



School District of Altoona

"Home of the Railroaders"

# RAILS REVIEW

FALL · 2020

## WELCOME TO THE 2020-2021 SCHOOL YEAR

Dear parents, guardians, and community partners:

The start of the 2020-2021 school year is right around the corner! I am honored to be starting the year as your superintendent. Over the past several months, I have been asked, "Why Altoona?" Typically, I laugh and tell them that if they knew anything about Altoona, they wouldn't have to ask that question.

Over the last six weeks, Altoona has proven to be everything its preceding reputation has promised. This is a truly student-centered district with talented students, committed staff, and engaged parents in a supportive and growing community. I feel so fortunate to get to be a part of it.



*"Our goal is the same as yours:  
to see our students  
happy, healthy, engaged,  
and successful."*

This is typically the time of year when we begin our back-to-school routines. The sale flyers come out; fall sports practices begin; and, school year schedules are published. The energy of back-to-school time is like no other. This year, back-to-school time is going to feel different. Despite that, there are things that are the same. We will still

experience cooler fresh mornings, boxes of crayons that are still pointy, fresh local apples, and the sight of yellow buses returning to our neighborhoods. There is still great joy in coming back together!

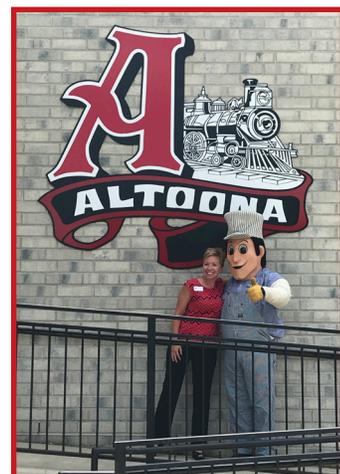
We are excited to reconnect with our students soon. Our goal is the same as yours: to see them happy, healthy, engaged, and successful. We want the 2020-2021 school year to be their best year yet! If you have any questions specific to your child's school, the education and opportunities provided, or their individual needs, we encourage you to contact your child's school.

There are great days ahead in Altoona and I am grateful to get to be a part of them! I look forward to all of us in the School District of Altoona working side by side with you as we continue to open doors of opportunity for our children.

My best,

*Heidi Eliopoulos*

Dr. Heidi Eliopoulos  
Superintendent



### OUR VISION:

Engage · Equip · Empower

### OUR MISSION:

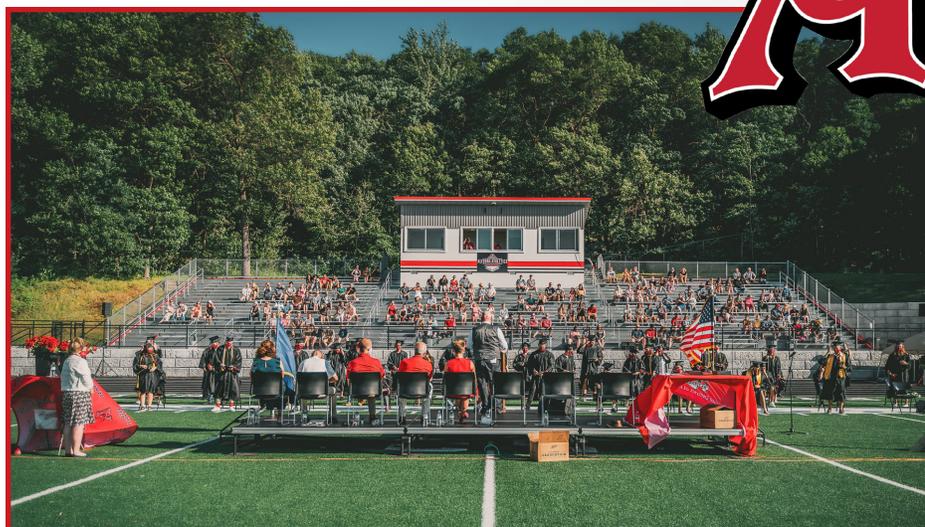
"Offering large school opportunities with a small school approach."

1903 Bartlett Avenue  
Altoona, WI 54720  
715-839-6032 Tel  
715-839-6066 Fax



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

# CONGRATULATIONS TO OUR GRADUATING SENIORS



## SUPPORTING OUR STUDENTS' MENTAL HEALTH

Join us in celebrating great news! In each of the last two school years, we received mental health grant funding of \$75,000, and with it our progress has been outstanding!

