



Sun Prairie Area School District

Futures depend on us...every child, every day.

February 2017

Greetings Parents/Guardians of Current 4K Students!

We look forward to welcoming you and your child to Summer School. We are excited to share information on the upcoming Summer School 2017 programs. This is a great time for your children to learn more about how to succeed in elementary school classes.

I am attaching information on the various parts of Summer School that many parents/guardians who are new to the elementary schools are eager to learn about. I have included information on:

- Registration (online)
- School Sites
- Transportation (for students who qualify)
- Nutrition - Breakfast, Lunch, Snacks
- Health Issues
- First Days of Summer School

We offer two classes for current 4K students. You can register your current 4K children for one or both courses (see next page). Each course is two (2 hours) long. Each course has a \$10 fee. Each of the courses run for the entire six weeks of Summer School, June 19-July 27. (There are NO classes on July 3rd or 4th.) School is held Monday-Thursday from 8:00-12:00.

I hope the information is clear, easy to understand, and helpful. I am sending the complete packet at this time and then over the upcoming weeks, I'll send components as reminders. Please watch for the information in your email.

We will work to be highly visible to your children and you on the first days of Summer School. Staff members will wear bright PINK bandanas and there will be PINK signs for the two classes.

Please check our district website frequently for information and updates:

http://www.sunprairie.k12.wi.us/district/summer_school_2017.cfm

If you have questions, please contact our Elementary Summer School Coordinator, Kristy Thao at 608.834.6566, or kythao@sunprairieschools.org.

Thank you! Enjoy your spring!

Shelley Joan Weiss
Director of Summer School Programs
sjweiss@sunprairieschools.org



Sun Prairie Area School District Summer School programs for our YOUNGEST LEARNERS!

The Sun Prairie Area School District is pleased to offer CURRENT 4K students with a Summer School program that is designed to give them a strong start in our schools.

We offer the following two classes for CURRENT 4K students:

- ***On Our Way to Kindergarten*** - Course fee is \$10.00 (6 week course)
- ***Moving and Grooving Into Kindergarten*** - Course fee is \$10.00 (6 week course)

Following is information on registering Current 4K children for Summer School.

http://www.sunprairie.k12.wi.us/district/summer_school_2017.cfm

REGISTRATION

How does a parent/guardian register their CURRENT 4K child?

- All registration is online at the following link:
http://www.registrationcenter.net/sun_prairie/summer/
- **The registration link will become active for all parents/guardians to register students starting on Tuesday, April 4, 2017**
 - We will send all parents/guardians a reminder of the opening date.
- The online registration system explains how to create an online account and register students.



In which classes may I register my CURRENT 4K children?

- Parents/Guardians may register CURRENT 4K students for **one or both** of the classes (On Our Way to Kindergarten and/or Moving and Grooving Into Kindergarten). Each two (2) hour class has a \$10 fee. Each class runs for the entire six (6) weeks, Monday-Thursday, June 19-July 27. There are NO classes on July 3rd and 4th.

Will my child get into a class?

- ALL students whose parents/guardians register them for Summer School by May 5, 2017, will be included in the classes for which they are registered.
- We ensure that all registered 4K students will be placed in one or both of the classes for current 4K students. (Registration for classes and transportation closes on May 5, 2017.)

How will I know if my child gets into a class?

- Parents/guardians will get an online confirmation email after they register their children. Parents/guardians should print and keep a copy of this confirmation email in case there are any questions.
- Parents/guardians should print their child's schedule once they have finished the registration process.

SCHOOL SITES

What school will my child attend during Summer School?

- Students are assigned to a Summer School site based on where their home school will be during the fall of the upcoming school year. We are at the following four elementary schools during Summer School 2017:
 - C.H. Bird
 - Students who attend C.H. Bird and Northside Elementary Schools during Fall 2017 will attend C.H. Bird during the Summer.
 - Creekside
 - Students who attend Creekside and Royal Oaks Elementary Schools during Fall 2017 will attend Creekside during the Summer.
 - Horizon
 - Students who attend Horizon Elementary School during Fall 2017 will attend Horizon during the Summer.
 - Westside
 - Students who attend Westside and Eastside Elementary Schools during Fall 2017 will attend Westside during the Summer.



TRANSPORTATION - ELIGIBILITY

Will my child be able to ride the bus to Summer School?

- YES! Children who qualify for busing may ride the bus to Summer School if their parents/guardians **register them for DISTRICT SPONSORED TRANSPORTATION before May 5, 2017.**
- Students who qualify for busing must be registered for the full Summer School day (8:00-12:00) to be transported to and from school.
- Students who are registered for only one of the two (2) hour classes, and who qualify for busing, may take the bus one way (either to or from school).
 - If students are registered for the 8:00-9:55 class ONLY, and if they qualify for district transportation, parents/guardians can register for busing TO school only.
 - If students are registered for the 10:05-12:00 class ONLY, and if they qualify for district transportation, parents/guardians can register for busing FROM school only.
 - Buses do NOT run between classes (9:55-10:05). Parents/guardians who register their child for one class will be responsible for providing transportation during that time.



How do I know if my child qualifies for bus transportation?

- Busing services are provided to elementary school students who do not live within walking distance to their school. For elementary school students to receive bus services, they must live more than one (1) mile from school.
- Students who are within walking distance of their home school will walk to their home school and the district will transport them from their home school to the Summer School site that they will attend (if this site is a school other than their home school).
- Students that live more than one (1) mile from their home school or summer school site will be assigned a bus stop location. Students may be assigned to a corner or park stop and will need to walk to that location to meet the bus.
- Following is the link to the district transportation website. Please follow the directions on the page to find out if your child qualifies for district sponsored transportation (busing):
 - <http://www.sunprairie.k12.wi.us/district/bussing.cfm>
- Parents/guardians are encouraged to practice bus preparation procedures (walking to the bus, walking to the home school site, waiting for the bus, walking home from the bus) with their children.

How will I know which bus my child will ride?

- The Sun Prairie Area School District Transportation directors will send BUS TAGS and information on the bus to every parent/guardian of students who qualify for bus transportation AND who have registered their children for **DISTRICT SPONSORED TRANSPORTATION before May 5, 2017.**

Registration for bus transportation closes on MAY 5, 2017. NO registration will be taken after MAY 5, 2017.

NUTRITION - BREAKFAST AND LUNCH

How do I set up an account for breakfast and lunch?

- The process for creating and paying for student breakfast and lunch is being developed at this time. More information will be sent to parents/guardians when the process is complete.
- Information about menus and other services is available online at: http://www.sunprairie.k12.wi.us/district/school_nutrition.cfm

Is my child eligible for free or reduced breakfast or lunch?

- District staff members are currently working with the Wisconsin Department of Public Instruction on clarifying if current 4K students will be eligible for free/reduced meals during summer school. We will send more information to parents/guardians when we have the most current information.



May my child get breakfast and/or lunch at Summer School?

- YES! We offer breakfast for a fee when children arrive in the morning. Typically, breakfast only takes a short time. Students may miss a few minutes of their first class.
- YES! We offer lunch for a fee between 10:45 and 11:30 (the exact time depends on the group the students are with and the class they are in).
- Students should eat all of their breakfast and lunch in the cafeteria.

Is my child required to eat the district sponsored breakfast or lunch?

- No, your child does not have to eat breakfast or lunch, but if your child goes to the line where breakfast or lunch is being served, the servers are required by Board of Education policy to provide a meal.
 - If you do NOT want your child to eat the breakfast or lunch that is offered for a fee by the Sun Prairie Area School District, you need to speak with your child and tell him/her NOT to get in line for breakfast or lunch.
 - Parents/guardians should NOT rely on the teachers or the nutrition staff members to keep children from eating breakfast or lunch. This is the responsibility of parents/guardians.
 - Breakfast and lunch are provided for a fee to the parents/guardians. If you have questions, please contact Diana Mapes at 608.834.6544.

If you would like more information on the school nutrition program, please contact Diana Mapes at 608.834.6544, or dlmapes@sunprairieschools.org

Should my child bring a snack to Summer School?

- YES! We encourage parents/guardians to send a nutritious snack with their children to eat during breaks in the Summer School classes. Please encourage your child not to share their snack with others. We want to ensure that your child gets a sufficient amount to eat and that students who may have allergies do not eat something that may prompt an allergic reaction.



Does the school or class offer snacks to the students?

- Each school has a fresh fruit bowl available for students. We strongly encourage students to take fresh fruit snacks whenever they like. They can put the fruit in their backpack to take home. The fresh fruit bowl may be in the cafeteria or office area. Parents/guardians should speak to their child about taking fresh fruit daily if they like.
 - The class or school does not offer snacks, other than fresh fruit, on a regular basis.

What do I do if my child has a food allergy?

- Our district Nursing staff and our individual school health assistants monitor student allergies (and other health conditions). They will share only relevant food allergy information with the school nutrition staff, but parents/guardians should speak with their children about not taking food from other children to avoid any allergic reactions.

Health Issues

What should parents/guardians do if their child has a health condition?

- Our District Nursing staff, including school health assistants monitor student health conditions. They keep student health information confidential. Parents/guardians should always feel free to contact the health assistant at their child's summer school site.
- Please review information on this website:
http://www.sunprairie.k12.wi.us/district/health_services.cfm

What if my child needs to take medication during the day?

- District health assistants assigned to your child's Summer School site will call your child to the health office to give him/her medication that is required to be taken during the school day. Parents/guardians are required to complete the district form so that health assistants can provide children with medication. Parents/guardians should always feel free to contact the health assistant at their child's summer school site.



What if my child is injured while at school?

- Minor injuries will be treated and your child will continue in classes.
- If there is an injury (beyond needing a band-aid), parents/guardians will be notified.
- Emergency Medical Services will be called to transport students to an area hospital (for serious medical situations). Parents/guardians will be notified.

The first days of Summer School

PINK, PINK, PINK - look for PINK!



Summer School Elementary Staff will wear **PINK Bandanas**.
Playground meeting areas will be marked with **PINK Signs**.

Arriving at Summer School

- We invite and encourage parents/guardians to visit the playground and/or school before the start of summer school so children are familiar with the area.
- Parents/guardians should show their children where the playground is located and instruct them to go to that location every day. (Teachers will give more information on the first days of summer school.)
- Parents/guardians are welcome to join their children on the playground. (Please let the office staff know you will be with your children.)
- School staff will be on the playground and in the school building, but may not meet your child at your vehicle (if you are driving your child).
- Bus Students should have their bus tag on their backpack/bag. This will help identify your child and the class s/he is registered for. School staff look for these tags.
- Parents/guardians should put name tags on all of the items their child brings to school. Items that are misplaced will be taken to the office and returned to the child.

Departing Summer School

- Parents/guardians should tell students where they will meet them/pick them up when students exit the building or get off the bus.
- Parents/guardians may want to be on the playground at the end of the school day to meet children, particularly during the first week of school.
- If a student is still at school after the regular departure time, school staff will call parents/guardians to notify them that they need to pick up their child.
- School personnel will NOT transport children. Parents/guardians are responsible for transportation.

QUESTIONS?

- Please contact Shelley Joan Weiss, sjweiss@sunprairieschools.org or your Summer School Principal with questions. Watch the district website for more information.



Watch this site for more information before and during Summer School:
http://www.sunprairie.k12.wi.us/district/summer_school_2017.cfm