

Delavan Christian School



Student and Parent

Handbook

2022-2023

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General Information

Introduction

Dear Student and Parents,

Our goal with this handbook is to help answer some of the questions that may arise when you are in a new situation as you move through Delavan Christian School. Please contact the school office if you do not find what you need here.

Please provide details, subjects to address, or new content to add. We will review the information. Someone else probably has the same question. Any feedback can be emailed to info@delavanchristianschool.org or turned in to the school office. Suggestions will be collected throughout the year and considered for the next edition.

We want to get to know you and your family! We have many committees and volunteer opportunities to help you become better connected to the rest of our school families. We encourage you to consider the abilities and gifts the Lord has given you and find your fit in our school community.

Sincerely,

Delavan Christian School Board

Mission Statement

The mission of Delavan Christian School is to provide for the children of the Christian community a quality education firmly rooted in God's Word.

Member Organizations

Delavan Christian School is a member of Christian School International (CSI), Christian Schools International of Wisconsin (CSI-WI), Wisconsin Council of Religious and Independent Schools (WCRIS), and accredited by Wisconsin Religious and Independent Schools Accreditation (WRISA).

Christian Schools International

The Delavan Christian School is Christian Schools International (CSI) member. It has a membership of over 450 Christian schools in North America. Its purpose is:

- To promote the establishment of Christian schools.
- To provide a channel for a united witness regarding the role of Christian schools in contemporary society.
- To assist its members in functioning more effectively in promotion, organization, administration, and curriculum.
- To administer appropriate programs for the economic well-being of member Christian school personnel.
- To prepare, publish, and distribute instructional, promotional, and other materials, including periodicals for membership use.

Christian Schools International of Wisconsin

Christian Schools International of Wisconsin (CSI-WI) maintains a traditional friendship through various inter-school events. Brookfield Christian School, Delavan Christian School, Oostburg Christian School, Racine Christian School, Randolph Christian School, Sheboygan Christian School, and Central Wisconsin Christian School (Waupun). The administrators and teachers carry out several district-wide student activities each school year. These include:

- Speech & Spelling Contest
- Basketball Tournament
- Music Festival
- Track & Field Meet

Wisconsin Council of Religious and Independent Schools

Wisconsin Council of Religious and Independent School (WCRIS) is a network of over 600 schools in Wisconsin, formed from the Lutheran, Catholic, Seventh Day Adventists, Independent, and Association of Christian Schools. The mission of WCRIS is to promote understanding of educational issues and supports students and the schools their parents choose. The council advocates for parents, students, and member schools; seeks equitable access to educational opportunities; consults with government officials to ensure public policies that advance fairness and justice; facilitates communication and collaboration between schools, their leaders, and the communities they serve.

Wisconsin Religious and Independent Schools Accreditation

Wisconsin Religious and Independent Schools Accreditation (WRISA) is a nonprofit organization formed in 1991 by the Wisconsin Council of Religious and Independent Schools to provide non-public schools with an ongoing improvement process.

WRISA is a state chapter of the National Federation of Nonpublic School State Accrediting Associations, recognized by the College Board and the Office of Non-Public Education, an office within the US Department of Education. WRISA's three-phase accreditation process allows school communities to explore every aspect of their school program, receive valuable feedback from a team of impartial professional educators, and develop a long-range plan using the WRISA framework. Once accredited, schools file an annual report documenting that they follow the WRISA Standards and have made progress on their long-range plan.

Operation of Delavan Christian School

Delavan Christian School Society Meeting

Delavan Christian School operates under the governance of the Delavan Christian School Society. All current parents are members of the Society, past alumni, and those who donate at least \$25.00 to Delavan Christian School. There are two meetings a year. The February meeting will nominate members to serve on the school board and approve a preliminary school budget for the upcoming school year. The June meeting is to approve the upcoming school year's final budget and announce the new school board members by drawing names for the number of positions available. Open discussion and questions with the school board are welcome at these meetings. Attendance helps members stay better informed about the school's business. For questions, please contact a school board member.

School Board

The school board at Delavan Christian School is responsible for the care and management of the school's property, affairs, and business on behalf of the Delavan Christian School Society through monthly committee, board, and special meetings as needed. Based on the corporation's by-laws, the board sets various school policies. The selection of administrators and the teaching staff to implement those policies is essential for the school board. Above all, the school board seeks to ensure that the school family remains grounded in the infallible word of God and that Jesus Christ remains the center of all of our learning and living as we provide an education for children of the Christian community.

2022-23 School Board Members
Mel Nieuwenhuis.....President
Rhiannon Terpstra.... Vice President
Ashley Puza.....Secretary
Catherine Terpstra....Treasurer
Phillip Bonvicini
Jake Drefs
Brett Polyock

Building & Grounds Committee

This committee ensures our school is well taken care of inside and out. Current members: Brett Polyock (Chair), Jake Drefs, Nate Terpstra, Dan Green, and Mark Baker.

Education Committee

The committee consists of teachers, parents, and school board members. They discuss things relevant to making the education of our students the best it can be. Current members: Luke Taylor (Chair), Rhiannon Terpstra, Phil Bonvicini, Shey Zwieg, Kelly Berg, Bill Stallings, Kasey Musser, Natasha Gall

Finance Committee

The committee oversees the financial matters of Delavan Christian School. Along with the current treasurer, the committee shall propose a budget to the Delavan Christian School Society and determine the cost of tuition, wages for teachers, and all other income and expenses. They will seek ways to assist families who desire Christian education but cannot finance this education. Current members: Cathy Terpstra (Chair), Jake Drefs, Nicole Olson, Kent Soellner, Jed Terpstra, Tim Braband, and Doug Olson

Long-Range Planning Committee

This committee incorporates the accreditation process in moving Delavan Christian School forward. Surveys, committees, and observation provide direction for long and short-term goals. Current members: Mel Nieuwenhuis (Chair), Cathy Terpstra, David Bordy, Brent Flikkema, and Grace Hirte.

Promotions Committee

The promotions committee works on finding new ways to promote our school. The goal is to reach out to the community and inform them about Delavan Christian School. Current members: Phil Bonvicini (Chair), Ashley Puzaa, Kari Schroeder, Joy Taylor, Kris Stallings, Jake Drefs, Andy Drefs, Susan Bordy, and David Bordy.

Technology Committee

This committee ensures the school has good working computers and up-to-date programs. Current members: Rhiannon Terpstra (Chair), Brett Polyock, Troy Oren, Dan Green, and Luke Taylor.

Panther Partners (PTO)

The Panther Partners are individuals who are interested in supporting Christian education. Members may include parents, grandparents, relatives, alums, and friends of Delavan Christian School. Meetings are on the second Tuesday of August, November, February, and May. Special meetings may be called if needed. This committee raises funds that directly and indirectly support Delavan Christian School. These funds help defray the cost of tuition, sponsor scholarships, allow the teachers to purchase supplies for their classrooms, and allow the students to attend cultural events and field trips. The committee sponsors family gatherings to improve the Delavan Christian School fellowship. These events might include Movie Night, Game Night, etc. Panther Partners organize teacher appreciation meals throughout the year. Each class takes a month and provides one breakfast, one snack, and one lunch that month. The Panther Partners arrange Room Parents to help teachers complete projects and plan events. Please contact Andy Drefs, Katie Drefs, or Stacy Wood if you have any questions.

Adult Opportunities

Field Trips

Faculty recommend field trips, and the administrator approves. The trips facilitate the curricular objectives of Delavan Christian School and its curricular goals. Teachers inform parents of upcoming field trips via paper or Gradelink email. All students will be seat-belted in vehicles used for field trips. Students twelve and under are not allowed in the front seat. Wisconsin law requires booster seats for the appropriate age and weight, so families should send booster/car seats for students when needed.

Volunteer Chaperone Responsibilities

- Consult with the teacher regarding their particular needs on the outing.
- Be primarily concerned with student behavior and safety.
- Make sure students stay with the group.
- If problems occur on the bus or at the outing site, contact the teacher.
- Refer first aid concerns to the teacher.

Volunteers

Volunteers are a great way to connect and get to know other school families. If something looks interesting, speak to the person in charge of that area. If you don't know who is in charge, ask the office. Some areas of need are Panther Partners, sporting events, the library, chaperoning field trips, and fundraisers. Ask classroom teachers how you can help.

Room Parents

Each classroom has a room parent(s) to facilitate communication between teachers and parents. The teacher can talk to the room parent to get assistance in the classroom or for needed supplies. The room parent organizes classroom holiday celebrations and the teacher's birthday. If you have questions, contact the school office.

Mentor Families

A mentor family is a part of acclimating new families into our school. The mentor family will help answer any new family questions about the school. The purpose of a mentor family is to help the new family feel welcomed and informed. Our goal is to find families who have children in the same classes. If that is not an option, we try to find families who have recently had children in those grades. Questions, please contact the Promotions Committee.

Fundraisers

Tuition Reduction Incentive Program (TRIP)

This program allows families to reduce the cost of their student's or someone else's tuition by purchasing gift cards. Everyone can participate; parents, future parents, grandparents, uncles, aunts, cousins, friends, co-workers, neighbors, etc. It doesn't cost any more to use the gift cards other than a few minutes to order them. If you have questions, contact the school office.

Apple Pie Sale

The apple pie fundraiser continues to grow as pies are an easy sell to family, friends, and co-workers. The annual pie assembly date is typically a Saturday in early October. Before the assembly date, families enter pre-sale orders on the school's website. We often have only a small number of extras, so ordering early is advised. If you want to volunteer to make pies, please sign up at Back-to-School Night or contact the school office. Profits from the apple pie sale go directly to the school's operation, with a small portion going to the eighth-grade class for their help with pre-sale day preparations.