Here's just a sample of what we accomplished in 2019/20 - all of them "wins" for our students, staff, and the community:

- 1 in 5 students are presently receiving mental health support services
- 225 students saw an in-school provider for a mental health related concern
- 124 students accessed an licensed therapist through school (an increase of 39 from 2019)
- 100% referral placement with the elimination of our wait list
- With an average wait of 8 days, our referral wait time was reduced by 11 days (19 day in 2019, 30+ days in 2018)
- Staff training: Trauma Informed Schools, Youth Mental Health First Aid, Non-violent Crisis Prevention and Intervention
- Number of partner clinics increased from 5 to 6
- Attained Gold Accreditation Status through the COIIN (Collaborative Improvement & Innovation Networks) project

**PROGRESS REPORT**

**SCHOOL MENTAL HEALTH GRANT**

## A MESSAGE FROM OUR PRINCIPALS

Dear Altoona School District Families,

We are very excited for the start of the 2020-21 school year! In future editions of the Rails Review, there will again be a section for each school. Details about the fall reopening for our district were sent by our Superintendent, Dr. Heidi Eliopoulos, and personalized information for each school will be sent to families via mail and email.

Information specific to individual schools can be found under the "Schools" tab on our district website at <https://www.altoona.k12.wi.us/>. We know this will be a unique start to the school year, so please don't hesitate to contact your building principal if you have any questions or concerns. We hope your summer is going well and look forward to September.

Tara Betlach, Elementary School Principal  
 Andrea Steffen, Intermediate School Principal  
 Steven Buss, Middle School Principal  
 Jim Reif, High School Principal



**Stay informed! Please open and bookmark our Railroaders Return-to-School webpage for the latest information about returning to school this fall: <https://www.altoona.k12.wi.us/rails-return>**

## REGULAR SCHOOL SCHEDULE & PHONE NUMBERS

### ALTOONA ELEMENTARY SCHOOL (K-3)

715-839-6050

School Start Date: September 1

Regular School Day: 7:40 am to 2:50 pm

\*School days until further notice: M, T, Th, F  
 (Paper or remote learning on W)

### ALTOONA INTERMEDIATE SCHOOL (4-5)

715-838-7111

School Start Date: September 1

Regular School Day: 8:20 am to 3:35 pm

\*School days until further notice: M, T, Th, F  
 (Remote learning on W)

### ALTOONA MIDDLE SCHOOL (6-8)

715-839-6030

Regular School Day: 8:20 am to 3:35 pm

\*School days until further notice:

Last names A-L: Start on September 1

On-campus in-person learning: M, T

Remote learning: W, Th, F

Last names M-Z: Start on September 3

Remote learning: M, T, W

On-campus in-person learning: Th, F

### ALTOONA HIGH SCHOOL (9-12)

715-839-6031

Regular School Day: 8:20 am to 3:35 pm

\*School days until further notice:

Last names A-L: Start on September 1

On-campus in-person learning: M, T

Remote learning: W, Th, F

Last names M-Z: Start on September 3

Remote learning: M, T, W

On-campus in-person learning: Th, F



**<https://www.altoona.k12.wi.us/schools/school-supply-lists>**

**BOOKMARK THIS SITE FOR UPDATES:**  
**<https://www.altoona.k12.wi.us/rails-return>**

# 4 YEAR OLD KINDERGARTEN (4K) NEWS

by Laura Trachsel, Altoona 4K Coordinator

We are thrilled to announce our Altoona School District 4 Year Old Kindergarten program is moving to one central location! For years, our program has been spread out across five different locations within our community, and we are excited about the opportunity to bring all of our littlest learners under one roof. Our new 4K Center, at 754 Bartlett Avenue, is conveniently located between our Elementary School and Intermediate/ Middle School. Construction begins soon and we will be ready for our 4K students this fall!

4K is oftentimes a family's first experience with our school district, and we pride ourselves on making that a positive one! We know that having our 4K students at one site brings significant benefits to their education. A few points to highlight:

- This is the only certified, 4 Year Old Kindergarten program within the district -- it's a public school program, provided at NO cost!
- We will provide consistent, high quality programming with certified, high quality 4K teachers and staff (employed by the school district) with a student to teacher ratio that enhances education opportunities.
- Transportation is an option that is provided by the district for all 4K students to and from anywhere in the school district (wrap around daycare programs, in home daycare, home, etc.) Only 4K students will be on the bus. Parent pick up/drop off is always an option.
- This change comes at no cost to our community or district! This is a cost-neutral process that will improve our program delivery, and we will own the asset of the building.

- Being at one site will provide a much more efficient and effective delivery of our special education services. Our speech, vision, hearing, occupational, physical, and psychological therapists will no longer spend a large amount of time traveling between five community sites.



- Our students will have increased social emotional development opportunities, a greater sense of belonging to a part of our school district, and a chance for our students to create lifelong relationships with their classmates as they head to Kindergarten and beyond.
- The new facility will be accessible by all and will provide for continued growth in Altoona!

As we plan to safely reopen this fall, our 4K program will tentatively begin on Monday, September 14th. Our schedule will run as usual with half day programming, both morning (AM) or afternoon (PM) options. 4K students will attend Monday, Tuesday, Thursday, Friday either AM or PM. Our 4K Center will be closed Wednesdays for deep cleaning.

Enroll Now! We can't wait to see you this fall!

Laura Trachsel, 4K Coordinator

ltrachsel@altoona.k12.wi.us, 715-839-6050 ext. 209

## THERE'S STILL TIME TO REGISTER FOR 4K!

Enroll online directly from our website: <https://www.altoona.k12.wi.us/parents/registration>



For additional information, visit:  
[www.altoona.k12.wi.us/schools/elementary-school/4k](http://www.altoona.k12.wi.us/schools/elementary-school/4k)

# 2020-21 ATHLETICS CALENDAR UPDATE

Due to COVID-19, the athletics calendar will be a working document. Please keep this in mind as we try to navigate through any changes. For the most up-to-date calendar, scan the QR code to the right. Activity Scheduler can be found on our school website by clicking on the "Athletics" and the "Athletic Calendar" tabs. This calendar shares data in real time with the rSchoolToday Facilities Scheduler and our school calendars. Activity Scheduler offers a free app that includes schedules and information you need for your student-athlete.

## CHANGES TO OUR FALL 2020 START DATES ARE AS FOLLOWS:

Cross Country, Girls Golf, Girls Tennis - August 17th  
 Football, Boys Soccer, Volleyball - September 7th

All Middle School Fall Athletics

Cross Country, Football, Boys Soccer, Girls Tennis, Volleyball - September 14th

## SCAN FOR THE UPDATED ATHLETIC CALENDAR



## ONLINE REGISTRATION:

Online registration must be completed prior to participation, practice or play. Registration is now open and can be found on the school website under the "Athletics" tab. When registering, it is important to register for every activity the student will participate in throughout the school year (fall, winter, etc.).



## WELCOME NEW COACHES!

Michelle Peplinski,  
 Girls Head Basketball Coach

Sarah Winkelmann,  
 Head Dance Coach

## ATHLETIC DIRECTOR CONTACT INFORMATION

Elissa S. Upward  
 Athletics & Activities Director  
 eupward@altoona.k12.wi.us  
 Phone: 715-839-6031 ext. 416  
 Fax: 715-839-7334

# NEWS FROM THE FOOD SERVICE DEPARTMENT

Welcome to the 2020-2021 school year from Taher, Inc. We are excited to provide the School District of Altoona with nutritionally-balanced meals in a whole new way this year. Taher has been managing and operating food service programs for over 39 years in over 150 school districts nationwide. We take pride in implementing programs that meet each district's mission and goals.

This year as in years past, Taher's Food4Life menu offerings incorporate Chef-developed, made-from scratch items, which are trans-fat free and contain healthy whole grains. Fruit and vegetables will still be an important part of each meal however the fruit and vegetable bar will not. Meals will look a little different this year but students will still be offered choices at all levels.

## SCHOOL MEAL PRICES

SCHOOL	BREAKFAST	LUNCH
Elementary K-3	\$1.75	\$2.80
Intermediate 4-5	\$1.75	\$2.80
Middle 6-8	\$1.95	\$2.95
High School 9-12	\$1.95	\$2.95
Student 2nd Meals	\$2.05	\$3.20
Adult	\$2.75	\$4.00
Milk Only	\$0.50	\$0.50



# School District of Altoona

## 2020-2021 School Calendar

August 2020						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2021						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- 6-12 A In-Person, B Virtual
- 6-12 B In-Person, A Virtual
- K-12 Virtual Learning
- School Closed
- Early Release Day
- Educator Inservice (No Students)
- New Educator Orientation
- Family-Teacher Conferences

Jul 1 - Aug 31	One Educator Preparation Day
Aug 18 - 20	New Educator Orientation
Aug 21 - 27	Educator Inservice - No School for Students
Sept 1	Student First Day
Sept 7	Labor Day - No School
Oct 20	Family-Teacher Conference - Evening
Oct 22	Family-Teacher Conference - Afternoon/Evening
Oct 23	No School
Nov 23 & 24	Educator Inservice - No School for Students
Nov 25 - 27	Thanksgiving Break - No School

Dec 24 - Jan 1	Winter Break - No School
Jan 22	Educator Inservice - Early Release for Students
Feb 23	Family-Teacher Conference - Evening
Feb 25	Family-Teacher Conference - Afternoon/Evening
Feb 26	No School
Mar 29 - Apr 2	Spring Break - No School
Apr 5	Educator Inservice - No School for Students
May 28	High School Graduation
May 31	Memorial Day - No School
Jun 4	Student Last Day - Early Release

Inclement Weather: This calendar includes 3 "snow" days. Any days additional school days missed will be made up starting on June 7th



## Helping Students & Families to be their **BEST.**

The School District of Altoona and REALiving is pleased to offer a **Student and Family Assistance Program (SFAP)** to help students achieve their very BEST at school!

This program, **offered at no cost to you**, will provide up to 4 counseling sessions to each family in the school district. The district has partnered with REALiving, a local provider, to coordinate these services.

The Student and Family Assistance Program offers peace of mind to students and their families. You don't have to handle everything on your own—we can help! Some of the topics this program can help you with include:

- Academic struggles
- Discipline issues
- Household stressors
- Stress, depression, and anxiety
- Anger management
- Drugs and alcohol
- Grief
- Marital issues
- Divorce
- Relationship challenges
- Bullying
- Eating disorders
- Unplanned pregnancy

Counseling services, which are **confidential**, are designed to be short-term, solution-focused, and are provided by an affiliate network of mental health agencies in our community. Students and/or parents may contact our Call Center to seek authorization or ask questions about these services 24 hours per day, 7 days per week! School administrators, teachers, social workers, therapists and/or counselors may also recommend this support to students and their families.

Create a clear path for your student's BEST!

855.838.7170



www.REALiving.com

**DON'T let BUMPS in the ROAD of life Get in YOUR Way!**

## BUS INFORMATION

Bus information including bus stop, route number, and times will be mailed to families eligible for transportation by the end of August. If you have any questions/concerns, address changes, or daycare needs, please call Student Transit at 715-839-5116.

As a reminder, students are expected to ride the bus assigned to their area. In the event of a temporary bus stop change, a note from the parent is needed to get on or off the bus at a location other than a student's usual stop. The written parental permission should be turned in to the school office in the morning before the first bell. Office staff will verify and issue a bus pass, which can be picked up before dismissal.

Please have your bus students at their bus stop at least five minutes early and wait a safe distance from the roadway. Remember to approach the bus only after it has fully stopped and the driver has given the signal to board. The drivers will remind students about a safe school bus and bus stop practices.

## NEW BUSING POLICIES FOR 2020-2021

- Masks will be required at all times on the school bus
- For the ride to school students will be asked to load back to front and will have assigned seating. Members of the same household will sit together to maximize the limited space.
- The ride home will have assigned seating also and will, to the greatest extent practicable, load the bus so the first ones to get off are the last ones to get on at school.
- Hand sanitizer will be placed at the entrance of the bus near the drivers compartment

Thank you for your help and patience as we work to implement these new procedures.

For bus safety information please visit the Student Transit website: <http://www.student-transit.com/bus-safety.phtml>.

## MASK POLICY

Masks are required under Governor Evers Emergency Order signed on July 31. The order, which is in effect until September 28 applies to all students ages 5 to 21 and all adults. A child might have a unique circumstance that prevents them from wearing a face covering. Circumstances listed in the order are breathing problems, physical or intellectual disabilities, mental health issues, or sensory issues. If your child has one of these unique circumstances, we ask that you communicate this to your child's school in writing, either via email or via written note with signature.





### NONDISCRIMINATION POLICY

Consistent with legal requirements, the School District of Altoona shall not unlawfully discriminate on the basis of sex, race, religion, color, national origin (including limited English proficiency), ancestry, creed, pregnancy, marital or parental status, sexual orientation, homelessness status, or physical, mental, emotional or learning disability/handicap in its curricular, career and technical education, co-curricular, student services, recreational or other programs or activities, or in admission or access to programs or activities offered by the District as required by section 118.13 of the statutes.

As mandated by the current provisions of Title IX of the Education Amendments of 1972 and under the regulations set forth in Chapter 106 of Title 34 of the Code of Federal Regulations (“the federal Title IX regulations”), the District does not unlawfully discriminate on the basis of sex in any education program or activity that the District operates. Title IX’s requirement not to discriminate in any education program or activity extends to cover, but is not limited to, District students, certain admissions processes, and District employment. Inquiries regarding how Title IX and the federal Title IX regulations apply to the District may be referred to a District Title IX Coordinator (as designated below), to the Assistant Secretary for Civil Rights at the U.S. Department of Education, or to both.

### DISTRICT TITLE IX COORDINATORS

The District employees who hold each of the positions identified below serve as Title IX Coordinators for the District:

Alan McCutcheon  
Director of Pupil Service and Special Education  
1903 Bartlett Avenue  
Altoona, WI 54720  
715-839-6030, ext. 311  
amccutcheon@altoona.k12.wi.u

Sharon Chwala  
Payroll and Benefits Specialist  
1903 Bartlett Avenue  
Altoona, WI 54720  
715-839-6064, ext. 504  
schwala@altoona.k12.wi.us

Any person may report a concern or allegation regarding prohibited sex discrimination (including sexual harassment) to a District Title IX Complaint Coord As required by the federal Title IX regulations, the District has established a formal grievance process for investigating and resolving “formal complaints” of “sexual harassment.” The District has established grievance procedures through which the District structures its response to reports that allege unlawful discrimination on the basis of sex in any education program or activity of the District as explained in Rule 411 and Rule 511 on the District’s website.

### TOBACCO FREE SCHOOLS

The Wisconsin Legislature enacted Senate Bill 142 requiring local school boards to prohibit the use of all tobacco products on premises owned or rented by, or under the control of, a school board. In response to the legislative mandate the Altoona Board of Education maintains the following policy: The use of tobacco shall be prohibited at all times on school premises. “School premises” include all property owned by, rented by or under the control of the School District of Altoona. The administrative staff shall inform students, staff, and the general public about this policy and shall establish enforcement.

This policy prohibits the use of tobacco products on school premises by all persons. For example, citizens attending athletic events are requested to refrain from using tobacco products while on school property. The superintendent and principals are charged with the responsibility to encourage/ensure compliance with school board policies.

### RECRUITER ACCESS

The federal “No Child Left Behind Act of 2001” includes a provision that requires local school districts receiving federal assistance under the Act to provide, on request made by military recruiters or an institution of higher learning, access to secondary school student’s names, addresses, and phone listings.

A secondary school student or the parent of the student may request that this information not be released without prior written permission by submitting a signed and dated note to the high school principal.

## PARENTAL RIGHTS - DID YOU KNOW?

**Parental Rights—Pupil Records** School districts must give full rights with regard to pupil records to either parent, unless there is a court order or other legally binding document relating to divorce, separation or custody that specifically revokes these rights. A parent may release records to a stepparent, but the stepparent has no independent right to the record unless the stepparent is a legal guardian.

**Special Education Records** When a special education student turns 18, all special education invitations and results are sent to the student unless the student gives written permission for release of information to the parent.

**Consolidated Elementary & Secondary Education Act** The public is invited to review the Consolidated Elementary and Secondary Education Act application and provide input. Call Alan McCutcheon, 715-839-6224.

**Student Immunizations** By state law, students must provide dates of immunizations upon admission to school. Call the Health Department at 715-839-2876, for more information about immunizations or contact your school office when it reopens on August .

## MOVING?

Under certain circumstances state law permits a child to continue attending school in a district even after moving to another district.

For more: <http://www.altoona.k12.wi.us/parents/open-enrollment> or call open enrollment coordinator, Joyce Orth, 715-839-6032 to find out what paperwork is needed.



## PUPIL RECORDS AND DIRECTORY INFORMATION

As per Wisconsin Statute 118.125, the School District of Altoona maintains pupil records for all students enrolled in the district's schools. State and federal laws require that the maintenance of such records assure their confidentiality. Accordingly, only school personnel, parents or guardians, or adult pupils, and courts are granted access to records unless parents or adult pupils grant permission. Adult students, or the parent or guardian of a minor pupil, may inspect records kept by the school. Additionally, they may challenge the content if they believe it to be inaccurate or misleading. The school may disclose personally identifiable information (grade reports, test scores, etc.) from the pupil records of an adult student to parents/guardians without the written consent of the adult student, if the adult student is a dependent of his/her parent or guardian unless the adult student has informed the school, in writing, that the information may not be disclosed.

**Directory Data:** State law allows for the release of "directory data" to parties outside the school unless parents or an adult student request exception to its release in all or in part. Unless so notified in writing to the building principal by September 18, 2020, or within one-week of enrollment if enrolling after the school year starts, the following directory data will be released upon request to authorized parties:

**Students (PK-6):** pupil's name, date and place of birth, address, telephone number, student's photograph, participation in officially recognized activities and sports, dates of attendance, awards received, and the name of the school most recently attended.

**Secondary students (7-12):** pupil's name, date and place of birth, address, telephone number, student's photograph, major field of study,

## PARENT INVOLVEMENT-TEACHER QUALIFICATIONS

The School District of Altoona defines parent involvement as the participation of parents in regular, two-way and meaningful communication involving student academic learning and other school activities. Board policy IGBC outlines parent involvement and participation.

### Teacher Qualifications.

Federal law requires that we share with you the qualifications of teachers in our school district. There are questions you may ask, including:

- Is my child's teacher licensed to teach the grades or subjects assigned?
- Has the state waived any requirements for my child's teacher?
- What was the college major of my child's teacher?

- What degrees does my child's teacher hold?
- Are there instructional aides working with my child? If so, what are their qualifications?

All teachers in our district have at least a bachelor's degree and all of our teachers are fully licensed for their assignment.

If you want to see the state qualification for your child's teacher, you may ask us or find it on the DPI website at :

<https://elo.wieducatorlicensing.org/datamart/publicSearchMenu.do>

Contact your school principal with other questions pertaining to teacher qualifications.

participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, photographs, degrees and awards received, and the name of the school most recently attended.

Unless a written exception is received, student directories, including the student's name and telephone number will be available.

Parents and adult students have the following rights concerning student records in accordance with Altoona school district policies:

The right to inspect, review and obtain copies of student records upon request to the building principal. This request must be made in writing to the appropriate building principal. All information must be provided within two weeks of the request.

The right to request the amendment of the student's school records if they believe the records are inaccurate or misleading. This request must be made in writing directly to the appropriate building principal.

The right to consent to the disclosure of the student's school records except to the extent state and federal law authorizes disclosure without consent, which includes the transfer of student school records to another school district.

The right to deny the release of student directory data (as noted under Pupil Records, on the left).

The right to file a complaint with the Family Policy Compliance Office of the U.S. Department of Education.

**Records Maintenance & Destruction:** While students are attending school, their records will be maintained in the school of attendance. Upon transfer of the student to another school operated by the district, the records shall be transferred to that school. When a student ceases to be enrolled, records shall be maintained as follows:

All behavioral records will be destroyed one year after the date the student graduated from or last attended the school unless the adult student (or parent if the student is a minor) gives permission for the records to be maintained for a longer period. Where such written permission is received, behavioral records will be destroyed ten years after the date the student graduated from or last attended the school or as per the Wisconsin Records Retention Schedule. Permission forms for the retention of behavioral records are available in the school guidance office. "Behavioral Records" include, but are not necessarily limited to: standardized achievement tests, personality evaluations, evaluations of educational needs, health care records other than a student's immunization records, teacher evaluations other than grades (e.g. progress reports), and statements related to the student's behavior.

Progress records will be maintained in the school office 50 years after the date the student graduated or last attended the school or as per the Wisconsin Records Retention Schedule. "Progress Records" include, but are not limited to: a statement of courses taken by the student, grades received in these courses, attendance records, immunization records and records of the student's extracurricular activities.

*\*Call Heidi Eliopoulos at 715-839-6108 for information about policies pertaining to pupil records.*

## DELAYED PLACEMENT FOR FIVE-YEAR OLDS: POLICY JEA AND PROCEDURE

The district's 4 year-old kindergarten (4k) program is intended for children turning four years of age from September 1 through the previous September 2. The kindergarten program is intended for children turning five years of age from September 1 through the previous September 2.

Families requesting to delay kindergarten entrance and enroll their kindergarten-eligible child in the 4K program should contact the building principal to discuss the district's procedures for delayed placement. Requests to delay must be made by January 30 of the school year prior to enrollment.

Procedure: It is believed that parents are children's primary and most important caregivers and educators. Therefore, the decision to delay the entry of a kindergarten-eligible child and enroll that child in the district's 4K program will be derived by a team composed of the child's parents and appropriate school personnel (typically the 4K coordinator, building principal, early childhood certified teacher, and school psychologist). There are a variety of reasons for requesting a delayed placement and many factors to

consider in making this decision. To ensure fairness and consistency in making these decisions, the following procedures will be followed.

A meeting shall be held between school personnel and the parents to discuss the reasons for requesting a delayed placement and to gather information about the child. School personnel will share information on current practices and curriculum in the district's 4K and kindergarten programs. School personnel will also share and discuss possible positive and negative effects of delayed placements found in research.

A screening and/or evaluation will be conducted by the school psychologist or certified early childhood professional to determine the child's potential to benefit from a delayed placement in the 4K program or the child's potential to be successful in the kindergarten program. The evaluation shall be at no cost to the parents.

If the child has an Individualized Education Plan and a delayed placement is being considered, the parents and appropriate

school personnel will make the decision following the established special education procedures and regulations.

Factors to be considered for delayed placement requests include the child's: Health and physical development; Social and emotional development; Language development and communication; Approach to learning; Cognition and general knowledge; Age and date of birth; Previous educational experience; Options for alternate activities during the school year being considered; Possible long-term effects (both positive and negative) of the decision. After the previous steps have been completed, the parents and school personnel will meet again to go over the results of the evaluation and decide the appropriateness of the child's delayed placement.

The decision for the placement of the child will be made by the end of February and finalized following a six-week trial period in the fall. After the trial period, the principal in consultation with the teacher and school psychologist will determine if the child is to continue in the program.

## SPECIAL EDUCATION AND EVALUATION REFERRAL PROCESS

Upon request, the School District of Altoona is required to evaluate a child or student (hereafter called child) for eligibility for special education services. A request for evaluation is known as a referral. When the district receives a referral, the district will appoint an Individualized Education Program (IEP) team to determine if the child has a disability and a need for special education services.

The district locates, identifies, and evaluates all children with disabilities who are enrolled by their parents in private (including religious) 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 the Director of Special Education, School District of Altoona at 715-839-6224 or by writing him at 1903 Bartlett Avenue, Altoona WI 54720.

## EQUAL ACCESS TO PROGRAMS

All District career and technical education opportunities will be offered to students on a nondiscriminatory basis. Information regarding program offerings and admission criteria is included in the course offering publication posted on the website and available upon request from the School Counseling Office.

Children of homeless individuals and unaccompanied homeless youth (youth not in the physical custody of a parent or guardian) residing in the District shall have equal access to the same free, appropriate public education, including comparable services, as provided to other children and youth who reside in the District.

Homeless children and youth shall not be required to attend a separate school or program for homeless children and shall not be stigmatized by school personnel.

The District shall provide appropriate educational services or programs for students who have been identified as having a handicap or disability, regardless of the nature or severity of the handicap or disability.

The District shall also provide for the reasonable accommodation of a student's sincerely held religious beliefs with regard to examinations and other academic requirements. Requests for religious accommodations shall be made in writing and approved by the building principal.

We encourage informal resolution of discrimination complaints. However, a formal complaint resolution procedure is available, to address allegations of violations of the District's equal educational opportunities policy.

## ASBESTOS

In accordance with the requirements of the Asbestos Hazard Emergency Response Act of 1986, enacted by congress, the School District of Altoona maintains an asbestos management plan for our facilities. A copy of the asbestos management plan is available for your inspection in the district office during regular office hours.

Any questions should be directed to:

**Tim Chmelik**  
**Maintenance Team Supervisor**  
**1903 Bartlett Avenue**  
**Altoona, WI 54720**

# A MESSAGE FROM THE SCHOOL BOARD

by Rick Risler, School Board President

On behalf of the Altoona Board of Education, we are honored to be serving our community in providing governance of our school district. Our governance model is a results-oriented framework the Board leverages to keep a focus on the district vision and results. The Board defines the outcomes of the district through policy and then tasks the staff with attaining those outcomes via the day-to-day operations of the district.

Our governance model keeps students at the center of our focus, our discussion, and our work. We know how important this is and ardently commit to our students as our priority. We are excited for the 2020-2021 school year as a new chapter in the School District of Altoona and believe that our best days are out in front of us.

Our meetings are held monthly on the third Monday of the month at 1903 Bartlett Avenue at 6:30 pm. Agendas are posted on the district website under Board Meetings. Paper copies are posted at the District Office, post office, and city hall. Currently, our meetings are occurring in a virtual format in order to align with the Eau Claire County Public Health Order. Meetings can be viewed via the live stream link: <https://bit.ly/34YRmJ3>. In absence of public comment, we encourage you to share your comments with Dr. Heidi Eliopoulos, Superintendent, at [heliopoulos@altoona.k12.wi.us](mailto:heliopoulos@altoona.k12.wi.us). Scan the QR code for board meeting dates and agendas, or go to <https://www.altoona.k12.wi.us/district/school-board/board-meetings>



Currently, there is the potential for additional seats at the Board table! We understand there are petitions being circulated by community members to grow our Board from a five-member Board to a seven-member Board. We welcome this opportunity to expand and feel that it is fitting with the growth of our community.

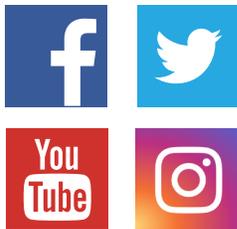
## SCHOOL BOARD CONTACTS



**Rick Risler, President**  
[rrisler@altoona.k12.wi.us](mailto:rrisler@altoona.k12.wi.us)  
**Dave Rowe, Vice President**  
[drowe@altoona.k12.wi.us](mailto:drowe@altoona.k12.wi.us)

**Dan Gluch, Treasurer**  
[dgluch@altoona.k12.wi.us](mailto:dgluch@altoona.k12.wi.us)  
**Terry Neff, Clerk**  
[tneff@altoona.k12.wi.us](mailto:tneff@altoona.k12.wi.us)  
**Hillarie Roth, Member**  
[hroth@altoona.k12.wi.us](mailto:hroth@altoona.k12.wi.us)

## LET'S BE FRIENDS



### CONNECT WITH US

[facebook.com/altoonaschooldistrict](https://facebook.com/altoonaschooldistrict)  
[twitter.com/AltoonaSD](https://twitter.com/AltoonaSD)  
[youtube.com/user/AltoonaSchools](https://youtube.com/user/AltoonaSchools)  
[instagram/altoonasd](https://instagram/altoonasd)

**PLEASE FOLLOW US, LIKE,  
 AND COMMENT!**

## NOW HIRING: JOIN THE A-TEAM

Professional educator, support staff, and coaching positions are posted as they occur.

The School District of Altoona uses the Wisconsin Education Career Access Network (WECAN) website for the posting and accepting of applications for job openings. When the District has positions available, those openings may be found by accessing the WECAN website.

All applications must be submitted via WECAN. The School District of Altoona does not accept unsolicited applications. Please do not send application materials unless applying for an open position. Unsolicited application materials will not be processed.

[www.altoona.k12.wi.us/district/employment](https://www.altoona.k12.wi.us/district/employment)

**NON-DISCRIMINATION** The School District of Altoona is an equal opportunity employer. Personnel hiring and administration in the District are to be conducted so as not to discriminate against applicant or employee on the basis of age, race, religion, sex or sexual orientation, disability/ handicap, citizenship status, marital status, pregnancy, national origin, creed, color, political or religious affiliation, genetic information, ancestry, arrest or conviction record, military service, genetic information, use or nonuse of a lawful product off school premises during nonworking hours, declining to attend a meeting or participate in any communication about religious or political matters, or any other reason prohibited by state or federal law. Exceptions to this policy may only be made in accordance with state and federal laws.



School District of Altoona  
1903 Bartlett Ave.  
Altoona WI 54720

#AltoonaRails

Non-Profit Organization  
US Postage  
PAID  
Eau Claire WI  
Permit No. 1557

ECRWSS  
POSTAL CUSTOMER



**SAVE THE DATE:  
City of Altoona  
End of Summer Fireworks!**

Saturday, September 5  
9:00 pm

Cinder City Park will not be open for viewing, so enjoy the fireworks from your own backyard, or on Facebook Live:  
<https://www.facebook.com/AltoonaWI/>

Be sure to watch the Fireworks safely, following all social distancing and community safety guidelines in place at the time.



School District of Altoona  
1903 Bartlett Ave.  
Altoona, WI 54720  
PH: 715-839-6032  
Fax: 715-839-6066  
E-mail:  
[jorth@altoona.k12.wi.us](mailto:jorth@altoona.k12.wi.us)

For updates : <https://www.altoonajuly4th.com/>

Fireworks sponsored by Festival Foods