



# Jefferson Journal

## Principally Speaking

September 1st, 2023

Off and running! A phrase that is often used to describe a successful start. Our staff spent four days with inservice to start the year. We vested our time in revisiting procedures and expectations as usual. But this year visited the concept of TEAM-Together Everyone Achieves More. This year our teachers are subdivided into six teams or ships. Each ship has a captain. Throughout the year, TEAM activities will take place to build a stronger climate and culture within our school.

We, also, heard the message of Sho-Shin, from Dr. David Perricone. It means "Fresh Mind". He shared his stories and advice of how to live each day in the moment as if it were your last. To find joy and purpose within the elements of the day.

Our priorities, again are safety and academic success. Parents are always welcome to Jefferson. However, we ask that you respect the safety and privacy of our students and staff. You are expected to check into the office from 7:45-4:15. We ask that you not be on the playground from 8:00-4:00.

School attendance has become a concern across the state of South Dakota. You will hear more regarding chronic absenteeism and how it is affecting our School Performance Index.

Elementary years can be some of the best years of your life. The routines, the school projects, programs, field trips and school lunches! We ask that you be the strongest member of our team, by being supportive, positive, and communicate concerns directly through calling the teacher or setting up a meeting. Social media is not the answer!

Together, we will achieve more success for your child by working together throughout the year.

Sho-Shin!

Sincerely,  
John J. Decker  
[john.decker@k12.sd.us](mailto:john.decker@k12.sd.us)  
605-882-6390

### Special Points of Interest:

- ☺ Sept 4th- Labor Day; No School
- ☺ Sept 6th - PTO meeting @ noon @ Jefferson
- ☺ Sept 15th- Homecoming/ Early dismissal @ 1:20 pm
- ☺ Sept 27th - Inservice/Early Dismissal @ 12:20 (No kidscope)



### **Jaguars!**

Remember to wear tennis shoes to school everyday. You must wear them for recess and PE.



## ARRIVAL AT SCHOOL

Students need to arrive as close to 8:25 AM as possible. Students are encouraged to be dropped off **at the playground** prior to 8:25 AM. The playground supervisors will arrive at 8:05 AM to monitor the needs of students. For safety reasons, students **will not** be allowed to go to their lockers prior to 8:30 AM unless special permission from their classroom teacher or the office. The dining room will be open for students who are eating breakfast, at 7:45 AM. Students who arrive before 8:00, who are not eating breakfast, may wait in the East foyer and then will be dismissed to the playground.

At the end of the day(3:20 PM), students will be encouraged to go right home after school. Thank you for cooperating with us as we work to ensure the safety of your children before and after school.

If your child has to be absent from school, or late to school, parents are requested to call the school office at (882-6390) between 7:45-8:30 AM. If we do not hear from you before 8:45 AM, a routine phone call will be made to determine the reason for absence. NOTE: Whenever your child arrives at school after 8:35 AM they will be counted tardy.

Class attendance is necessary for students to gain optimum benefits from their school experience. **South Dakota State Law states that attendance is a responsibility of the parent**, although the school will cooperate and assist students and parents to strive toward good attendance practices. Please telephone the school office at 882-6390 to notify us when a student will be tardy or absent. When your child returns to school from a doctor's appointment, a written excuse for our files is required for it to be excused otherwise it is recorded as tardy. Attendance letters will be issued if there is a concern that the student's attendance is chronic and their academic progress is below satisfaction.

## BULLYING(Harassment-Intimidation) Policy JICK

The School District is committed to maintaining a constructive, safe school climate that is conducive to student learning and fostering an environment in which all students will be treated with respect and dignity. The Board expects students to conduct themselves in a cooperative manner through their interactions. Persistent bullying can severely inhibit a student's ability to learn effectively and may have a lasting negative effect on a student's life.

Bullying consists of repeated physical, verbal, non-verbal, written, electronic, or any conduct directed toward a student that is so pervasive, severe, and objectively offensive that it:

1. Has the purpose of creating or resulting in an intimidating, hostile, or offensive academic environment; or
2. Has the purpose or effect of substantially or unreasonably interfering with a student's academic performance which deprives the student access to educational opportunities.



If bullying does occur, students must inform staff and know that the incidents will be dealt with promptly. Any staff member observing or suspecting bullying toward another individual is required to report the issue to his or her building supervisor.