Delavan Christian School Benefit Auction

This annual event is the biggest fundraiser, typically on the first Saturday of November. This all-day event has a live auction, a silent auction, and a concession stand that serves lunch. Each family is responsible for contacting businesses for donations and donating food, paper products, and beverages for the concession stand. We also ask that families contribute two additional items to auction off. Personal items are a big success, so tap into your skills. This event takes a lot of help from our families to succeed. We also need families to work a shift before, during, or after the auction. It is a fun event for all the DCS families to socialize together. There are organized activities for children while the adults are at the auction. If you have questions, please contact the school office.

Kringle

The kringle sale is in early spring every year. Kringles are a great addition to Easter brunches! Families place orders and submit payments in advance. Families pick up and deliver their orders. Questions, please contact the school office..

Pancake Breakfast

The school board plans, prepares, and serves a pancake breakfast buffet. The breakfast is usually held at the beginning of March. A free-will donation is accepted at the event. Questions, please contact the school office..

Founders' Dinner

The gymnasium is transformed into a beautiful dining hall. The school board takes charge of the planning, preparing, and serving (with seventh and eighth-grade students) a plated dinner to guests. Invite friends, alums, and supporters of Christian education to this benefit dinner. A free-will donation is accepted. This event takes place late in the spring. Questions, please contact the school office.

Eighth-Grade Fundraisers

At the beginning of every eighth-grade year, the class advisor will contact parents to schedule a meeting. The parents will decide how to raise money for the class trip and graduation expenses at the meeting. Past eighth-grade fundraisers have been bake sales, rummage sales, parents' night out, calendars, brat sales, etc. All of these fundraisers require volunteer help from eighth-grade parents. For questions, contact the eighth-grade class advisor.

Golf Outing

The annual golf outing is a four-person scramble event played at Delbrook Golf Course in late July. The committee recruits golfers, hole sponsors, and donations for this event. Questions, please contact the school office.

Giving Back

Food Pantry Donations

Donations from different classes are requested throughout the year. There will be a collection table outside the office for donation drop-off. Watch for announcements about this opportunity in the Green Note. For questions, please contact the school office.

Operation Christmas Child

Every year, we collect items for Operation Christmas Child boxes, and students assemble them in their GIFT groups. Every grade has suggested items to donate, but any donations are welcome. Money can also be given to cover shipping expenses. Delavan Christian School serves as a drop-off point; volunteers are needed to accept donations during national collection week in November. If you have questions, please contact the school office.

First & Second Grade Store

Each year, the first and second-grade students practice their money and business skills by collecting items and selling them to the student body, teachers, and parents. They donate all the proceeds to a charity or non-profit group.

Service Projects

There are school-wide community service days in the spring. Parents are needed to transport students to and from school and are welcome to stay and help. The preschool has picked up garbage around the school grounds, kindergarten through fourth grade cleaned up trash at Congdon Park, and the middle school students spread woodchips on the arboretum trails in Delavan. For questions, please contact the school office.

Calendar

Accreditation Standards require a school calendar of 1,050 hours for first through sixth grade and 1,137 hours for seventh through the twelfth grade of direct student instruction, aligning with the Wisconsin Department of Instruction (WI DPI). In addition, teachers are required to attend seven professional development days (teacher conventions, safety training, curriculum writing, skills training, and specific workshops).

The school calendar may change pending weather-related school closings. "Snow days" may be deducted from professional development days or vacation days or added to the school calendar at the end of the school year.

2022-2023 School Year Calendar

Calendar dates are subject to change. Numerous academic and sports dates will be filled in as they become known.

August (3)

23-25 Teacher In-service/Work Day
25 Back to School Night
29 First Day of School

September (20)

2 No School – LD weekend
3 No School – Labor Day
15 Formal Chapel - Parr Family
28 See You @ the Pole

October (18)

3 Teacher In-Service
8 Apple Pie Day
19 Early Release @ 11:30
20-21 No School–CEA Teacher Convention
25 School Pictures

November (19)

4 First Quarter Ends (45)
5 DCS Auction- Board Event
7 Grandparents Day
10 **Early Release** @ 11:30
10 Parent/teacher Conferences
11 Veterans Day Program
14 Speech and Spelling
15 Parent/Teacher Conferences
21 Operation Christmas Child Box Packing
21 Picture Retake Day
23 1st & 2nd Grade Thanksgiving Program
23 Early Release @ 11:30am
24-25 No School - Thanksgiving Break

December (16)

6-8 Accreditation Site Visit
13 Christmas Program
22 Early Release @11:30am
23-31 No School - Christmas Break

January (20)

2 **No School**
3 First Day of School in 2023
20 Second Quarter Ends (46)
23 Monday No School – Teacher In-service
27 Kindergarten starts 5 day per week

February (19)

13-16 School Spirit Week
16 Pep Rally @ 1:45pm
17 **No School**
17 Basketball Tournament @ CWC
TBD Fitness Challenge Week

March (17)

4 Pancake Breakfast- Board Event
10 **No School** - Spring Workshop
24 Third Quarter Ends (42)
27-31 Spring Recess (No School)

April (18)

7 **No School** – Good Friday
18 **No School** - Teacher In-service
21-22 Musical (Tentative)
29 Founders’ Dinner Board Event

May (22)

4 National Day of Prayer
5 Music Festival @ BCS
19 CSI-WI Track Meet @ DCS
29 No School – Memorial Day
31 All School Olympics
TBD 1st - 4th Grade Play

June (2)

2 End of Fourth Quarter (42)
2 Early Release @ 11:30
2 Last Day of School/Graduation
5,6 Teacher In-service

Student Policies and Procedures

Administrative Prerogative

This handbook intends to inform students and parents of the general rules and policies of Delavan Christian School. Sometimes new situations or circumstances not explicitly covered by this handbook will occur. The administration reserves the right to exercise its prerogative in responding to such cases.

School Operations

Summer Cleaning

The school is well-maintained all year long. The summer months allow us to ensure DCS is ready for school in the fall. Families who have completed at least one academic school year share the cleaning responsibilities for the new year. Families have two options:

1. Contribute four hours per family of cleaning time during the designated dates.
2. Pay \$125 for a cleaning fee.

For those who choose to clean, the Building & Grounds Committee determines the dates for cleaning. Cleaning tasks are outlined on paper for each classroom, hallway, and other building areas. Initial the tasks as you complete them.

Payment Box

On the wall in front of the office desk, you will find a locked payment box to turn in all money on the wall in front of the office desk. All payments must be labeled with the payment amount, the purpose of the payment, and a family name. If you have questions, please contact the school office.

Information Rack

There is an information rack on the wall in the school office with athletic forms, medication forms, TRIP order forms, and extra student & parent handbooks. Questions, please contact the school office.

Academics

Books and Supplies

The school furnishes textbooks and workbooks. Students are responsible for their books. Parents are required to purchase school supplies and accessories. Parents can find a list of school supplies for each grade on the school's website or in the office.

Textbook Policy

Every textbook purchased will have a number on the inside cover. Teachers will be responsible for documenting the number of each book assigned to a student. At the end of each school year, the teacher will rate the condition of each textbook. If a student loses or damages a book, that student must pay the replacement cost. Students in third through eighth grade may be required to cover hardcover books.

Testing

Kindergarten through eighth-grade students take the MAPS Forward Assessments each year. The purpose of these tests is to evaluate the student's progress in their studies and help evaluate the school's strengths and weaknesses. Report cards are distributed after each quarter is completed. All student report cards have areas for constructive comments from the teachers.

Evaluation

The third through eighth grade will operate according to the grading scale below. Grades preschool through second grade will use an "outstanding (O)," "satisfactory (S)," "improving (I)," and "needs improvement (NI)" system.

Grading Scale

GRADING SCALE
99 - 100 A+
95 - 98 A
91 - 94 A
87 - 90 B+
84 - 86 B
81 - 83 B
77 - 80 C+
73 - 76 C
70 - 72 C
66 - 69 D+
63 - 65 D
60 - 62 D
59 or lower F

Homework

Homework increases with the grade level and will sometimes be necessary, especially for tests or projects. Teachers in middle school try to avoid "piling it on" by coordinating days to avoid giving too many tests on a given day. Some students want to do better than others. At the same time, some need more time to do an assignment, each of which can contribute to "more homework." Generally, in the upper grades, one-half hour to two hours an evening is expected on average for many students. Parents should notify teachers when homework is becoming a problem. It is sometimes difficult to know how much a child studies at home without your input. Again, we need your help when you feel your child has "too much" homework.

Honor Roll

Honor Roll is designated for students with a 3.5-3.74 grade point average (GPA) in fifth through eighth grade. High Honor Roll is designated for students with a 3.75-4.00 grade point average (GPA) in fifth through eighth grade. The school's Green Note and the local newspaper publish the recipients' names who earned Honor Roll and High Honor Roll. The grades of the non-core subjects of Music, Art, and Physical Education will not be given the same weight as the core subjects when determining the student's grade point average.

Physical Education

Every student participates in Physical Education unless they have a note from a parent on day one and day two to be excused from class. Only a doctor's note can excuse a student from class on day three and after. Students in fifth through eighth grade must wear T-shirts, gym shorts, and tennis shoes during Physical Education class. Substantial points will be deducted from the student's Physical Education grade when not dressed appropriately.

