

# Marshfield High School Newsletter

Quarter 1—September 3–November 1, 2019

(715) 387-8464

## Administrators

- Jason R. Wilhelm, Principal
- Jackson Hein, Asst. Principal
- Jamie Defelice, Asst. Principal
- Nathan DeLany, Athletic Director

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## FROM THE PRINCIPAL... Jason R. Wilhelm

9-12

Summer break is coming to a close, and school is about to begin. As we wish our graduated seniors the best on their futures, we welcome the new freshman and new transfer students to our MHS Tiger family. I hope that summer vacation has provided you all with rest, relaxation, and renewed energy for a new school year. We look forward to our hallways and classrooms buzzing with energy and excitement for learning once again.

As part of the registration process, you will be asked to check and/or update your address, phone number(s), email(s), and other contact information in Skyward. This becomes very important for us as we continue to disseminate information in a variety of ways. We can only communicate information throughout the year if your contact information remains up to date. Please be sure we begin the year with accurate information in Skyward and update any changes as they occur throughout the year.

We are excited to continue our work on a new bell schedule for implementation during the 2020-2021 school year. As you may recall from last year, we are working on

(Continued on page 19)

## Welcome Class of 2023 to Marshfield High School

9

Moving from middle school to high school is one of the most important transitions that a person will make. We understand that it can be stressful and that you will have many questions. We will do all that we can to help you feel comfortable and to enjoy everything that Marshfield High School has to offer. Do not be afraid to ask for help at any time. **Please join us for Freshman Orientation Night on Wednesday, August 21st, at 5:30 p.m., in the Auditorium.** We are so happy to have you joining our Tiger family. MHS is a great place to be!!

## ASK THE PRINCIPAL

9-12

Do you have a question or issue that you want to discuss? If so, call Mr. Wilhelm at 715-387-8464, ext. 4206, or email at: wilhelm@marshfield schools.org

# Student Registration for the 2019-20 School Year

9-12

Students may register in the main office on August 12-14, 2019, from 7:00 a.m.-3:00 p.m. according to the following schedule:

**Yearbook Photos will be taken in the LMC these three days.**

**Monday, August 12 – Grades 9 & 12**

**Tuesday, August 13– Grades 10 & 11**

**Wednesday, August 14– All Grades**

(Families with students in more than one grade may register together on either day.)

The materials use fee of \$35 should be paid at this time. The \$30 yearly parking fee can be paid as well. **Students MUST know their license plate number** to register their vehicle. There will be no parking tag limits this year as the lot is complete. All students new to the district will be charged a \$20 registration fee.

Fees can also be paid through Skyward Family Access. If paying by check, all fees may be included on the same check. (Lunch account deposits must be made to SDOM Food Service and be a separate

check.) If you can't register August 12-14 please come any day before school begins. Students registering August 15-31 will need to have their yearbook photo taken on re-take day on September 23. **There will be no early registrations.**

IPad pickup information will be emailed to students at their school email address.

**Counseling services will be available in the Counseling Office from 7:30-3:30 these days:**

**Monday, August 12- Grade 12**

**Tuesday, August 13 - Grade 11**

**Wednesday, August 14 - All Grades**

**Thursday, August 15 - All Grades**

Please do not attempt to see your counselor on days other than those designated as "counseling service" days for your grade.

## TOP Privilege and Honors Study Hall.....

11-12

Marshfield High School has a closed campus. All students will remain on campus for the entire school day. Juniors and seniors who qualify for the Tiger Open Campus Privilege (TOP) may leave campus for lunch and one study hall each day.

All juniors and seniors will receive an application with their schedule. Qualified students must complete the application, secure a parent/guardian signature, and return paperwork to the high school office. TOP privileges will begin for students after the 5 day drop/add period has passed; students will receive ID stickers beginning the first week of school.

All juniors and seniors will report to the commons for study hall the first week of school. Those students failing to meet the criteria for the TOP study hall may be reassigned to the regular study hall.

### **TOP Criteria** **(from previous quarter)**

1. No failing grades
2. No unexcused absences or unexcused tardies
3. No more than 5 excused absences
4. No in-school or out-of-school suspensions or office referrals
5. All fees and fines must be paid

TOP students leaving campus will exit and return through the south commons doors only. Students must leave their ID with Mrs. Guden when leaving campus. TOP students will not be allowed to leave if they do not have their ID. Failure to follow these procedures will result in revocation of the TOP privilege and Honors Study Hall. Non-qualifying students may reapply for TOP at the end of each quarter grading period.

## iPad Deductible

9-12

The district iPad damage deductible will cover all families/students in the event of accidental damage, loss, or theft at the following rates. Note that this applies to damage that occurs in and outside of school.

- One incident of accidental damage at no charge
- Second incident of accidental damage with a \$40 deductible
- One incident of loss with \$100 deductible

More information on the Personalized Learning Device 1:1 Program can be found in the Marshfield High School Student and Parent Handbook pages 51-53.

# News From Athletic Director Nathan DeLany

9-12

Welcome to the 2019-20 School Year. There is great excitement and construction on the campus of Marshfield High School. The “Building on a Tradition of Excellence” capital campaign reached its \$7.0 Million goal, and the dream of new athletic facilities is becoming a reality for our students and community. On behalf of the entire department, leadership committee, and most importantly our students, thank you for your support and vision of this fantastic upgrade and addition to our district. Under the direction of the Boson Company and collaboration with Rettler Corporation, our project continues to progress through the summer months with the hopes of completion at the end of August. You can check out up-to-date facility pictures at <http://www.bosonco.com/page/camera-marshfield-athletic-facilities-2> or through the newsletter. There will be more communication about opening events, ribbon cuttings, etc. as we progress through the coming weeks.

Much like the destination on a journey, the 2019-20 school year and athletic seasons are here. I hope you and your families have had a safe and enjoyable summer, with a few weeks yet to go before the start of our seasons and the school year. Our coaches and students have been putting in a great deal of time and effort over the summer to improve their skill and create lasting bonds to hopefully solidify our teams this year. The new facilities create their own excitement, but each year comes with excitement, anticipation and unknowns. Are we prepared? Did we over train? Are we healthy and rested? These are questions occurring amongst our staff and in your homes. We are prepared, and we continue to make



appropriate and necessary changes each summer to encourage all students to be involved in off-season training.

The seasons are only a few short weeks away. Pre-season meetings for each team will be posted on the website and on Facebook when the times are determined. This year one parent and student-athlete meeting is required as part of the registration process. We are not offering the meeting online this year. The next meeting is scheduled for August 12<sup>th</sup> at 7:00 p.m. in the auditorium. We will cover basic information for the department including: activities handbook, concussion information, and online registration. Team informational meetings for Boys Soccer, Volleyball, and Cross Country will take place after the general meetings. Other fall informational team meetings took place in the spring. If you missed the June meeting, please contact your coach directly. Below are the start dates. First day of practice and meeting times will be found on the Athletic Department homepage and individual team pages:

August 5 <sup>th</sup>	Football Equipment Handout, Cheer & Stunt
August 6 <sup>th</sup>	1 <sup>st</sup> Day of Football Practice
August 12 <sup>th</sup>	Girls Golf—7:00 p.m. Parent and Student-Athlete Meeting (MHS Auditorium)
August 13 <sup>th</sup> August 19 <sup>th</sup>	Girls Tennis, Girls Swimming Cross Country, Volleyball, Boys Soccer 6:00 p.m. Parent and Student-Athlete Meeting (MMS Cafeteria)
Sept. 27 <sup>th</sup> -28 <sup>th</sup> April 2020	<b>Homecoming Weekend</b> <b>Booster Bash</b>

You can find Athletic Department information at:  
Webpage <https://www.marshfieldschools.org/domain/86>  
Schedules <https://wisconsinvalleyconference.org/public/genie/63/school/10/>

Instructions to download schedules: <https://training.rschooldtoday.com/sites/training.rschooldtoday.com/files/files/Jacob/Activity%20Scheduler%20Tour%202016-17.pdf>

Facebook MHS Tiger Athletics  
Twitter @mflathletics  
Instagram mflathletics\_

Enjoy the remaining days and weeks of summer.

Roll Tigers!

# ACADEMIC & CAREER PLANNING

9-12

A few years ago the Department of Public Instruction has mandated that every school in the state create an academic and career plan. This mandate was implemented statewide last year to address the need for college and career readiness. We have updated lessons and revamped our ACP time. We will utilize an Academic and Career Plan (ACP) time as the opportunity for MHS to travel to the destination of creating individual academic and career plans for each student.

Together with a team of teachers and students we have designed lessons that will be useful to students as they travel through their educational journey and into their career path. ACP will meet once a month (usually the first Thursday) to cover topics and lessons created to assist students in the development of an academic and career plan; as well as provide them an opportunity to monitor and set goals for their current learning. We have a couple months where we will meet with our ACP groups an additional time to meet the needs of our school calendar or to wrap up important items related to scheduling.

As one component of ACP, we hope that students will have a four-year plan that will lead them to the next step in their development. For freshman this four-year plan will be their high school years, and for seniors it will be their last year of high school and three years beyond that. Other topics covered will allow us to work on academic, employment, and social goals/skills that students need to best prepare for life during and after high school.

We will utilize a program called “Career Cruising” as a resource for students. This program will allow students to explore, create, and modify an academic and career plan that is individualized. Career Cruising is also something that can be taken with them after graduation to keep them organized and prepared for whatever lies ahead.

Please keep our alternate bell schedule in mind when making appointments on ACP Days – the school day remains the same, but the class periods will be altered to accommodate the ACP time. It is important to note that ACP is a required part of the student’s day and should not be viewed as optional.

## Advisory (ACP) Day Bell Schedule

<b>Period 0</b>	<b>7:05-7:43</b>
<b>Period 1</b>	<b>7:55-8:32</b>
<b>Period 2</b>	<b>8:37-9:14</b>
<b>ACP Period</b>	<b>9:19-10:01</b>
<b>Period 3</b>	<b>10:06-10:43</b>
<b>Period 4</b>	<b>10:48-11:25</b>
<b>Period 5</b>	<b>11:30-12:07</b>
<b>Period 6</b>	<b>12:12-12:49</b>
<b>Period 7</b>	<b>12:54-1:31</b>
<b>Period 8</b>	<b>1:36-2:13</b>
<b>Period 9</b>	<b>2:18-3:00</b>

## Tentative Advisory Schedule:

- September 5, 2019 (Handbook review, Homecoming voting, MCLA peer nominations)
- September 19, 2019 (Homecoming expectations, sign up for activities and Review of MHS Clubs)
- October 3, 2019 (Xello Intro and Career Cruising updates)
- October 17, 2019 (School safety)
- November 7, 2019 (Grades 9-11: Kindness and anti-bullying, Grade 12: Class meeting)
- December 5, 2019 (Grade 9: College & Career prep, Grade 10: Career discussion, Grade 11: Labor market trends, Grade 12: Financial planning)
- January 9, 2020 (AODA awareness)
- February 13, 2020 (Grades 9-11: Scheduling roll out, Grade 12: Tons of Thanks letter project)
- February 20, 2020 (Grades 9-11: Scheduling wrap up, Grade 12: Senior class meeting/class photo)
- March 5, 2020 (Grade check, Xello lesson)
- April 9, 2020 (Grades 9/11 Mental health definitions, self-care and warning signs; Grades 10/12 How to cope with stress)
- April 30, 2020 (ACP wrap up and survey)

# Please Schedule Appointments

9-12

Dear Parents,

Occasionally an event may occur that will make you want to speak with a high school administrator immediately. Unfortunately, that is not always possible. Please know we are always more than willing to meet with you, but often we have meetings scheduled that we must attend, and “dropping everything” is simply not an option. We do not want to have you wait an inordinate amount of time. In order to avoid this, please schedule an appointment to see an administrator by calling the main office at (715) 387-8464 and inquire what time of the day is best to meet.

Thank you in advance for your patience and consideration,

**Jason R. Wilhelm**  
Principal

**Jamie Defelice**  
Assistant Principal

**Jackson Hein**  
Assistant Principal

**Nathan DeLany**  
Athletic Director

## PICTURE RE-TAKE DAY

9-12

Lifetouch Photography will be here September 23rd to take yearbook pictures of those students who didn't have their picture taken when they registered on August 12-14. Students wishing retake photos should have them done this day as well. Students should bring their proof packet with them.



## Fee Payments

9-12

In an effort to streamline the student fee payment system, we will again be using the Skyward Fee Management program.

1. At registration, applicable fees and the \$30 parking fee should be paid. **All checks should be made out to the Unified School District of Marshfield (USDOM).** You will now be able to use a credit card to pay for these fees through Skyward Family Access. There will be a 3.62% transaction fee charged at checkout. If you pay online, please have the student bring a copy of the receipt so he or she can show it to avoid having to get into the payment lines.
2. All semester one and year-long course fees will be listed in Skyward under the “Fees” tab when school begins. Second semester course fees will be added in February. Course fees that weren't paid in previous years are listed there as well.
3. All course fee payments must be made in the main office.

## FCA—Fellowship of Christian Athletes

9-12

### FCA – Fellowship of Christian Athletes

Kickoff event – 7:00 a.m.

Tuesday, September 10, 2019, in room 55 of MHS

- Meet new people and make new friendships as you grow in your relationship with Jesus Christ.
- Food and Refreshments will be served.
- This club is not just for athletes. The club is for all students who wish to strengthen their faith in Christ.

Contact – Mr. Don Lang

e-mail: [langd@marshfieldschools.org](mailto:langd@marshfieldschools.org)

cell: 715-676-2144

### The FCA Mission

To present to athletes and coaches and all whom they influence the challenge and adventure of receiving Jesus Christ as Savior and Lord, serving Him in their relationships and in the fellowship of the church.