Students may report bullying anonymously through Safe2Say South Dakota:

<https://safe2say.sd.gov/>

## POLICY JICK

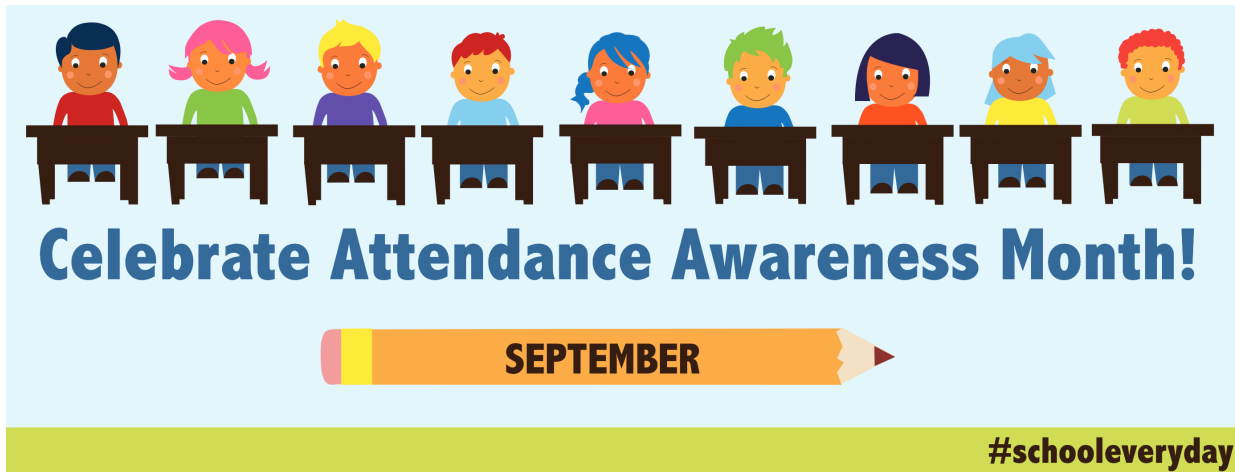
[https://core-docs.s3.amazonaws.com/documents/asset/uploaded\\_file/906/Watertown\\_School\\_District/3127935/6.4.2\\_JICK.pdf](https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/906/Watertown_School_District/3127935/6.4.2_JICK.pdf)



## District-Wide Kindergarten - 4th Grade Discipline Matrix

*Administration and staff reserve the right to administer alternative consequences to inappropriate behavior, as it is impossible to list every inappropriate behavior and/or its possible consequence.*

			<b>1st Incident</b> <small>Consequences are listed on a continuum depending on severity of infraction. Any or all may be used.</small>	<b>2nd Incident</b> <small>Consequences are listed on a continuum depending on severity of infraction. Any or all may be used.</small>	<b>3rd Incident</b> <small>Consequences are listed on a continuum depending on severity of infraction. Any or all may be used.</small>	<b>4th (or more)</b> <small>Consequences are listed on a continuum depending on severity of infraction. Any or all may be used.</small>
<small>*Violation of each behavior infraction follows through its own progression of violation/s. (ie. Multiple Class One violations do not add up unless they are the same behavior violation.)</small>						
<b>Level One</b>	Academic Dishonesty, Class Disturbance, Keeping Hands and Feet to Self, Dress Code Violation, Electronic Device Violation, Innapropriate Language, Tardy	<b>1</b>	Warning Incident Report Office Intervention	Incident Report Office Intervention Detention Behavior Contract	Incident Report Restriction Detention (1+) Behavior Contract ISS (1/2 to 1 day)	Restriction Detention (1+) Behavior Contract ISS (1-3)
<b>Level Two</b>	Bullying, Electronic Device Violation, Innapropriate Language, Theft, Non-Compliance, Physical Aggression, Threat/Intimidation	<b>2</b>	Warning Incident Report Office Intervention Restriction Restitution	Incident Report Office Intervention Detention (1+) Behavior Contract Restriction Restitution Counselor Referral	Detention (1+) Behavior Contract Restriction Restitution ISS (1/2 to 1 day) Risk/Threat Assessment	Detention (1+) Behavior Contract Restriction Restitution ISS (1-3) Risk/Threat Assessment
<b>Level Three</b>	Disorderly Conduct, Electronic Device Violation, Fighting, Gross Insubordination, Harrasment, Theft, Vandalism	<b>3</b>	Incident Report Office Intervention Restriction Detention Restitution	Incident Report Office Intervention Behavior Contract (20) Restriction Detention Restitution ISS (1/2 - 1 day)	Behavior Contract (20+) Restriction Detention Restitution ISS (1-3) Counseling Referral	Restriction Detention Restitution ISS (3-5) Risk/Threat Assessment OSS (1-3)
<b>Level Four</b>	Alcohol, Battery/Aggrevated Assault, Drugs, Theft/ Larceny, Threat/ Intimidation, Tobacco, Vape, Weapons	<b>4</b>	Office Intervetion Parent Conference Detention ISS (1/2 - 1 day)	Detention Parent Conference ISS (1-3) OSS (1) Law Enforcement Conversation	ISS (1-2) OSS (1-2) Law Enforcement Conversation	ISS (2-3) OSS (2-3) Law Enforcement Conversation
<b>Level Five</b>	Battery/Aggravated Assault, Alcohol/Drugs (under influence, selling), Firearms, Threat/ Intimidation, Tobacco, Vape, Weapons	<b>5</b>	Referral to D.O. and/ or SRO Long Term Suspension Expulsion	Referral to D.O. and/ or SRO Long Term Suspension Expulsion	Referral to D.O. and/ or SRO Long Term Suspension Expulsion	Referral to D.O. and/ or SRO Long Term Suspension Expulsion