Admissions

Financial Policy

Preschool is for students who are 3 years old on September 1, 2022. Prekindergarten is for students who are 4 years old on September 1, 2022. Kindergarten is for students who are 5 years old on September 1, 2022. Tuition costs per student for the 2022-2023 school year:

<u>Students Yearly Rate</u>	
Preschool (3yo) three half-days	\$1,200.00
Preschool (3yo) three full-days	\$2,100.00
Prekindergarten (4yo) four half-days	\$1,800.00
Prekindergarten (4yo) four full-days	\$2,400.00
Kindergarten (5yo)	\$3,000.00
One Full-time student	\$3,600.00
Two Full-time students	\$6,600.00
Three Full-time students	\$9,000.00
Four Full-time students	\$9,900.00

School Registration

The school board needs an accurate count of students for budgeting purposes. Registration packets are sent home in the spring with your child. Late fees are avoided when the registration packet is completed and turned in with the registration fee on time. If you have questions, please contact the school office.

Each family pays a \$100 (\$75 for preschool and prekindergarten) non-refundable registration fee per student if they register during the designated registration period. A \$200 per student fee is required for returning families if they register after the deadline. New families who enroll in the spring or summer will only be required to pay the \$50 (\$30 for preschool and prekindergarten) per student fee, regardless of any registration deadline. The kindergarten through eighth-grade registration fee includes a \$20 Technology Fee.

Parents may pay tuition in full, make semester payments, or pay with Electronic Funds Transfers (EFT). The EFT option is drawn on the tenth day of each month, beginning in August and ending in July. Address all questions to the school financial clerk at finance@delavanchristianschool.org.

The cost of education per student is much higher than the cost parents pay to the school. The cost per student figure is determined by dividing the number of students by the total budget for the school. That amount changes every year. It is presently about \$10,500 per student in first through eighth grade. Fundraisers and private donations make up the difference between tuition and the actual cost per student. Therefore, families are required to sign up for fundraising events.

Delavan Christian School is also a business. We pay salaries, order supplies, and develop programs to offer a quality educational product. To be a business, we require parents to pay their tuition and fees in full each year. Suppose a family falls behind one semester. That amount must be paid in full before the family can send their children to school for the next semester.

Tuition assistance is available via the administrator and Finance Committee. The committee reviews each family's payment schedule as the year progresses. Other ways to reduce tuition cost is through the Tuition Reduction Incentive Program (TRIP) and busing reimbursement (for those living outside the Delavan-Darien School District). Please contact the administrator for information on these programs.

The parent must notify the administrative assistant if the family wishes to apply for the out-of-district busing reimbursement.

The parents' current bill includes all unpaid fees from the previous school year. Examples: outstanding summer cleaning fee (if cleaning hours are not met), Extended Day Program (EDP) charges, lost or damaged book fees, school lunch, or other costs incurred.

Attendance

Attendance policy

State Law requires regular school attendance. The school has no authority to excuse students for anything other than illness or other legitimate causes, such as a death in the family. If your student is going to be absent, please call, email, or send a note to the office before 8:10 am.

- First through eighth grade is in session Mondays, Tuesdays, Wednesdays, Thursdays, and Fridays
 - 8:10 am to 3:20 pm full days
- Kindergarten (5yo) is in session full days 8:10 am to 3:20 pm
 - First semester: Mondays, Tuesdays, Wednesdays, Thursdays
 - Second semester: Mondays, Tuesdays, Wednesdays, Thursdays, and Fridays
- Prekindergarten (4yo) is in session Mondays, Tuesdays, Wednesdays, and Thursdays
 - 8:10 am to 11:20 am for half-day morning
 - 8:10 am to 3:20 pm for the full day.
- Preschool (3yo) is in session Mondays, Tuesdays, and Thursdays
 - 8:10 am to 11:20 am for half-day morning
 - 8:10 am to 3:20 pm for full day.

The administrative assistant will receive a list of absent students from the classroom teacher in the morning before 8:30 am. If a student is absent and the office has not received a parent notification, the administrative assistant will call the student's parent(s) and, if necessary, the workplace of the parent(s) to determine why there is an absence.

Please resist the temptation of taking your child out of school for family vacations because of the disruption of the educational process. If you must do this, you must notify the office in writing and make arrangements for homework with the teacher. Teachers are not responsible for giving students homework ahead of time due to a family vacation.

Tardy Policy

If your kindergarten through eighth-grade student enters the school after 8:15 am, they must report to the office. Even if the student has a note from home, they must check in at the office if they are late.

If a student is habitually tardy, the administrator will contact the parents to discuss how to encourage being on time.

Communicable Diseases Policy

Keep students home when they have head lice, chicken pox, strep throat, impetigo, and all other contagious diseases. Notify the school when your student has these diseases. After the student has been isolated for the necessary period and is free from all symptoms, they may return with permission from a physician. The office will contact the parent whenever these diseases are detected at school. A warning of head lice will be made to the school community if a case is discovered to prevent further spreading. DCS maintains a "no nit" policy concerning head lice and their eggs.

Fever Policy

Students who are feeling sick will have their temperature taken in the office. Children with a temperature of 100.4° F are considered to have a fever and parents will be notified. Students must be fever-free without the use of medication for 24 hours before returning to school.

Extra-Curricular Activities

Student Eligibility

Students must meet the academic, behavioral, and attendance standards to participate in extracurricular activities.

Academic Standards

Delavan Christian School believes that all of life is under God's rule. Events after school are an opportunity to return well-deserved praise to our Father. Student-athletes must meet specific requirements to step onto the playing field. The student receives one-week academic probation when their average cumulative grade falls below 72% (C-) at any given time. Three outcomes are probable during the week of probation:

- Students' cumulative grades rise above 72% (C-), go off probation, and are back in good standing.
- Student's grades are above 72% (C-) for the week, yet the student's cumulative grade is still below 72% (C-). They will remain on probation for another week.
- Student's grades during the week of probation are not above 72% (C-). They will then become ineligible to play on their team. They will remain ineligible until their cumulative grade reaches 72% (C-).

Behavioral Standards

A student who receives detention will serve that detention regardless of a scheduled practice or game. The administrator, coach, teacher, and parents will meet when we feel there is a problem with behavior.

Attendance Standards

Please consider your child's and others' health before participating in extra-curricular activities. If a student is absent due to illness, they may not participate in the extra-curricular activity of that day. We do not want students too sick for school but healthy for sports. We also do not want students coming to school when they are sick so they can participate in the extra-curricular activity event on that day.

Purpose of Extra-Curricular Activities

The overall purpose of having an extra-curricular activities program in our school is:

- allow students to glorify God with their various gifts
- celebrate and praise God in their play
- develop team players who seek to glorify God through teamwork, not themselves
- model Christian sportsmanship with self-control (Gal. 3:22-23)
- learn basic skills and rules of athletic games and various performing arts
- fellowship with and witness other schools.

Student Life

Event Planning Committees

Students in fifth through eighth grade interested in planning student events meet with a staff member to plan and coordinate events. Events planned are See You at the Pole (SYATP), Operation Christmas Child, School Spirit Week, Pep Rally, fundraisers, and donation drives. The goals of the event planning committees are to

1. Teach students about running a meeting
2. Promote school spirit and pride
3. Raise funds for activities
4. Develop generosity

Questions, please contact the school office.

Growing In Faith Together (GIFT) Groups

Children from preschool through eighth grade combine into groups, with eighth graders as leaders. These groups eat lunch once a week, sit together at chapel, and work on projects. It's a great way to foster community within the student body. Questions, please get in touch with the school office.

Reading Buddies

Older children are paired with younger children and help with projects and reading in the classroom. You will frequently see students or buddies interacting outside of classroom activities. It's a great way to foster community. Questions, please contact your student's teacher.

Chapel

Every Thursday morning, the student body comes together each week to sing praises to our God. This singing assembly is each Thursday from 8:25-9:00 am. Once a month, a more formal chapel typically has a speaker, and an offering collected to go towards a ministry. Teachers take turns organizing these chapels; students may be involved when their teacher is in charge. Students are encouraged to wear casual dress clothing for the formal chapel in respect of the speaker. Questions, please contact the school office.

Extended Day Program (EDP)

Before school, from 7:30 am to 8:00 am, and after school, from 3:40 pm to 4:30 pm, we offer EDP. The cost is \$3 per child per session. Students not participating in extra-curricular activities after school at 3:40 pm must go to EDP. Drop-ins are welcome! Questions, please contact the school office.

Ice Skating

This is not an annual event, but it happens regularly. Parents carpool the preschool through fourth-grade students to the ice-skating rink in Janesville. It's a fun time, and parents are needed to help small children. Panther Partners generally pay for students, and parents pay their own entrance fee. Questions, please contact your student's teacher.

Roller Skating Night

Roller skating is at Traxside Skating in Burlington. This is an optional evening event that happens in the spring. This evening is open to all students and families of the school. Questions, please contact the school office.

Ski Trip

Fifth through eighth-grade students are required to go on the ski trip. This is an all-day trip that is part of their physical education grade. The cost is very reasonable, and funds are often available to help with the price. Students may be asked to bring money for lunch. Usually, the students will arrive back at school in the evening. Questions, don't hesitate to get in touch with the middle school staff.

All School Olympics

The All School Olympics is a "Track and Field Day." The eighth graders pick teams from the student body. Each team chooses a color, and team members wear a shirt of their color. The teams compete in track and field events. The culmination is the tug-of-war event.

