

WELCOME

Welcome to the new parents and welcome back to the parents who had children in the school in previous years. It is great that you have set Christian education as a priority for your children. This handbook has been prepared to help you understand some of the school's activities and expectations. This is just an introduction to our unique school. Our school's mission is "to proclaim and teach the Word of God and live out that Word of God in our community." Thank you for joining our Christian education family.

ST. JOHN LUTHERAN SCHOOL CREDO

We believe that Christian education is the vital aspect of God's mission, commanded by Him to the church through the Great Commission: "Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all that I have commanded you. And behold, I am with you always, to the end of the age." Matthew 28:19-20.

We believe that the purpose of Christian education is to teach the Christian faith through instruction in God's Word, Lutheran hymns, and the Confessions of the Church, and learn to live a life of discipleship.

We believe that the uniqueness of Christian education rests in an education that:

- nurtures each individual's unique talents and abilities to serve God's purposes.
- is empowered by the Holy Spirit for accomplishing God's purposes.
- views the pupil through the cross of Christ.

We believe that effective Christian education is carried on through quality learning programs that provide experience in relating the Christian faith to every aspect of life.

We believe that children benefit when parents and teachers work together as educational partners and there is a total concern for the Christian growth of the child through the school/home relationship. Parents and teachers should encourage each other in regular worship attendance and Bible study.

NOTICE OF NONDISCRIMINATORY POLICY TO PARENTS AND STUDENTS

St. John Lutheran School admits students of any race, color, national and ethnic origin to all rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admission policies, and athletic and other school administered programs.

GUIDELINE FOR NEW STUDENTS

If a new student is interested in attending school at St. John Lutheran School, the parents should contact the school office. The office will get the following information: student's name, age, a phone number the teacher can call, and the reason for considering the transfer. From there, office personnel will contact the appropriate teacher. The teacher or school office personnel will contact the parent(s) to see if they are interested in seeing the school (before, during, or after school hours). If parent(s) wish to see the school, the teacher will set up a time for the parent(s) and/or student to come in. If the parent(s) are interested in their child attending St. John Lutheran School, the office will contact the previous school and request the records. Once the records are received, the School Board, teacher(s), and Pastor will review the records and make a decision regarding the acceptance or denial of the student. Once a decision has been made, a School Board member will contact the parent(s) and let them know the decision. No money will be accepted until after the School Board makes a decision on whether or not the student has been accepted to the school.

ADMISSION POLICY

St. John Lutheran School exists primarily as a Christian Day School for the children of St. John congregation and, as space is available, for the children of other parents interested in securing a Christian Education.

The entire catechetical program for all grades falls under the jurisdiction and oversight of the pastor. Catechesis takes place in the school's worship and prayer life, music program, and daily integration of the faith into academic subjects.

Children entering Kindergarten must be five years of age on or before September 1 of the school year. The St. John Lutheran School Board of Education reserves the right to limit enrollment to 72 students or 24 per teacher; approve new applications for enrollment; and review and approve returning students prior to a new school year.

CHRISTIAN CURRICULUM

The core of our curriculum is our Bible-based religious training program from a Lutheran perspective. Religion permeates all of life as we think of God the Father, who created us and still preserves us; God the Son, our Redeemer from sin and death; and the God the Holy Spirit, the Sanctifier who opens up to us the understanding and applications of our faith to a life of service.

St. John Lutheran School stresses the basics in education, so a heavy emphasis is put on reading, phonics, language skills, mathematics, and science. Music, social studies, computer skills, art, and physical education are also given adequate time in the curriculum.

Emphasis is placed on helping students to read critically and compare all subject material to what God tells us in His Word. Many textbooks and literature present attractive ideas, but these ideas do not agree with what God tells us. In a Christian school, the students, with the guidance of their teacher, learn to look at every subject from God's perspective. Christian values and principles permeate every subject area.

WORSHIP

Attending the Divine Service is important, as it is where we receive the forgiveness of sins through Word and Sacrament. We know from Holy Scripture that "where there is forgiveness of sins there is also life and salvation." (Luther's Small Catechism) All students, families, and faculty are encouraged to be in Divine Service weekly.

Worship opportunities for students will be provided weekly. Please note the service times, days, and locations listed each week in the St. John Flyer, as they may occasionally be altered.

These are services of the church, thus all parents, guardians, members, and guests are welcome. Children's chapel offerings are used for special mission projects or local needs which will be announced in the St. John Flyer.

MUSIC

A school choir is part of the music program at St. John Lutheran School. The choir sings monthly in church and for other events. Students are **strongly** encouraged to be in church and in attendance for all singing events. Choir is a team effort just like any sport. The absence of a student impacts the performance of the group.

A band and choral program is available through the Suring Public School District. Students in grades 5-8 may sign up for band lessons. Students in grades 7-8 may sign up for choral music lessons. Parents are responsible

for contacting the Public School to sign their students up. Students who participate in the band and choral programs are responsible for making up classroom work missed during band or music lessons. Parents of music students are required to help transport the students to and from Suring Public School.

PHYSICAL EDUCATION AND ATHLETIC PROGRAM

A physical education program for all students is a part of the regular school week. Calisthenics, organized play, and recreational activities are under the supervision of a teacher. All pupils are to take part in the physical education program except those who are excused because of a physical disability. A parental request to excuse the child should be given to the teacher.

The school may participate in an athletic program with other schools. Student athletes may participate in team endeavors so long as they maintain their scholastic standing and so long as they adhere to the discipline of the school. Students who remain after dismissal time to participate in the athletic program may not leave the school grounds without permission of the school board or the staff. Student athletes will strive to be models of behavior, not only on the field of activity but also in everyday activities.

All student athletes, including cheerleaders, need to have a parent's permission before they can participate. St. John School will follow the Suring School criteria for extracurricular academic eligibility, which is as follows: A student must maintain a minimum of a 1.6 grade point average for each quarter in a marking period. Students will be ineligible if they receive one (1) failing grade for a quarter marking period. A student who does not meet the standards required for academic eligibility will be ineligible for 15 days. The student involved in more than one activity misses all the activities in the 15-day period. The ineligibility period will start when report cards come out. After the initial 15-day period, a student's academic record will be reviewed. If the student is still ineligible, he/she will have another 15-day period. If the student does not qualify for eligibility, the student remains ineligible until the next grading quarter. Fall sports will use the grades from the fourth quarter of the previous year for determining eligibility. To become eligible after a period of ineligibility, the student must show acceptable passing work in the first 15 school day period of the first quarter of the year. Ineligible fall athletes are ineligible for the first game or activity falling in the first 15 days of school. The academically ineligible participant must practice and attend event(s) with the team but will not participate in the event(s). Students enrolled in the special education program can maintain eligibility if there is a consensus from the IEP Team that the student is meeting the goals outlined in his/her Individual Education Plan (IEP).

ATTENDANCE

Regular attendance is a vital factor in each student's academic progress. Responsibility for such attendance rests with each parent. Parents should call the school or contact the teacher between 7:00 - 8:00 a.m. giving the reason for absence.

Students are responsible for all work missed. Work missed due to illness will have a 1-day grace period per day missed unless the teacher grants special permission in exceptional cases. Work can be picked up after 3:00 pm or by arrangement with the teacher. Work missed due to an absence other than illness must be made up within two days following return to school. If your child is absent, make arrangements to pick up assignments or have another student take them along.

TARDY POLICY

The tardy policy is in place to assist the education program at St. John School. It is extremely important that the students arrive on time on a regular basis to set them up for success as students and as future employees. Students should be at school by 8:00 a.m., granted that bus riders are dependent upon the bus driver and will be taken into consideration when they arrive, and the amount of time needed to be ready for the day.

If a student has three or more unexcused tardies (unexcused arrivals after 8:05), he or she may be ineligible for, or detained before attending, school functions. Some of those functions may include, but are not limited to: Carnival Day, Lock-Ins, Bowling, Field Trips, etc. The teachers will use discretion as to the application of the consequence. Parents will be notified by the school board if tardiness exceeds three days.

EARLY ARRIVALS AND DAILY SCHEDULE

The earliest a child will be permitted to enter the building will be at 7:50 a.m. Students arriving earlier will remain outside under the supervision of a parent. Classes will begin promptly after the bus arrives, usually 8:00 a.m. Students will be dismissed at 3:05 p.m. Students that are riding with parents, riding bikes, or walking will be dismissed immediately after the bus leaves.

BICYCLES

Bicycles are ridden on the right side of the road and must obey the same traffic laws of a car. Bicycles ridden to school must be parked upon arrival and at no time during the school day will children be allowed to ride their bicycles. Anyone riding a bicycle to school will leave immediately after the first bus, unless they are working in the school. Students who reportedly are careless and are breaking the law will be asked not to ride their bicycles to school.

STUDENT RESPONSIBILITIES

Each student is responsible for his or her own actions. Students are expected to conduct themselves in ways that do not threaten or demean others. The behavioral expectations established by the school are designed to prepare students for the responsibilities and situations they will face later in life and to prevent interruptions to learning caused by unpreparedness or behavioral disruptions.

Students are encouraged to conduct themselves in attitude, demeanor, and work as befits their God-given vocations.

Students will sign a covenant at the beginning of each school year to commit to following the code of conduct.

Conduct

To have a successful school year it is expected that students will:

1. Honor and obey all authorities.
2. Show respect to other students and their belongings.
3. Respect and care for all property and materials.
4. Complete assignments on time and turn in assignments to the teacher at the designated time.
5. Complete assignments neatly and per directions.
6. Seek further explanation of directions from the teacher if assignment directions are not clear.
7. Use the assignment books/sheets according to grade level expectations.
8. Bring required materials or supplies to the classroom on time.
9. Keep personal areas—desks, lockers, bins, benches, shelves, hooks, etc.—neat.

Students are responsible for taking care of all school property. Repair costs for malicious damage will be charged to the student's financial bill. Other behavioral consequences may be assigned per the discipline procedure on page 6.

LOCKER/BACKPACK POLICY

Each middle school student will be assigned a locker for personal use and the student will be responsible for all materials and books in that locker. The school cannot assume responsibility for the loss of property from student lockers. To that end, students may choose to bring and use a combination lock for their lockers. If a student uses a combination lock, they must provide the lock code to the teacher to ensure that the locker can be accessed if needed. Students are cautioned against telling their combinations to others or they cannot expect their property to be safe. Students are responsible for keeping their locker clean at all times. Students who modify the locking mechanism will be responsible for any damages caused to the mechanism and may face additional consequences. School lockers are the property of Saint John Lutheran School and may be searched by faculty members or public officials as determined necessary or appropriate without the consent and notification of the student.

A student found to be in another student's locker will be treated as trespassing and the school board will be contacted.

Backpacks, book bags, and/or purses are not allowed in the classroom. This rule is for the safety of our students and staff. Students bringing backpacks, book bags, and/or purses should store them in their lockers during the school day.

Staying After School for Work Completion

A child may be asked to stay after school to complete work that is incomplete due to prolonged illness or lack of responsibility toward his/her homework. This will be done to prevent falling behind on present assignments. Parents will be notified in advance if a child is being kept after school and will be contacted to pick the student up when the work is completed.

Students may also be required to stay after school as a result of a discipline problem. If a child repeatedly makes the choice to not meet the expectations of the classroom, they will receive a detention (see discipline plan). Parents will be notified and need to pick up the student at the appropriate time.

Toys and Playthings

Any item that becomes a nuisance and is, in the opinion of the teacher, unnecessary or detrimental to the educational process, will be confiscated.

Gum Chewing

Gum chewing is banned from the school as an unnecessary hindrance to proper maintenance of floors, furniture, books, and the like.

BULLYING GUIDELINES

In today's society, the problem of "bullying" is causing a growing concern in all schools at all levels. This program is to deal with and correct bullying before the students leave here for the next level of education. We will work with the students that are causing the offense and those that are being bullied. Our goal will be to instruct them to be Christ-like and to handle their concerns in a God-pleasing manner.

All people are born with a sinful nature (Romans 7:18), which causes us to occasionally mistreat others. Scripture also says that "no one who lives in Him (Jesus) keeps on sinning," (1 John 3:6). Someone who persistently sins against another and lives outside of Jesus's will might be termed a bully. A primary mission of St. John is to "gently restore those who are caught in a sin." (Galatians 6:1). Because the Lord disciplines those He loves (Hebrews 12:6), and because those who sin are to be rebuked publicly as a warning to others (1 Timothy 5:20), it is clear that correcting bullying behaviors is an essential element of spiritual care to our student body. In contrast to our culture's soft prejudice disguised as tolerance, we at St. John follow the law of love that holds sinners accountable and speaks the truth at all times.

Bullying is when someone is exposed repeatedly and over time to negative actions on the part of one or more persons. Bullying is when one person or persons uses power in a willful manner with the aim of hurting another individual repeatedly.

Types of Bullying:

1. Physical bullying is perhaps the most obvious form of intimidation and can consist of kicking, hitting, biting, pinching, hair pulling, and making threats.
2. Verbal bullying often accompanies physical behavior. This can include name calling, spreading rumors, and persistent teasing. It can also include social media, such as Facebook.
3. Verbal threats meant to cause or imply harm or intimidation to another person will be taken seriously, and not tolerated whether real or idle speech.
4. Emotional intimidation is closely connected to these two types of bullying. A bully may deliberately exclude a child from a group activity.
5. Racist bullying can take many forms: making racial slurs, spray painting graffiti, mocking the victim's cultural traditions, and making offensive gestures.
6. Sexual bullying is characterized by unwanted physical contact or abusive comments.
7. Cyber bullying often takes place out of the school building, but is aimed at other classmates. It is the use of the internet, phones, or other media to harass or harm another student.

Normal Conflict	Bullying
Equal power between friends	Display of power, not in friendship
Occasional	Frequent
Accidental	Purposeful
Demonstrates concern	Demonstrates pleasure
Takes responsibility	Blames others
Tries to solve the problem	No effort to resolve issue
Occurs anywhere	Occurs where bully is not seen by teachers

Teasing between Friends	Taunting by a Bully
Swaps roles with ease	Based on an imbalance of power
Not intended to hurt	Intended to hurt
Maintains dignity	Meant to humiliate or demean
Pokes fun in lighthearted clever ways	Comments or acts are bigoted
Innocent in motive	Sinister in motive
Only part of the friendship interaction	Continuous action toward the target
Discontinued when person teased becomes upset	Continues or increases when target becomes distressed or objects

St. John School is unique in that it is small enough that one cannot avoid any one schoolmate for long; sinners (bullies) must be held accountable and relationships must be restored. This dynamic is the primary reason our school functions much like a family. Holding a sinner (bully) accountable so that there can be repentance and forgiveness is one of the most important life skills taught at St. John. To help us emulate Jesus, we follow these steps:

1. "If your brother sins against you go and show him his fault, just between the two of you. If he listens to you, you have won your brother over." (Matthew 18:15) Do not pretend the bullying is O.K. and accept mistreatment; boldly describe the sin and make clear your willingness to forgive upon repentance.
2. "But if he will not listen, take one or two others along, so that every matter may be established by the testimony of two or three witnesses." (Matthew 18:16) The teacher is certainly to be one of the witnesses. If the sin (bullying) necessitates, the teacher and parent/guardian will be among the witnesses also.
3. "If he refuses to listen to them, tell it to the church." (Matthew 18:17) A third sin directed at the same person will become a matter for the teacher, school board, parent/guardian, and possibly pastor. Discipline, including possible suspensions, will be determined.
4. "For I have not come to call the righteous, but sinners." (Matthew 9:13) If God disciplines those He loves, it follows that the unrepentant sinner (bully) at St. John shall be removed from any situations that present a temptation for sinning (bullying). This may include separate areas to eat lunch, restricted recess times, bathroom use only alone, loss of privileges to attend after school functions, loss of privilege to attend class trips, or any other consequences in place.
5. If bullying continues, further discipline in the form of In-School and/or Out-of-School Suspensions, Parent-Teacher Conferences.
6. Further bullying will result in the student and parent/guardian being called before the School Board to describe to the staff and School Board what he/she is doing to change his/her behavior.

The objective, always, is to direct the sinner's (bully's) eye toward Jesus and continue to apply law and gospel until every student realizes that only through Jesus can we really learn to love others and treat them accordingly.

DISCIPLINE

We recognize that from time to time, concerns come up that need attention. It is our goal to handle all situations in a God-pleasing manner. Classroom teachers handle discipline in their classrooms. When they need assistance, the School Board is informed. Our greatest results come from parent/guardian support. Together, school and family, we can teach our children skills necessary to lead a God-pleasing life. The goal is for the school and family to work together in love to discipline our children.

Examples of inappropriate behavior at St. John School are: cheating, stealing, disrespect for authority, unfinished school work, excessive talking in class, loud talking in hallways, chewing gum, not cleaning up messes, damaging or defacing school property, foul language.

There will be consequences for inappropriate behavior. Each situation will be handled on an individual basis and consequences will be given at the teacher's discretion.

The faculty's goal is never to punish a student, rather to gently direct them towards positive, God-pleasing behaviors. With that knowledge, if a student would choose to behave in a way that results in four hours of detention in a single quarter, a meeting with the School Board would be arranged. After six hours of detention, and additional meeting will occur, met with the potential for alternate punishment (suspension).

Teachers, Pastor and the School Board reserve the right to meet with a student and their family after a student's offense at any time.

IN-SCHOOL/OUT-OF-SCHOOL SUSPENSION

Occasionally, it is necessary at the School Board's discretion to suspend a student from the classroom as a consequence for a serious violation of school rules. A suspension may be from a half day to 5 days in length, and may be in or out of school. In all cases, the parent will be notified by phone (if possible) or a letter will be sent. Students facing suspension are not permitted to participate in other school-related after school programs.

If the inappropriate behavior is a serious infraction, the parents/guardians will be contacted immediately for picking up their child. This would include drugs, weapons, fighting, serious verbal threats, etc. As may be required by law, Law Enforcement officials shall be notified of such incidents.

The school has the right to discipline or ask a student to withdraw for any reason. Failure to comply with expected standards of conduct will subject the student to potential disciplinary action, up to and including expulsion or dismissal.

STUDENT DRESS AND APPEARANCE

Students at St. John Lutheran School are encouraged to present a personal appearance that reflects the Christian standard of the school. Modesty, moderation, cleanliness, neatness, and appropriateness should be used as a guideline for making choices regarding dress and appearance. The staff reserve the right to address inappropriate clothing not discussed in the dress code at their discretion.

In removing potential distractions from the environment and providing order and structure for student dress, a healthier educational environment is created which promotes better learning. If a student wears an inappropriate item one day and is not corrected, this is not justification to continue to wear the item. It is the parent's responsibility to see that their children come to school dressed appropriately.

Students may not wear clothing or apparel that depicts or advertises alcohol, tobacco or drug products; clothing that displays slogans with vulgar or sexual content; clothing that depicts imagery contrary to Christian modesty (violence, human skulls, death, etc.); clothing that demeans an individual's or group's ethnicity or culture; and/or clothing that disrupts the learning environment.

In order to promote a clear understanding of the school's uniformed dress code and expectations regarding appearance during school hours, the following guidelines are provided to help direct our choices:

Hairstyles

Hair is to be clean and appropriately styled so it does not hang in the eyes, is not distracting in the classroom, or calls undue attention to the student. Hair and highlights are to be a natural color. Males are to be free of facial hair. Students who do not meet these standards will be sent home and not be permitted to return until standards are met. Concerns about appropriate hairstyles are up to teacher and school board discretion.

Jewelry

No distracting jewelry may be worn. Girls may wear earring(s) in their ears only. Boys may not wear earrings.

Make-Up

Make-up use should be limited and in natural colors only. Clear *Chapstick*-like lip treatments are permitted, no lip-gloss. **Tattoos or ink drawings** on the skin, permanent or temporary, **are not permitted**. Such markings must be removed or covered before a student is allowed to go to class.

Clothing

Tops - Tops of any kind may be worn as they are not distracting and do not depict inappropriate content (as described at the beginning of the “Student Dress and Appearance” section).

- Shirts must cover midriff, backs, sides, cleavage, and all undergarments, including bra straps, at all times including when seated.
 - No tube tops, crop tops, halter tops, or tops with spaghetti straps are allowed.
- b. Oversized clothing is not allowed.
- c. The hem of skirts, skorts, and shorts must be modest in appearance and meet at/about fingertip length when the shoulders are relaxed at the sides (otherwise landing at mid-thigh).
- d. Pants:
- Jeans, khakis, capris, athletic pants, and basketball shorts are permitted.
 - Shorts are only to be worn when weather and season permits.
 - Girls may wear skirts, but must wear leggings under skirts during the winter months.
 - Girls may wear leggings when worn under other pants/shorts or covered by a long shirt that covers the buttocks.
 - Compression shorts and spandex are only allowed when worn under other pants/shorts.
 - Jeans with holes should be modest in appearance to teacher discretion.
 - Pants must fit appropriately and fastened securely at the waist so as to cover all undergarments.
 - Pajama pants are not to be worn. An exception is made if a special dress-up day allows it.
- e. No coats, hoods, or hats are to be worn inside.
- f. For the safety of students, no strapless sandals/shoes or flip-flops are to be worn. Crocs are allowed with the strap along the backside of the shoe. Athletic-type shoes with non-marking soles must be worn in the gym for Phy Ed activities. No open-toed shoes (sandals/flip flops). Students who bring shoes with laces must be able to tie them.
- g. Garments intended to be worn as undergarments are not acceptable as an outer garment.
- i. If the administration or teachers see clothing or an appearance that is considered educationally distracting, instruction will be given to the student informing him/her as to how the situation can be corrected. If compliance is not obtained, parents will be contacted.

Winter Clothing

- Students must bring and wear appropriate winter clothing while outside.
- If there is snow on the ground, students must wear winter (not fashion or cowboy) boots.
 - When brought inside, boots that need to dry must be placed directly in front of that student’s locker or hook. Once dried, boots must be moved inside the locker.
- All students must wear snow pants when there is snow on the ground.

If a student does not dress appropriately for the weather they will either miss recess or sit on the front step.

PLAYGROUND EXPECTATIONS

The following are expected of students at all times while at recess:

- Equipment that is taken outside must be brought back in after recess. Use equipment properly.
- Dress appropriately for the weather. Children without appropriate apparel will remain on the blacktop areas.
- Children wearing hats/Critter hats with tie strings/tassels or scarves are not allowed on playground equipment.
- Good sportsmanship is expected. Rough play is not allowed.
- Respect and listen to the recess supervisors.
- Any equipment that goes out of playground or field must be reported to the recess supervisors.
- No throwing snowballs, woodchips, ice, or dirt.
- Tackle football and other games involving throwing students onto the ground are not allowed.
- No hardballs or metal bats are allowed (unless under direct adult supervision)
- Use the play equipment properly. Do not climb up the front of the slide or hang underneath it.
- Pushing and shoving is not allowed on school grounds.
- If a student brings playground or sports equipment or toys from home, the school is not responsible for them if they are lost or damaged.
- Small Snow “caves” are allowed until during the winter until weather starts to get warmer.
- When there are snow piles, students may climb and slide off, but may not jump off high piles or push each other off to play “King of the snowpile”
- When the blacktop is icy, students may help chip ice, but not slide on it.
- Students who are not appropriately dressed for recess will be required to stay on the sidewalk or another area designated by the recess supervisors for the duration of the recess period.

If a student chooses to break one of the rules, the following consequences will occur:

- The student will be given a verbal warning and/or a time out.
- Loss of classroom, lunchroom, or playground privileges.

GRADING AND TESTING

Teachers grade students as objectively as possible. Grades are based on work done by the individual along with participation and effort shown in class. In order to achieve a segment of unity, teachers will have sufficient daily work grades and test grades in each subject to be able to determine the grade to be issued to the child. Parents of students in the 3rd-8th grades will have 24/7 access to their child’s grades online. It is the responsibility of the student and the parent to regularly check student grades. In grades K-3, the teacher will monitor student progress and make a decision on whether a student will be retained. The decision is based on the student’s progress toward mastery of grade level expectations, as outlined in the Wisconsin academic standards. Also, test results, report cards, and observations of other teachers and support staff will be taken into consideration. The teacher’s decision about retention will be the result of consultation with the School Board, parents/guardians, and teachers.

St. John uses letter grades to grade pupils from 3rd grade to 8th grade using the following scale.

90-100 - A; 80-89 - B; 70-79 - C; 60-69 - D; 59 and lower - F

In Kindergarten - 2 and non-academic subjects for grades 3 - 8, the following scale will be used:

E - Excellent S - Satisfactory N - Needs improvement

STUDENT RETENTION

In an effort to ensure that all students have an opportunity to reach at least the minimum levels of academic achievement in the basic disciplines of math, science, social studies, and language arts, the following guidelines will be applied:

For all grades:

- The teacher will note and communicate with parents regarding any core subjects where the student is failing. If the student is failing and at risk for retention at the end of the second quarter, the teacher will communicate with the parents/guardians regarding the area(s) of concern and set up a time to meet and to establish a plan for the student for the third and fourth quarters.
- If the student is unable to rectify those subjects of concern, the teacher will, at their discretion and in consultation with the parents and School Board, request that a student be retained.

In addition to the above, for grades 4-8:

- Students who have a failing final grade in at least 2 core subject areas will be requested for retention at the teacher's discretion and in consultation with the parents and School Board.
- Students may, per School Board and teacher request, be required to complete classes in a related subject area during the summer to make up for a failing final grade in a subject area. Responsibility for enrolling in and completing remedial summer school programs is on the student and parents/guardians.

As in all cases, teacher discretion will be used in these decisions, along with accommodations for extenuating circumstances which may impact student performance (prolonged illness, IEPs, etc.).

PARENT-TEACHER CONFERENCES

Teachers are available throughout the school year by appointment to discuss with parents and legal guardians the progress of student(s). All parents or legal guardians will have a required conference at the end of the first quarter and by request during the third quarter. All parents are required to come in at their appointed time. A note will be sent home one week before the conference informing parents of the time. If you need to reschedule your conference, contact the teacher.

TELEPHONE

Students may use school phones for matters of an urgent nature after obtaining permission from their teacher. All student cell phones must be turned off and left in the appropriate spot in the classroom during the school day.

Teachers will be available to take phone calls from 7:30-8:00 a.m. and from 3:10-3:45 p.m. daily (842-4443). Parents/guardians are asked to avoid calling during class periods except in the case of emergency. We would especially ask that these calls not be made during the first and last half hours of the school day.

GRIEVANCE POLICY

Step 1: If a family has a question, concern, or grievance against a faculty member, etc., they are expected to follow the process outlined by Matthew 18. The family must meet with the faculty member to try to resolve the difference. If the grievance is not resolved, proceed to step 2.

Step 2: The family then puts the grievance in writing and submits it to the faculty member, asking for a written response within 7 days. If the response is not sufficient to solve the grievance, proceed to step 3.

Step 3: The family/teacher can request a meeting with the School Board. The request is made in writing with copies of all documentation included for the School Board's review. The Board will contact the other party for the documentation, etc. The board will read the submitted material and set a mutual meeting date with both parties within 14 days of the initial request.

Step 4: The Board listens to both sides, reviews the material, then renders a written judgment to both parties

within 10 calendar days.

Step 5: If either party is still dissatisfied, a written proposal can be submitted to the St. John Lutheran Church Elders president, who, upon review of the documentation, may convene a meeting consisting of both parties, the School Board president, and the pastor.

Step 6: If either party is still dissatisfied, the party may submit a request to address the full board of elders and the School Board. The action taken as a result of this meeting is final.

BUSSING

Lamers is contracted to bus all the students living within the Suring School District. The students are bussed to Suring School and then transferred onto one bus, which brings them to St. John Lutheran School. The same is true at the end of the day. A bus will pick up the students at St. John Lutheran School, take them to Suring School, and transfer them to the appropriate bus that covers the area in which they live. There is transportation available for 4K students at 12:00 noon for those in the Suring School District. Students are expected to follow all the bus rules as they are listed below or they will lose the privilege of riding the bus.

Bus Rules

1. **Be on Time.** The bus will arrive five minutes before or five minutes after your scheduled pick-up or drop off time. Remember, if the bus has to wait for you at your bus stop that means the rest of the students are waiting in the cold or rain, etc.
2. **Entering and Exiting the School Bus.** Please pay attention to the bus driver's hand signals. The bus driver will wave you across in front of the school bus when the driver sees it's safe to cross the road. Please pay close attention to your bus driver, and always cross in front of the school bus, never behind.
3. **Who's in Charge.** Remember the bus driver is in charge on the school bus and it's very important to listen; the bus drivers are here to get you to and from school safely.
4. **Sitting.** Do not stand on the school bus while it is moving. If you feel you need to change seats while the bus is stopped, ask the bus driver for permission.
5. **Eating/Drinking.** Eating and drinking is not allowed on the school bus.
6. **Stay in your Seat.** Stay out of the aisle of the school bus. The aisle must be kept clear. Please don't put your backpacks or any belongings in the aisle. Keep your legs and arms inside your seat so that other students can enter and exit the school bus safely.
7. **Noise.** Loud talking and screaming, etc. is prohibited and will not be tolerated on the bus. If you can do this in class, you can do it on the bus. It is very disruptive to passengers and the bus driver.
8. **Remain Seated at all Times.** Sit on your bottom not on your knees or backpack. The seats are high for your safety.
9. **Fighting.** Both physical and verbal fighting (and swearing) on the bus are prohibited. There are students from three years old to twelfth grade and you need to respect them.
10. **Assigned Seats.** The school bus driver has the right to assign seats on the school bus. If you are given an assigned seat then sit in it.
11. **Last two Seats.** The State of Wisconsin and Lamers Buslines Incorporated recommend keeping the last two rows of seats in the bus vacant.
12. **Weapons of any kind are NOT allowed on the School Bus at any time.**
13. **Riding home.** Students must take their assigned/regular bus home from school daily. Permission will not be granted to ride other buses or to get out of the bus at another stop unless a written request from parents is given to the office. The school will then give the student a School Bus Note the bus driver will accept.
14. **Drop-off.** Students will be dropped off at home after school, in an emergency or early closing unless there have been previous arrangements made.
15. **Call:** If for some reason your child will not be riding on the bus in the morning, please let Peggy Gordon know, so the bus driver can adjust their pickup times. (920-842-2937 ext. 10512)

16. **Drugs:** Drugs, Tobacco and Vaping of any kind are not allowed on the school bus at any time.

Teachers are NOT to transport students outside of Field trips

All 3 and 4 year old students using bus transportation will be put in some type of safety harness (car seat, 5 point safety harness, or seat belt). Children in lower elementary will be belted at the discretion of the driver and administration.

General:

1. Parents and pupils must realize that school bus transportation is a privilege, not a right.
2. Be informed that misbehavior of any kind will not be tolerated. Pupils who misbehave may be punished/suspended through the school and can be denied the privilege of riding on the bus.

Pupil and Parent Responsibilities:

1. Pupils will ride on assigned buses only.
2. A certificate or statement from a medical doctor will be forwarded to the Superintendent's Office to substantiate all physically handicapped cases. Temporary handicap will require an annual statement. Permanent handicap will require only an initial statement. Parents are responsible for obtaining the statement and forwarding it to the Superintendent's Office.

Previous to Loading:

1. Be at the designated school bus stoop 5 minutes before your normal pick up time to keep the bus on schedule.
2. Stay off the road while waiting for the bus. Bus riders should conduct themselves in a safe manner while waiting.
3. Wait until the bus comes to a complete stop before attempting to board the bus. Line up in a single file.
4. Be courteous. Don't take advantage of younger children in order to get a seat.
5. If there is no sidewalk or path, it is recommended that you walk to the side of the road facing traffic to get to the bus stop. Wait on your side of the road and cross the road with the aid of the red warning lights and bus driver's hand signal.
6. Use the handrail and watch your step when boarding the bus.
7. Do not move toward the bus at the school-loading zone until the buses have been brought to a complete stop.
8. Any questions as to loading and waiting procedures at their particular stop should be presented to the bus company at 920-842-2937 ext. 10512.

While on the Bus:

1. Keep hands and head inside the bus at all times.
2. Assist in keeping the bus safe and sanitary at all times.
3. Remember that loud talking and laughing or unnecessary confusion diverts the driver's attention and may result in a serious accident.
4. Treat bus equipment as valuable furniture in your home. Damage to seats, etc. must be paid for by the offender.
5. Never tamper with the bus or any of its equipment.
6. Leave no books, lunches, or other articles on the bus.
7. Keep books, packages, coats, and all other objects out of the aisles.
8. Remain in the bus in case of a road emergency, unless directed to do otherwise by the bus driver.
9. Do not throw anything out of the bus window.

10. Always remain in your seat while the bus is in motion.
11. Be courteous to fellow pupils, the bus driver, and to passers-by.
12. KEEP ABSOLUTELY QUIET when approaching a railroad-crossing stop.
13. Parents will be notified if there is continuous misconduct on the bus. Bus riders may be denied the privilege of riding.
14. The driver is responsible for controlling the bus riders. They must obey him/her promptly and respectfully.
15. Inform the driver, if possible, when a rider will be absent.

Loading and Unloading the Bus:

1. Cross the road at least 10 feet in front (always in front) of the bus, but only after checking to be sure no traffic is approaching and after receiving a signal from the driver.
2. Be alert to the danger signal (the horn) from the driver.
3. Help look after the safety and comfort of small children.
4. Riders are not permitted to leave the bus at any stops other than regular stops unless the school has been given proper authorizations in advance.
5. After exiting the bus, remain 10 feet away from the bus until it has departed from the bus stop.

Extra Curricular Activity Trips:

1. The above rules and regulations will apply to any trip under school sponsorship.
2. Pupils shall respect the wishes of chaperones appointed by the school officials to accompany the bus riders.
3. Only students assigned to the bus may ride the bus. No guests are allowed due to safety.
4. Students who take the bus to an event are expected to take the bus home unless alternate arrangements have been approved prior to the trip by the event coordinator(s).

Other Rules:

1. All students riding the bus in the evening are required to wait until the bus has moved away from the immediate area, and no longer present a vision obstruction, before they may attempt to retrieve the family mail.

BUSSING DISCIPLINE

When a student breaks any of the above rules, they may be issued an office referral form due to his/her misbehavior on the bus. Once the third office referral form is issued, a written notice will also be sent to the parents to document the behavior. From that point, discipline issued by the bussing company is as followed:

- 2nd written notice: 1 day of In-School Suspension and 1 day denied bus privileges
- 3rd written notice: 1 day of In-School Suspension and 3 days denied bus privileges
- 4th written notice: 1 day of In-School Suspension and 5 days denied bus privileges
- 5th written notice: 1 day of In-School Suspension and possible loss of privileges for the remainder of the quarter, semester, or school year.

Additionally, Saint John Lutheran School reserved the right to issue additional discipline in tandem with any office referral forms or written notices in accordance with the severity of the offense.

FINANCING FEES

Adequate financial support is necessary in order to operate a quality Christian School program. The

congregation maintains St. John Lutheran School. The congregation hires the teachers and therein assumes the responsibility for salaries and benefits, as well as spiritual support and assistance.

Member Tuition

\$95/month or \$855/year for Pre-Kindergarten
\$860 for Kindergarten
\$1050 for 1st-8th Grade
\$850 each additional 1st-8th Grade student

Non-Member Tuition

\$95/month or \$855/year for Pre-Kindergarten
\$2075.00 for the first child per family
\$1725.00 for each additional child
\$1450.00 for Kindergarten

Payments should be made payable to St. John Lutheran School. If possible, pay 100% prior to the start of the school year to cut down on bookkeeping and to receive 5% off. If a problem regarding payment of tuition develops, contact the school secretary to make suitable arrangements. The Board of Education reserves the right to withhold a student's report card and records in the event of nonpayment of tuition and/or restitution for damage to school property.

Fundraisers

In order to keep costs down and also provide special field trips and activities for the children, a variety of fundraisers are organized during the year. The main one is at the beginning of the year when Christian cards and merchandise are sold. Fundraisers vary depending on Parent-Teacher League planning and voting.

Volunteerism

Volunteering is another big part of keeping fees and tuition costs down. Watch the St. John Flyer for opportunities to help out the school and teachers. Background checks will be needed prior to chaperoning or volunteering in the classroom. Insurance and a copy of the driver's license are needed if transporting students as a chaperone or to/from school functions.

Milk Fee

Milk is available at current market price. Check with the office for cost. Participation in the milk program is optional. Morning milk at break is available for your child. Your children may also qualify for free milk. Check with the office for the income restrictions and forms. All information is kept confidential.

PARENT-TEACHER LEAGUE (PTL)

There is an active PTL group in St. John Lutheran School. It meets four times a year for business and educational activities. The purpose is to:

1. Promote the welfare of our children.
2. Foster better parent-teacher school relationships.
3. Study the complex problems confronting parents and teachers in the Christian education and training of their children.
4. Assist wherever possible in securing instructional, media, playground, and other materials for the school.

PICTURES

Student and staff pictures are normally taken early in the school year. Portrait packages are offered for sale to the students.

SCHOOL CLEAN UP

School clean-up will be scheduled by the school custodian at the end of the school year. At least one parent from each family is required to participate in this event for a minimum of four hours. If you are not able to attend, you must find someone to work for you or pay a fee of \$80.00 to cover the cost of hiring someone to do your part. If you are unable to help with cleaning during the scheduled time, you can arrange to help later during the summer. If you have any special talents for cleaning and repairing things, let the clean-up coordinator know about this. A cleaning list and sign up sheet will be provided in the Little School.

HOT LUNCH

A parent group each week provides a hot lunch for the children whenever there is a full five-day week. They are to provide a well-balanced meal and to include a fruit and vegetable. You will be assigned to a hot-lunch group when your K¹-8th grade child enrolls in the school. If you are unable to help serve the meal, you are asked to bring your food to the church kitchen in the morning or the night before. You are required to get someone to fill in for you. Depending on the menu, preparation and serving time ranges from 11:00 a.m. to 1:00-1:30 p.m. for clean up. The hot lunch group leader will let you know when they need you and the food items you are to provide. There is no shoving or pushing while in line waiting to be served and no extremely loud talking during the lunch period. Students in the upper grades will be asked to assist in cleaning up after lunch.

ST. JOHN FLYER

Communication between the school and the families in the school is extremely important. The St. John Flyer comes home every Thursday or last school day of the week. All students are given a paper copy and one is sent via Remind. Make sure you ask for it if you do not receive it. A copy will be posted in the narthex.

ARRANGEMENTS FOR AFTER-SCHOOL ACTIVITIES

Parents/guardians should make arrangements for after-school activities with their child prior to the student coming to school. Written permission for arrangements other than the usual must be given to the teacher. Otherwise, normal transportation procedures will be followed. For example, arrangements should be given for the following types of events: playdates, sleepovers, the Lock-In, Family Game Night, etc. Numbers 11 and 17 of the bus rules state that a bus pass must be presented to the bus driver if a student is being dropped off somewhere other than the usual place.

HEALTH

In order to protect your child and all children in the program and because we are not staffed to care for sick children, parents need to make other arrangements for the care of their child when he/she has:

1. A fever of 100 degrees or above or has had a fever within the past 24 hours.
2. Any new unidentified rash that is open or oozing.
3. Vomited within 24 hours.
4. Or has had diarrhea (watery stools) within the last 24 hours.
5. Eye redness along with drainage.
6. Requires one on one care.
7. Head lice or nits present.

Please do not send your child to school in these instances. If your child becomes ill while in our care we will notify you and ask you to come to pick him/her up within one hour. If you cannot pick your child up within one hour after you are called, you are responsible to have a reliable emergency person come for your child. If you cannot be reached first, an emergency contact person will be called to pick your child up.

It is our policy that if a child is too sick to go outdoors, the child is too sick to be at school. We cannot honor requests to keep a child inside while his/her class is outdoors.

Communicable Disease

Remember that some illnesses are highly contagious. Any signs of communicable or transmittable disease will be the basis for withholding a child from the program. General guidelines for return to our care are as follows:

1. Chicken pox—all pox scabbed over and dry: approx. 7 days
2. Influenza—symptom free for 24 hours
3. Diarrhea—no diarrhea (watery stools) within last 24 hours
4. Vomiting—no vomiting within last 24 hours
5. Impetigo—if open and oozing, area needs to be covered: on antibiotics for 24 hours
6. Conjunctivitis or “pink eye”—no drainage, on medication for 24 hours
7. Lice and nit-free and after treatment of environment
8. Fever free for at least 24 hours without the aid of a fever reducing medication
9. Strep—on medication for at least 24 hours
10. Scabies—after treatment of child and environment

You must inform us if your child has anything that is contagious so that we may inform our families. Names of sick children will not be disclosed. The school will notify the local health department when specific communicable diseases have been diagnosed as required by law.

In addition families are requested to notify the school of exposure of a communicable disease outside the school. At the discretion of the school board and our local health professional, a child who has been exposed to a communicable disease may be excluded from school for the period of time recommended by the child’s physician or the local health department.

Head Lice

Parents of any child found to have head lice will be contacted to pick up their child. A child may return to school when he/she is free from lice and nits.

Immunizations

The law requires that each student must present evidence of completion of basic and booster immunizations for measles, rubella, diphtheria, pertussis, and poliomyelitis; and protection against tetanus. However, the parent or guardian is permitted to request a waiver of immunization for reasons of health, religion, or personal conviction. If no waiver is requested, and the student’s immunizations are not completed within 30 days of admission to school, the school must notify the District Attorney who will seek a court order, which could result in the parent or guardian being fined a maximum of \$25.00 per day.

The law also provides that in case of an outbreak of one of the illnesses listed, the Department of Health and Social Services may require a child who is not immunized to be temporarily excluded from school attendance.

A permanent health record is established upon your child’s entrance into school. These records are transferable from school to school. It is important that parents report any immunizations to the school so they may be entered on the child’s health record.

Below is a list of the present immunization requirements for the 2009-10 School Year per the Department of Health and Family Services, State of WI s. 252.04, Wis. Stats (dpi.wi.gov/sspw/pdf/snimmune2.pdf). The following are the minimum required immunizations for each age/grade level. It is not a recommended immunization schedule for infants and preschoolers. For that schedule, contact your doctor or local health department.

Grade K ¹	4 DTP/DTPaP/DT/Td ¹	4 Polio ⁴	3 Hep B	2 MMR ⁵	2 Var ⁶	
Grade 1 through 5	4 DTP/DTPaP/DT/Td ²	4 Polio ⁴	3 Hep B	2 MMR ⁵	1 Var ⁶	
Grade 6	4 DTP/DTPaP/DT/Td ²	1 Tdap ³	4 Polio ⁴	3 Hep B	2 MMR ⁵	2 Var ⁶
Grade 7 through 8	4 DTP/DTPaP/DT/Td ²	4 Polio ⁴	3 Hep B	2 MMR ⁵	1 Var ^{6,7}	

1. Children 5 years of age or older who are enrolled in a Pre-K class should be assessed using the immunization requirements for Kindergarten through Grade 5, which would normally correspond to the individual's age.
2. D = diphtheria, T = tetanus, P = pertussis vaccine. DTPaP/DTP/DT/Td vaccine for all students Pre-K through 12: Four doses are required. However, if a student received the 3rd dose after the 4th birthday, further doses are not required. Note: A dose four days or less before the 4th birthday is also acceptable.
3. DTPaP/DTP/DT vaccine for children entering Kindergarten: Each student must have received one dose after the 4th birthday (either the 3rd, 4th, or 5th dose) to be compliant. Note: A dose four days or less before the 4th birthday is also acceptable.
4. Tdap is an adolescent tetanus, diphtheria, and acellular pertussis combination vaccine. If a student received a dose of a tetanus-containing vaccine, such as Td, within five years before entering the grade in which Tdap is required, the student is compliant and a dose of Tdap vaccine is not required.
5. Polio vaccine for students entering grades Kindergarten through 12: Four doses are required. However, if a student received the 3rd dose after the 4th birthday, further doses are not required. Note: a dose four days or less before the 4th birthday is also acceptable.
6. Laboratory evidence of immunity to hepatitis B is also acceptable.
7. MMR is the measles, mumps, and rubella vaccine. The first dose of MMR vaccine must have been received on or after the 1st birthday. Laboratory evidence of immunity to all three diseases (measles and mumps and rubella) is also acceptable. Note: A dose four days or less before the 1st birthday is also acceptable.
8. Varicella vaccine is chickenpox vaccine. A history of chickenpox disease or laboratory evidence of immunity to varicella is also acceptable.

Medication Administration

Students may not have medication in their possession. Authorized school employees shall administer all medication.*

- All medications must be given to the student's teacher.
- Any drug that may lawfully be sold over the counter without a prescription may be administered to a student in compliance with the written instructions of the student's parent or guardian. All such medication must be in the original container.
- Any prescription drug may be administered in compliance with the written directions of a physician if the student's parent or guardian consents in writing. All such medication must be in the original prescription container.
- No school employee is obligated to administer medications.* In certain situations, parents or guardians may be required to come to school to administer certain medication regimens.

If a child becomes ill or is injured at school, the teacher will make the determination regarding the proper action to be taken and notify the parents. If a child does not feel well before school, he/she should stay home and the school should be notified of the student's absence by the parent or guardian.

POSSESSION OF BANNED/CONTROLLED SUBSTANCES

No one may possess or use any tobacco products, e-cigarettes, vaporizers, alcohol, or any other banned or controlled substance on school or church grounds at any time. Any banned/controlled products will be confiscated and civil authorities notified. A school suspension will result based upon the situation.

SCHOOL CLOSURE

When the Suring Public Schools close because of bad weather, St. John Lutheran School also closes. The same will apply with delayed starts due to weather. There is no Pre-K on late start days. Announcements will be made on TV stations channel 2, 5, 11, and 26 from Green Bay. Messages regarding full and partial day school closures will be sent to families via the Remind messaging app.

ASBESTOS MANAGEMENT PLAN

St. John Lutheran School has an Asbestos Management Plan available for public inspection during regular business hours at the school office by appointment only, when such appointment is made with the Designated Person at least one working day in advance. Any request to view the plan must be honored by the Designated Person within five working days of the receipt of such a request. Copies of the document are available at \$0.10 per page from the School Office. Allow five days after a written request for compliance.

INTERNET ACCESS POLICY

Not all information on the Internet is accurate or God-pleasing. St. John Lutheran School is providing access to the Internet as a means to enhance the curriculum and learning opportunities for all learners. When accessing information on the Internet, students are expected to remain on sites directed to by their teacher.

Code of Conduct

The user is held responsible for his/her actions using the Internet. Unacceptable uses of the system will result in the suspension or revocation of Internet use. All copyright laws will be followed. If a student accidentally finds an objectionable site, he/she must immediately inform the teacher and leave that site. If a student is found intentionally viewing objectionable materials, he/she will lose his/her privilege to use the Internet.

If the use of personal information (addresses, telephone numbers) is necessary or needed for accessing certain information on the Internet, only the school address and telephone number will be given out.

Parent Consent or Denial

Students may be given assignments with specific Internet sites to access. Students will not be allowed to “surf” the Internet. St. John Lutheran School has taken every possible precaution to prevent students from finding objectionable materials, which blocks objectionable materials. St. John Lutheran School does not have control of information on the Internet; therefore, the information to which students have access through the Internet may include material that is illegal, defamatory, inaccurate, or objectionable. While it is the intent of St. John Lutheran School to make Internet access available to further its educational goals, students may access other materials as well. Students and parents desiring access to the Internet through St. John Lutheran School must annually sign the Internet Access Consent Form.

TECHNOLOGY USE/CODE OF CONDUCT

Saint John Lutheran School supports the use of technology by staff and students to enhance the curriculum and support instruction. Regarding appropriate use of technology, the school understands that staff members are decision makers in the classroom. To see a complete version of Saint John Lutheran’s Chromebook/Tablet Policy Handbook, printed copies are available upon request.

Use violations will result in loss of access and privileges, disciplinary actions, and may also be referred to

appropriate law enforcement agencies. Failure to comply with these guidelines will result in the following:

- First offense- warning given
- Second offense- 5 school days loss of access
- Third offense- 15 school days loss of access
- Fourth offense- 30 school days loss of access
- Fifth offense- permanent loss of access

Saint John Lutheran School makes no warranties of any kind, whether expressed or implied, for the service it is providing. Saint John Lutheran will not be responsible for any damages you suffer. Use of any information obtained via the Internet is at your own risk. Students and their families assume responsibility for any devices provided to them by the school. Saint John Lutheran reserves the right to adjust the punishment based on the offense (i.e. skipping level(s) for serious offense)

Students will be supplied with resources and apps through Google Apps for Education. This resource is housed on the Internet and can be accessed from any Internet-connected computer with a web browser. No special software is required.

CONSENT TO RELEASE PHOTO/IMAGE

During your child/children’s years at St. John Lutheran School, your child’s image/photograph may be included in a classroom or school project that could be used in one of the following ways: Posted on the school’s website or Facebook page, or used in a printed publication such as a newspaper. While your child’s name may accompany the photo no last name or address will be included with your child’s picture when publishing on the Web. However, the newspaper requires that the first and last name is to accompany the picture in order for them to publish it. This will help in advertising St. John Lutheran School and show the range of academic and social activities our school participates in and helps demonstrate our mission.

You will be asked to sign a release form granting permission for us to publicize without prior notification. This remains in effect until revoked.

UPDATES TO THE HANDBOOK

St. John reserves the right to update the handbook at any time. Information regarding changes will be sent home prior to implementation and all changes will remain in effect until further notice.

TELEPHONE DIRECTORY

Church/School Office..... 920-842-4443

Church/School Email..... stjohns@stjohnlutheranhayes.org

FACULTY/STAFF

Mrs. Samara Bohmbach PreK - K..... 920-590-0340

Mrs. Mary Heimerl, Grades 1 - 2..... 920-590-1605

Mr. Matt Denkert, Grades 3 – 5..... 920-544-6217
Mrs. Morgan Mahan-Denkert, Grades 6 - 8..... 920-217-7084
Mrs. Kim Krings, Secretary..... 920-842-4443

BOARD OF EDUCATION

Sarah Hischke..... 920-660-6309
Kate Mikle..... 920-590-0005
Kayla Hischke 608-669-3351

PARENT-TEACHER LEAGUE OFFICERS

Ellie Shepherd, President..... 920-590-0486
Kim Gruetzmacher, Secretary..... 920-590-1792
Kate Mikle, Treasurer..... 920-590-0005