## ATTENDANCE WORKS

In the 2020-21 school year, at least **10.1 million students** nationwide were chronically absent. We estimate chronic absence has more than doubled from the more than **8 million students**, pre-Covid-19, who were missing so many days of school that they were academically at risk. Chronic absence — missing 10 percent or more of school days due to absence for any reason—excused, unexcused absences and suspensions—can translate into students having difficulty learning to read by the third-grade, achieving in middle school, and graduating from high school.

Key Research: <https://awareness.attendanceworks.org/wp-content/uploads/Research2016.pdf>

Help Get Kids Back to School

<https://www.attendanceworks.org/chronic-absence/the-problem/>



# ATTEND TODAY, ACHIEVE TOMORROW

## GOOD SCHOOL ATTENDANCE MEANS...



### ELEMENTARY STUDENTS

read well by the end of third grade



### MIDDLE SCHOOLERS

pass important courses



### HIGH SCHOOLERS

stay on track for graduation



### COLLEGE STUDENTS

earn their degrees



### WORKERS

succeed in their jobs

Too many absences—excused or unexcused—can keep students from succeeding in school and in life. How many are too many? 10% of the school year—that's 18 missed days or 2 days a month—can knock students off track.



Advancing Student Success By Reducing Chronic Absence

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



## Help Your Child Succeed in School: Build the Habit of Good Attendance Early

### DID YOU KNOW?

- Starting in preschool and kindergarten, too many absences can cause children to fall behind in school.
- Missing 10%, or about 2 days each month over the course of a school year, can make it harder to learn to read.
- Students can still fall behind if they miss just 1 or 2 days every few weeks.
- Being late to school may lead to poor attendance.
- Absences and tardiness can affect the whole classroom if the teacher has to slow down learning to help children catch up.

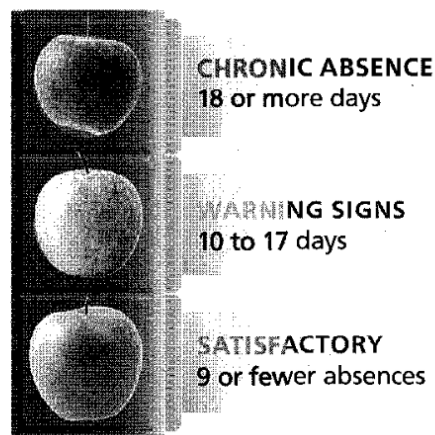
Attending school regularly helps children feel better about school—and themselves. Start building this habit in preschool so they learn right away that going to school on time, every day is important. Eventually good attendance will be a skill that will help them succeed in high school and college.

### WHAT YOU CAN DO

- Set a regular bedtime and morning routine.
- Lay out clothes and pack backpacks the night before.
- Keep your child healthy and make sure your child has the required shots.
- Introduce your children to their teachers and classmates before school starts.
- Develop backup plans for getting to school if something comes up. Call on a family member, a neighbor or another parent.
- Try to schedule non-Covid-19 related medical appointments and extended trips when school isn't in session.
- If your child seems anxious about going to school, talk to teachers, school counselors and other parents for advice on how to make your child feel comfortable and excited about learning.
- If you are concerned that your child may have Covid-19, call your school for advice.
- If your child must stay home due to illness or quarantine, ask the teacher for resources and ideas to continue learning at home.

Revised October 2021

### When Do Absences Become a Problem?

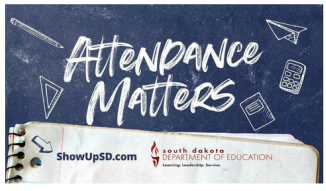


Note: These numbers assume a 180-day school year.

Visit Attendance Works at [www.attendanceworks.org](http://www.attendanceworks.org) for free downloadable resources and tools!