Extra-Curricular Activity Parent Expectations

Parents must abide by the following requirements:

- Parents must transport their child to home and away extra-curricular activities or make other arrangements. You may also check the website for the location and address of extra-curricular activities.
- Parents are responsible for the behavior and whereabouts of their children at home and away extra-curricular events.
- Parents must pay an athletic fee for each sport per student. The fee is \$15 for soccer, \$15 for volleyball, \$20 for basketball, and \$10 for track and field.
- Students may begin participating in a sport once the athletic user fee is paid and all forms are completed and turned into the school office.
- Family involvement is an integral part of the success of running athletic programs. Parent(s) must sign up for a prescribed number of hours per athlete to help with concessions and cleaning the gym during home events. This money helps to offset the costs of running athletic programs, which include the purchase of new uniforms and equipment and paying referees.
- Parent(s) must complete the Athletic Contract along with both sides of the Concussion Agreement and turn them into the school office.

Events

Back-to-School Night Orientation

The first day of school at Delavan Christian School is typically a night. You can drop off school supplies and meet your child's teacher. There is an opening chapel where parents hear about upcoming events. Information will come from the office with details. Questions, please contact the school office.

Speech & Spelling Contest

The event is held in November at a CSI Wisconsin school. Students in fifth through eighth grade choose a piece to perform individually or in a group. They may also participate in a spelling bee. They will present or participate in front of judges. Students can choose to participate in multiple categories. Teachers will have a Speech and Spelling night for families unable to attend the event.

First & Second Grade Thanksgiving Program

The students practice for a program to present to families invited to attend. A Thanksgiving lunch potluck follows the program to celebrate. Questions, please get in touch with the first or second-grade teacher.

Christmas Program

Every child is required to participate in the Christmas program scheduled for a school evening before Christmas. The students will share the message of Christ's birth through song. You can direct questions to the administrator or Music teacher.

First & Second Grade Play

The first and second grades practice a play and perform for their families in the evening. Children memorize their parts, and help may be needed from parents for costumes. Parents are asked to bring snacks to share after the play. For questions, please contact the first and second-grade teacher.

National Geographic Geography Bee

Students in fourth through eighth grade participate in the Geography Bee. Each grade sends two students to the all-school event to determine the school champion. The winner goes to compete at the regional level. Questions, please contact the school office.

Scripps Spelling Bee

Students in fourth through eighth grade participate in the Spelling Bee. Each grade sends two students to the all school event to determine the school champion. Students and parents make up the audience as the contestants compete. The champion goes to compete at the regional level. Questions, please contact the school office.

Cultural Celebration

The entire school participates in a cultural celebration when it is scheduled. The staff chooses a region to explore, and each grade learns about a country in that region. Students will create posters, reports, art projects, and displays. The celebration usually takes place in January or February. Questions, please contact your student's teacher.

Science Fair

Coordinated by the science teacher, fifth through eighth-grade students prepares individual projects when it is scheduled to happen. Students develop an idea for a project, conduct experiments, and present results. Guest judges come in to evaluate projects. The fair usually takes place in January or February in the evening. Students in lower grades complete a class project. Questions, please contact the office.

Structure Fair

Students in fifth through eighth grade build a bridge made of popsicle sticks in the event scheduled every four years. The bridges are tested to see which bridge holds the most weight. Other classes do a group project that deals with a structure. The fair usually takes place in January or February. Questions, please contact your student's teacher.

Math Triathlon

This middle school event is usually held on the last Thursday in April at Trinity Christian College in Palos Heights, IL. A select 7th and 8th-grade math team attend. Questions, please contact the middle school staff.

Musical/Skits or Talent Show

In the spring of every odd year ('23, '25, '27, etc.), the fifth through eighth grade has a musical production. In the spring of every even year ('24, '26, '28, etc.), they have a Talent show or Skit Night. Participation is not mandatory, but it is highly encouraged. Parental help is needed for costumes, props, set decoration, snack provision, lighting, sound, and crowd control for these productions to be successful. Questions, please contact the school office.

Music Festival

Brookfield Christian School hosts this event on a Friday in early May. It is mandatory for students in fifth through eighth grade to attend. Songs are chosen for the choir to sing, and students are required to wear choir dress. Students are provided a ride to the festival on a bus or with parent volunteers. Contact the administrator or music teacher with questions.

Eighth-Grade Graduation

On eighth-grade graduation night, kindergarten through seventh-grade sing during the ceremony. Seventh-grade families serve food at the invitation-only graduation reception. At the beginning of the school year, all eighth-grade families meet to discuss decisions needed for graduation. Questions, please get in touch with the eighth-grade class advisor.

Athletics

Fifth through eighth-grade students can play coed soccer, girls' volleyball, boys' basketball, girls' basketball, and coed track & field. These programs are run by the school's athletic director and highly depend on volunteers. Parents run concessions, the scoreboard, and the scorebook. A link is emailed to parents to sign up for these positions for our home games. Students are required to have athletic physicals on file every other year. A signed concussion agreement and athletic contract must be on file, and parents must pay athletic fees at the start of each sport season. Questions, please contact the Athletic Director.

Athletic Team Structure

B Team:

- Any student in fifth or sixth grade is encouraged to play on this team
- Every player receives playing time as fairly as possible, provided they come to practices regularly.
- Coaches focus on teaching basic skills and rules of the game and giving players opportunities regardless of ability.

A Team:

- Students in fifth through eighth grade with the strongest abilities play on this team.
- Playing time is determined by the coach's discretion.
- Coaches focus on developing team players and seek to praise God with the students' athletic talents.

Soccer

The season consists of eight to ten games, with a tournament held at Faith Christian School.

Volleyball

The season consists of eight to ten games. In October, St. Andrew School hosts a tournament for both B and A teams. To complete the season, the kids compete against their parents.

Basketball

The season consists of many games and ends with various tournaments. The girls' B team tournament is hosted by Delavan Christian School, typically on the first Friday and Saturday in February. Our Redeemer Lutheran School hosts the boys' B team tournament. It is usually the second Thursday, Friday, and Saturday in February. The A teams typically have their tournament on the third Friday and Saturday in February at Central Wisconsin Christian School in Waupun. The Athletic Director finds a hotel for all interested families to reserve. A Basketball Parents' Night concludes the season with students playing against their parents.

Kindergarten through Fourth Grade Basketball

Kindergarten through fourth-grade students can learn basketball skills through the City of Delavan Recreation Department. Sign-up is before Christmas, with practice and games starting in January.

Track & Field

The track and field team participates in one to three meets throughout the season. Delavan Christian School hosts a five-school meet at Delavan-Darien High School on the third Friday in May. Besides the usual track and field events, there are sack races, shuttle runs, and tug-of-war contests. All fifth through eighth-grade students must participate.

Communication

Publications

Alumni Newsletter: The Delavan Christian School Alumni Association publishes a newsletter annually. Every school family and alum will receive this newsletter. Please contact the school if you would like to receive a copy or know of an address they may need.

The Green Note: The Green Note is published weekly during the school year and monthly in the summer. This is an in-house communication to parents and supporters dealing with events, schedules, and information regarding the day-to-day school operations. Parents will receive the Green Note via email.

Student and Parent Handbook: The Delavan Christian School Administration publishes and distributes the Student and Parent Handbook to each family at the beginning of the school year. It contains policies and procedures to guide parents and students through the academic school year. It is the parent's responsibility to read and apply everything in this Student and Parent Handbook.

Announcement Policy

Delavan Christian School will not, in any official manner, disperse or promote the literature of any outside organization, in particular political organizations and lobbyists. The Green Note may include announcements from churches and Christian organizations with ties to the school at the administrator's discretion.

Mandatory Reporting Law

- Any teacher suspecting child abuse or neglect shall notify the Administrator in writing.
- The teacher must report suspected abuse or neglect to Social Services.
- The following information will be reported to Social Services: Alleged victim's name, date of birth, address, directions to home if possible, telephone number, parent's name, others in the home, school hours, grade, parent's work site, work number, emergency contact name, and number.
- The teacher files a description of the alleged incident in the administrator's office with the following information: 1) Name, address, age, and relation to the alleged victim, 2) Describe in detail as much as known, 3) Just one time, or ongoing, 4) Jurisdiction and 5) Others involved.
- Reporting of alleged child abuse or neglect must be strictly confidential.

Daily Schedule

Busing and Parking Information

Busing is available to all students within the Delavan-Darien School District through Dousman Transport Company. Contact the bus company for details on pick-up and drop-off. Please park in the parking lot. Vehicles cannot be left unattended in the circle. Questions, please contact the school office.

Arrival and Dismissal Procedure Policy

Student safety is the primary objective during school arrival and departure times. Drive slowly and with caution at all times. All students not picked up by 3:40 pm will attend the Extended Day Program (EDP).

- There is no outdoor teacher supervision of students before school. Students may enter the building at 8:00 am.
- No vehicles may be parked and left unattended in the circle during the times specified by the sign posted by the City of Delavan (7:00 am - 5:00 pm). The City of Delavan enforces this ordinance, and violation may result in a parking fine.
- Be considerate and keep the line moving. If you need to enter the school or talk to staff members, please park in the church parking lot.
- Parking is allowed only in the marked area in the church parking lot. Do not park along the grassy edge of the parking lot or in front of the parsonage or teacherage.
- Parents who park in the lot must walk up to the school to get their children. Students cannot walk to the lot unaccompanied by an adult.
- Children dismiss at 3:20 pm. When picking up your child, please drive around the circle to the church entrance. Form a line and wait for your child(ren). Pull out, and exit the loop after your child(ren) is secured.
- During the departure process, a teacher will supervise students and assist with boarding. If a student is not ready to enter the vehicle, please pull ahead as far as possible.
- The bus drives into the church parking lot, turn around, and parks on the grassy edge of the parking lot. The bus duty teacher will escort students from the parking lot entrance to the bus.
- No vehicles will be allowed to drive up to the school building during school hours, 7:30 am - 4:30 pm, except for known delivery and disposal vehicles.

