

RE: 2019-2020 School Year

Dear Parents/Guardians:

Greetings from Lake Country School! We hope that you are enjoying the summer and would like to take the opportunity to remind you of our registration process. Registration for the 2019-2020 school year will be completed online. Starting Monday, August 12, 2019, we will be opening Skyward Family Access and the online registration process. It will remain open through Friday, August 30, 2019, but we encourage you to complete it earlier rather than later. If you need any assistance, please contact the school office at 262-367-3606.

Your blue family folder will be available in your youngest (or only) child's homeroom the evening of open house on August 27, 2019 from 5:30 p.m. - 7:00 p.m..

To complete online registration, go to www.mylakecountryschool.org and click the Skyward Family Access link. Log in with your login and password (your child's will not work) and follow the prompts. Once you have completed the online registration for your child/ren, you can either pay your fees online with a credit/debit card (\$2 credit card processing fee), or drop off a check in the school office during the evening of open house. If you choose to pay by check, one check, made out to LCS, can be written per family which includes registration fees, snack milk, lunch money, athletics, and Chromebook purchase or lease.

Note: All families MUST complete online registration!

Fees:

Registration: \$70 per child (Family maximum of \$210 or 3 children).

Snack Milk: \$54 for the school year (Snack milk is optional and is only available to students in K4-3rd grade).

Lunch Fees (includes a milk): 4K-8th grade, \$2.80 per lunch (Any amount can be added. This is a family account).

Chromebook Purchase: \$270 (for students in grades 5-8). The purchase fee can be split into two payments; \$135 due by September 1, 2019 and \$135 due by January 15, 2020.

Chromebook Lease: \$70 (for students in grades 5-8). Note: Chromebooks, whether purchased or leased, must be done through Lake Country School.

Athletics: Only girl's basketball fees will be collected at this time. All girls in grades 4-8 are eligible for basketball. The season runs from September 30, 2019 through December 9, 2019. Fourth grade basketball will focus on skill building and is non-competitive. There is no fee for fourth grade basketball, but in order to add your child to the roster, you will need to add GR 4 BBALL GIRL to your account by following the steps below. 5-8 grade basketball has a fee of \$60.

Sign up will be open through Friday, September 6, 2019. Follow these directions to sign your daughter up for basketball:

1. Login to Skyward Family Access, click on Fee Management along the left side of the screen.
2. Under your child's name, click on "Make a Payment".
3. Under your child's name, next to Fee Management Payment, click on Update Payment Amount.
4. FIND, CLICK ON, and ADD your daughter's GRADE LEVEL basketball fee. Make sure you are selecting the correct grade level.
5. Proceed to pay fee through our vendor RevTrak or drop off a check in the office at open house.

Important Dates:

Date	Time	Event
August 12 - August 30, 2019	All Day	Online Registration process is open
August 28, 2019	9:00 a.m. - 10:00 a.m.	4K Practice First Day
August 27, 2019	Food is available for purchase at 5:00 p.m.	Cookout sponsored by FAME (Friends & Advocates of Music Education)
August 27, 2019	5:00 p.m. - 6:00 p.m.	PTO Sponsored New Family Welcome
August 27, 2019	5:30 p.m. - 7:00 p.m.	Open House
August 27, 2019	5:30 p.m. - 7:00 p.m.	Google Chromebook Information
September 2, 2019	All Day	Labor Day Holiday – LCS Closed
September 3, 2019	7:30 a.m. - 4:00 p.m.	First Day of School Office Hours
September 3, 2019	8:04 a.m. - 3:10 p.m.	First Day of School for Students
September 26, 2019	8:00 p.m. - 2:00 p.m.	Picture Day
October 28, 2019	8:00 a.m. - 12 noon	Picture Retake Day

Open House is Tuesday, August 27, 2019 from 5:30 p.m - 7:00 p.m. This is a time for students and parents to meet teachers and drop off school supplies in the classrooms. Don't forget to ask for your blue family folder in your youngest or only child's classroom!