# BULLYING—What is it?

9-12

Bullying is when one person hurts or threatens someone in his or her peer group. Anyone can be a bully, and bullying can be carried out in different ways. Physical bullying may include shoving, pushing, and hitting. Words and non-verbal behavior can also be used to hurt someone by spreading rumors, taking part in gossip, or threatening someone with looks, notes, or pictures. Bullies may choose to pick on peers who are smaller or younger than they are, or who are from a different race or culture, or they may pick on someone who is different in some other way.

Bullying might happen once or over and over again. If bullying includes physical or sexual harm or damage to property, makes you feel intimidated or afraid to go to school, or disrupts the regular school day in a threatening way, it is probably also assault or harassment. These behaviors are against school rules, and many are also against the law. If a bully attacks you or steals something from you, you can report the incident to the police. You can also report school-related bullying to your school teachers, counselors, or administrators, and you should expect the school to take action to confront the behaviors, discipline the bully, and ensure your safety at school, traveling to and from school, and at school activities. Check with an adult in your school to find out more about your rights.



If you are a victim of bullying, you might:

- Feel angry, sad, lonely, or depressed.
- Feel like you have no friends.
- Find that you are getting into fights.
- Want to hurt someone else or yourself.
- Feel like taking steps to defend yourself.
- Feel helpless to stop the bullying.
- Feel hopeless that anything can be done.
- Be afraid to go to school, or feel anxious all the time.
- Feel bad about yourself.

See one of the MHS administrators if you have questions, concerns, or would like more information about how to handle a situation that involves bullying or harassment. Let's all work together to make Marshfield High School a safe, friendly, and "bullying free" learning environment.

(Source: <http://www.nevc.org/tvp/AGP.Net/Components/DocumentViewer/Download.aspx?DocumentID=45311>)

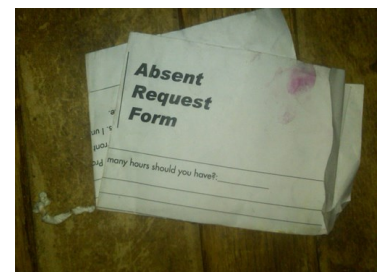
## CALL 387-8464 TO REPORT AN ABSENCE

9-12

It benefits all of us to have parents call the high school to report absences of their children. It saves a secretary the time it takes to attempt to contact you, the parent, during the day to inquire about the legitimacy of your child's absence. The phones at the high school will usually be answered beginning at 7:00-8:40 a.m. Our automated attendant is accessible the remainder of the day. Just dial 715-387-8464 and follow the prompts.

**If you call in your child's absence or we contact you by phone, you do not have to send a note** indicating the reason for the absence. However, if you do not call, or we cannot reach you, your child is marked as "unexcused-absent without reason" for the day until a note is brought in to explain the reason for the absence.

Bring a note from your provider to have absences for medical appointments marked as "Medical" and, therefore, be listed as exempted absences. (Remember the 10 day maximum.)



## FALL MEET & GREET (Open House)

9-12

The Fall Meet & Greet will be held on Wednesday, August 21, between the hours of 6:30-8:40 p.m. (See time schedule below). **You will follow your child's entire schedule this evening** with 10 minute class periods. What might parents and teachers gain from the evening?



- Open the lines of communication early – put a face on home-school communication
- Learn about classroom procedures, homework policies, volume of homework to expect, calendar for the semester, etc.
- Learn how and where students who are struggling can obtain extra help
- Establish best ways to communicate back and forth

**Your son/daughter's schedule will be available for you to pick up in the Commons (Cafeteria) starting at 5:15 p.m.**

### MEET & GREET EVENING SCHEDULE

August 21, 2019

**Parents are asked to pick up their student's schedule in the commons area (cafeteria) upon arrival at school beginning at 5:30 p.m.**

6:30-6:40	Period 1
6:45-6:55	Period 2
7:00-7:10	Period 3
7:15-7:25	Period 4
7:30-7:40	Period 5
7:45-7:55	Period 6
8:00-8:10	Period 7
8:15-8:25	Period 8
8:30-8:40	Period 9 & Early Bird

## TAKE CARE OF 2018-19 OBLIGATIONS

9-12

**Don't forget!** Students with obligations remaining from last school year are reminded that these need to be taken care of. The office is open daily from 6:45 a.m.-2:45 p.m. for students to return books or pay fines. Check the Skyward fees tab for outstanding obligations.



## FAMILY ACCESS

9-12

Skyward Family Access which gives parents access to their children's schedules, grades, attendance, lunch account balance, etc., will again be available to all parents. **Access codes remain the same as they were last year.**

If you still haven't picked up your access code, you may do so by **coming in person** to the high school office and **showing a picture ID.** **Codes will not be given over the phone or to students.**

If you have misplaced your code, please see MHS secretary, Janet Meyer, to obtain a replacement. (Be sure to bring a picture ID with you.)

## PARKING FEE

9-12

Money raised through parking fees is used for parking lot maintenance. The annual fee is \$30 until January 21st or \$15 for semester 2 only beginning on January 22nd. Students must pay for the entire year during semester 1.



Note: **Students will receive only one (1) parking hang tag for each fee paid.** Parking tags are not transferable to students outside of their household. Students will need to notify the office if they bring a different a vehicle than the one they have registered. **Failure to follow these expectations may result in a loss of parking privileges without refund.**

# PROGRESS REPORTS

9-12

Due to the availability of Skyward Family Access to parents, we do not send mid-term progress reports to parents.

You may subscribe to receive weekly email notices in Skyward Family Access. Go to the My Account tab at the top of the screen, and you will be given a choice of receiving emailed notices for Attendance, Grading & Progress Reports. If you click in this box you will receive a weekly email if any of the following criteria was met that week. Please be sure your email address at the top is correct. If not, this is where you can change it for you or your spouse. If any other information needs changing, please click the “Contact Us” button at the top of the page and send us the changes—be sure to include the student’s name as family information doesn’t come with the emails.

## Grading (Sample of Family Access MY ACCOUNT Screen)

The screenshot shows the 'Email Notifications' section of the Skyward Family Access MY ACCOUNT screen. It includes the following options:

- ☐ Receive Daily Attendance Notifications for my student(s) by Email. These are only available for your students who are enrolled at MARSHFIELD HIGH SCHOOL.
- ☒ Receive Grading Emails for my student(s) [?]. Assignment/Class Percent Overrides (If blank, the School default low and/or high percent will be used): Low: 60.00 for STUDENT NAME.
- ☐ Receive Progress Report Emails for my student(s).
  - ☐ Daily
  - ☐ Weekly (every Saturday)
  - ☒ Monthly (1st of each month)
 These are only available for your students who are enrolled at MARSHFIELD HIGH SCHOOL.

## Simplicity Credit Union and Your School Community

9-12

Let’s face it, what the future holds for your student is as unique as they are. To help them prepare for life after high school, no matter what it may be, Simplicity Credit Union has a branch in Marshfield High School located in the south commons hallway, next to the band room. Open school days, Monday through Friday, 10:30 a.m.–2:00 p.m. Not only do we offer the same great services as our full-sized branches (to both students and staff), we also work hard to serve the Student Community any way we can.

Our In-School branches offer one-on-one education around banking basics, budgeting, building credit, and much more to the students that visit us. Members of the Simplicity team are also available to present in classrooms at the teacher’s request.

We encourage you to ask your kids if they know about the opportunities available to them! If you have any questions, please contact Ashley Landwehr at [alandwehr@simplicity.coop](mailto:alandwehr@simplicity.coop) or 844-769-2667 x239.



**Booster Bash—  
Save the Date  
April, 2020.**

Please join us in Spring 2020 for our biggest fundraiser of the year.



# SENIOR YEARBOOK PHOTO INFO

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All senior photos for the yearbook must be given to the Yearbook Adviser no later than **December 1st**. Please submit photos to [yearbook@marshfieldschools.org](mailto:yearbook@marshfieldschools.org). A confirmation email will be sent upon receipt.

All photos must meet the following requirements:

- Digital file (jpg or png). File must be a minimum size of 2.5" x 3.5" at 300 dpi.
- Color photo
- Vertical, head and shoulder shots are preferred. Other photos submitted may be rejected or will be enlarged and may lose clarity.
- No name stamps, borders or obvious photo alterations (color, content changes in Photoshop)
- No pets, weapons (gun, bow, etc.) or props of any kind other than those associated with high school sports or music.
- One student per photo
- No hats/caps/bandanas, etc. in photo
- All student attire must conform to school dress code, found in the student handbook\*.
- Photos taken outdoors on cloudy days work best for lighting.

***The Yearbook Adviser and School Administration reserve the right to refuse any photos not meeting the above policy, those not up to quality standards, or those deemed inappropriate for a school publication.***

*\*Parents and students are encouraged to read the full text of the Board of Education policy governing Dress and Grooming 5511 available on the District website or by contacting the school main office.*

## **\*\*DRESS CODE**

*\*Parents and students are encouraged to read the full text of the Board of Education policy governing Dress and Grooming 5511 available on the District web site or by contacting the school main office.*

While fashions change, the reason for being in school does not. Students are in school to learn. Any fashion (dress, accessory, or hairstyle) that disrupts the educational process or presents a safety risk will not be permitted.

If a student has selected a manner of appearance that is beyond mere freedom of expression and disrupts the educational process or presents risk to themselves or others, they may be removed from the educational setting. Clothing should always completely cover the torso from above chest cleavage.

The following styles or manners of dress are prohibited:

- ◆ Clothing items such as backless tops, halter tops, strapless tops and tube tops
- ◆ Any fashion (dress, accessory, or hairstyle) that is distracting from the learning process or presents a safety risk, displays suggestive, offensive, obscene, sexually degrading, or racially motivated graphics or statements (e.g., items with inappropriate statements or designs, confederate flag) or pertains to drugs, alcohol or tobacco products
- ◆ Gang colors, symbols, or identification may not be worn
- ◆ Hats, Bandanas, Head-coverings, or hoods. Exceptions may be granted for religious or medical reasons.
- ◆ Visible Undergarments
- ◆ Pants and shorts must not be worn below the waistline

Any article of clothing or accessory that administration perceives to be dangerous, distracting, or offensive will be required to be removed and/or stored in locked locker or kept at home.

**Also,**

- ◆ Tattoos that, by their content, violate any provisions of this dress code must be covered at all times while students are on school property and/or in attendance at school-sponsored activities.
- ◆ For safety reasons, shoes, sandals, or boots must be worn on school grounds at all times. Footwear that may damage facilities is prohibited which includes shoes with rollers, cleats, spikes, heel plates, etc.
- ◆ Coats and other forms of outdoor wear are not to be worn or brought into the classroom. They are to be stored in the lockers. If a student is cold, he/she should bring a sweater or sweatshirt to wear in class.

### **Backpacks, Messenger Bags and Purses**

Students may use backpacks, purses and messenger bags to bring books and supplies to and from school. However, for safety reasons, these items must stay in their locked locker during the school day.

# GENERAL INFORMATION

9-12

## MARSHFIELD SCHOOL DISTRICT NON-DISCRIMINATION POLICY

*\*Parents and students are encouraged to read the full text of the Board of Education policy governing Nondiscrimination 2260 available on the District web site or by contacting the school main office.*

The Board of Education is committed to providing an equal educational opportunity for all students in the District. The Board does not discriminate on the basis of sex (including transgender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or any other characteristic protected by Federal or State civil rights laws ("Protected Classes") in any of its student program and activities.

## Does the School District Carry Medical Insurance?

**The answer is NO.**

The school district has no medical payments coverage for student injuries or accidents that may occur on school property.

See page 28 for information on a parent-paid voluntary student insurance. Note: The district is not endorsing these products but simply acting as a conduit between parents & the agent.

## DIRECTORY DATA & CONFIDENTIALITY

Pursuant to Wisconsin state statutes and Marshfield Board of Education policies regarding directory data and confidentiality, please be advised that unless you notify us in writing no later than the first day of school, indicating that you **do not** wish to have any information concerning your son or daughter released to the public, we will reserve the right to use directory data, including pictures, in school videos, local newspaper articles and other media publications.

## FUTURE NEWSLETTERS—THIS WILL BE THE ONLY NEWSLETTER YOU WILL RECEIVE BY MAIL

Just a reminder that newsletters for quarters 2, 3 & 4 will be emailed to those parents who have entered an email address in Skyward Family Access. (So be sure to enter your email address; if it changes, please click on the "My Account" button in Skyward and correct your email address.) **Those of you who haven't entered an email address will need to go to the school district website to view the newsletters.** See address below:

<http://www.marshfieldschools.org/domain/58>

(Go to the school website, click the schools tab, then the high school tab, and then click the MHS Newsletter tab, which is on the right side.)

## RESTRICTION OF YOUR STUDENT'S RECORDS

Under the No Child Left Behind Education Act, military recruiters have full access to all high school student records. This access can only be restricted if parents write a letter to Marshfield High School stating that they do not want the military to have access to their child's information. Parents interested in restricting access should send this letter to the attention of the child's counselor at the high school **as soon as possible** as requests for student lists are usually received before school begins.

# COUNSELOR NEWS

## Counseling Office Changes

9-12

The counseling office is excited to welcome Jane Loll to the counseling team. With the addition of another counselor, please be aware that your student's counselor may change. Students are assigned to a school counselor by their last name. Assignments are listed in the upper right-hand corner of this page.

## Jane Loll Introduction

9-12

I am very excited to be joining the School District of Marshfield in my role as High School Counselor and District AODA Coordinator.

My previous counseling positions included grades K-12 for Granton School District and then grades 6-12 at Stratford Middle/High School.

Before earning my Master of Science in School Counseling from UW-Stout in 2015, I spent nearly 20 years working as a healthcare professional in mental health and alcohol/drug treatment settings, which has been a great complement to my school counseling experiences.