**Preschool parents, please refer to arrival and departure times for morning or full-day programs.*

To arrive before 8:00 am or to remain at school after 3:40 pm, students must be involved in a school event or the Extended Day Program (EDP). See the EDP description for more detail.

Recess Supervision

A supervising teacher's responsibility is to ensure students observe the playground rules. A sign in the school hallway indicates the upcoming recess area. Students may proceed to the place indicated with permission from the teacher on duty.

Recess

The students at Delavan Christian School will go outside for recess unless the temperature drops below 0° F or the wind chill factor is -10° F. A student needing to stay in for medical reasons must have a signed note from their physician stating the reason why. Students in kindergarten through fourth grade not dressed for outside weather will use extra clothing if available.

Recess Rules

- Use the swings in a "normal" way and by a single person—no jumping from swings.
- Participants should settle questions and arguments peacefully and cooperatively.
- Refrain from wrestling or tackle games.
- No re-entering of the school building without a valid reason.
- No throwing snow or ice.
- Use only designated gym equipment.
- No reckless kicking of balls.
- Always listen and obey the supervising adult.

Supervision Policy

The staff will supervise your child only at the following times:

- Regular hours Monday through Friday: 8:00 am to 3:40 pm
- Extended Day Program (EDP) Monday through Friday: 7:30 am to 8:00 am and 3:40 pm to 4:30 pm

Please refrain from discussions with the supervising teacher, as they will need their full attention on the students.

All other times we require that you, the parent, assume responsibility for your child's behavior at school events that are not during school hours.

Discipline

Discipline Policy

Attending Delavan Christian School is a privilege. The board may deny that privilege or take other disciplinary action against any student whose conduct does not conform to acceptable standards of Christian behavior. This applies to conduct both during and outside of school hours. Care should be taken to notify the student and their parents why such action was taken and to listen to any defense the student has to give.

At DCS, we recognize the need for a comprehensive policy which will allow all of us to work together in an atmosphere of trust and understanding for the common goal of bringing glory to our God.

As a school, we acknowledge the importance of cultivating an environment where discussion, discovery, learning, and acquiring necessary skills can effectively occur. We appreciate the importance of students knowing what is expected of them. As parents, you can appreciate the need to support teachers in the "training of your children" when they are in school. To accomplish these goals, the staff and the school board adopted the disciplinary policies stated in the following section.

The policies and expectations that we have drawn up are based on the fact that ours is a Christian school that honors God and His Word and requires respect.

- Respect for authority
- Respect for fellow classmates
- Respect for school property
- Respect for the educational task

Our students must reflect Christ in their behavior.

Positively, we expect of students what God expects of us all: a demonstration of the fruits of the Spirit. Because we are His children, students will show respect to staff members and fellow students. Because students are responsible for learning, we expect assignments to be completed on time. In summary, classroom conduct is based on the following assumptions:

- All students have the right and responsibility to learn and must accord others that privilege.
- All students have the right to be safe at school and responsible for making our school safe for others.
- All students have the right to be respected as children of God and are responsible for respecting others as children of God.

Discipline Procedures and Definitions

Definitions

Tardy – Students who arrive late to class will receive a tardy. If a consistent pattern of tardiness occurs, a parent meeting will be called.

Detention – the student will stay in a room for a 30 to 45-minute period and under the supervision of a teacher.

In-School Suspension – the student reports to the administrator at 8:10 AM with a supply of books and materials and remains in “isolation” until 3:20 PM. The student does not have recess or lunch privileges with any students.

Out-of-School Suspension – student’s parents called, and they are sent home for the remainder of the day until further review of the situation.

In or out-of-school suspensions – given by the school administrator. Depending on the violation or student misconduct, suspensions will occur immediately. A Discipline Action Plan may be required. A parent/teacher/administrator meeting will be required.

Expulsion – removal or dismissal from the school by the school board. The School Board or the Executive Committee of the School Board decides if a child is expelled after due process has been followed.

Discipline Action Plan – A student is placed under a defined Discipline Action Plan written by the Administrator with input from applicable teachers. This action plan will state desired student behaviors and actions as well as the consequences of misbehavior. The Administrator will place the plan in the student’s file and give a copy to the Executive Committee of the School Board. Failure to comply with the Discipline Action Plan may result in suspension or expulsion from the school.

Procedures

Record keeping will be kept in the office by the administrator. Behavior: (Criteria or examples would be drawn from a list in the administrator’s office)

Major offense = detention, parent/teacher/administrator meeting called. Letter sent to the parent(s) and put in the student file.

- Repeat of major offense = suspension upon review and discretion of Administrator
- Depending on the level of offense = suspension upon review and discretion of Administrator
- Depending on the level of offense = expulsion upon recommendation by the Administrator to the school board
- The Administrator will write a Discipline Action Plan
- Athletic policy for behavior will be enforced by the Middle School staff, Athletic Director, and Administrator.

Detentions are held at the discretion of the teacher and administrator.

**The board/administration reserves the right to alter these procedures in certain circumstances*

The school intends to notify the police of any incident that may break the law. DCS will let the law authorities take the proper steps that are under their control.

Complaint Policy

If you have a concern or complaint with any Delavan Christian School community member, follow these steps (see Matthew 18:15-17 “If your brother or sister sins, go and point out their fault, just between the two of you. If they listen to you, you have won them over. However, if they will not listen, take one or two others along so that ‘every matter may be established by the testimony of two or three witnesses.’ If they still refuse to listen, tell it to the church; and if they refuse to listen even to the church, treat them as you would a pagan or a tax collector.):

- Get all the facts first. Talk with the person directly involved or responsible.
- If the problem is not resolved, contact the administrator. They will arrange a meeting with the three individuals. (If the problem is with the administrator, visit with them first. If unresolved, contact a board member.)
- If a resolution is not reached, the matter will be brought to the School Board, which will work toward a final resolution. You will be requested to write your complaint, with copies being provided to the staff person, administrator, and School Board.

Dress Code

How we dress is a unique way of being a witness to our Creator. The goal of this dress code is that the children are clean and neat in appearance and that they set examples of Christian character and not worldliness.

Please pay attention to what your children wear to school and activities, and work on this with them. By avoiding extreme fads of the world, our children will make better representatives of our Christian School. We need the cooperation of all parents in these matters.

- Jeans may be worn but must be clean.
- Printed T-shirts and sweatshirts are acceptable if logos are non-offensive and consistent with Christian values.
- Muscle shirts, mesh athletic shirts, grossly oversized shirts, midriiffs, halter tops, tube tops, low-cut necklines, large armholes, spaghetti straps, and shirts of that nature are not permitted.
- Shorts, sandals, and flip-flops are permitted between April 1st to November 1st. Please keep shorts modest - not too short, tight, or grossly oversized.
- Shoes that leave black scuff marks on the floor are not allowed. All students must have non-scuffing shoes for use in the gymnasium.
- In fifth through eighth grade, students must wear appropriate clothing for PE class. Points will be deducted from their physical education grade when students do not have proper footwear and apparel.
- During the winter, hats, mittens, snow pants, and boots are required for preschool – fourth grade.
- Students in fifth through eighth grade are responsible, along with their parents, for deciding on their winter outerwear.
- No hats or hoods are to be worn during class or in the school hallways.
- Visible body piercing (other than ears) is prohibited.
- Any clothing deemed immodest or inappropriate and interfered with the learning atmosphere of the classroom as determined by the teacher is not allowed.

Parents can bring any disagreement on the dress code to the Administrator. A Dress Code violation will result in parental notification. Parents may be required to bring appropriate clothing to school before the child can return to class if students do not have any other clothes. We ask students to dress appropriately.

Emergency

Injuries

First aid will be given whenever a student becomes injured. When there is a severe injury, the school office will contact the parents regarding further treatment. If parents are unavailable, the secretary will call the emergency number provided at registration. A witnessing adult will fill out an incident report form for each severe injury. The parent is responsible for informing the school of any changes to telephone numbers for home, work, and emergency contacts.

Emergency Closings

Emergency closings typically follow the Delavan-Darien Public School District decision. The following television and radio stations will carry closings:

Radio:

- WLKG (96.1 FM) Lake Geneva
- WTMJ (620 AM) Milwaukee
- WFAW (940 AM) Fort Atkinson

Television:

- NBC Milwaukee (channel 4)
- ABC Milwaukee (channel 12)
- CBS Milwaukee (channel 58)

The Administrator will also share information through the Delavan Christian School Facebook page and the Remind text system. If the Delavan-Darien School District closes due to a weather emergency, typically, Delavan Christian School does as well. Questions, please contact the school office.

Remind Text Alerts

Delavan Christian School family cell phone numbers are entered into our Remind text alert system. These texts might indicate school closings due to weather, reminders about events, or urgent communication. Opting out when contacted is an option. Questions, please contact the school office.

Emergency Plan

In the case of an emergency, which requires evacuation of the school, all the students will be evacuated and sent to St. Andrew's School on the corner of Racine Street and Highway 50. The telephone number for St. Andrews is 262-728-6211. Fire and tornado drills are documented and inspected by the Fire Marshall. Delavan Christian School has an Emergency Management Plan, which is reviewed every five years and is available upon request.