# Parent Resources



SDDOE 22 SchoolAttendance Puppies 15 Digital V1

[www.youtube.com](https://www.youtube.com/watch?v=EerrnjvKqc)

Watch this short video clip on why attendance matters in school.  
Here is the link: <https://www.youtube.com/watch?v=EerrnjvKqc>



**FREE ONLINE  
TUTORING FOR  
K-12 STUDENTS**

<https://ourdakotadreams.com/elementary-middle-school/online-tutoring/>



<https://www.pbs.org/parents>



## Report to **PARENTS**

# Building Social and Emotional Skills at Home

Educators help students learn all sorts of new things, including social and emotional skills. Social-emotional learning helps kids:

- Develop healthy identities;
- Manage emotions and achieve personal and collective goals;
- Feel and show empathy for others;
- Establish and maintain supportive relationships; and
- Make responsible and caring decisions.

Here are six ways you can help your child develop social and emotional skills to bridge learning from the classroom to the home.

1. **Encourage connection.** Over summer and during the school year, encourage your child to check in with friends and family in person, via video chat, or over text. Especially if your child tends to experience social anxiety, a little regular practice connecting with others can go a long way. After the playdate, check in with your child. These quick conversations can be a helpful learning experience for your child.
2. **Think out loud.** When your child hears your thinking process, it helps them understand how to cope with frustration and solve problems.
3. **Read bedtime stories.** This end-of-the-day routine is an ideal time for talking about feelings. Discuss the characters



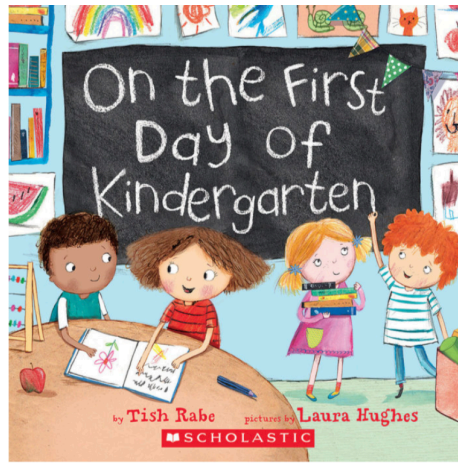
and events in the story. Invite your child to share their thoughts and feelings by asking questions.

4. **Work together.** Instead of asking your child to do a chore alone, do it with them. Together, you might fold laundry, set the table, rake leaves, or paint a room. Help them join in by shortening the handle of a broom to make it child-size or providing a small paintbrush or roller.
5. **Play games.** Card and board games and outdoor games such as tag or hopscotch offer built-in opportunities for helping children learn to take turns, cooperate, handle frustration, and more. While playing games together, focus on fun instead of winning or losing.
6. **Have fun with emojis and memes.** Get your child together with friends, including new friends who will be in class with them, to talk about how they all feel about starting the new year. Have them take turns sharing what they're looking forward to the most and what hesitations they might have.



## SCHOLASTIC Book of the Month- On The First Day of Kindergarten

In this picture book reinvention of the Twelve days of Christmas, a five-year-old recounts the cool new things she got to do in the first twelve days of kindergarten.



### **Social Skills of the Month**

(August 24 – Sept 15)

Following Instructions

1. Look at the person
2. Say “Okay”
3. Do it right away

(Sept. 18- Oct. 6)

Accepting Criticism or a Consequence

1. Look at the person
2. Say “Okay”
3. Stay calm



### **Pick ups & drop offs**

Thank you for working with Jefferson Staff to keep safety at a premium. For families that are new to dropping off and picking up your child in the circular, please park on the west side of the circular and have your child/ren exit on the west side of your car onto the sidewalk. Please move down the circular until you reach an opening and park. Once your child/ren has been dropped off, then you may pull out into the moving lane (on the east side of the circular). It is imperative that you are parked by the sidewalk before you let your child out of the car. It is a safety issue.



Also, please discuss with your child about staying on sidewalks and not walking in-between cars. There have been accidents in our town where students have darted between cars. If we run with or without our children darting between cars, we are modeling poor behavior.

Thank you for not parking and the staff parking lot before or after school. This area is reserved for the busses only. We do not want our children darting in and out of the bus area. This is for everyone's safety.

### **POP TABS**

Your child should have brought home a note explaining the changes in the Ronald McDonald Pop Tab Program. They should have also brought home a POP TAB house to fill and return to school as many times throughout the year. Once they bring it to school they will dump it in our large container, keep the house, and receive a coupon for a free ice cream coupon from McDonalds. The act of giving and generosity to help others is the lesson learned.





**Boys and Girls Club** - If your child goes to the Boys and Girls Club after school, please have them ride bus #78 from the Intermediate School to the Boys and Girls Club.

**Bussing** - Please contact Wade Heiser, head of the transportation, if you need to set up bussing or have questions. His number is 882-6335.

**Bus Drivers Needed** - Please contact Wade Heiser at 882-6335



Your invited to the

# ARROW EDUCATION FOUNDATION'S 26TH ANNUAL

## ARROW TAILGATE SUPPER

**FRIDAY, SEPTEMBER 15TH**

5:00 - 7:00PM  
\$5/INDIVIDUAL OR \$20/FAMILY  
HOTDOG, CHIPS & A DRINK!