I am a Minnesota native, but have grown to love Wisconsin during my years as a resident of Marshfield, where I live with my husband, two boys, and two naughty dogs.

I am grateful for the opportunity to help students grow in all areas of their lives; academically, personally, socially, and with career readiness.

I can be reached at MHS extension 4223.

## COUNSELOR ASSIGNMENTS:

Student last name beginning with:

Renaë Guldán	A - Ge
Krystal Salzmann	Gf-L
Jane Loll	M-Ra
Jeanna Carlson	Rb-Z
Becky Lee	Psychologist

## CLASS OF 2019 APPLICATION INFORMATION PRESENTATIONS

12

Counselors will present post-secondary information to all seniors through their English classes during September. Topics to be discussed include UW admission requirements, out-of-state and private college admission processes, technical college applications, scholarship procedures, testing, and military and volunteer service opportunities.

## PSAT/NMSQT

10-11

The PSAT/NMSQT test will be given the morning of October 16 to interested sophomores and juniors. Signup occurred at the end of the 2018-2019 school year. This is an optional exam that tests students' verbal, mathematical, and writing abilities. If taken as a junior, the PSAT is the route of entry to the National Merit Scholarship Program. PSAT results can also be used to help students to select appropriate Advanced Placement courses.

## MONEY FOR POST-SECONDARY EDUCATION

9-12

One of the most difficult conversations for most parents to have with their junior or senior concerns the amount of money available for college expenses, but having this talk is critical to the college search and application process. Students need to have a realistic financial picture in regard to what their parents can and are willing to contribute. The federal and state governments consider paying for post-secondary education as a partnership entered into by the parents, the student, and the government. All seniors and juniors and their parents/guardians are invited to attend our **Financial Aid Night** on Tuesday, October 8<sup>th</sup>, at 6:00 p.m. in the auditorium.

## CLASS RANK RELEASE FORM

9-12

As of 2010, Marshfield High School no longer publicly ranks students. Ranking will only be made available to colleges and scholarship committees upon request of the 18-year-old student (or parent). The Release of Class Rank Permission Form is available in the counseling office and on the counseling department website. Class rank can be viewed on your Skyward Family Access site. Students in the top 25% of their class and students who want universities and colleges to consider them for scholarships are strongly urged to release class rank.

## COUNSELOR NEWS Continued

### DROPPING A COURSE

9-12

Students may withdraw from a course if they make the request during the first four weeks of each semester and if they continue to have 6.5 credits on their schedule for the school year without the dropped class. Students who drop a class after this time will receive a grade of "F" and have a failing grade included in their grade point average. If students need to add a class to reach 6.5 credits, the class must be added during the first five days of the semester and must fit into their schedule without moving other classes.

### ADDING A COURSE

Students may add a course in place of a study hall during the first five days of a semester if space is available in the course. Students must consult with the teacher regarding make-up requirements for any missed content.

### 2019-20 Schedule Change Policy

9-12

Students may drop any course and add another course in their schedule for one or more of the following reasons:

- ⇒ For medical reasons
- ⇒ Due to significant changes to a student's post high school plans
- ⇒ There is a computer error on the student's schedule
- ⇒ There are two study halls in one semester and none in another
- ⇒ The student is in a Co-op, Health Career Connections or Youth Apprenticeship and needs to be free at certain times for his/her job.
- ⇒ The student IEP requires that modification be made.
- ⇒ The class needs to be added as it is a graduation requirement.

### REQUEST FOR A TEACHER OR LEVEL CHANGE

9-12

1. Prior to the 1st day of class, the student and parent must contact the school counselor and request the change, including a specific educational reason for the change. The building principal will approve or deny this request.
2. Once school commences, to initiate a teacher or class level change the following process must be completed:

- a. The student, parent, and teacher must meet to discuss the reason for the request.
- b. If after this meeting occurs, the parent still desires a teacher or level change, the parent must submit a written request to a principal stating the educational reason for the request.
- c. Upon review of the request and consultation with the school counselor, a building principal will approve or deny the request.
- d. If a principal approves the request, the student's school counselor will be directed to make the change. This change can only occur if the master schedule allows such a change.

If the change is not possible within the master schedule, the student may drop the current class and take the class the following year with a different instructor or at the approved level.

\*Level changes can only occur at quarter breaks in the grading periods. The student's quarter grade from the previous course will be entered in the gradebook for the new course and averaged for the semester grade.

### YEARBOOK ORDER INFO

9-12

The 2019-2020 Yearbook is available for purchase now! The cost per yearbook is \$55 if paid on or before November 22nd. The price will increase to \$60 if ordered between November 23rd to February 21st. If you wait to purchase a book until they are delivered in May, a **LIMITED** quantity will be available, and the price will be \$65 each. **Please order your yearbook early to save money and to guarantee a book.** Order forms will be handed out at registration and can be given to the Yearbook Adviser at the High School office, mailed to Jostens, or you can purchase online at [www.jostens.com](http://www.jostens.com) (preferred). Full payment must be made at the time of order. If you have any questions, please email the Yearbook Adviser at [yearbook@marshfieldschools.org](mailto:yearbook@marshfieldschools.org). The Extended Edition (available for pick up at registration in Fall 2020) may also be purchased for \$20. This 16-page supplement to the yearbook includes 2020 spring sports, musical, prom, and graduation.



# SCRIP PROGRAM

9-12

Hello from the Parents on Campus SCRIP program! We hope all of you have had a great summer and are ready for another year of savings. For those of you unfamiliar with SCRIP, we sell gift cards for many local and national stores and get a percentage off the face value. For instance, Scotty's Pizza is a vendor with \$10.00 cards. As we get these cards at a 20% discount, the SCRIP program receives \$1.00, and the family account that purchased it receives \$1.00. All of our SCRIP is split 50/50 between the program and the families. At the end of the year we issue checks to each family that participates with the total that they accumulated throughout the school year. The program uses these funds to support a number of events for our kids like the Tiger Warmup (hot chocolate/cappuccino) mornings and Project Graduation to name a couple. The order dates for 2018-2019 are as follows: September 4 & 18, October 2, 6 & 30, November 13, December 4 & 18, January 8 & 22, February 5 & 19, March 4 & 18, April 1, 5 & 29, and May 6 & 20, June 3. An order form is available on page 36 of this newsletter.

Questions?? Contact Janet Meyer at 715-387-8464, Ext. 4201.

# POSITIVE BEHAVIOR INTERVENTION AND SUPPORTS PROGRAM (PBIS)

9-12

Marshfield High School believes that optimal behavior and academic achievement can be attained by promoting positive behaviors through creating clear expectations that encourage respect, responsibility and commitment. MHS is currently in its 4th year implementing PBIS (Positive Behavior Interventions and Supports). This year, our mission is to inform you on the great the achievements our students and staff experience in the learning environment. This PBIS section is designated to highlight student achievement and classroom growth as it relates to our positive behavior expectations. Marshfield High School has three main behavioral expectations, known as our core values:

- Act Responsibly
- Be Respectful
- Commit to Achieve

We hope this section keeps you informed about all of the ways we are working together to achieve outstanding results in regards to your student's conduct while in school. Top Tigers, Class of the Week, Paw 5 winners, and students with perfect attendance are all areas we hope to highlight throughout the year. Roll Tigers!

IT, CS, VR, UX, UI, AR, & more acronyms too numerous to mention...

**MHS Code Club**

We're a fun, flexible, social hang intended to help you broaden your Computer Science awareness. Let us help you add more acronyms to your CTSO experiences as well as college & career job apps & scholarships! (great way to find friends too)



# A MESSAGE FROM THE DISTRICT NURSES

9-12

As a new school year begins, we ask that you take the time to talk with your children's teachers, building principal, and the district nurse to alert them to any health problems your child may have. In the event that a health concern should arise during the school day, this allows school staff to anticipate the student's needs and gives parents the opportunity to share with school personnel those strategies that you know to be effective in handling any medical emergencies. In addition, be sure to indicate any medications, allergies, and restrictions in activity or diet that you feel are important.



We encourage parents to have an open line of communication with all those involved with your child during the school day. It is only with your help that we can do our best to ensure the safety of each student while he or she is in school.

We have been seeing a large number of students carrying medication with them at school or keeping it in their lockers. The school district's medication policy allows students in grades 7-12 to self-administer over the counter medications **only if active parental consent is on file in the main office.** We ask that the medication be kept in the properly labeled container and only a minimal amount of medication be brought to school.

Reliable students in grades 7-12 may also self-administer certain prescription medications provided that written parental consent and physician's authorization are both on file. Please be aware that the school district's medication policy requires all controlled substances, such as Ritalin, Adderall, Vicodin, Codeine, etc., to be administered by trained staff members. Under no circumstances may a student have controlled substances in their possession at school.

The medication policy and consent forms can be found on the district's website in the forms section on the parent page.



Tammy Voss & Judy Akin  
District Nurses  
715-384-4747, Ext. 2109

## CHANGE FAMILY INFO IN SKYWARD

9-12

Skyward Family Access (FA), Request Changes helps your information be more accurate and timely. Please log in to Family Access as the Student Info tab now allows you to update and submit changes for district approval at any time. To update information click on "Student Info", click on "Request Changes" for the student on the right side of the screen. Click on all areas you would like to verify or update. Be sure to click "Save" at the bottom of each screen for which you would like to submit changes. District staff will process your request. Please do not request address changes prior to your actual move.

**This year we will not be giving you an emergency sheet to update.** We ask that you complete the Student Health Information form for each returning student. This yearly form is located in Online Forms.

# A PATH TO SUCCESS!

9-12



Pathway Partners Mentor-  
ing Program

Pathway Partners, a United Way Partner Program, is a career focused mentoring program designed to assist Marshfield High School students explore their post high school career goals. Pathway Partners is free and is open to all students. To join, students simply complete a short application stating their career interests, personal interests, and hobbies. An adult volunteer from the community who works in that career and shares similar interests is then matched as a mentor. Mentors and mentees meet about once a month during the school year. Each mentor and mentee design their own relationship based on the student's interests, goals and availability. Meetings can occur at school or in the community. A mentor can enrich and enhance a student's career development planning. The mentor is not meant to replace the guidance of parents, teachers and counselors. The mentor's purpose is to simply be another adult available to support, encourage and guide the student during the high school experience. A mentor can add another dimension to the student's life and help the student to consider post high school options. Mentors listen; share their own work experience, knowledge and expertise with their mentee; and can serve as a link to experiences that the mentee might not otherwise have. Mentors and students may go to coffee or lunch together or volunteer in the community. The relationship is meant to be fun and rewarding for both!

Students who have participated in Pathway Partners have commented that having a mentor "made me feel more confident and secure", that my mentor "accepts me for who I am and looks past my disability", and my mentor "has definitely helped me grow as a person".

Pathway Partners will also assist with setting up job shadowing or informational interview opportunities and community networking. Students interested in a short-term experience to learn more about a specific career can set up a job shadow or informational interview experience through Pathway Partners.

Students and parents interested in learning more about mentoring and job shadow experiences feel free to visit the Pathway Partners webpage at [www.marshfieldschools.org/pathwaypartners](http://www.marshfieldschools.org/pathwaypartners)

or contact Ginger Sternweis for details. Stop by the Pathway Partners office at MHS, email [sternweisg@marshfieldschools.org](mailto:sternweisg@marshfieldschools.org) or call 715-387-8464, ext. 4335.



Partner Program

# STUDENT ATTENDANCE POLICY

9-12

A child may be excused for up to 10 days in a school year by parent/guardian for any reason per state statute. State statute defines an absence as part or all of a school day. However, absences beyond 10 days require a note from a physician. Previous excused absences due to approved school-related activities or when medical notes were provided do not count towards the 10 days.

The following procedure has been developed to deal with habitual student absenteeism.

1. The main office will send a written notice to the parent(s) or guardian when a student misses all or part of 6 class periods or days in a year and again when a student misses all or part of 10 days in a year. Absences resulting from school-related activities (marked with an "X") or medical/dental absences with appointment verification documentation (marked with an "M") do not count. Juniors and seniors will be allowed three (3) college visits per year. These will also be exempt if documentation from the college is provided.

2. Absences exceeding 10 days may result in a scheduled conference to address the student absenteeism issue. An attendance contract may be instituted at this time.

3. At 15 days, students who continue to miss without medical documentation may be referred to truancy court.

4. Tardy Consequences per Semester

- ◆ 1st Offense: Warning
- ◆ 2nd & 3rd Offenses: Lunch Detention
- ◆ 4th & 5th Offenses: ½ hour After School Detention
- ◆ 6th & 7th Offenses: 1 hour After School Detention
- ◆ 8th Offense or more: Truancy Citation and/or ISS

5. **Senior Status** - Seniors surpassing the 20 day threshold will not be allowed to participate in the graduation ceremony including Project Graduation. All excused absences include funerals and medically excused illnesses. Five tardies count as one-half day, regardless of the excuse. Considerations will be made for students with severe/chronic documented medical conditions.

Parents/students will not be reimbursed for any costs incurred for graduation cap and gowns if denied the privilege to participate in the graduation ceremony and Project Graduation.

## REMINDER FOR SENIORS

Students surpassing the 20-day threshold who wish to participate in the graduation ceremonies will be afforded community service options. All community service must be completed the Wednesday prior to the graduation ceremony. Upon successful completion of the community service component, participation in the graduation ceremonies will be allowed.

# AP INFORMATION

10-12

## HAVE YOU CHECKED YOUR AP SCORES?

The College Board reports AP scores exclusively online. Students must log in to their AP account and enter the proper identifying information in order to view their scores. Students were instructed to create an account prior to July and many of them did. These students were notified by email in July that their scores were ready. Students who still need to create an account or check their scores may do so at <https://apscore.collegeboard.org/scores>. Once students are able to view their scores, their score report should list ALL the AP scores they have earned during their high school career. If a score report does not show all of the scores, it is likely that there is a problem with the student's identifying information that has prevented all the scores from being consolidated. Students having account or scoring problems must call 888-225-5427 and select the "0" option to speak with a College Board representative and request a score consolidation. During this process students must have their AP number for every year they tested. If you do not have these numbers, please contact Mrs. Guldán ([guldánr@marshfieldschools.org](mailto:guldánr@marshfieldschools.org)) for assistance.

