

**LAKE COUNTRY SCHOOL
REGISTRATION DAY/SCHOOL PICTURE DAY
TUESDAY, AUGUST 22, 2017
2-7 P.M. IN THE CAFETORIUM**

LEVEL ONE

1. **Family Folder** – pick up your family folder first. It contains various pieces of information for the upcoming school year including bus routes, classroom assignments, and math placements.
2. **Proceed to Fee Table**– If you chose not to pay online with a credit/debit card, you can pay your fees here with cash or a check. One check, made out to LCS, can be made per family which includes registration fees, snack milk, lunch money, and Chromebook purchase or lease. **Athletics will require a separate check please.**
3. **Drop Off Forms** – Seventh and eighth graders need to turn in a signed locker agreement form here. Volunteers can also turn in their background check forms.
4. **Health Room** - Any important medical information that may be needed concerning your child such as bee sting allergy, asthma, heart condition or other potentially severe condition that might need immediate medical attention will be released to the bus company and/or school personnel. Please make the health room assistant aware of any severe conditions. Medication forms for daily or occasional use can be filled out here along with the medications. Please send all medications in original containers with dosages clearly visible. Special forms for asthma, allergies, diabetes care plans can be picked up and/or filled out at this time. Immunization information can also be dropped off here.
5. **Fall Musical** – if you are in grades 4-8, stop here to pick up information about the fall musical. Materials for auditions will be available and students can sign up for his/her audition time.

LEVEL TWO

Stop at any or all of the tables on level two for the following:

- 1) to pick up your school supplies if you pre-ordered thru the PTO from Schoolkidz,
- 2) to get information on joining the LCS Dancing Wildcats (Poms),
- 3) to get information on the Lake Country School Foundation and their annual rummage sale,
- 4) to get information about the YMCA before and after school Great Escape Program.

STAGE

Student School Pictures – will be taken on the stage by Empire Photography. All students need to be photographed whether or not you are ordering. Orders for pictures can also be placed at this time or you can order online up until picture retake day which is September 19th (see below). **Yearbooks can also be preordered. Make checks payable to Empire Photography.**

Save time and hassle on Picture Day and order your school portrait package online now! Here's how...

Go to www.empirephotos.com/order-photos and select "School," then "Password"

Enter Event Password: **LAKE1718**

Complete your order online. Don't forget your free background color selection!

Your order will process automatically after images have been identified. You do NOT need to bring a receipt to Picture Day. Please complete a separate order for each student, if applicable.

A flyer is also included in your family folder that you will be picking up on August 22nd.

OTHER INFORMATION

Google Chromebook Meeting – If your student is entering 5th grade OR you have a 6th, 7th or 8th grader who is new to our school, there will be a Google Chromebook meeting in the technology classroom in the 7/8th grade wing from 6-6:30 p.m.

New Family Welcome – The PTO is sponsoring a new family welcome reception from 6:30-7:30 p.m. in the school library. This is an opportunity to learn about the LCS environment, meet our school administrator, PTO president, and members of the school board. Also, it's a chance to get to know other new and veteran families.

Math Placement Letters – for grades 5-8 can be found in your family folder for returning students.

Classroom Placement – a letter with your child's classroom placement can be found in your family folder.

Open House – is Wednesday, August 30th from 5:30-7:00 p.m. This is a time for the students and parents to meet the teachers and drop off school supplies in the classrooms. The band department will be selling food at the front of the building as a fundraiser. Food will be available as of 5 p.m., however families are asked not to go to the classrooms until 5:30 p.m.

K4 students will have a special orientation and practice bus run the morning of August 30th. A special bus route with pickup times will be mailed separately to those families in early August. Typically the child and his/her parent(s) are picked up between 8 and 9 a.m. and brought to school to see their classroom, meet their teacher and drop off supplies. The orientation is from 9-10 a.m. followed by the bus company taking them back home. K4 families who are open enrolled are also invited to the orientation, however bus service is not provided. All families are welcomed to return in the evening.

First Day of School – is Tuesday, September 5th. The last bell rings at 8:04 a.m. with announcements at 8:05 a.m. All students arriving after 8:04 a.m. will be issued a tardy pass from the office. All students arriving late or leaving early must report through the school office.