THANK YOU TO OUR SPONSORS:  
RELIABANK, ROBY REALTORS, HYVEE, COKE



# W.I.N.

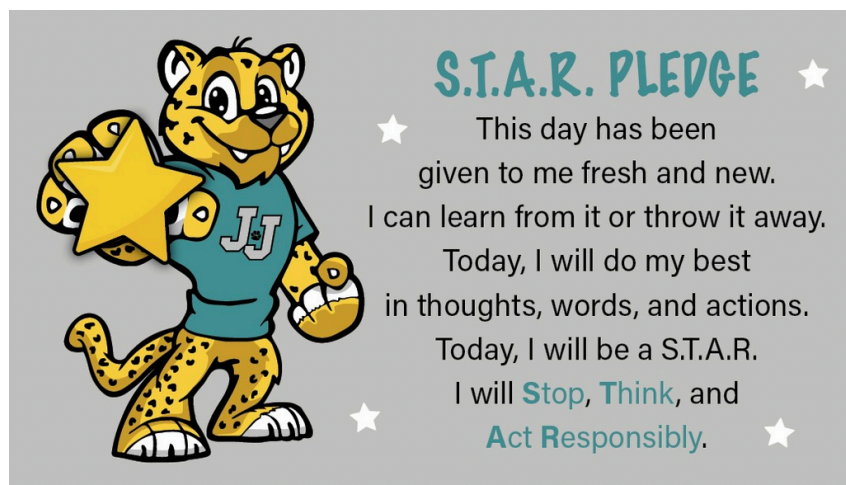
## WHAT I NEED

### WIN Lab

We have an after school program not affiliated with Kidscope. It is called the WIN Lab-What I Need. This is for students who are struggling with specific academic and social skills needs. It is also for student who are behind on their homework and need extra help. It is not a baby sitting service. There MUST be a need. This is based on teacher and parent recommendations. Students are expected to attend until 4:00 and will exit out the east doors. We ask parents NOT to go to the lab, but check into the office if you are here to pick them up early.

### JAG Star of the Week

This year I will be having lunch with 8 - 10 students from one grade level per week. We will be discussing Character and Manners Matter. Each student will receive a copy of the Manners Matter and a Star Pledge Card. Below is an example of the Pledge card and Manners Matter. A letter will be sent home the Friday before the Monday of their showcase week.





# MANNERS MATTER



## Shows **COURTEOUSNESS** by:

1. Apologizing.
2. Greeting people.
3. Opening and holding doors for others.
4. Assisting others when they need help.
5. Never lying or exaggerating.



## Shows **CONSIDERATION** by:

1. Not whispering in front of others.
2. Keeping secrets when asked to do so.
3. Not calling people names.
4. Not gossiping or tattling.
5. Never using foul language.
6. Picking up things that don't belong on the floor or ground.
7. Listening when someone else is speaking.

## Shows **GRACIOUSNESS** by:

1. Saying: please, thank you, you're welcome, excuse me, pardon me, I'm sorry.
2. Never interrupting, or apologizes if absolutely necessary to interrupt.
3. Covering mouth when sneezing, coughing or yawning

## Shows **RESPECTFULNESS** by:

1. Showing respect for elders and all others in authority.
2. Not staring or pointing at others.
3. Not begging, demanding, pestering or whining.
4. Not pushing, shoving, tripping or cutting in line.
5. Never making fun of others who are different.
6. Applying the Golden Rule.





## Meet Your Watertown K-4 School Counselors!

### **Marissa Stone**

McKinley

### **Pam Luecke**

Lincoln/Jefferson

### **Kelsey Popham**

Roosevelt

### **Kristi Koll**

Mellette/Jefferson

### **K-4 Elementary School Counselors assist ALL students with the following services:**

#### **Classroom Lessons**

- Consist of counselor led classroom lessons.
- Implements Second Step curriculum that focuses on skills for learning, empathy, emotion management, problem solving, and personal safety.
- Occurs throughout the school year.

#### **Collaboration with Staff and Parents**

- Attend team meetings to discuss student progress and concerns.
- Communicate with parents about their children's successes and/or concerns.
- Connect parents to community resources.

#### **One-to-One Visits**

- Address a student's area of concern and develop social skills.
- Will occur on a short-term, as-needed basis.
- No long-term, intensive counseling is provided by the school counselor.
- Parents, teachers, or students can also request one-to-one visits.

#### **Small Group Sessions**

- Coordinated to focus on a specific skills or to provide students with emotional support.
- Usually involves 3-8 students.