## HOW MUCH CREDIT WILL YOU RECEIVE FROM A COLLEGE FOR YOUR AP SCORES?

Each college has its own unique policy for accepting AP credits. If you earned AP scores, it is a good strategy to review the AP policies for the colleges you are interested in. These can vary considerably, especially with private schools. The amount of credit you can receive from your AP scores may be an important factor in college selection process. You can generally find a college's AP credit policy on each college's website, or you could contact a college's admissions office and request that a copy be mailed to you. The University of Wisconsin HELP website provides this information for public universities in Wisconsin at <https://uwhelp.wisconsin.edu/prep-for-college/credits/>. Also, College Board website <https://apstudent.collegeboard.org/creditandplacement/search-credit-policies> will allow you view college AP credit policy information. Many technical colleges also grant credit for AP test scores. Contact an admissions official at the technical college you are interested in to find out which exams might give you credit. Remember that even if you will not receive credit for your scores, your participation in the rigor of an AP class or classes will help you in the college admissions process. College success research clearly shows that your participation in an AP class will also improve your chances of success in college. Many students score lower on their first AP exam but score higher in the succeeding years as they develop their academic skills.

## AP PROGRAM CHANGES FOR 2019-2020

9-12

Beginning in the 2019-20 school year, the AP ® Program is introducing new resources and processes designed to help students earn college credit and placement. Here's what you and your student need to know:

- Students will be asked to **register for AP exams by October 30**. Exams will continue to be given in May.
- The exam fee isn't changing. However, there will be a \$40 fee for late registration and a \$40 cancellation or unused exam fee.
- Marshfield High School will require a **minimum of a \$40 per exam fee to be paid by October 30, 2019**. This fee can be paid by cash or check. If paying by check, make payable to USDOM (Unified School District of Marshfield). Fees will be collected in the HS counseling office starting September 16. Any first semester class or year-long class exam that is ordered after October 30 will have a \$40 late fee. Any second semester class exam will be ordered between February 1 and March 6. All AP exam fees must be paid in full by March 6.
- Students will get personalized feedback through new digital tools that provide daily support for every AP classroom. Their teachers will be able to track their performance throughout the year using monthly personal progress checks.

To get ready for the upcoming school year, please encourage your student to sign up for a College Board account if your student doesn't have one yet. All College Board programs are connected through one account, so if your student created an account for the PSAT/NMSQT®, SAT or College Board Opportunity Scholarships, he or she is all set. They'll just need to have their username and password available upon the start of the school year.



## Project Graduation 2020

9-12

### ATTENTION ALL HIGH SCHOOL PARENTS

Preparations for Project graduation for the Marshfield High School class of 2020 will soon be underway. This marks the 33rd year for this program and another great year of activities, entertainment, and many great prizes!

Project graduation can only be accomplished with the participation of parents at all grade levels.

Monetary donations as well as time and energy are the most basic items required to provide our 2020 seniors with a great memory of their graduation night.

All high school parents willing to assist with Project Graduation please indicate your interest on the attached form.

The planning committee will begin meeting in January, with monthly meetings continuing through May. More specific needs will be decided and shared with all parents during this time.

High school students will receive more information about Project Graduation during their class meeting on November 7th.

Questions may be directed to David and Marion Lang at 715-591-0303.

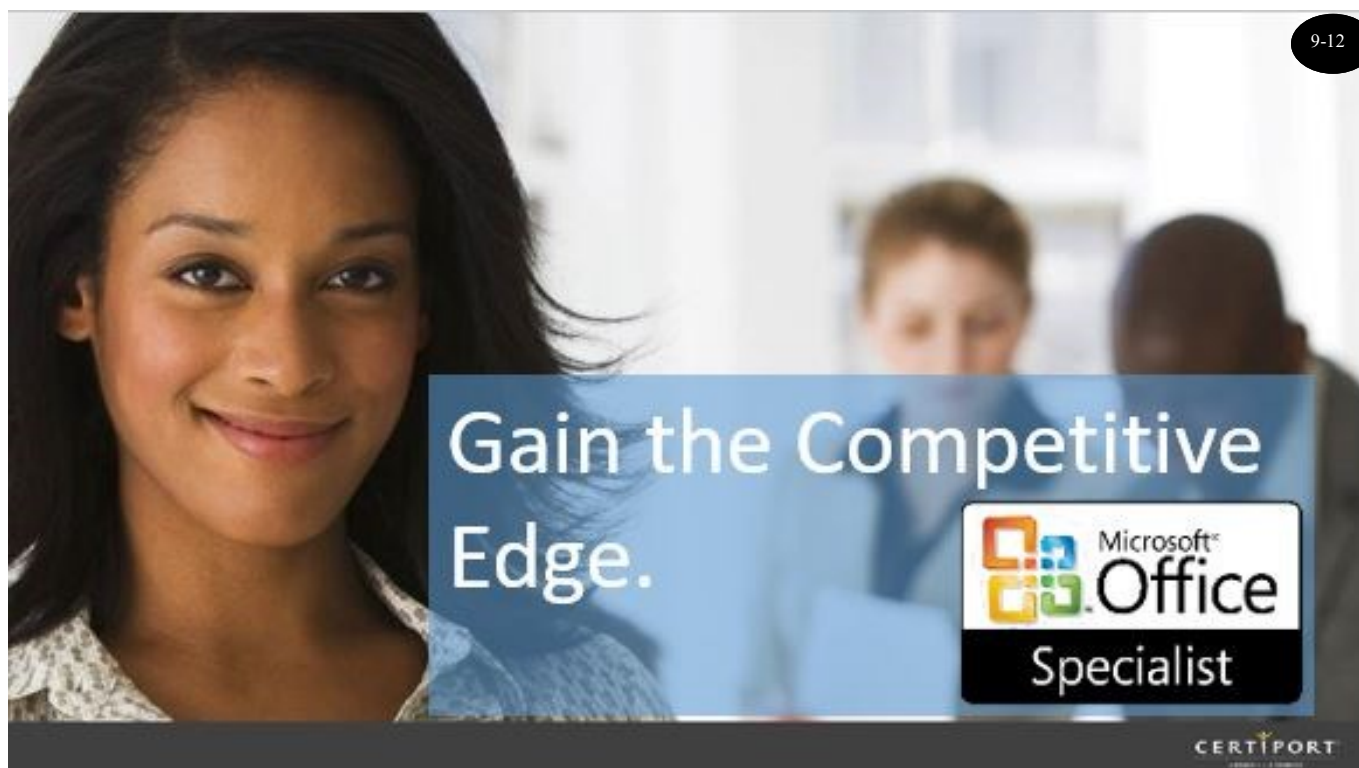
The Project Graduation Committee

## DANCE POLICY


9-12

**Students need to have administration approval to bring a non-MHS student to school dances. New this year—a new form is needed for EACH dance. The guest must be in grade 9-12 or have graduated within the past calendar year. The form is available on the school website or in the main office.**





# Gain the Competitive Edge.



CERTIPORT  
A MICROSOFT PARTNER

Marshfield High School is proud to have an authorized Certiport Testing Center housed within our Business & Information Technology Department. This Fall we begin training & testing students and look forward to sending additional students like Jacob Gilbertson pictured below to the U.S. National MOS Championship in Orlando Florida. Jacob was one of five MHS students who ranked among the top scorers in all of Wisconsin. **It's much more than just a free trip...**

**Qualifying for the National Championship begins again in late September.  
Fall qualification is open until the middle of December. Reserve your spot today!**

## Stand Out. Be Seen.

- Achieve industry-recognized certification
- Prove you have the skills employers are looking for
- Gain valuable experience and confidence
- Enhance your higher education prospects
- Save money & avoid having to take a class
- Prepare yourself for a successful future

**Talk to your Business & IT instructor and make plans today for your trip to Orlando!**  
(Parents, did we mention that this opportunity is FREE?)





## FROM THE PRINCIPAL... continued

9-12

*(Continued from page 1)*

creating a schedule that will move us away from our current 9 period day to a drop schedule format. This was developed out of a need for longer class periods, the desire to provide students with intervention and/or enrichment time during the school day, and an eagerness to reduce the daily class “load” on students. We believe we have found a schedule that not only meets these needs, but also fits into our district-wide priorities of Personalized Learning, Multi-Tiered Systems and Supports, and PBIS for students. Stay tuned for additional information on this exciting new development for MHS as the year progresses. Please let me know if you have questions regarding this exciting opportunity for our students.

A few notes about “Tiger Traditions” that have negative connotations. Pranks and senior skip day are not activities that are encouraged, sanctioned, or endorsed by the school. Pranks that cause people additional work, pose a safety hazard to others, or are mean spirited will be met with consequences befitting the action taken. Traditionally, senior skip day is a day where poor decisions are made by students that could have negative consequences as well. We encourage parents to have students attend each scheduled day of school. Pranks and senior skip day are no longer viewed as a rite of passage; we appreciate the support of our parents in helping us discourage this tradition in an effort to keep our student body safe.

Please remember to join us for the many activities that happen at the high school throughout the year. We have a plethora of athletic, club/group activities, concerts, and performances. Our MHS Tigers work very hard to showcase their talents in and out of the classroom. Come celebrate their dedication and hard work and see what great talents we have within our walls at MHS!

Sophomores (or other interested students) will have an opportunity to order class rings on Tuesday, September 10, 2019. If you are interested in this opportunity, please listen to daily announcements so you have the information you need when the Jostens representative is here on September 10<sup>th</sup>.

Important dates for seniors (mark your calendars now): We will be ordering caps and gowns on Friday, November 15, 2019, orders will arrive on Thursday, April 9, 2020. Students who do not order their cap and gown on November 15<sup>th</sup> will need to order them online directly through Jostens. The senior class picture will be taken on Thursday, February 20, 2020, in the fieldhouse during ACP. We will have a mandatory graduation rehearsal on the Seniors’ last day, Thursday, May 28, 2020 @ 1:23 PM (during class periods 8 and 9). Graduation will be held on Sunday, May 31, 2020. The doors for the ceremony will open at 1:00 p.m., and graduation will begin at 2:00 PM. Graduates will be asked to arrive to line up no later than 1:15 PM on May 31<sup>st</sup>.

Welcome back to another school year! Enjoy the last few days of summer break. We will see you soon!

Yours in Education,  
Jason R. Wilhelm, M.S.



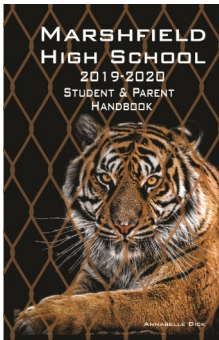
## 2019-20 NEW STAFF

9-12

Thomas Brand.....	Science/Alt School Science
Jamie Defelice .....	Assistant Principal
Sonja Hasz .....	Special Education Teacher Assistant
Terrance Johnson .....	Special Education
Jane Loll .....	Counselor and District AODA
Faith Storms.....	Special Education Teacher Assistant
TBA.....	1/2 Time Health
TBA.....	Librarian
TBA.....	1/2 Time Special Education Teacher Assistant

## STUDENT AND PARENT HANDBOOK AND PLANNER

9-12



At registration, all students will receive a 5 by 8 inch spiral calendar planner that includes the student handbook information along with planning pages for each day of the school year and “Passport Pages” for students to use as hall passes. These planners are designed to meet students’ needs for the purposes of planning and keeping a daily schedule of assignments. In addition, they will serve as hall passes for trips to the restroom, library, or office during class periods. One of our goals this school year is to help students develop good planning and organizational habits. The use of a planner is one habit that will pay dividends throughout their lives. Look for the planners to be used as an integral part of more class routines. Parents are encouraged to read the planner so they are aware of the school rules and district policies listed in the planner.

## Order Homecoming T-Shirts to Join in School Spirit and Help Your Class Raise Money!

9-12

Each class works with class advisors for fundraising and ultimately coordinating their Junior Prom and Project Graduation. Class advisors work with student council but also separately from student council and primarily help students organize fundraising efforts and activities during Homecoming Week. All students from any class are welcome to help with class fundraising activities whether or not they are on student council.

Be on the watch for one of the first fundraisers of the year: **Homecoming T-Shirts**. Order forms will be made available to all students early in the year. This is one of the best fundraisers for each class and a great way to contribute to school spirit and unity.