Attendance - As part of our Strategic Plan, we are identifying attendance as an area for improvement. We encourage regular attendance throughout the school year. We do understand there will be extenuating circumstances related to absences, however chronic student absence reduces even the best teacher's ability to provide learning opportunities. Students who attend school regularly have been shown to achieve at higher levels than students who do not have regular attendance. Students who are ill and have been out of school for more than three consecutive days due to that illness, need to submit a doctor's excuse. In an effort to improve overall attendance, any student who has more than ten days of absences and requests an absence for vacation will not be allowed to ask for makeup work. We highly recommend that students who travel out of state for more than 20 consecutive days consider withdrawing from Lake Country School and, upon return, re-enroll. In accordance with Wisconsin State Law, section 118.15, all students are required to attend school regularly on a consistent and timely basis. If a student is absent from school without an acceptable excuse for part or all of eight or more days per semester, a petition may then be filed through the juvenile system. Though we respect that parents have the right to excuse their child from school, it is at the district's discretion to determine whether or not absences are valid. **On the third tardy in any quarter, the student will be assigned a mandatory after school detention. If students miss more than 8 days of school per any semester, they will be assigned after school detentions at the discretion of the administration. Attendance is so important to the academic and social development of your child. As you may or may not know, our school report is impacted by any absences that exceed a certain percentage.**

To help the school maintain accurate attendance records and to assure that your child's absence will be properly excused, **please call the school office before 8:30 a.m. when he/she will be absent**. In the event that an absence has not been confirmed by a telephone call, it will be necessary for school personnel to contact the parents/guardians at home or at their place of employment.

Skyward Family Access – is available for parents at all grade levels to check demographic information, attendance, discipline, food service balance, health and emergency information and report cards which are posted quarterly. The teacher's gradebook, however, is only open to parents of students in grades 5-8. Logins, passwords and lunch ID's are the same for returning parents and students. **We have included this information for you on the back of this letter. If your password shows as a blank, it simply means you have changed it from the original computer generated one (which we recommend you do) and it is no longer available for us to see.**

Emergency Call System – Lake Country School utilizes the emergency calling system through Skyward's Skylert System to call all our parent/guardians on their primary phones by 6 a.m. when school is closed for the day, OR your primary, cell and work phone numbers if school has to close mid-day. YOU have the ability to prioritize which phone numbers and/or email addresses you would like to be contacted at for school closings. In Skyward Family Access, go to the Skylert link and populate with the information required.

Bus Transportation – We have seven bus routes. If you live in district, your route is included in the family folder that you will pick up on August 22nd. All district students are entitled to transportation to and from school each day. Open enrollment students wishing to utilize the bus service on a daily basis to a designated bus stop on one of the LCS bus routes may complete a contract with Arrowhead District Transportation Cooperative for that service. The cost is \$370.00 per child per year. Contracts should be completed before school starts. Forms are available from Nancy Kuehl, the open enrollment coordinator.

Students wishing to ride the bus to a different stop on a particular day, must present a parent note to the office for confirmation and a signature. Routes will be closely monitored for overage, based also on attendance for that day. Any requests that will exceed the route limit will be denied. Last minute notes or phone calls will not be honored, except in an emergency.

Visitor Policy – Parents and visitors are reminded to sign in and take a visitor's badge whenever they are in the building. During the school day, the hallway doors will be locked. Visitors, parents and/or guardians MUST sign in at the office before proceeding elsewhere in the building.

Parent/Student Handbook – The updated handbook will be available on our website www.mylakecountryschool.org under the School Information link as of August 7th. The link is also found as part of the online registration. Please review it and contact the school office if you have questions.

Student Dropoff/Pickup Procedures – Bus loading and unloading takes place at the circle drive by the activity doors. Parents can drop-off and pickup at the main doors in the front. All children need to be in a supervised program before 7:45 a.m. and after 3:25 p.m. Contact the YMCA if you need before or after school child care. Any students in the building after 3:25 p.m. should either be enrolled in the YMCA Great Escape Program or under the supervision of another adult.

T-Shirts & PBIS - Lake Country School will again be implementing our PBIS program (Positive Behaviors Interventions and Supports). This initiative is intended to have year-round, school-wide activities that build positive community across all school environments (classroom, playground, hallways, etc.). The focus will be on teaching and reinforcing positive behaviors observed by our students. Visible reminders are up around the school to support positive behaviors. There will be different themes during the four quarters, which will be presented in all-school assemblies, classroom buddy activities and conversations within their classrooms. The District partnered with the PTO to purchase new t-shirts for all students to show Lake Country School pride and unity. These FREE t-shirts will be replaced every two years. *This year ALL students will receive a new one. 4K-4th grade teachers will hand them out in the classrooms at open house. Mrs. Thurin will be available in front of the library at open house for 5-8th grade students to switch sizes.* Students and staff wear these t-shirts the first Thursday of every month in conjunction with PTO sponsored Spirit Night at the Hartland Culver's. Parents will be notified in advance so that all children remember to wear their shirts.

REMINDER!! Starting August 7th, you will be able to do the online portion of the registration process. Go to www.mylakecountryschool.org and click on the Skyward Family Access link. Log in under your login and password (your child's will not work) and follow the prompts. Once you have completed the online portion of registration for your child/ren, you can either pay your fees online with a credit/debit card or pay them at the in-person portion of registration with a check or cash.

Note: All families MUST complete online registration!