It is important to note that information a student shares is confidential unless the student's well-being is in danger or the student requests we share information. Students, parents and/or guardians, retain the right to discontinue one-to-one visits or small group involvement at any time by contacting the school Principal. If concerns emerge in regards to your child(ren), please feel free to contact us at our respective school buildings.

Thank you,

Marissa Stone  
McKinley Counselor  
882-6350  
[marissa.stone@k12.sd.us](mailto:marissa.stone@k12.sd.us)

Pam Luecke  
Lincoln/Jefferson Counselor  
882-6340 (Li), 882-6390 (Je)  
[pam.luecke@k12.sd.us](mailto:pam.luecke@k12.sd.us)

Kelsey Popham  
Roosevelt Counselor  
882-6360  
[kelsey.popham@k12.sd.us](mailto:kelsey.popham@k12.sd.us)

Kristi Koll  
Mellette/Jefferson Counselor  
882-6385 (Me), 882-6390 (Je)  
[kristi.koll@k12.sd.us](mailto:kristi.koll@k12.sd.us)



Dear Families,

Success in school is not just about reading and math. It is also about knowing how to learn and how to get along with others. The Watertown School District has always taught these critical skills through Social-Emotional classroom lessons. Last year the district is adopted the new digital curriculum available from the Second Step program. This new Second Step program teaches skills in the following areas:

- ◆ **Growth Mindset & Goal-Setting:** Students learn how to develop a growth mindset and apply research-based goal-setting strategies to their social and academic lives.
- ◆ **Emotion Management:** Students learn how to build their emotion vocabularies, practice identifying their own and others' emotions and recognize the importance of labeling and processing their emotions.
- ◆ **Empathy and Kindness:** Students learn how to recognize kindness and act kindly toward others and how to develop empathy by learning strategies to take others' perspectives.
- ◆ **Problem Solving:** Students learn how to process strong emotions, describe a problem, identify the wants and need of others and think of and explore the outcomes of potential solutions and pick the best solution.

Our classroom lessons will continue to utilize that Child Protection Units of the Second Step program for our all K-4 students. These units expand the social-emotional learning of our K-4 students using these three skills:

- ◆ **Personal Safety.** Children will learn safety rules and ways to decide if something is safe or not.
- ◆ **Touching Safety.** Children will learn about safe, unsafe and unwanted touches, and about rules to apply regarding these touches. They'll also learn to say no to unsafe or unwanted touches, and to tell a grown-up if someone breaks the touching rules.
- ◆ **Assertiveness.** These lessons will also give children a chance to practice asking grown-ups for help, telling a grown-up about an unsafe situation, and being assertive to get out of an unsafe situation.

If you have any questions regarding the Second Step program or the Child Protection Units please call your child's school counselor listed below. Thank you for supporting your child in learning the skills that lead to success in school and in life!

Sincerely,

Kristi Koll  
Mellete/Jefferson (gr. K-1)  
[kristi.koll@k12.sd.us](mailto:kristi.koll@k12.sd.us)

Pam Luecke  
Lincoln/Jefferson (gr.2-4 )  
[pam.luecke@k12.sd.us](mailto:pam.luecke@k12.sd.us)



Dear Parents:

You've all read the headlines and seen the news stories: **food allergies are a growing concern in schools across America.** Millions of children-children who are perfectly healthy and normal in every other way, must watch every single bite they eat, or risk suffering a severe or even life threatening reaction. A major health issue such as this, must be taken very seriously and it has always been the policy of this school to make the safety and well-being of our students, our top priority.

**A student in your child's classroom may have a mild to severe allergy to certain foods/peanuts, tree nuts, etc...A child with a serious peanut allergy can suffer a reaction merely by touching peanut containing food. Therefore, we are putting the following safety guidelines into effect:**

- \* It is best practice not to send any peanuts, peanut butter, or foods containing peanuts or peanut butter to be eaten as snacks in the classroom or cafeteria.
- \* Before bringing treats to school, check with your child's teacher to make sure there are no students with food allergies in the classroom.
- \* We will not be doing any classroom projects that involve peanut butter (like bird feeders) or peanut shells (art projects) Please do not send any of these projects into the classroom with your child.
- \* Birthdays are a special time for children, but can be a difficult time for the food-allergic child. Please only send treats labeled with the ingredients. It would be especially helpful if your could let your child's teacher know a few days ahead of when you are bringing treats, so that the food-allergic child can provide his/her own safe treat.
- \* If your child ate peanut butter for breakfast, we would greatly appreciate your making sure that his/her hands are washed with soap and water before leaving for school. Water alone does not do the trick.

This is a learning process, but we trust that you understand how deeply important it is to respect and adhere to these guidelines. If throughout the course of the year you have any questions or concerns about food-allergy-related issues, please do not hesitate to contact either one of us.

Wishing you and your family a safe and healthy school year.



## ARROW DAYS 2023



**MONDAY September 11th -TEAM JERSEY DAY-** Wear your favorite jersey. Any sport will do!!!



**TUESDAY September 12th -HAT DAY-** Wear your favorite hat. Content must be appropriate. Noise making hats will not be allowed.



**WEDNESDAY September 13th- Grade Level Color Day-** Each grade is assigned a specific color to wear.

**Kindergarten- GREEN, First- RED, Second- BLUE, Third - YELLOW, Fourth- BLACK**



**THURSDAY September 14th- JAGUAR PRIDE DAY-** Wear your Jaguar Wear or school colors!!



**FRIDAY September 15th- ARROW DAY-HOMECOMING-**  
**Wear your ARROW wear or PURPLE/GOLD!!!**



## 8/2/2023 Meeting Minutes

### 1. PTO Mission

“The mission of Jefferson Elementary PTO is to develop a closer connection between school and home by encouraging parent involvement; enhance the educational experience by supporting academic and enrichment activities; and improve the environment at Jefferson Elementary by providing volunteer and financial support.”

### 2. Introductions/Sign Up Sheet

- a. Administrative Items: Review Checkbook balance: \$6,811.01
- b. Outstanding Bills: Will be getting information from Allison, \$2,492.10 was just taken out for yearbook.
- c. Laurie needs to be put on as a signer, 2<sup>nd</sup> signer? Venmo needs to be updated – ideally would like to have this updated before August 21, so parents can pay dues to PTO at conferences
- d. PTO Officers and Volunteers for 2023-2024 School Year
  - i. President – Lona Simon  
\*Past President: Taylor Johnson
  - ii. Treasurer – Laurie Johnson  
\*Past Treasurer: Alison Bakken
  - iii. Secretary/Communications Chair – Kylie Knippling
  - iv. **Event Coordinator** – looking for volunteers or suggestions
  - v. Faculty Board Member/Teacher Representative – Kristi Wietzema
  - vi. Volunteer Coordinator/Room Parent Coordinator – Kerry Stager (with help from Laurie Zubke)
  - vii. Jaguar Coordinator – Brookney Delgado
  - viii. Yearbook Coordinator – Taylor Johnson
  - ix. Turkey Bingo Co-Coordination – Taylor Johnson & Jamie Olson

### New Agenda

### 3. Need to buy:

- a. Cheese pump
- b. Popcorn supplies for year (Lona will contact Caitlyn Bach)

### 4. Teacher Money – now or at Christmas?

- a. \$100/certified teacher (see certificate) – 22 certified staff @ \$100 each
- b. Voted to give certificates now – will have expiration date of 12/31

### 5. Open House: August 21<sup>st</sup> 11-7 pm

- a. PTO Table SUG for Open House – has been set up with 2 spots per 2 hour segment – Lona will be sending link out to PTO members
  - i. Have mints: “Mint to be in PTO” – Lona will get the mints – and SVC swag – Brookney is working on a magnet that includes the major PTO events throughout the year, with dates if possible
  - ii. Sign up to volunteer/come to PTO
  - iii. Adult giveaway (Brookney with SVC do a gift basket – gas gift card)



- iv. Child giveaway – water bottles filled with candy; draw a name; 5 bottles to give away
- b. Table ideas we would like to invite (set up in lunchroom):
  - i. Boys & Girls Club/Kidscope: **Brookney**
  - ii. City Transit: **Kerry**
  - iii. School Bus: Wade Heiser, 605-882-7335 (if not available... have resources to contact him): **Someone volunteered but who was it??**
  - iv. 4H: **Laurie**
  - v. Girl/Boy Scouts: **Lona**
  - vi. Extracurricular:
    - 1. Soccer: **per Katie, signup for fall WYSA has passed**
    - 2. Hockey: **Taylor**
    - 3. Swim: **Katie???**
    - 4. Parks and Rec: **Kylie – Ryan Heiser would like to have a table; they can't be there the whole time, but he will send information to have at the table and will come man the table when they can**
  - vii. PTO Table:
    - 1. PTO information in Open House folder
    - 2. Dues and volunteer signup sheet, Why Join PTO flyer
      - a. **Can we get the Venmo QR code added to this so parents can send their dues that way?**
  - viii. Shirt Example Table: Brookney will have t-shirt size examples from Roy's
  - ix. Lunch Money:
  - x. Activity Tickets:
  - xi. Selfie Station: **going to use the BE KIND poster for the selfie station; Lona is looking for props to have for students to use in the pictures; will have parents send to our FB page to be posted**
  - xii. Mascot Walking Around: **need volunteers – Kylie's brother-in-law is out of town and cannot help. Any other HS age volunteers??**
  - xiii. Staff Meal: Order and delivered by 2 pm:
    - 1. Salad bar with breadsticks – **also including buns and condiments if teachers want to make a sandwich instead of/in addition to a salad**
    - 2. Theme – Welcome/Sports Team/**Teamwork**
    - 3. **Kylie will work with Laurie to get the meal ordered, delivered, and set up on August 21**
  - xiv. Glitzy Welcome Back sign – Laurie arranged; cost is \$50; lady will set up and take down
  - xv. Other ideas?
- 6. Back to School
  - a. Teacher coffee, ciders, hot chocolate, tea bags, and muffins for first day
    - i. Drinks purchased prior – **Lona**
    - ii. Regular sized variety pack muffins to be ordered/delivered from HyVee by 7:30 am on August 24 – **Jamie ordering; 50 staff members**
  - b. School Pictures:



- i. Date: Friday, August 25 (8-2ish)
  - ii. 2 volunteers to work: **Lona and ???**
    - 1. Need to be there by 8:30 am to organize the students, picture cards, and assist students
- 7. Homecoming Float (Homecoming September 15<sup>th</sup>) vs SF Washington Warriors
  - a. Truck:
    - i. Sharps: Taylor Lictenburg – 605-690-6008
    - ii. Contact person: **still need volunteer**
  - b. Trailer
    - i. **Can use Kylie's husband's trailer again**
    - ii. **Kylie will text dimensions to Lona, so she can work on getting signs/décor with correct measurements**
    - iii. Jurrens (Ashley) to donate sign? – **Abbey will check with her husband to see if they can donate the sign**
  - c. Place to decorate
  - d. Theme:
  - e. SUG to help decorate at location and school/times
  - f. Other?
- 8. PTO/Student Council Homecoming Bake Sale (Friday, September 15) – **discussed this briefly, but will talk about in detail at the next meeting**
  - a. Free will offering/Venmo: Need change and change bag (Decker has this)
  - b. Randy will set up tables
  - c. 2 volunteers to set up in the morning
  - d. SUG to work event/donate baked good; need to label nuts and GF
  - e. Advertise online and send home flyer by what date???
  - f. Proceeds are split between PTO and Student Council
  - g. Other
- 9. 2023-24 Student Directory Volunteer Needed
- 10. Administrative Report
  - a. Sub of the Month: Need volunteer to buy 8 \$15 gift cards (2 at each of 4 sub places in town) – **Jamie will take care of purchasing these**
  - b. Staff shirts open to PTO officers (donate \$20 or \$25??) – **voted to donate \$20 per shirt, \$1,000 total**
- 11. Turkey Bingo – see next page
- 12. Teacher Requests? **Did not discuss**
- 13. PTO Input? **Did not discuss**
- 14. Next Meeting: Wednesday, September 6 at 12:00 – bring your own lunch
  - a. **Meetings are set for year: Oct 4, Nov 1, Dec 6, Jan 3, Feb 7, Mar 6, Apr 3, May 1**
- 15. PTO Events Discussed:
  - a. **PTO Activity Night (change name from Movie Night) – March 7**
  - b. **Talen Show – April 30**
  - c. **End of Year Party – May 22**
  - d. **Turkey Bingo – Jamie will work on updating the spreadsheet, so we can start calling donors earlier this year. Will discuss in further detail at next meeting(s).**



Policy File: KEA

## Watertown School District 14-4

### **CITIZEN CONCERNS ABOUT FEDERAL PROGRAM**

A parent, student, employee, or District stakeholder who has a complaint regarding the use of federal funds or alleges a violation of a federal rule, law or regulation or state regulation that applies to a federal program may address the complaint in writing to the District's Superintendent.

Disputes addressing the enrollment, transportation (including inter-district disputes), and other barriers to the education of children and youth experiencing homelessness are also addressed under this procedure. Parents, guardians, and unaccompanied youth may initiate the dispute resolution process directly at the school they choose, as well as at the District or District's homeless liaison's office. The parent or guardian or unaccompanied youth shall be provided with a written explanation of the school's decision including the rights of the parent, guardian, or youth to appeal the decision.

Students should be provided with all services for which they are eligible while disputes resolved.

- The Superintendent will investigate, within one week, the circumstances of the complaint and render a decision within two weeks, after receipt of the complaint.
- The Superintendent will notify the complainant of the decision in writing.
- The complainant will either accept or disagree with the decision and will provide such acknowledgement in writing, addressed to the District's Superintendent.
- If the issue is not resolved with the Superintendent, the complaint will be forwarded to the District's School Board for further review. The parent or guardian or unaccompanied youth shall be provided with a written explanation of the District's decision including the rights of the parent, guardian, or youth to appeal the decision.
- Unresolved complaints may be forward by the stakeholder to the South Dakota Department of Education for review--(Consult SD Department of Education Complaint Procedure).