School Wide Drills

Fire Drills

Fire drills are held monthly, weather permitting. Safe areas have been designated outside the school. Each room in the building has instructions posted of where to go in the event an alarm is sounded. If an alarm is sounded, students should quietly follow the evacuation plan, which is posted inside the classroom next to the door.

Tornado Drills

Tornado drills take place during tornado season. Safe areas have been designated inside the school. Tornado routes are posted next to the door inside each classroom. If an alarm sounds, students should quietly follow the evacuation plan.

Safety Drills

The student body will practice safety drills annually with three emergency safety codes. Each will be announced over the PA along with the all-clear signal.

1. Code Yellow - Students will remain in their classroom or supervised area until the code is lifted. This is a non-crisis situation, and the school will proceed as normal. However, no one is allowed outside the classroom.
2. Code Orange - We are in a lockout situation. The school will proceed as normal; however, no one is allowed outside the school building.
3. Code Red - Immediately evacuate the building, find a secure location, or lockdown.

Storm Watch/Warning

Watch

When a storm watch (tornado, thunderstorm, snow, etc.) is issued, outdoor recess and PE activities may still be allowed. Teachers and Delavan Christian School staff will monitor the weather conditions closely.

Field Trips/Sporting Events: It will be left to the discretion of the athletic director, administrator, or teacher whether the scheduled event will occur.

Warning

When a storm warning (tornado, thunderstorm, snow, etc.) is issued, all field trips and sporting events will be canceled or postponed. No outside activities are allowed. All students will proceed to the designated safe area when a tornado warning is issued.

If the emergency sirens go off, students and staff will take emergency cover in the designated safe area. They will be released with an 'all clear' signal.

National School Lunch Program (NSLP)

Lunch

Students may bring their lunch or order a reasonably priced school lunch provided by the public schools. The menu for each month will be shared in the Green Note before the first of each month. It is also available on the school's website. School lunch and milk money can be sent to school in any dollar amount at any time. All money received will go into your family's account. The secretary will send statements home monthly to inform you of your family's balance.

For those students bringing lunch from home, milk is available at a reasonable cost. The cost per lunch for the 2022-2023 school year is \$3.75. The cost for adults is \$4.00. Milk will cost \$0.40 per carton. Free and reduced-priced school lunches are available for those who apply and are approved. Information on how to apply for free or reduced-price school lunches is available in the school office.

The information provided by the household on the application is confidential. Public Law 103-448 does authorize the release of students' free and reduced-price school meal eligibility status to persons directly connected with the administration and enforcement of federal or state educational programs.

USDA Nondiscrimination Statement 2015

This 2015 version is only allowable if the school food authority is claiming a religious exemption.

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 in any program or activity conducted or funded by USDA.

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, 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:

1. mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
2. fax: (202) 690-7442; or
3. email: program.intake@usda.gov.

This institution is an equal opportunity provider.

Individual Student Health Action Plan

The health and safety of the students at Delavan Christian School are of utmost importance for both ethical and legal reasons. Parents are required to submit the proper Individual Student Health Action Plan if their child receives medications and requires special accommodations for allergies or physical health conditions. Legally, Delavan Christian School staff members cannot administer medications or provide special constraints in the classroom for the student unless parents submit an Individual Student Health Action Plan. This consists of the Medication at School Form and/or Allergy Action Plan Form signed by their physician.

Forms

There are two different types of forms concerning the student health action plan:

- 1) Medication at School Form (includes prescription and non-prescription medication)
- 2) Allergy Action Plan Form

Forms are located in the school office.

Forms on File: Delavan Christian School staff members must adhere to the instructions stated in the Individual Student Health Action Plans. The parent must notify the school of any changes or modifications in their child's Student Health Action Plan – all student record Forms need to be submitted annually.

Medication Administration to Students

Purpose and Procedures

Medications are given to students in the school setting to continue or maintain a medical therapy that promotes health, prevents disease, and relieves symptoms of illness or aids in diagnosis.

The Delavan Christian School shall administer medication in accordance with Wisconsin State Statutes 118.29, 118.291, and Wisconsin Administrative Code PI 8.01 (2) (g). The school may administer any prescription or non-prescription medication to a student in compliance with the written instruction of a practitioner and written consent from the student's parent or guardian. Substances that are not FDA-approved (i.e., natural products, food supplements, etc.) will require the written instruction of a practitioner and written consent from the student's parent or guardian. Students with asthma may possess and self-administer a metered dose or dry powder inhaler with the written approval of the student's physician and parent or guardian and must inform the medication coordinator whether the student will possess and self-administer asthma medication.

The administrator may delegate medication administration to any school employee with proper training, supervision, and evaluation as defined in Wisconsin Administrative Code N.6.01 and DPI training guidance. The school employee authorized to administer medication is immune from civil liability for their acts or omissions in administering medication to a student unless the act or omission constitutes a high degree of negligence. The Delavan Christian School administrator or administrator who authorizes an employee or volunteer to administer a drug or prescription drug to a student will be immune from civil liability for the action authorized unless a court determines that the action constitutes a high degree of negligence.

No school employee, except a health care professional, may be required to administer medication to a student by any means other than oral ingestion.

Training of Designee

The school administrator has the authority to delegate medication administration to a school employee in compliance with Wisconsin State Statute 441.06(4) and Wisconsin Administrative Code N 6.03(3) if the following are met:

The task must be commensurate with the delegate's education, preparation, and demonstrated abilities.

- The school administrator provides direction (training) and assistance to the delegate.
- The delegate's administration of medications is periodically observed, monitored, and documented by the school administrator.
- The delegate completes the online Department of Public Instruction training course for the medication(s) to be administered and submits a certificate of completion to the Health and Wellness Committee.
- School personnel will be informed on a need-to-know basis when a student is taking medication for severe or chronic health conditions so that they can observe for side effects of the medicines.

Consent to Administer

Prescription Medications

A written, signed Medication at School Form with instructions from the parent/guardian and practitioner must be on file at the school authorizing school personnel to administer prescription medication. The following criteria must be met:

- Student name, date of birth
- Pharmacy-labeled container indicating the correct dosage and administration instructions
- Medication name, dose, route, frequency, time/conditions, duration
- Reason for medication
- Precautions, possible allergic reactions, or interventions
- Name of practitioner, clinic, and phone number
- Parent/guardian signature, date
- Practitioner signature, date

Parents must supply prescription medications in a pharmacy-labeled container indicating the correct dosage and administration instructions. Requests must be renewed yearly or more often if changes in dosage occur. The designee will note all changes on the medication administration record, dated and initialed.

The medication coordinator (presently the Delavan Christian School Administrative Assistant) shall be informed by school personnel of any student receiving medication and any changes in dosage.

The medication coordinator will review the medication record periodically and use professional judgment in contacting the practitioner, school personnel, or parents to resolve inconsistencies in administration directions.

Non-prescription Medications

Non-prescription medication (over-the-counter), which is FDA-approved, can be administered. A written, signed statement from the parent/guardian and practitioner must be on file at school authorizing school personnel to administer. A practitioner's signature and instructions must accompany any non-prescription medication intended for long-term use on a daily basis. The following criteria must be met:

- Student name, date of birth
- An original container is provided.
- Medication name
- Reason for medication
- Appropriate dosing for the student is clearly stated on the label/packaging insert.
- Possible side effects are listed.
- Name of practitioner, clinic, and phone number
- Parent/guardian signature, date
- Practitioner signature, date

Food Supplements, Natural Products

For the safety and protection of students, food supplements and natural products will not be given in the school setting unless prescribed by a practitioner. Parents/guardians may come to school to administer natural products. When prescribed by a practitioner and the parents/guardians want the medication coordinator to administer the product, the following criteria must be met:

- Student name, date of birth
- An original container is provided.
- Medication name
- Reason for medication
- Appropriate dosing for the student is clearly stated on the label/packaging insert.
- Possible side effects are listed.
- Name of practitioner, clinic, and phone number
- Parent/guardian signature, date
- Practitioner signature, date

Self-Administered Medication

Students with asthma may possess and self-administer metered dose inhalers or dry powder inhalers to prevent or

alleviate the onset of asthmatic symptoms. As determined by the parent, practitioner, administrator, and medication coordinator, responsible students may possess and self-administer medications. Factors to be considered will be:

- Type of medication
- Reason for medication
- Age of student
- Responsibility of student

The student must have the written approval of the student's practitioner and the written approval of the student's parent or guardian to self-administer medication. A copy of this approval will be in the student's file and maintained in the medical records. The medical history is to be updated annually. The following criteria must be met:

- Student name, date of birth
- An original container is provided.
- Medication name
- Reason for medication
- Appropriate dosing for the student is clearly stated on the label/packaging insert.
- Possible side effects are listed.
- Name of practitioner, clinic, and phone number
- Parent/guardian signature, date
- Practitioner signature, date

Documentation

An accurate individual student record of administered medication will include the following:

- Demographic data such as name, birth date, grade, and school year.
- Medication name, dose, date/time given.
- Signature of the person administering.
- Dose changes, dated, with the signature of the school medication coordinator.
- Documentation of medication must be completed immediately after the administration to the student to assure accuracy and safety.
- Documentation of medication errors must be completed immediately. An incident report will be completed along with phone notifications of parents and health care providers of the student involved.

The Student Medication Record(s) will be maintained in the student medical record after discontinuation of the medication.

