used for the purpose of determining eligibility and may be verified at any time during the school year by school or other program officials. Applications may be submitted at any time during the year.

To obtain free or reduced price meals or free milk for children for whom households receive FoodShare, FDPIR, or Wisconsin Works (W-2) cash benefits, an adult member needs only to list the names of the school children, give FoodShare, FDPIR or W-2 case number for each child, sign his/her name and return the application to the school office.

For the school officials to determine eligibility for free or reduced price meals or free milk of households not receiving FoodShare, FDPIR or W-2 cash benefits, the household must provide the following information requested on the application: names of all household members and the adult signing the application form must also list the last four digits of his or her Social Security Number or mark the "I do not have a Social Security Number" box. Also, the income received by each household member must be provided by amount and source (wages, welfare, child support, etc.).

Under the provisions of the free and reduced price meal and free milk policy, the Elkhorn Area School District Business Manager will review applications and determine eligibility. If a parent or guardian is dissatisfied with the ruling of the official, he/she may wish to discuss the decision with the determining official on an informal basis. If the parent/guardian wishes to make a formal appeal, he/she may make a request either orally or in writing to: *William Trewyn, Business Manager, 3 North Jackson Street, Elkhorn, WI 53121*. If a hearing is needed to appeal the decision, the policy contains an outline of the hearing procedure. If a household member becomes unemployed or if the household size changes, the family should contact the school. Such changes may make the household eligible for reduced price meals or free meals or free milk if the household income falls at or below the levels shown above, and they may reapply at that time.

Children formally placed in foster care are also eligible for free meal benefits. Foster children may be certified as eligible without a household application. Households with foster children and non-foster children may choose to include the foster child as a household member, as well as any personal income available to the foster child, on the same application that includes their non-foster children.

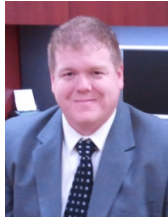
The information provided by the household on the application is confidential. Public Law 103-448 does authorize the release of student free and reduced price school meal eligibility status to persons directly connected with the administration and enforcement of federal or state educational programs.

The U.S. Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the basis of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the department. (Not all prohibited bases will apply to all programs and/or employment activities.)

If you wish to file a Civil Rights program complaint of discrimination, complete the **USDA Program Discrimination Complaint Form**, found online at [http://ascr.usda.gov/complaint\\_filing\\_cust.html](http://ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).

Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). For any other information dealing with Supplemental Nutrition Assistance Program (SNAP) issues, persons should either contact the USDA SNAP Hotline Number at (800) 221-5689, which is also in Spanish or call the **State Information/Hotline Numbers** found online at [http://www.fns.usda.gov/snap/contact\\_info/hotlines.htm](http://www.fns.usda.gov/snap/contact_info/hotlines.htm). USDA is an equal opportunity provider and employer.

*From Your Superintendent, Jason K. Tadlock*



It has been an honor and pleasure to become a part of the Elkhorn Area School District and I am excited to begin my second year as the Superintendent. I want to share with the community some of the changes that our students and families will see this year. First, we have significantly expanded our Science, Technology, Engineering, and Mathematics (STEM) opportunities for our students. Students in grades K-12 will now participate in Project Lead the Way (PLTW) curriculum. PLTW is considered to be the leader in STEM education. Second, we have adopted a new math curriculum which increases the rigor and is better aligned to meet instructional needs. Third, we have begun a new program called Options (Opportunities and Possibilities). This program partners with families looking for a non-traditional approach to schooling and gives them the flexibility to school at home, online, or a home/school combination. Currently, fifty students are enrolled in this new program. Fourth, we begin our 1:1 computing program. All students in the district now have access to a computing device which provides them access to online learning tools and resources. It allows us to teach them how to be responsible digital citizens. Finally, we will also implement a globally recognized bullying and harassment prevention/response program called Olweus.

All of this is possible because of the support of our community, school board and staff. Thank you! Our students are sure to benefit from these new opportunities.

This fall, we begin planning for potential facility updates and upgrades. The district has been analyzing our needs for the past several years, and we are now at the point where we are ready to identify and prioritize potential projects for a possible referendum in the spring of 2015. We are inviting community members interested in serving on a Facilities Advisory Committee to work toward making a final recommendation to the school board in December. Committee members would attend approximately six evening meetings over three months. If you are interested in serving on this committee, please contact me at [262-723-3160 Ext 1401](tel:262-723-3160).

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- Elkhorn Area School District Board Members and Administration**
- Jason Tadlock, Administrator ..... 723-3160
  - William Trewyn, Business Manager ..... 723-3160
  - Cathy Pomaranski, Director of Instruction ..... 723-3160
  - James Kuehl, Pupil Services Director ..... 723-3160
  - Amy Gee, Director of G/T and RTI ..... 723-3160
  - Chris Trotter, EAHS Principal ..... 723-4920
  - Tara Czenwinski, EAHS Assistant Principal ..... 723-4920
  - Dan Kiel, EAHS Assistant Principal ..... 723-4920
  - Bryan Frost, EAMS Principal ..... 723-6800
  - Adam Brett, EAMS Assistant Principal ..... 723-6800
  - Sara Stone, West Side Principal ..... 723-3297
  - Gregory Wells, Tibbets Principal ..... 742-2585
  - David Booth, Assistant Principal Tibbets/West Side .....
  - Tammy Fisher, Jackson Principal ..... 723-1200
  - Ben Kitlaar, Jackson Assistant Principal ..... 723-1200
- Susan Leible, President  
Barbara Fischer, Vice President  
David Stebnitz, Treasurer  
Matt O'Donnell, Clerk  
Carol Burton, Deputy Clerk  
Dan Thompson, Member  
Scott Beatse, Member

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