### Class Advisors are:

Freshmen (Class of 2023) : Mrs. Spoerl & Mrs. Kumm

Sophomore (Class of 2022): Mrs. Dargenio

Juniors (Class of 2021): Mr. Glodowski & Mr. Messerli

Seniors (Class of 2020): Mrs. LeMoine









## School District of Marshfield VOLUNTEER APPLICATION

(Please **print** legibly and complete the entire form)

Background check date: \_\_\_\_\_

Accepted \_\_\_\_\_ Rejected \_\_\_\_\_

Restrictions: ☐ No Field Trips ☐ Within line of Sight  
☐ No Driving ☐ No handling of money  
☐ No Overnight trips

For your safety, and that of our students, a **BACKGROUND CHECK** will be completed on all volunteers by the School District of Marshfield or its agencies. Approved volunteers will need to be reappraised on an annual basis to participate on field trips and every 3 years for in-classroom supervised activities. Applications must be submitted to the District at least 2 weeks prior to the volunteer opportunity. **PLEASE ATTACH A COPY OF YOUR LEGAL/GOVERNMENT ISSUED PHOTO ID.**

**\*Required fields. The application cannot be processed without completion of these fields.**

VOLUNTEER INFORMATION					
*Legal Name as it appears on your photo ID (last, first, middle):			*Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	*Birth date: / /	*Social Security no.:
Other names used:	*Home phone no.: ( )		Alternate phone no.: ( )		Email:
*Current Street address:		*City/State:	*ZIP Code:	From Mo/Yr	To Mo/Yr
*Have you resided outside of WI since the age of 18?			Please list those states:		
School(s) where you will be volunteering:					
Student(s) Name:					
Relation to student(s):					
EMERGENCY CONTACT INFORMATION					
Name:			Phone no.:		
<p>The School District of Marshfield has a responsibility to its students, staff, and visitors. In this regard, all individuals desiring volunteer assignments in our facilities are required to complete a criminal history document. The School District of Marshfield reserves the right to refuse volunteer assignments to individuals convicted of offenses pursuant to Wisconsin state law. In the space provided below please list all charges of criminal offense, whether adjudicated guilty or not, and whether the offense occurred in Wisconsin or in another state. Include all convictions of criminal traffic offenses, such as DUI, driving with a suspended license, and careless or reckless driving. Also include any sealed or expunged convictions and any convictions or confirmations of child abuse. In completing this public document, please understand the School District of Marshfield's sincere concern, for the safety of students, staff, and visitors.</p>					
*Have you ever been CONVICTED, as defined above, pled no contest, or had adjudication withheld in a criminal offense, felony, or misdemeanor OR are there any criminal charges now <b>pending</b> against you other than minor traffic violations?					<input type="checkbox"/> No <input type="checkbox"/> Yes
*If yes, please show date of convictions, the town, city, state where it occurred, the arresting agency, the specific offense, and the disposition of the case (paid fine, guilty, nolo contendere, adjudication, PTI/PTD, etc.)					
DATE OF CONVICTION	LOCATION/ARRESTING AGENCY	SPECIFIC OFFENSE	DISPOSITION		
<p><b>By signing below, I agree:</b></p> <ul style="list-style-type: none"> <li>To the rules and responsibilities of the volunteer assignment and that any product produced while a volunteer shall be the property of the school board. I understand that all involvement with students shall be under staff supervision and is restricted to the school day, on the school grounds, or a school-sponsored activity.</li> <li>My signature below certifies that I have reviewed the criminal statement and responded truthfully. FALSIFICATION OR OMISSION ON AN OFFICIAL PUBLIC DOCUMENT IS A CRIMINAL OFFENSE AND CAN BE PROSECUTED, AND MAY CONSTITUTE GROUNDS FOR DISQUALIFICATION FROM BEING A VOLUNTEER.</li> <li>I authorize the School District of Marshfield and their agents to conduct a comprehensive review of my background through a consumer report. I understand the scope of the consumer report may include, but is not limited to, the following areas: verification of Social Security number; current and previous residences; criminal history, including records from any criminal justice agency in any or all federal, state or county jurisdictions; birth records; motor vehicle records, including traffic citations and registration; and any other public records. I release all persons or corporations furnishing such information from liability and responsibility.</li> <li>I understand that, pursuant to the federal Fair Credit Reporting Act, if any adverse action is to be taken based upon the consumer report, a copy of the report and a summary of the consumer's right under the FCRA will be provided to me.</li> <li>I am authorizing that a photocopy of this authorization be accepted with the same authority as the original.</li> <li>I agree to maintain <b>CONFIDENTIALITY</b> of student's information.</li> </ul>					
*Volunteer signature			*Date		





# The Scoop on Food Service



**FALL 2019**

District Food Service Office — 1401 E. Becker, Marshfield

715-387-8464

## Breakfast Program:

The National Breakfast Program is available in ALL schools to each student every morning. You do not have to register your child in advance and you receive the same meal benefit category that you also qualify for in the lunch program. Your child can eat breakfast at school every day or occasionally. The breakfast program provides  $\frac{1}{4}$  of your child's nutritional needs, meets Dietary Guideline recommendations, and offers children a chance to eat breakfast with their friends.

School Breakfast is an ideal solution for those busy mornings when children are running late or parents have to be to work early. Whatever the reason, if breakfast at home is not convenient, please have your child take advantage of breakfast here at school. Research has shown that starting the day with a nutritious breakfast helps students stay alert and perform better in school.

## 2019-2020 School

### Breakfast:

Paid (Elementary) \$1.35

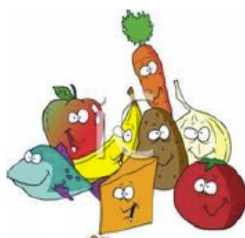
Paid (MS/HS) \$1.50

Reduced: \$0.25

Adult/Seconds: \$2.00

Milk \$0.40

### Lunch Prices



### Lunch:

Paid (Elementary): \$2.70

Paid (MS): \$2.80

Paid (HS): \$3.00

Reduced: \$0.40

Second Entrée: \$2.25

Adult/Seconds: \$3.75

### SCHOOL LUNCH PAYMENTS—CHECK DEPOSITS

The school district will be processing all checks the same day they are received due to the new check transmitting system. Please do not advance date your checks. Writing all checks in black or blue ink is greatly appreciated.



All returned checks for non-sufficient funds will be charged a fee of \$20.

## NEGATIVE BALANCE POLICY

For elementary students, no more than **three (3) charges** are allowed per student. If the family cannot be contacted by phone, a letter will be sent. After the 3rd charge, elementary students will be served a sandwich and water until the account is paid in full. The appropriate cost for the sandwich will be added to the family account. Negative balances that are unpaid throughout the year transfer to the next school year.

For middle and high school students, **NO CREDIT** will be extended, and students will **not** be permitted to eat unless adequate funds are available in their account.

### Family Lunch Account

Remember that deposits can be made to your account online via your Skyward Family Access. Account transactions and balances can also be tracked using your Skyward Family Access. If you need your username/ password, please contact your school office.

**PAY ONLINE**

### Notices via E-mail

This fall, the food service department started sending home application results and direct certification letters via e-mail. Any family that needs to update their e-mail address, please contact your school's main office. Those that do not have an e-mail address on file, will continue to receive paper letters.



## Free & Reduced Meals

If you would like to receive reduced meals or are **not** directly certified through the state for free meals, please complete a Free and Reduced application. Please return all completed applications to your school's main office or mail to: Food Service, 1401 E. Becker Road. One application will cover the entire household.

*For your convenience, **Free and Reduced applications can also be completed online.*** To do so, please log into your Skyward Parent Access and click the application process which is located under Food Service. Please contact the school office if you forgot your username or password. Paper copies are also available in all school buildings, the Board of Education Office, and online to print from the school's website.

All free and reduced applications are confidential. Your information will only be used to determine your child's eligibility for the school meal programs. We cannot share your information without your written consent. Students who receive free and reduced price meals are not identified. No other students, staff or teachers need to know who is receiving free or reduced meals.



### VISIT OUR WEBSTE

[www.marshfieldschools.org](http://www.marshfieldschools.org)

Click "Administrative Departments" on the bottom and click "Food and Nutrition"



# FARM TO SCHOOL

9-12



Here is a list of all the items we served locally last year. We plan to serve these again this year and continue to grow this list throughout the school year.

- Maple Dude Maple Syrup (Granton)
- Nasonville Cheese—from Nasonville Dairy (Marshfield)
- Apples—from Rock Ridge Orchard (Edgar)
- Hot Dogs—from Hewitt Meat Processing (Marshfield)
- Milk—Dean Foods (milk from Wisconsin)
- Butter/Cheese—Dean Foods (made from Wisconsin milk)
- Lettuce—ColdSnap Aquaponics (Wisconsin Rapids)
- Potatoes—grown in Wisconsin
- Dried Cranberries—Ocean Spray (Wisconsin)
- Blueberries—Highland Valley Farm (Bayfield, WI)
- Kidney Beans—Chippewa Valley Bean (Menomonie, WI)

**NEW!**

## PRODUCTS COMING THIS YEAR

In October we will be featuring ***local Maple Syrup*** from **The Maple Dude**. Look for the following new items as well.

Purple Daze Smoothie—September 12th

Blueberry Yogurt Swirl Parfait

Sidekicks—100% real fruit slushie



## Walk and Bike to School!

Did you know that October is known as Walk and Bicycle School Month in the city of Marshfield? With warmer temperatures left over from summer, encourage your children to walk or bike to and from school.

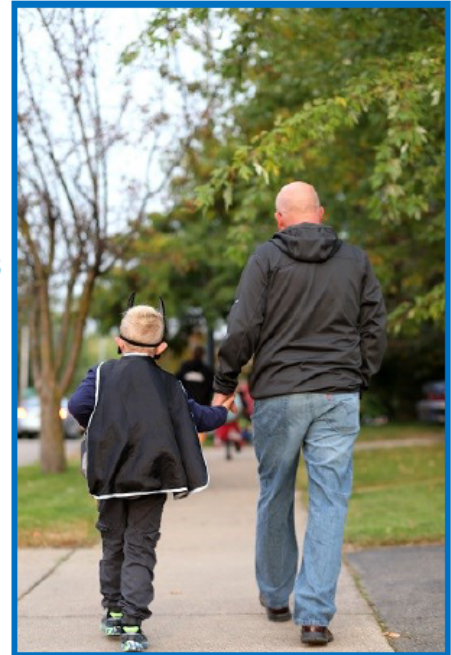
### Benefits of walking/biking to school:

**Healthy Physical Activity** – Walking and biking make exercise a part of daily life

**Student Improvement** – Physical activity is associated with improved academic performance in children and adolescents

**Better for the Environment** – Families can reduce their carbon usage and contribute to the health of the environment

**Increasing Child Development** – Learning to walk/bike to school can increase a child's sense of self-accomplishment and independence



Here are some tips for getting more active transport in your family's day, and doing so safely:

- For younger children (grades K-5), walk with your child/children! Park a few blocks away from school and walk along the sidewalk together, or combine
- Lead by example: Look for traffic at every driveway and intersection, and cross the street safely by looking carefully, waiting for a safe pause in traffic, and walking across the street. When biking, always wear a helmet and make sure to signal clearly.
- Choose the best route: Discuss possible walking and biking routes with your child and pick the one that works best. Map out possible road dangers, cross points, and stop signs.
- Understand your child's limitations: Children are not small adults. Over time, children develop the ability to accurately judge the speed and distance of oncoming traffic. Get down to a child's height to experience his or her perspective and see what he or she sees.

Prepare your children for International Walk to School Day on Wednesday, October 2nd and the City of Marshfield Walk/Bike to School Challenge being held in October!

- Students are encouraged to track the number of days they walk or bike to school.



Grant Elementary  
425 W. Upham Street  
Marshfield, WI 54449

Lincoln Elementary  
1621 S. Felker Avenue  
Marshfield, WI 54449

Madison Elementary  
510 N. Palmetto Avenue  
Marshfield, WI 54449

Nasonville Elementary  
11044 US Hwy 10  
Marshfield, WI 54449

Washington Elementary  
1112 W. 11th Street  
Marshfield, WI 54449

Marshfield Middle School  
900 E. Fourth Street  
Marshfield, WI 54449

Marshfield High School  
1401 E. Becker Road  
Marshfield, WI 54449

Alternative High School  
107 E. 3rd Street  
Marshfield, WI 54449

# Unified School District of Marshfield

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Dear Parents:

The School District of Marshfield does not provide any type of health or accident insurance for injuries incurred by your child while at school or while participating in interscholastic sports. As a service to students and their families, our school district is making available a student accident insurance plan for your child through 1<sup>st</sup> Agency Inc.

## **REASONS TO PURCHASE THIS COVERAGE:**

1. Deductible and co-pays in your health plan. Many health plans have increased the amount of out-of-pocket expenses.
2. No insurance.

This plan will provide benefits for medical expenses incurred because of an accident. If you have other insurance, benefits can be applied to your deductible or co-pays. If you have no other insurance, this will become your primary accident plan.

For more information, or to purchase coverage on-line (with Visa or MasterCard) go to [www.1stAgency.com](http://www.1stAgency.com) and then follow directions at "Find Your School." All questions regarding this coverage should be directed to First Agency, Inc. at (269) 381-6630, or toll free at (800) 243-6298.

Please be aware that the insurance products offered by the agency above are not sponsored nor endorsed by the School District of Marshfield or any of its schools. The district assumes no responsibility for any of these products. The School District of Marshfield shall be held harmless from any cause of action, claim, or petition filed in any court of administrative tribunal arising out of the distribution of any insurance materials through 1<sup>st</sup> Agency, Inc. or use of these insurance products including attorney's fees and judgments or awards.

Thank you,



## STEP 1

**List ALL infants, children, and students up to and including grade 12 who are Household Members**

If more spaces are required for additional names, attach another sheet of paper.

**Definition of Household Member:** "Anyone who is living with you and shares income and expenses, even if not related."

[illegible]

## STEP 2

Do any Household Members (including you) currently participate in any of the following assistance programs: FoodShare, W-2 Cash Benefits, or FDIPIR?

Case Number	Program Name (Required)

If you answered NO > Complete STEP 3. If you answered YES > Write a case number here, then go to STEP 4. (Do not complete STEP 3).

Write only one case number in this space.

Medicaid and Badger Care do not qualify.

### STEP 3

Flip the page and review the charts titled "Sources of Income" for more information.

**A. Child Income**  
Sometimes children in the household earn income. Please include the TOTAL income earned by all infants, children and students up to and including grade 12 listed in STEP 1 here.

Child Income	How often?			
	Yearly	Bi-Weekly	2x Month	Monthly
\$				

## B. All Adult Household Members (Including yourself)

**B. All Adult Household Members (Including yourself)**  
List all Household Members not listed in STEP 1 (including yourself) even if they do not receive income. For each Household Member listed, if they do receive income, report total gross income (before taxes) for each source in whole dollars only (no cents). If they do not receive income from any source, write "0". If you enter "0" or leave any fields blank, you are certifying (promising) that there is no income to report.