Rights and Responsibilities

The designated school medication coordinator has the responsibility to:

- See that the medication is given within 30 minutes before or after the time specified by the parent and practitioner.
- Maintain the medication administered at school in a secure place, which also maintains medication quality (i.e., refrigeration for liquid antibiotics).
- Report any dose changes, inconsistencies, or medication side effects to the administrator.
- Keep a copy of the Medication Policy in an accessible spot for immediate reference.
- Document all medication administered or why medication may not be administered (absent, refusal).
- Report errors and or missed medications to the medicine coordinator immediately.

The designated school medication coordinator has the right to refuse medication administration to students when the medication administration procedures have not been completed.

The school administrator has the responsibility to:

- Review medications and any changes in medications administered at school.
- Use professional judgment in carrying out the policy.
- Provide information on medication side effects.
- Provide training, supervision, and evaluation of medication administration in the school.
- Maintain records of staff completion of medication administration.

Distribution of Policy and Liability Waiver

All school employees or volunteers who are authorized to administer drugs to a student shall receive a copy of this policy. They shall be advised that under the provision in Wisconsin State Statute 118.29, they are immune from civil liability for any acts or omissions in administering a drug or prescription drug to a student in accordance with this policy unless the act or omission is found by a court to constitute a high degree of negligence.

The school administrator who authorizes an employee/volunteer to administer a drug or prescription drug to a student is immune from civil liability for the act of authorization unless it constitutes a high degree of negligence. Refer to procedures for administering medication and accompanying forms.

Medication Storage and Disposal

Medication will be stored in a secure location. Medication that needs to be accessible to the student will be stored in an appropriate location per the student's need (i.e., emergency medications). Medication will be stored to maintain quality (i.e., refrigeration). The parent/guardian will pick up unused portions of medication within seven days after the completion of the school year or when medications have been discontinued. After written/verbal notification, medications will be destroyed.

Non-custodial parent policy

Divorced and separated families are realities of contemporary life, which affect the school's responsibilities to its students. The following guidelines have been adopted to assist the school in situations where a non-custodial parent wishes to become involved in school-related activities of a child or wishes to have contact or take custody of the child while the child is at school.

Ordinarily, the school will not resist or interfere with a non-custodial parent's involvement in school-related affairs or access to the parent's child or the child's records unless the school is presented with a court order or equivalent legal document which restricts such involvement or access. The school will not "choose sides" between parents.

A non-custodial parent may not take custody of a child or remove the child from the school premises unless the parent presents either a written court order or a written authorization signed by the custodial parent, which permits such custody.

Suppose the actions of parent(s), custodial or non-custodial, become disruptive to the school's operations. In that case, the school has the right to restrict access to such parents and to take other reasonably necessary actions.

Concerning student activities requiring parental consent, the school will accept consent only from the custodial parent unless authority to grant permission is given to the non-custodial parent by a court order or equivalent legal document.

These guidelines will be applied to further the school's mission and its students' best interests.

Library

The Delavan Christian School library exists to provide research resources as well as literature for class work and enjoyment. The library serves students in all grades. The teaching staff, administrator, and library volunteers recommend library books. The criteria for selection are based on relevance to the school curriculum and student enrichment. The school administrator makes the final decision for library books. When a book is questioned as to its appropriateness for our library, a letter must be written and submitted to the Administrator and the Education Committee of the School Board. Much care is required in selecting literature that enhances the Christian perspective of all of life. Excessive, inappropriate language and content that advocates lifestyles opposing Biblical teachings should not appear in a Christian school library.

The library is staffed by adults who are in charge of the following:

- Keeping order in the library
- Processing and cataloging new books

- Checking books in and out
- Keeping the library clean and orderly

Books may be checked out for two weeks and then renewed for another two weeks. The last person must pay for lost books to check them out.

Lost and Found

Articles that are left behind are kept, but the items that are not claimed may be donated to local charities.

School Property

Search and Inspection

Search of Students

Students are provided with lockers, desks, computer files, and other facilities owned by the school as a courtesy to the student. A student's person and/or personal effects (e.g., purse, book bag, clothing, pockets, desks, computer files, lockers, etc.) may be searched. The search will be conducted under the authority of the administrator, with at least one adult witness present. Items may be confiscated by the administration, who will advise the student's parents. There may be periodic inspections for cleanliness and vandalism or when school officials have reasonable cause to believe that the student is in possession of alcohol, controlled substances(s), tobacco, pornography, weapon(s), or anything else which is a violation of the law or school rules. Also, if vandalism is discovered during such inspections, disciplinary action could be a consequence.

“Weapons at School” clause

It is the right of all students to feel safe and in a loving environment while at Delavan Christian School. The student body and staff of the school should not have to worry about their personal safety because of possible rash and very serious sudden behavior on the part of any person. Due to the climate of the times, the Delavan Christian School adopts a firm policy regarding the possession of any item that may be generally construed to be a weapon. Suppose any student is discovered to have brought such an item to school or near school. In that case, that student will be immediately suspended and will not return to the status of a student at Delavan Christian School until the following have occurred:

- The parents and student have been involved in appropriate counseling.
- The school board, administration, and family have had a meeting, which, in the eyes of the board, brings a satisfactory result.

It is also the intention of the school to notify the police of any such incident and let the law authorities take the normal proper steps that are under their control.

Smoke-free campus policy

Delavan Christian School is a smoke-free campus. Smoking or the dropping of cigarette butts on school property is prohibited. We find support for our decision for the following reasons:

- In our school curriculum, we teach and discuss the dangers of smoking.
- Biblically, we urge students to treat their bodies as temples of the Holy Spirit.

Transportation

Bus Conduct

The school district of Delavan-Darien provides safe, efficient transportation for students attending public and private schools. Parents are asked to review bus rules with their children periodically to protect the safety and welfare of the children while on the bus. Students riding the buses, whether daily to and from school or for field trips and sporting events, are expected to know and follow these rules. Parents are responsible for the behavior of pupils on school buses. If a child's behavior is unacceptable, the privilege of riding the bus may be withdrawn, and it becomes the responsibility of the parent to transport the child. A complete listing of school bus rules is below.

Rules of School Bus Safety as noted on the Dousman Transportation Service website:

Be Safe at the Bus Stop and Getting on the Bus.

- Arrive at the bus stop 5 minutes before the bus arrives.

- Wait in a safe place, clear of traffic and away from where the bus will stop.
- Wait in an orderly line and avoid horseplay.
- Wait for the hand signal from the driver before crossing any street!
- Go directly to your assigned seat when entering the bus.
- When exiting the bus, move away as quickly as possible and never cross behind the bus.

Remain Seated in your Assigned Seat Unless the Driver Grants Permission to Move

- When the bus is stopped, ask the driver if you may move.
- No kneeling or turning your body completely around.
- You may speak to others in your seat or across the aisle.

Keep Hands, Feet, and Objects to Yourself.

- Backpacks should be placed on the floor under your legs or on your lap.
- Hitting, punching, kicking, grabbing, throwing, pushing, spitting, and pulling hair will not be tolerated.

Keep the Bus Neat and Orderly.

- Please dispose of waste materials, candy wrappers, etc., in the basket provided when the bus has stopped or put them in your pockets.

Talk in a Normal Voice.

- Please use an “indoor” voice when on the bus.
- No screaming, shouting, screeching, or loud abrupt noises.

Do Not Extend Your Head, Arms, Hands, or Objects Out of the Bus Windows.

Transportation Reimbursement

Any student whose residency is outside the Delavan Darien School District may be entitled to a monetary reimbursement from the public school district they reside in; however, parents should contact the public school district where they reside for specific parameters. Typically, parents will receive a transportation payment from their local school district in June *after* the school year ends. However, parents of Delavan Christian School must apply for this transportation reimbursement in May *before* the school year begins.

Visitation

Visitor Policy

Delavan Christian School student and staff safety are essential to us as well as the security of our families and friends. In an emergency, the school needs to know who is present. If the door is locked when visiting Delavan Christian School, please ring the silver doorbell. Sign in, then proceed to the office to let the staff know you are in the building and the purpose of your visit. All visitors sign in and receive a Visitor sticker. Upon departure, they will sign out.

High School Visitation

Delavan Christian School supports Christian Education and strongly encourages families to seek information actively and have responsibility for their child’s high school placement. Delavan Christian School allows eighth-grade students up to two excused absences per year for visiting and testing with local high schools. The parents are responsible for coordinating the visits and testing at the prospective high school(s). The parents will inform Delavan Christian School of the student’s absence per the Delavan Christian School guidelines. If prospective high schools extend invitations for visits, send information on placement testing, or provide any other information to Delavan Christian School, it will be made available to all eighth-grade students. Parents and students will then have the option of whether or not they would like to take advantage of the opportunity provided by the prospective high school.

Acceptable Use Policy

Delavan Christian School has been blessed with several monetary donations that have enabled us to purchase needed equipment. As a Christian school, we recognize the need for technology education, but as with all areas of our curriculum, it is taught in light of God’s Word. We use technological tools to accomplish God’s work, seeking His will. Students are taught to use such technology tools to please God. Students who use computers and other technology in destructive or inappropriate ways will be dealt with severely.

Any student found tampering with, making changes, or inappropriately using technology will be immediately suspended from technology class and banned from using school computers. At the discretion of the teacher and the administrator,

the student's academic grade may be altered or failed. If costs are incurred to correct the problems. Before the student is allowed to use computers again, the administrator and teacher will draw up a second offense policy, which will be implemented.

Electronics

Hand-held games, media players, etc., should be kept from school.