4K Practice Bus Run & Orientation is the morning of Tuesday, August 27, 2019. Typically, the K4 child and his/her parent(s) are picked up from the bus between 8:00 a.m. and 9:00 a.m. and brought to school for K4 orientation. This is a time to see their classroom, meet their teacher, and drop off supplies. K4 orientation is from 9:00 a.m. to 10:00 a.m. followed by the bus company taking families back home. K4 families who are open enrolled are also invited to the orientation, however bus service is not provided.

Friends & Advocates of Music Education (FAME) Cookout is the evening of Open House, Tuesday, August 27, 2019. Food will be available for purchase at 5:00 p.m. as a fundraiser. Families are asked not to go to the classrooms until Open House begins at 5:30 p.m.

The PTO is sponsoring a New Family Welcome on Tuesday, August 27, 2019 from 5:00 p.m. - 6:00 p.m. in the conference room. Feel free to stop by any time during this hour. This is an opportunity to learn about the Lake Country School environment, meet our school administrator, PTO president, and members of the school board. It's also a great time to get to know other new and returning families.

If your child is entering 5th grade, OR you have a 6th, 7th or 8th grader who is new to our school, stop in Mrs. Frank's technology classroom (Rm #209) in the 7th/8th grade wing any time during Open House for more information about Google Chromebooks.

The first day of school is Tuesday, September 3, 2019. The tardy 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.

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 is only open to parents of students in grades 5-8. Prior to online registration opening, we will email all families a reminder email of their login information. If you forgot your password, the email will include a "forgot my password" link. New families will also receive this email and can create a password for their account. Please call the school office if you need assistance. Skyward Family Access will open August 12, 2019.

Your child's classroom placement (homeroom) can be found under the "Student Information" tab in Skyward Family Access once Skyward Family Access opens on August 12, 2019. Class lists will also be posted in the atrium at Open House.

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

Lake Country School utilizes an Emergency Call System through Skyward's Skylert System to call all parents/guardians by 6:00 a.m. when school is closed for the day. The phone number listed as your "Primary" number in Skyward Family Access will be used. If school closes mid-day, your primary number, cell phone number, and work phone number will be called. 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.

The 2019/2020 Lake Country School Parent/Student Handbook will be available on our website at: www.mylakecountryschool.org under the School Tab > LCS Handbook. The link is also part of online registration. Please review the Lake Country School Parent/Student Handbook and contact administration with any questions or concerns.

Lake Country School encourages 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. In accordance with Wisconsin State Law, section 118.15, all students are required to attend school regularly on a consistent and timely basis. Attendance is so important to the academic and social development of your child. As you may or may not know, our school report card is impacted by any absences that exceed a certain percentage. Review the Lake Country School Student/Parent Handbook for more information about our attendance policy.

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 at 262-367-3606 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.

If your child has a temperature greater than 100 degrees F, or has had diarrhea or vomiting, they must remain home until they are symptom free for 24 hours without using fever reducing medications. Review the Lake Country School Student/Parent Handbook for more information about illness in regards to attendance.

We have seven bus transportation routes. If you live in district, your route number will be included in the family folder that you will pick up on August 27, 2019 at Open House. 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 Nicole Brown, District Secretary, 262-367-3606 x108.

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.

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 exterior doors will be locked. Parents and visitors must use the front entrance to "buzz" in and check-in at the office before proceeding elsewhere in the building. If you are dropping off items for a student, please leave the item(s) in the front office by using our ITEMS DROPPED OFF FOR STUDENT form.

Bus loading and unloading takes place at the circle drive by the activity doors. Parents can drop-off and pick up 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 an adult.

Lake Country School will be implementing our PBIS program (Positive Behaviors Interventions and Supports). This initiative is intended to have year-round, school-wide activities that build a 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 classrooms. During online registration, you will see a \$5 fee for your child's PBIS t-shirt. Students and staff wear these t-shirts in conjunction with the PTO sponsored Spirit Night at the Hartland Culver's. Students will be reminded to wear their shirts.

Student fees may be paid online through Skyward Family Access, or a check may be dropped off at school, sent to school with your child, or mailed. If paying with a credit card, Skyward Family Access must be used. A \$2.00 service charge (for credit card charges) will be added by the system, when paying fees online prior to September 30, 2019. Beginning October 1, 2019, the \$2.00 charge will change, and instead a 3.62% service charge will be added by the system for credit card charges.