[illegible]

## STEP 4

Contact information and adult signature      Return completed form to your school.

\*I CERTIFY (promise) that all information on this application is true and that all income is reported. I understand that this information is given in connection with the receipt of Federal funds, and that school officials may verify (check) the information. I am aware that if I purposefully give false information, my children may lose meal benefits, and I may be prosecuted under applicable State and Federal laws.\*

Street Address (if available)		Apt #		City		State		Zip		Daytime Phone and Email (optional)	

Printed Name OR Signature of Adult Completing this Application—REQUIRED

**INSTRUCTIONS****Source of Income****Sources of Income for Children**

Sources of Child Income	Example(s)
- Gross earnings from work	- A child has a regular full or part-time job where they earn a salary or wages
- Social Security	- A child is blind or disabled and receives Social Security benefits
- Disability payments	- A parent is disabled, retired, or deceased, and their child receives Social Security benefits
- Survivor's benefits	- A friend or extended family member regularly gives a child spending money
- Income from person outside the household	- A child receives regular income from a private pension fund, annuity, or trust
- Income from any other source	

**OPTIONAL****Children's Racial and Ethnic Identities**

We are required to ask for information about your children's race and ethnicity. This information is important and helps to make sure we are fully serving our community. Responding to this section is optional and does not affect your children's eligibility for free or reduced price meals.

Ethnicity Check one ☐ Hispanic or Latino ☐ Not Hispanic or Latino  
 Race Check one or more ☐ American Indian or Alaskan Native ☐ Asian

The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. You must include the last four digits of the social security number of the adult household member who signs the application. The last four digits of the social security number is not required when you apply on behalf of a foster child or you list a Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPIR) case number or other FOPIR identifier for your child or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the lunch and breakfast programs. We MAY share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity conducted or funded by USDA.

**Sources of Income for Adults**

Earnings from Work	Public Assistance / Alimony / Child Support	Pensions / Retirement / All Other Income
- Gross salary, wages, cash bonuses - Net income from self-employment (farm or business); FARM—refer to line 18 of Schedule 1 or line 34 from Schedule F; BUSINESS—refer to line 12 of Schedule 1 or line 31 from Schedule C. If you are in the U.S. Military: - Basic pay and cash bonuses (do NOT include combat pay, FICA or privatized housing allowances) - Allowances for off-base housing, food and clothing	- Unemployment benefits - Worker's compensation - Supplemental Security Income (SSI) - Cash assistance from State or local government - Alimony payments - Child support payments - Veteran's benefits - Strike benefits	- Social Security (including railroad retirement and black lung benefits) - Private pensions or disability benefits - Regular income from trusts or estates - Annuities - Investment income - Earned income - Rental income - Regular cash payments from outside household

☐ Black or African American ☐ Native Hawaiian or Other Pacific Islander ☐ White

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

Mail: U.S. Department of Agriculture

Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW Washington, D.C. 20250-9410

Fax: (202) 690-7442; or

Email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.

The above address is for discrimination complaint purposes only.

Return this complete application to your school, not to USDA.

**Do not fill out****For School Use Only**

Annual Income Conversion: Weekly x 52, Bi-weekly (Every 2 Weeks) x 26, Twice a Month x 24, Monthly x 12

Total Income	How often?				Household Size	Categorical Eligibility	Eligibility		Date Denied Mo/Day/Yr.	Reason for Denial or Withdrawal	
	Weekly	Bi-Weekly	2x Month	Monthly			Yearly	Free			Reduced
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Determining Official's Signature	Date Mo/Day/Yr.					Confirming Official's Signature					Date Mo/Day/Yr.

Required for Verification process only

Required for Verification process only



## HOW TO APPLY FOR FREE AND REDUCED PRICE SCHOOL MEALS for 2019-20 School Year

Please use these instructions to help you fill out the application for free or reduced price school meals. You only need to submit one application per household, even if your children attend more than one school in the Marshfield School District. The application must be filled out completely to certify your children for free or reduced price school meals. Please follow these instructions in order. If at any time you are not sure what to do next, please contact Food Service at 715-387-8464 ext 4288. *If your child attends a Community Eligibility Provision School (CEP), receipt of free breakfast and lunch meals does not depend on returning this application; however, this information is necessary for other programs.*

PLEASE USE A PEN (NOT A PENCIL) WHEN FILLING OUT THE APPLICATION AND DO YOUR BEST TO PRINT CLEARLY.

STEP 1: LIST ALL HOUSEHOLD MEMBERS WHO ARE INFANTS, CHILDREN, AND STUDENTS UP TO AND INCLUDING GRADE 12			
Tell us how many infants, children, and school students live in your household. They do NOT have to be related to you to be a part of your household.			
Who should I list here? When filling out this section, please include ALL members in your household who are:			
<ul style="list-style-type: none"> <li>Children grades 12 or under AND are supported with the household's income; and</li> <li>In your care under a foster arrangement, or qualify as homeless, migrant, or runaway youth, or enrolled in a Head Start program.</li> </ul>			
A) List each child's name. Print each child's name. Use one line of the application for each child. When printing names, write one letter in each box. Stop if you run out of space. If there are more children in household than lines on the application, attach a second piece of paper with all required information for the additional children.	B) Enter the grade and the name of the school the child attends or mark n/a if not in school.	C) Do you have any foster children? If any children listed are foster children, mark the "Foster Child" box next to the children's names. If you are ONLY applying for foster children, after finishing STEP 1, go to STEP 4. Foster children who live with you may count as members of your household and should be listed on your application. If you are applying for both foster and non-foster children, go to step 3.	D) Are any children homeless, migrant, runaway or enrolled in a Head Start program? If you believe any child listed in this section meets this description, mark the "Homeless, Migrant, Runaway or Head Start" box next to the child's name and complete all steps of the application.
STEP 2: DO ANY HOUSEHOLD MEMBERS CURRENTLY PARTICIPATE IN FoodShare, W-2 Cash Benefits OR FDIPIR?			
If anyone in your household (including you) currently participates in one or more of the assistance programs listed below, your children are eligible for free school meals:			
<ul style="list-style-type: none"> <li>The Supplemental Nutrition Assistance Program (SNAP) or FoodShare.</li> <li>Temporary Assistance for Needy Families (TANF) or W-2 Cash Benefits.</li> <li>The Food Distribution Program on Indian Reservations (FDPIR).</li> </ul>			
A) If no one in your household participates in any of the above listed programs:	B) If anyone in your household participates in any of the above assistance programs:		
<ul style="list-style-type: none"> <li>Leave STEP 2 blank or check "No" and go to STEP 3.</li> </ul>	<ul style="list-style-type: none"> <li>Write a case number and name of the assistance program you or any member of the household participates in for FoodShare, W-2 Cash Benefits, or FDIPIR. You only need to provide one case number. If you participate in one of these programs and do not know your case number, contact your case worker. Medicaid and BadgerCare case numbers do NOT qualify for free or reduced price meals.</li> <li>Go to STEP 4.</li> </ul>		
STEP 3: REPORT INCOME FOR ALL HOUSEHOLD MEMBERS			
How do I report my income?			
<ul style="list-style-type: none"> <li>Use the charts titled "Sources of Income for Children" and "Sources of Income for Adults," printed on the back side of the application form, to determine if your household has income to report.</li> <li>Report all amounts in GROSS INCOME ONLY. Report all income in whole dollars. Do not include cents. Gross income is the total income received before taxes. Many people think of income as the amount they "take home" (listed as "net pay" on paycheck stub) and not the total, "gross" amount. Make sure that the income you report on this application has NOT been reduced to pay for taxes, insurance premiums, or any other amounts taken from your pay.</li> </ul>			

<ul style="list-style-type: none"> <li>• Write a "0" in any fields where there is no income to report. Any income fields left empty or blank will also be counted as a zero. If you write "0" or leave any fields blank, you are certifying (promising) that there is no income to report. If local officials suspect that your household income was reported incorrectly, your application will be investigated.</li> <li>• Mark how often each type of income is received using the boxes to the right of each field.</li> </ul>			
<b>3.A. REPORT INCOME EARNED BY CHILDREN</b>			
<p>A) Report all income earned or received by children. Report the combined gross income for ALL children listed in STEP 1 in your household in the box marked "Child Income." Only count foster children's personal income if you are applying for them together with the rest of your household.</p> <p><i>What is Child Income?</i> Child income is money received from outside your household that is paid DIRECTLY to your children. Many households do not have any child income.</p>			
<b>3.B. REPORT INCOME EARNED BY ADULTS</b>			
<p>List adult household members' names.</p> <ul style="list-style-type: none"> <li>• Print the name of each household member in the boxes marked "Name of Adult Household Members (First and Last)." When filling out this section, please include ALL adult members in your household who are living with you and share income and expenses, even if they are not related and even if they do not receive income of their own.</li> <li>• Do NOT include:             <ul style="list-style-type: none"> <li>o People who live with you but are not supported by your household's income AND do not contribute income to your household.</li> <li>o Infants, children and students already listed in STEP 1.</li> </ul> </li> </ul>			
<p>C) Report earnings from work. Report all total gross income (before taxes) from work in the "Earnings from Work" field on the application. This is usually the money received from working at jobs. If you are a self-employed business or farm owner, you will report your net income.</p> <p><i>What if I am self-employed?</i> Report income from that work as a net amount. This is calculated by subtracting the total operating expenses of your business from its gross receipts or revenue.</p>	<p>D) Report income from public assistance/child support/alimony/SSI/JVA benefits. Report all income that applies in the "Public Assistance/Child Support/Alimony" field on the application. Do not report the cash value of any public assistance benefits NOT listed on the chart. If income is received from child support or alimony, only report court-ordered payments. Informal but regular payments should be reported as "other" income in the next part.</p>	<p>E) Report income from pensions/retirement/all other income. Report all income that applies in the "Pensions/Retirement/ Social Security/All Other Income" field on the application.</p>	<p>H) Provide the last four digits of your Social Security Number (SSN). An adult household member must enter the last four digits of their SSN in the space provided. You are eligible to apply for benefits even if you do not have a SSN. If no adult household members have a SSN, leave this space blank and mark the box to the right labeled "Check box if no SSN."</p>
<p>F) Fluctuating Income. For seasonal workers and others whose income fluctuates and usually earn more money in some months than others. In these situations, project the annual rate of income and report that. This includes workers with annual employment contracts but may choose to have salaries paid over a shorter period of time; for example, school employees.</p>	<p>G) Report total household size. Enter the total number of household members in the field "Total Household Members (Children and Adults)." This number MUST be equal to the number of household members listed in STEP 1 and STEP 3. If there are any members of your household that you have not listed on the application, go back and add them. It is very important to list all household members, as the size of your household affects your eligibility for free and reduced price meals.</p>		
<b>STEP 4: CONTACT INFORMATION AND ADULT SIGNATURE</b>			
<p>An adult member of the household must sign the application. By signing the application, that household member is promising that all information has been truthfully and completely reported. Before completing this section, please also make sure you have read the privacy and civil rights statements on the back of the application.</p>			
<p>A) Provide your contact information. Write your current address in the fields provided if this information is available. If you have no permanent address, this does not make your children ineligible for free or reduced price school meals. Sharing a phone number, email address, or both is optional, but helps us reach you quickly if we need to contact you.</p>	<p>B) Print or sign your name. The adult filling out the application must print or sign their name in the signature box.</p>	<p>C) Return completed form to: 1401 E Becker Road Marshfield, WI 54449 Attn: Food Service</p>	<p>D) Share children's racial and ethnic identities (optional). On the back of the application, we ask you to share information about your children's race and ethnicity. This field is optional and does not affect your children's eligibility for free or reduced price school meals.</p>



## FREQUENTLY ASKED QUESTIONS ABOUT FREE AND REDUCED PRICE SCHOOL MEALS FOR SCHOOL YEAR 2019-20

Dear Parent/Guardian:

Children need healthy meals to learn. Unified School District of Marshfield offers healthy meals every school day. Breakfast costs \$1.35 for elementary and \$1.50 for the middle and high school; lunch costs \$2.70 for elementary, \$2.80 for middle school students and \$3.00 at the high school. Your children may qualify for free meals or for reduced price meals. Reduced price is \$0.25 for breakfast and \$0.40 for lunch. This packet includes an application for free or reduced price meal benefits, and a set of detailed instructions. Below are some common questions and answers to help you with the application process.

### 1. WHO CAN GET FREE OR REDUCED PRICE MEALS?

- All children in households receiving benefits from FoodShare, the Food Distribution Program on Indian Reservations (FDPIR)], or W-2 cash benefits are eligible for free meals, when listed on the application.
- Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.
- Children participating in their school's Head Start program are eligible for free meals.
- Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
- Children may qualify to receive free or reduced price meals if your household's income is at or below the limits on the Federal Income Eligibility Guidelines.

FEDERAL ELIGIBILITY INCOME CHART For School Year 2019-2020			
Household size	Yearly (\$)	Monthly (\$)	Weekly (\$)
1	23,107	1,926	445
2	31,284	2,607	602
3	39,461	3,289	759
4	47,638	3,970	917
5	55,815	4,652	1,074
6	63,992	5,333	1,231
7	72,169	6,015	1,388
8	80,346	6,696	1,546
Each additional person:	8,177	682	158

2. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY? Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and have not been told your children will get free meals, please call or e-mail your school guidance office.
3. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD? No. *Use one Free and Reduced Price School Meals Application for all students in your household.* We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to: 1401 E Becker Road Marshfield, WI 54449 Attn: Food Service.
4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE OR REDUCED PRICE MEALS? Please read the letter you received carefully and follow the instructions. If your letter indicated you qualify for free meals, then no application is needed. If any children in your household were missing from your eligibility notification, contact the Food Service department at 1401 E Becker Road Marshfield, WI 54449 immediately. If your household was notified it qualified for reduced price meals, we encourage you to complete an application to potentially qualify for free meals based on household size and income.
5. DO I NEED TO FILL OUT AN APPLICATION IF MY CHILD ATTENDS A COMMUNITY ELIGIBILITY PROVISION SCHOOL (CEP)? If your child attends a school that participates in CEP, receipt of free breakfast and lunch meals does not depend on returning this application. However, this information is necessary for other programs and may be used to determine if your household is eligible for additional benefits.

6. CAN I APPLY ONLINE? Yes! You are encouraged to complete an online application instead of a paper application if you are able. The online application has the same requirements and will ask you for the same information as the paper application. Visit [www.marshfieldschools.org](http://www.marshfieldschools.org) to begin or to learn more about the online application process. Contact Food Service, 1401 E Becker Road Marshfield, WI 54449, 715-387-8464 ext 4288 or [jaecksm@marshfieldschools.org](mailto:jaecksm@marshfieldschools.org) if you have any questions about the application process.
7. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE? Yes. Your child's application is only good for that school year and for the first few days of this school year, through Monday October 14<sup>th</sup>, 2019 or when a new eligibility is determined. You must submit a new application unless the school told you that your child is eligible for the new school year. If you do not submit a new application that is approved by the school or you have not been notified that your child is eligible for free meals, your child will be charged the full price for meals.
8. I GET WIC. CAN MY CHILDREN GET FREE MEALS? Children in households participating in WIC may be eligible for free or reduced price meals, but it is based on income. Please submit an application.
9. MY CHILD(REN) QUALIFIES FOR BADGERCARE PLUS OR MEDICAID. CAN MY CHILD GET FREE MEALS? Children with BadgerCare Plus, Medicaid, or subsidized insurance may be eligible for free or reduced price meals, but it is based on household income and income size. Please submit an application to determine if your household qualifies.
10. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report.
11. IF I DON'T QUALIFY NOW, MAY I APPLY LATER? Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed or experience a financial hardship may become eligible for free and reduced price meals if the household income drops below the income limit.
12. WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION? You should talk to school officials. You also may ask for a hearing by calling or writing to: 1010 E 4<sup>TH</sup> STREET MARSHFIELD, WI 54449 OR CALL 715-387-1101
13. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN? Yes. You, your children, or other household members do not have to be U.S. citizens to apply for free or reduced price meals.
14. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
15. WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT? Household members may not receive some types of income we ask you to report on the application, or may not receive income at all. Whenever this happens, please write a 0 in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.
16. WE ARE IN THE MILITARY. DO WE REPORT OUR INCOME DIFFERENTLY? Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, it must also be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Do not include any combat pay resulting from deployment as income.
17. WHAT IF THERE IS NOT ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY? List any additional household members on a separate piece of paper and attach it to your application.
18. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for FoodShare or other assistance benefits, contact your local assistance office or call 1-800-362-3002.

If you have other questions or need help, call 715-387-8464 ext 4288.

## 2019-2020 High School Meal Prices

Food Accounts **MUST** stay in a positive status  
during the school year!

### HS Paid Breakfast:

Daily	\$1.50
Weekly	\$7.50
Quarterly	\$67.50
½ Year	\$135.00
Yearly	\$270.00

### HS Paid Lunch:

Daily	\$3.00
Weekly	\$15.00
Quarterly	\$135.00
½ Year	\$270.00
Yearly	\$540.00

### HS Reduced Breakfast:

Daily	\$.25
Weekly	\$1.25
Quarterly	\$11.25
½ Year	\$22.50
Yearly	\$45.00

### HS Reduced Lunch:

Daily	\$.40
Weekly	\$2.00
Quarterly	\$18.00
½ Year	\$36.00
Yearly	\$72.00

### Extra Milk:

Daily	\$.40
Weekly	\$2.00
Quarterly	\$18.00
½ Year	\$36.00
Yearly	\$72.00

### Adults / Seconds:

Breakfast	\$2.00
Lunch	\$3.75
Second Entrée	\$2.25

## Scrip Order Form

Name	
Phone	Check #

Date	
\$	
Amount	

Parents on Campus  
Marshfield High School  
1401 East Becker Road  
Marshfield, WI 54448

Vendor Name	Profit	SCRIP	Qty.	Total
<b>Gasoline &amp; Automotive</b>				
Baltus Bread & Butter	4.00%	\$10.00		
	4.00%	\$25.00		
BP	2.50%	\$250.00		
Kwik Trip	4.00%	\$25.00		
	4.00%	\$100.00		
Weiler's Convenience Stores	10.00%	\$20.00		
	10.00%	\$50.00		
<b>Groceries</b>				
Festival Foods	3.00%	\$50.00		
	3.00%	\$100.00		
Pick 'N Save	4.00%	\$50.00		
<b>National</b>				
Disney	2.00%	\$25.00		
	2.00%	\$100.00		
VISA	1.25%	\$100.00		
	1.25%	\$250.00		
<b>Restaurants</b>				
Chili's	11.00%	\$25.00		
Chuck E Cheese	8.00%	\$10.00		
Cracker Barrel	8.00%	\$10.00		
Fazoli's	7.00%	\$25.00		
Olive Garden	8.00%	\$25.00		
Outback Steakhouse	8.00%	\$25.00		
Panera Bread	8.00%	\$25.00		
Red Lobster	8.00%	\$25.00		
Texas Roadhouse	8.00%	\$25.00		
TGI Friday's	9.00%	\$25.00		
<b>Restaurants-Marshfield</b>				
Applebee's	8.00%	\$25.00		
Arby's	8.00%	\$10.00		
Burger King	4.00%	\$10.00		
China Chef	10.00%	\$10.00		
Chips Hamburgers	20.00%	\$5.00		
Culver's	9.00%	\$20.00		
Dairy Queen	10.00%	\$10.00		
Domino's Pizza	10.00%	\$10.00		
Dunkin' Donuts	3.00%	\$10.00		
El Mezcal	10.00%	\$10.00		
Hardee's	5.00%	\$10.00		
Little Caesar's	8.00%	\$20.00		
McDonald's	5.00%	\$5.00		
	5.00%	\$10.00		
Papa Murphys	8.00%	\$10.00		
Papagelos	10.00%	\$10.00		
Pizza Hut	8.00%	\$10.00		
Scotty's Pizza	20.00%	\$10.00		
Starbucks	11.00%	\$10.00		
Subway	6.00%	\$10.00		
Taco Bell	5.00%	\$10.00		

Vendor Name	Profit	SCRIP	Qty.	Total
<b>Retail Stores</b>				
Aeropostale	10.00%	\$25.00		
Amazon.com	2.25%	\$25.00		
	2.25%	\$100.00		
American Eagle Outfitter	10.00%	\$25.00		
Barnes & Noble	8.00%	\$10.00		
	8.00%	\$25.00		
Bath & Body Works	12.00%	\$10.00		
	12.00%	\$25.00		
Bed Bath & Beyond	7.00%	\$25.00		
Best Buy	4.00%	\$25.00		
	4.00%	\$100.00		
Cabela's	8.00%	\$25.00		
Claire's	9.00%	\$10.00		
Dunham Sports	8.00%	\$25.00		
Eye Care Center	5.00%	\$25.00		
Family Video	12.00%	\$10.00		
Fleet Farm	3.50%	\$25.00		
	3.50%	\$100.00		
Hillier's Hardware	10.00%	\$10.00		
	10.00%	\$25.00		
Home Depot	4.00%	\$25.00		
	4.00%	\$100.00		
iTunes	5.00%	\$15.00		
JC Penney	5.00%	\$25.00		
Kohls	4.00%	\$25.00		
	4.00%	\$100.00		
Lands End	15.00%	\$25.00		
Marshfield Mall	2.00%	\$10.00		
Maurice's	7.00%	\$20.00		
Menards	3.00%	\$25.00		
	3.00%	\$100.00		
Office Max	5.00%	\$25.00		
Old Navy/Gap	14.00%	\$25.00		
Regis Hair Salon	8.00%	\$25.00		
Roger's Cinema	14.00%	\$8.00		
Tanger Outlets	8.00%	\$25.00		
Target	2.50%	\$25.00		
TJ Maxx	7.00%	\$25.00		
Victory Apparel	20.00%	\$10.00		
Wal Mart	2.50%	\$25.00		
	2.50%	\$100.00		
Walgreens	5.00%	\$25.00		

**2019-20 SCRIP Order Dates:**

September 4 & 18	March 4 & 18
October 2, 16 & 30	April 1, 15 & 29
November 13	May 6 & 20
Dec. 4 & 18	June 3
January 8 & 22	
February 5 & 19	

Total		\$
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School District of Marshfield  
**Medication Permission and Instructions**

Page 37

(Return this form to your child's school office.)

***(parents fill out this section)***

Name of Child \_\_\_\_\_ Birth Date \_\_\_\_\_  
School \_\_\_\_\_ Grade \_\_\_\_\_  
Parents Names \_\_\_\_\_ Telephone \_\_\_\_\_  
\_\_\_\_\_ Emergency Telephone \_\_\_\_\_

**To Parent or Guardian:**

- If your child requires medication while at school, please complete top portion of this form and sign indicating your permission.
- The bottom section of this form **MUST** be completed by a physician if your child requires a prescription medication while at school.
- Please indicate the dosage and frequency of any non-prescription medication your child will need to take while at school in the box below.

**All medication to be given at school MUST be in the original labeled container or it will not be administered.**

I hereby authorize the designated school staff to supervise and/or dispense medication as instructed by the physician until such time as the physician or I notify you of a change in writing.

I also give permission for school personnel to communicate with my child's physician when necessary. I further agree to hold the designated person(s) harmless in any and all claims arising from the administration of this medication at school.

\_\_\_\_\_  
**Signature of Parent or Guardian**

\_\_\_\_\_  
**Date**

***(physician fills out this section)***

**To Physician:** In order to provide you the opportunity to retain the power to direct, supervise, decide, inspect, and oversee the administration of the prescribed medication, please complete the following information and sign.

	Medication	Dose	Time to be given	Route	Short term duration until	Check here for entire year
1						
2						
3						

Direct contact should be made with me should the following occur: \_\_\_\_\_

Physician Telephone: \_\_\_\_\_

A conference with designated school personnel requested: ☐ Yes ☐ No

\_\_\_\_\_  
**Signature of Physician**

\_\_\_\_\_  
**Date**

***(school use only)***

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

**MEDICATION PROCEDURES**

Second Reading 453.4 Rule

Revised 05/2009 No medication will be administered by school personnel unless the Medication Permission and Instructions form is

completed

1. No medication will be administered by school personnel unless the Medication Permission and Instructions form is completed by both the parent and physician and is returned to the school office. A new form must be completed each year and whenever the physician changes the prescription.
2. Only district nurses (RN) may accept verbal medication orders, which shall be documented. All telephone medication orders will be verified in writing by the physician.
3. Prescription medication to be given in school must be in a pharmacy labeled bottle.  
Non-prescription medication must be in the original labeled container and labeled with the student's name.  
Medication arriving in improperly labeled or unlabeled containers such as envelopes, baggies, or wrapped in aluminum foil will not be administered.
4. Medication will be taken by the child at the designated time, administered by the individual(s) who have been authorized in writing by the building principal and trained by the district nurse. It is the responsibility of the student to go to the office at the designated time to get his/her medication, with consideration given for student's age and ability. If the student refuses to take the prescribed medication, the parent or guardian will be contacted immediately. Dispensing of medications will be monitored by the district nurse who will report irregularities to the building administrator.
5. Reliable students in grades seven and above may be permitted to carry and self-administer certain medications (with the exception of controlled substances) provided that active parental and physician consent forms are on file for self-administered medication. In such cases, school personnel will not maintain daily written records for self-administered medications. The district is not responsible for self-administration of medication by pupils who do not have active parental and physician consent forms on file with school administration.  
**All controlled substances must be given under the supervision of district personnel.**
6. Students may carry asthma inhalers so they have immediate access to these medications. The Self-Medication Request form must be on file. School staff will not document self-administration of this medication. Parents are encouraged to place a back up inhaler in the school office.
7. All medication administered at the school will be kept in a locked cubicle, drawer or other safe place. Only limited quantities of any medication are to be kept at school.
8. Parent transportation of all medication is strongly encouraged. Controlled substance medications must be brought in to the school by the parent.
9. The length of time for which the drug is to be administered, which is not to exceed the current school year, shall be contained in the written instructions from the prescribing physician. Further written instructions must be received from the physician if the drug dosage changes or the time the medication is to be administered is changed from the original instruction. Written notice must be provided by the physician or parent/guardian if the drug is to be discontinued.  
Students shall not share medication/treatments with other individuals. Any student violating this rule will be subject to disciplinary action.
10. An accurate and confidential system of record keeping shall be established for each pupil receiving medication.
  - a. An individual record of each pupil receiving medication shall be kept including the type of medication, the dose, the time given and the duration.
  - b. School personnel will report any unusual behavior of students on medication to the District Nurse or the Principal.
11. Non-prescription medications. Designated personnel will administer non-prescription (over-the-counter) medications only with parental approval as indicated by written consent on the Medication Permission and Instructions form. Note: All criteria listed above must be adhered to regarding "over-the-counter" medications with the exception of the written authorization from the physician.
12. Injectable medications. The procedures for the administration of medication must be followed before any emergency injectable medication may be given.  
No employee, except a health care professional, may be required to administer a drug to a pupil by any means other than ingestion. Injectable medications, prescribed on an emergency basis, may be administered by identified building personnel who have volunteered to administer injections if the situation demands. These individuals will receive training and an individual written plan for the student from the district nurse(s). This plan will have been approved by the student's parent and physician.  
**Any student receiving epinephrine for a possible allergic reaction or glucagon for severe hypoglycemia will be immediately transported to the nearest hospital via emergency transport.**
13. Parents/guardians are strongly encouraged to participate in any field trip when their child requires medication. The building principal will designate the staff member responsible for administering medication to students on a field trip or activity. The staff member will carry the medication. Medication will be in a single dose envelope or container labeled with the student's name, medication, dose, and time to be given. Epinephrine auto injectors and glucagon injection kits must accompany any students for whom they have been prescribed.
14. The parent or guardian shall pick up unused portions of medication within three (3) days after the completion of the school year or when medications have been discontinued. Medications not picked up will be disposed of.

**STUDENT SELF-MEDICATION REQUEST***Grades 7-12 only*

Student Name \_\_\_\_\_ D.O.B. \_\_\_\_\_ School \_\_\_\_\_

Grade \_\_\_\_\_ Physician Name \_\_\_\_\_

Name of medication \_\_\_\_\_ Dosage \_\_\_\_\_

Time(s) to be given \_\_\_\_\_ Date of discontinuation \_\_\_\_\_

Reason for medication \_\_\_\_\_

The student named above has my permission to self-administer his/her medication as described. I authorize school district personnel to contact my child's physician regarding further information that may be required in administering this medication unsupervised. ***I IRREVOCABLY RELEASE THE SCHOOL DISTRICT OF MARSHFIELD, ITS EMPLOYEES, AGENTS, OR REPRESENTATIVES FROM ANY AND ALL LIABILITY FOR ANY DAMAGE OR FROM ANY CLAIM, CAUSE OF ACTION, OR OTHER FORM OF REDRESS ARISING FROM THE SELF-ADMINISTRATION OF THIS MEDICATION/TREATMENT AT SCHOOL.*** I agree to inform the school immediately of any change in this order. I acknowledge receiving a copy of the Medication Administration Policy. I also understand the school district bears no responsibility for safeguarding the medication or assuring that it is taken. Students do not have the right to share medications or treatments with others. Controlled medications are excluded and are not allowed to be self-administered.

\_\_\_\_\_  
Parent/Guardian Signature  
Phone\_\_\_\_\_  
Date\_\_\_\_\_  
Home Phone\_\_\_\_\_  
Work\_\_\_\_\_  
PRINT Parent/Guardian Name\_\_\_\_\_  
Address

**PHYSICIAN AUTHORIZATION**  
(Required for all Prescription Drugs)

The physician whose signature follows hereby authorizes the minor student named above to administer his/her own medication/treatment and agrees to accept communication from school personnel regarding self-administration. It is understood that the student will not be supervised during self-administration of the medication/treatment nor will the student be reminded of the medication schedule.

Rationale for medication/treatment to be given during the school day \_\_\_\_\_

Other pertinent information (i.e. possible side affects) \_\_\_\_\_

\_\_\_\_\_  
Physician's Signature\_\_\_\_\_  
Phone\_\_\_\_\_  
Date\_\_\_\_\_  
PRINT Physician's Name\_\_\_\_\_  
Physician's address (street, city, zip code)

## MEDICATION PROCEDURES

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No employee, except a health care professional, may be required to administer a drug to a pupil by any means other than ingestion. Injectable medications, prescribed on an emergency basis, may be administered by identified building personnel who have volunteered to administer injections if the situation demands. These individuals will receive training and an individual written plan for the student from the district nurse(s). This plan will have been approved by the student's parent and physician.  
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**HEALTH SERVICES**

School District of Marshfield  
1010 East Fourth Street  
Marshfield, Wisconsin 54449

JUDY AKIN, RN, MS  
TAMMY VOSS, RN, BS  
District Nurses  
425 West Upham Street  
Office: (715) 384-4747

**NOTICE TO PARENTS OF CHILDREN WHO RECEIVE MEDICATION AT SCHOOL**

**It is absolutely necessary that you bring your child's medication and the required permission forms to your child's school office prior to the start of school. For students in grades 7-12, you may drop off medication and paperwork from August 12-14<sup>th</sup> during registration/schedule pick up. For students in elementary school, you may drop off medication and paperwork on the scheduled open house date for your child's school. If you choose to drop off these items on different dates, we suggest you call the school office in advance to be certain the building is open.**

Medications will not be administered until the district nurse has determined that all legal requirements are met for the medication to be given at school. Parents who have not brought medication to school during this time may need to come and give their child his/her medication at school until the district RN is able to insure legal requirements are met.

**These are the legal requirements for providing medication at school:**

- **Your child's medication in a properly labeled prescription bottle.**
- **A signed permission form with directions from the prescribing physician.**
- **A signed permission form from the parent or legal guardian.**

A new permission form from the physician and parent is needed at the beginning of each school year.

A copy of the Marshfield School District's Medication Permission and Instruction Form is available in all school offices and on the district website ( [www.marshfieldschools.org](http://www.marshfieldschools.org) ). Please have this form completed by your child's physician.

Please mark this on your calendar. Your cooperation will help us get the school year off to a safe and pleasant start.

.....  
***Parents/guardians are to deliver medications to school. Please count the number of tablets of each medication you bring to school and mark on your calendar when your child will require a refill of medication. This will insure that your child always has an adequate supply of medication available at school. Staff will send the empty bottle home with your child when the medication is gone.***  
.....

# 4 WAYS TO ORDER

ORDER ONLINE

CALL TOLL-FREE

FILL OUT FORM

SCAN TO ORDER

MARSHFIELD HIGH SCHOOL

## A JOURNEY WORTH REMEMBERING

REMEMBER THE  
YEAR FOREVER WITH  
A YEARBOOK

### ORDER YOUR YEARBOOK

Order by  
09/13/2019

### CHOOSE ADD-ONS

Personalization  
Icons  
Autograph Section  
Photo Pockets  
Clear Protective Cover  
Donate a Yearbook  
Extended Edition-Get \$ School

### SIGNATURE PACKAGE

#### YOUR YEARBOOK

PERSONALIZATION  
(student's name on cover)

COLOR AUTOGRAPH SECTION

SIGNATURE PENS

PERSONALIZATION

#### MONOGRAMS



SSM



JS



BJS



JDG

#### CRESTS



GHS



MCS



MCSA



JHS

#### ICONS



To order, visit [jostensyearbooks.com](http://jostensyearbooks.com) or fill out the form and return in attached envelope.  
 Attention: Jostens P.O. Box 57497, Omaha, NE 68157

See along bottom line  
 800-1672-1307

Send along attached and return bottom section with payment

# MARSHFIELD HIGH SCHOOL

For more information, visit [jostensyearbooks.com](http://jostensyearbooks.com) or call 1-877-767-5217.

Student First Name \_\_\_\_\_ Student Last Name \_\_\_\_\_ Grade \_\_\_\_\_

Address (Include apt. # between number and street name) \_\_\_\_\_ Apt. # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

PRODUCT DESCRIPTION	ITEM #	QTY	X	PRICE	= TOTAL \$
Yearbook	1			\$55.00	
Signature Package	80			\$70.75	
Personalization	90			\$7.00	
Icons (Each)	91			FREE!	
Autograph Section	75			\$3.75	
Photo Pickers	72			\$3.75	
Class Productive Cover	71			\$3.75	
Double A Yearbook	9			\$55.00	
Enhanced Edition-Girl @ School	15			\$20.00	

The Signature Package includes a yearbook, personalization, autograph section and pens.

Credits and Monograms available online only.

Jostens reserves the right to modify your order information as governed by the Jostens Privacy Policy ([www.jostens.com/privacy](http://www.jostens.com/privacy)). Your order is governed by the Jostens Terms of Sale ([www.jostens.com/terms](http://www.jostens.com/terms)).

Order confirmation will be sent within 3 weeks of payment.

Subtotal \$

Subtotal \$ Total \$

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If you have selected Personalization or a package with personalization, please complete the boxes below.

Personalization (Please write name exactly as you want it to appear)

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Personalization or a package must be chosen if adding icons.

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By providing payment by check, you authorize us to debit or credit the check or state's one-time electronic fund transfer (EFT) from your account. If we make a pre-fund EFT, funds may be withdrawn from your account. We will only receive your check, and you will not receive your check back until your name is returned.

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Card Number (Please charge my card for the items purchased - no applicable sales tax) \_\_\_\_\_ Expiration Date (MM/YY) \_\_\_\_\_

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RM208

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Work on the new athletic facilities at MHS has been progressing all summer and barring any weather delays we hope the stadium will be ready for home football games this fall. By the time you receive this newsletter the artificial turf installation should have begun.



# MARSHFIELD HIGH SCHOOL 2019-2020 CALENDAR

9-12

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August 12-14 ----- School Registration Days in Office – Yearbook Photo will be taken in LMC when registering 7 a.m.-3 p.m.  
 August 15-31 ----- Registration 7 a.m.-3 p.m. in office – ID Picture taken – Must have yearbook photo taken on September 23  
 August 21 ----- Freshman Orientation Program – 5:30-6:30 p.m. in Auditorium  
 August 21 ----- Meet & Greet/Open House – 6:30-8:45 p.m.  
 September 2 ----- Labor Day- No School  
 September 3 ----- First Day for Students  
 September 10 ----- Class Ring Order Day – 10:20-1:20  
 September 23 ----- Picture Retake Day – All students who registered after Aug. 15th MUST have their picture taken today  
 September 27 ----- Homecoming Game– Band Halftime - 7:00 p.m.  
 September 28 ----- Homecoming Dance/Hall of Fame Induction Banquet  
 October 8 ----- Financial Aid Night – Auditorium- 6:00 p.m.  
 October 21 ----- Fall Orchestra Concert – 7:30 p.m. – Auditorium  
 October 22 ----- Fall Choir Concert – Auditorium - TBA  
 October 29 ----- PreACT – optional for juniors – Periods 1-4  
**November 1 ----- End of 1st Quarter**  
 November 4 ----- No School for Students – Professional Development/Recordkeeping Day for Teachers  
 November 7 ----- Project Graduation Info/Cap & Gown Order Info during ACP time  
 November 12 ----- Parent/Teacher Conferences – 3:30-7:30 p.m.  
 November 14 ----- Parent/Teacher Conferences – 3:30-7:30 p.m.  
 November 15 ----- Cap, Gown & Announcement Order Day & Class Ring/Letter Jacket Delivery – Commons - 10:20-1:00  
 November 15-16 ----- School Play – TBA – 7:30 p.m. (doors open at 7 p.m.)  
 November 21 ----- Holiday Parade – MHS Band and Madrigals  
 November 25 ----- Jazz/Percussion Ensemble Concert - TBA  
 November 27-29 ----- Thanksgiving Break  
 December 7 ----- Madrigal Dinner – 5 p.m. – Commons  
 December 16 ----- Winter Choir Concert – Auditorium - 7:00 p.m.  
 December 23-January 1 ----- Winter Break  
 January 6 ----- Winter Band Concert – TBA P.M. in Auditorium  
 January 8 ----- AP Scholar Ceremony – LMC – 5:00 p.m. Refreshments/5:30 p.m. Program  
 January 13 ----- Winter Orchestra Concert – 7:30 p.m. in Auditorium  
 January 20 ----- No School for Students – Professional Development/Recordkeeping Day for Teachers  
**January 21 ----- End of 2nd Quarter**  
 February 17 ----- No School for Students or Staff  
 February 18 ----- Tiger Course Hunt Night – 3:30-7:30 p.m.  
 March 3 ----- ACT +Writing Assessment for all Juniors – Juniors dismissed after test ends at 12:40 p.m.  
 March 7 ----- District Solo and Ensemble Contest  
 March 12 ----- Choir POPS Concert – TBA - in the Commons  
 March 15 ----- Strings Fest – Boson Company Fieldhouse – 4:00 p.m.  
**March 25 ----- End of 3rd Quarter**  
 March 27 ----- Noon Dismissal for Students/Recordkeeping for Teachers PM  
 March 30-April 3 ----- Spring Break  
 April 2-4 ----- Musical – “TBA” 7:30 p.m. in Auditorium  
 April 6-9 ----- ACT Aspire Writing for all freshmen & sophomores in their English classes  
 April 9 ----- Cap & Gown & Announcement Delivery – Commons – 10:20-1:00  
 April 10 ----- Noon Dismissal for Students/Recordkeeping for Teachers p.m.  
 April 13 ----- Parent/Teacher Conferences – 3:30-7:30 p.m.  
 April 14-17 ----- ACT Aspire (math reading, science & English) for all freshmen (Tues. & Thurs.) & sophomores (Wed. & Fri.)  
 April 24 ----- All Sophomores Participate in the Marshfield Area Career Expo  
 April 25 ----- Junior Prom  
 April 27 ----- Band Spring Concert – TBA p.m. in Auditorium  
 April 28 ----- Spring Orchestra Concert – 7:30 p.m.  
 May 2 ----- State Solo & Ensemble @ UWSP  
 May 4-15 ----- AP Testing  
 May 19 ----- Spring Choir Concert – TBA p.m. - Auditorium  
 May 20-22 ----- Late AP Exam Dates  
 May 25 ----- Memorial Day - No School  
 May 26 ----- Spring Jazz Concert – Auditorium-7:30 p.m.  
 May 28 ----- Last Day for Seniors  
 May 28 ----- Graduation Rehearsal – Period 8 & 9 - Boson Co. Fieldhouse  
 May 31 ----- Graduation – 2:00 p.m. – Boson Co. Fieldhouse (Doors open at 1:00)  
**June 5 ----- Last Day for Students & Teachers – Noon Dismissal for Students/Recordkeeping for Teachers PM**  
 June 6 ----- Band Marches in Dairyfest Parade  
 June 15 ----- Summer School Begins  
 July 24 ----- Last Day of Summer School