Telephone Use

Students are discouraged from using the telephone during school hours. Routine type phone calls for things such as play dates, car rides, etc. must be arranged before or after school (before 8:00 am or after 3:40 pm). If school events are postponed or canceled, students may call their parents. Students must receive permission from a staff member for phone use.

The administrative assistant or teachers will receive all incoming calls. Parents, please refrain from calling to ask to speak with your children except in an emergency.

Cell-Phone Use

Student cell phone use during school hours is prohibited. Students must check all cell phones at the office each morning and pick them up at dismissal time. Students can use cell phones on school grounds before 8:00 am and after 3:20 pm. Students involved in after-school extra-curricular activities must request the use of cell phones from their coaches/directors. The teacher, coach, or administrator will decide when the phone will be returned.

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Brett: 262-903-8813 brettpolyock@gmail.comAmy: 608-215-5089 amypolyock@gmail.com

Eli K * = School Board Member

Powers, Levi & Emily

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Soren PK

Puza, Ethan & Ashley*

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Colton 2, Jace PK * = School Board Member

Schotanus, Chester* & Barb

24503 89th St Salem, WI 53168

Chet: 262-716-1976 crschotanus@yahoo.com

* = Band Director

Schroeder, Rich & Kari

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Zackary 8

Shelton, Rodrick & Nicole

N529 County Road H Genoa City, WI 53128

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Kyndall 7

Sisk, Levi & Melissa

N5577 Cobblestone Rd. Elkhorn, WI 53121

Levi: 262-903-6211 idontknowwhere2be@gmail.comMelissa: 608-728-0984 melissasisk83@gmail.com

Violet 7

Sladek Eric & Kasie

146 Sharon St Darien, WI 53114

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Samantha 8

Soellner, Kent & Lynelle*

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Blake 7, Taegan 4 * = MS PE Teacher

Stallings, Bill & Kris

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Bill: 262-745-1929 scsuwws@yahoo.comKris: 262-745-4688 klumke06@yahoo.com

Delaney 8, Beckett 4

Tauscher, Pat & Lacey

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Kaeden 5, Kaia 3, Calvin K, Leo K

Taylor, Luke* & Joy

1602 Smith Ln. Delavan, WI 53115

Luke: 262-725-2796 ltaylor@delavanchristianschool.orgJoy: 712-395-0731 jtaylor@dalcometals.com

Brady 8, Mackenzie 6 * = Administrator, MS Teacher

Terpstra, Jedadiah & Rebecca

3405 Country Rd O South Delavan, WI 53115
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Rebecca: 262-215-0300 rebeccaterpstra@gmail.com
 Arie 1

Terpstra, Jim & Cathy*

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 * = School Board Member

Terpstra, Nate & Rhiannon*

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Rhiannon: 262-749-0922 superterp03@gmail.com
 Lorelei 7 * = School Board Member

Truitt, Natalee

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Natalee: 262-210-1569 TruittNatalee@gmail.com
 Quinton Ellis 8, Violet Ellis 2

Valdez, Emily

Emily: 262-230-5783
 Alex 4, Carrie 2

Valenti, Chris & Pam Valenti

2908 Wells St. Delavan, WI 53115
 Pam: 262-903-5353 pamela.valenti@gmail.com
 Sophia 6

Vavra, Matt

435 Phoenix St. Delavan, WI 53115
 Matt: 262-949-5186 vavra35@yahoo.com
 Brody McCarthy 7

Vegter, Rick & Elaine*

N1318 Koch Rd Sharon, WI 53585
Elaine: 262-736-6465 evegter@delavanchristianschool.org
 * = Art Teacher

Venema, David & Allison

David: 262-215-8807
 Allison: 262-755-0701 allison.venema@gmail.com

Early Education**Preschool (3yo)**

Mrs. Brooke Henningfeld
Mrs. Lily Drefs (Teacher Aide)
 Jackson Andre
 William Austin
 Kenneth Belanger
 Ruth Bonvicini
 Aria Gall
 Lyla Gallegos-Perez

Priscilla Godinez
 Clara Heggernes
 Joy Jaramillo
 Silas Kurtz
 Lilah McCabe
 Mica McPherson
 Penelope Mousty
 Kayliana Wood

Prekindergarten (4yo)

Karson PK

Versweyveld, Jim & Janet*

N5598 Johnson Rd. Delavan, WI 53115
Janet: 608-697-1680 jversweyveld@delavanchristianschool.org
 * = Third & Fourth Grade Teacher

Willis, Tim & Samantha

2311 E. Lorena Dr. Beloit, WI 53511
Tim: 217-791-3307 timothywillis7@gmail.com
Samantha: 630-465-4018 samimig@gmail.com
 Faye 2, Daisy K

Wood, Richard & Stacey

108 Grace St. Sharon, WI 53585
 Richard: 262-751-5814 thericktogher@gmail.com
 Stacey: 414-708-9503 staceyjbeckman@gmail.com
 Damoni PK, Kayliana PS

Zwieg, Philip & Shey

Philip: 262-374-0847 pzwieg@vintageonthepond.com
Shey: 262-215-8693 SheyZwieg@gmail.com
 Giuliana PK

Classes

Mrs. Sarah O'Niel
Mrs. Sarah Dobberstein (Teacher Aide)
Ms. Ruth Gamez (Teacher Aide)
 Jack Austin
 Oswin Belanger
 Ava Braband
 Nicolas Braband
 Alayna Carek
 Kainen Damaschke
 Aiden Doerkson

Luke Drefs
Samuel Hughes
Phoenix Knutson
Mason Miller
Louella Mowery
Mari Musser
Soren Powers
Jace Puza
Karson Venema
Damoni Wood
Giuliana Zwieg

Kindergarten (5yo)

Mrs. Maria De Jong
Mrs. Kelly Berg (Teacher Aide)
Ms. Allison De Jong (Teacher Aide)
Titus Bonvicini
John Bordy
Aliya Braband
Christian Carek
Phoebe Carroll
Daisy Hanhardt
Christian Jaramillo
Jehieli Jiminez
Evan Kochanski
Eli Polyock
Calvin Tauscher
Leo Tauscher
Daisey Willis

Elementary School

Mrs. Brenda Flikkema

First Grade

Gavin Damaschke
Adalyn Doerksen
Tobias Farrington
Austin Hovestol
Hannah Kurtz
Silas Musser
Arie Terpstra

Second Grade

Mrs. Brenda Flikkema
Annie Akey
Aria Bordy
Violet Ellis
Galadriel Olson
Paige Paschke
Colton Puza
Carrie Valadez
Faye Willis

Third Grade

Mrs. Versweyveld
Levi Baker
Isabelle Hanhardt
Luke Kurtz
Hope Nieuwenhuis
Colt Paschke
Libby Person
Kaia Tauscher

Fourth Grade

Mrs. Versweyveld
Findley Akey
Asher Hovestol
Layne Keizer
Taegan Soellner
Beckett Stallings
Alexandre Valadez

Middle School

Mrs. Vicki Blakeslee
Mr. Daniel Kosinski
Mr. Luke Taylor

Fifth Grade

Adeline Berg
Colton Damaschke
Hunter Hanhardt

Aven Medina
Anna O’Niel
Kaeden Tauscher

Sixth Grade

Zachary Baker
Andrew Green
Hunter Hovestol
Isaiah Luerssen
Chase Nieuwenhuis
Sophia Phillips
Mackenzie Taylor

Seventh Grade

Sean Baker
Audrie Drefs
June Hanhardt
Brody McCarthy
Kyndall Shelton
Violet Sisk
Laylah Slack
Blake Soellner
Lorelei Terpstra

Eighth Grade

Abigail DeBoer
Evan Doerksen
Quinton Ellis
Haaken Hovestol
Monika Huerta
Nathaniel Loback
Samantha Luerssen
Cady Lumkes
Hailey Nieuwenhuis
Miles Person
Zackary Schroeder
Samantha Sladek
Delaney Stallings
Brady Taylor

2022-2023 Delavan Christian School Staff

Mrs. Kelly Berg K Teacher Aide
Mrs. Vicki Blakeslee..... Resource/Reading Teacher, 5th-8th Language Arts
Mrs. Chrissy DeBoerFood Service Personnel
Ms. Allison De Jong..... K Teacher Aide
Mrs. Maria De JongKindergarten (5yo)
Mrs. Sarah Dobberstein..... 4K Teacher Aide
Mrs. Lily Drefs.....3K Teacher Aide

Mrs. Brenda FlikkemaFirst and Second Grade
Mrs. Natasha Gall.....Music Teacher
Ms. Ruth Gamez..... 4K Teacher Aide
Mrs. Katie Hanhardt.....Middle School Enrichment
Mrs. Brooke HenningfeldPreschool (3yo)
Mr. Daniel Kosinski.....5th-8th Bible, 5th-8th Science, 5th/6th Math, 5th/6th Social Studies
Mrs. Michaela Miller.....Janitor
Mrs. Kasey Musser.....Librarian, 4K PE, K PE
Mrs. Sarah O’Niel.....Prekindergarten (4yo)
Mrs. Jasmine OlsonAdministrative Assistant
Mrs. Sue Olson.....Early Childhood Resource
Mr. Chester Schotanus..... Band Director
Mrs. Lynelle Soellner..... 5th-8th Physical Education
Mr. Luke Taylor..... Administrator, 7th/8th Bible, 7th/8th Math, Athletic Director
Mrs. Elaine Vegter..... 1st-8th Grade Art
Mrs. Janet Versweyveld.....Third and Fourth Grade

Notes:
