Welcome to the 2019-2020 school year. I am excited to be starting this school year with all of you. This truly has been an amazing and busy summer as we work towards continuous improvement for all members of our school community. Some of our summer highlights and focus areas include:

- **Preparing for the Cognia Summary Accreditation process for our district.** This platform is used to support our goal of increased student achievement through goal setting, diagnosing areas of needs, gathering stakeholder feedback, implementing evidence based strategies and plans for improvement.

- **Continuing to pilot our Junior Kindergarten program.** This program was designed as a bridge year for traditional Kindergarten and does not replace a Kindergarten year. Students attend Junior Kindergarten and then a full year of traditional Kindergarten the following year. Junior Kindergarten is a full day, 5 days a week program that includes instruction and experiences with all content areas, and a strong emphasis on the building blocks of literacy and social-emotional development. Due to the overwhelming response last year and interest, we are happy to have added two additional classrooms, and now have classrooms at Bartlett, Hardy, Kent Lake, Dolsen, Salem, and Sayre. Although there is not room availability at every school, all age eligible students in the district may apply through this school of choice program.
• **Continuing to spend time working on school safety.** The district was awarded a school safety grant last year for structural safety enhancements. These projects have been completed this summer. The District Administration continues to meet regularly with our school resource officers, local first responders, along with other key personnel to discuss school safety and other related areas. This committee which has been in place for over ten years is known as the Safety Administrative Team. From this collaboration, the District trained all the staff last year in ALICE which is a response philosophy when there is an active intruder in one of our facilities. ALICE stands for Alert, Lockdown, Inform, Counter, and Evacuate. During that training staff learned how to respond strategically if put in an intruder situation. All new staff will be trained this August. Our SAT team also participated in a School Safety Audit facilitated by Barton Malow and PrePlan Live.

• **Completing a Facility Use Assessment.** The district administration and Barton Malow completed a facility use assessment that included walking all buildings and grounds to determine possible improvements, renovations, and expansions. We will then prioritize needs for our overall master plan and determine our future bond program. We will keep all stakeholders informed as we move through this process.

• **Developing additional courses for our students this fall.** These include: Film as Literature at the High School, World Language Survey elective for seventh graders, Media and Communications elective for eighth graders, and Leadership elective for eighth graders. Additionally, the district is piloting two early college programs offered by Oakland Schools. An early college experience blends high school with community college courses and by adding a fifth year of high school for students in the program, gives them an opportunity to earn credits toward an associate’s degree at no cost to their families. Both programs even include the cost of textbooks. Due to the individualized nature of a schedule that involves community college courses, students do need to be able to provide their own transportation for much of these programs.

The Accelerated College Experience (ACE) is a blend of high school and Oakland Community College for the 11th and 12th grade years, and then entirely Oakland Community College the final year. The program was initially intended for first generation college students or low income students but is being expanded to be offered to all interested students who meet the minimum criteria. The goal of the program is either an associate’s degree or building credits that can transfer toward a bachelor’s degree. In their 11th grade year, students attend a half day of high school and a half time load of college courses, in addition to a weekly seminar that is designed to support their transition to college. As 12th grade students, they attend approximately two high school courses and take an increased load of college courses while still participating in the seminar. During their fifth year of high school, students attend only college courses and do not come to any classes at the high school.
The Oakland Technical Early College (OTEC) is a blend of high school, Oakland Schools Technical Campus courses, and Oakland Community College courses for the first three years and Oakland Schools Technical Campus and Oakland Community College courses the fifth year. Because three schools are involved, scheduling for this program is a bit more challenging. Students in this program focus more on applied sciences than preparing for a 4 year university.

- **Hiring of new staff.** To date we have hired 17 new teachers and 3 new support staff. In addition to those new staff members we have also hired the following individuals as a part of our administrative team:

  Kristin Weber - Curriculum Coordinator

  Ross Baker - Assistant Principal at Millennium Middle School

  Stacy Witt - Assistant Superintendent for Business and Finance

  Leslie Munger - Assistant Principal at South Lyon East High School

  Jaclyn Bury - Assistant Principal at Centennial Middle School and Millennium Middle School

  Ryan DeSana - Bartlett Principal

  Matt Naudi - Administrative Intern at Hardy Elementary

  Cindy Helton - Transportation Manager

  Karen Wiater - Transportation Assistant Manager

We are happy to welcome all of our new staff members to our South Lyon Community Schools family.

- **Learning.** Our teachers and administrators spent their summer at various professional development opportunities presented by the district CITA department, at the building level, and other professional organizations. Many others took advanced college courses, and of course spent time planning for the upcoming school year.

- **Working on the Strategic Plan.** During the 2016-2017 school year, members of our school community helped to develop our district’s five year strategic plan. The goals established and action plan were then approved by the Board of Education. The following are the approved goals:

  **Community & Communications**

  Every community member will be a connected, informed and valued participant in South Lyon Community Schools for the betterment of our students and the community at large.
Resources

South Lyon Community Schools will allocate resources to prioritize and support the diverse academic, social-emotional, and health-related needs of all students as well as nurture community partnerships to enhance revenue and increase involvement in the district.

School Culture

South Lyon Community Schools will create and foster a culture where school community members are recognized, involved, and accepted, resulting in everyone realizing their value to the school community.

Curriculum/Instruction/Assessment

South Lyon Community Schools will maximize each student’s academic, creative, and social-emotional potential in an inclusive learning community, provide diverse academic paths, and inspire a passion for learning.

We are beginning our third year of work towards this five year plan, and updates were provided periodically to the Board, building level SIP teams, and our community. Please go to our website at www.slcs.us to see last year’s progress and for updates during the 2019-2020 school year.

We would like to sincerely thank our custodial team, building engineers, technology and ground crews who worked through all those hot summer days to make our buildings shine. Thank you to our office staff who work behind the scenes with deliveries, enrollment registrations, and the endless needs of their school community. We want to thank our transportation department and especially our drivers. They consistently provide care in transporting our students daily. We thank our food service workers who are already preparing for opening week. It truly does take a team to provide our students with the best learning environments possible!

I look forward to this school year, as we work together, to continue to move our exemplary district forward. I am committed to our mission and will ensure that South Lyon Community Schools continues to provide the highest quality educational process, so that all students can excel as individuals, and become productive and contributing members of society. Thank you to our staff and community for your continued support. Together we make our school community great!
First Day of School - September 3rd

Ben Kirby
Assistant Superintendent of Administrative Services

The start of the 2019-2020 school year is fast approaching and South Lyon Community Schools is looking forward to partnering with families to provide an exceptional educational experience. Our dedicated and excellent staff have been training and preparing for the welcome of each of our students. The success of these students will be directly impacted by the collaboration, persistence, and commitment of the students, staff, and parents.

We have been working diligently to find great educators for all of our classrooms and schools. The retirements and resignations that we have received over the past three months have allowed us to look at our vacancies and hire teachers who will help us meet our goals of an outstanding education for all students. We have also had the opportunity to establish new leadership at different buildings in the district. We will have new principals at both Hardy and Bartlett Elementary when the year begins. There will be new faces in the assistant principal roles at both middle schools and at South Lyon East High School. Kristen Weber, formerly the assistant principal at Centennial Middle School, has joined the CITA department in the Administration Building.

The Transportation Department has a new manager, Cindy Helton. She was previously the assistant manager of the Transportation Department. Her dedication to the department is evident and her actions show that she wants to continue to improve the communication and success of the department.

If you want to be part of our wonderful district, it is never too late to join our continually growing team. We are accepting applications for most positions (food service, custodial, building engineers, bus drivers, and teachers). For more information, please visit our website or call (248) 573-8130.
Welcome

Leslie Munger
Assistant Principal, South Lyon East High School

Leslie Munger is the new Assistant Principal at South Lyon East High School. She comes from the Plymouth-Canton Community School District with administrative and teacher-leader experience. In addition to serving as Interim Assistant Principal for two long-term assignments, Leslie also spent her time at Salem High School as a mathematics teacher specializing in helping struggling students. Her favorite part about being an educator is seeing students who have previously struggled gain the confidence and ability to overcome a concept that had previously seemed insurmountable. As an administrator, Leslie enjoys working one-on-one with students to help them feel supported and encouraged. She does everything in her power to ensure that her students (or her kids as she calls them) have as many opportunities available to them as possible. This became quite apparent early on in her career when, during her first year of teaching in a small charter school, Leslie volunteered to coach boy’s middle school basketball when she heard no one else was stepping forward to coach. Leslie is excited to bring her strong commitment to students, teachers, families, and community members to East.

Leslie has a Bachelor of Science degree from the University of Michigan in Mathematics and Mathematics Education. She also has a Master of Arts degree from Eastern Michigan University in K-12 Administration. When she isn’t at school, Leslie loves to spend time with her husband and her daughter, Ava. Leslie and her family love to go on long walks with their dog, Sammy, and enjoy going on road trips during summer vacation. Leslie is looking forward to starting her new position at South Lyon East High School. She cannot wait to meet all of the students, staff, families, and community members that make East the
Welcome

Jaclyn Bury
Assistant Principal, Centennial and Millennium Middle Schools

Jaclyn Bury is honored to join the outstanding staff at Centennial and Millennium Middle Schools as an assistant principal. She has been a part of the South Lyon community for seven years and has included herself in a variety of experiences. Mrs. Bury is excited and eager to utilize her skills as an educational leader at both middle schools and to work with families to ensure all students succeed.

Mrs. Bury earned a Bachelor of Science in Elementary Education from Oakland University and a Master of Art in Educational Leadership from Marygrove College. She also takes time to participate in instructional workshops through Oakland Schools and enjoys learning about and staying current on best practices in education.

Prior to this role, Mrs. Bury taught English for seven years and science for one year at Centennial Middle School. Roles she has held during her career include facilitating the English department, leading school culture teams, leading student council, and serving on a variety of committees. She believes that relationships are one of the most important aspects of her work as an assistant principal and looks forward to building relationships with students, staff, and families. Additionally, Mrs. Bury has a passion for educating students and is looking forward to working on curriculum and instruction with leaders and teachers.

Outside of school, Mrs. Bury enjoys spending time with her family and husband. They love to take trips where they can kayak and hike. She loves reading and feels she is a lifelong learner. Mrs. Bury is dedicated to making this year the best year for all middle school students.
Welcome

This school year will be Ross Baker’s 18th with South Lyon Schools. He started at Bartlett Elementary and quickly learned that South Lyon was an amazing school district to learn from both personally and professionally. He then moved to Millennium just before his first son, Dean, was born for the 2008-09 school year. Since then, he and his wife welcomed their second son, Beau, in 2013. Ross has also continued to do what he can to help deliver the Millennium mission of building an academic foundation for our students, as well as building relationships and helping students learn how they can excel in all aspects while at MMS.

A few years ago, he decided he wanted to help students from a different side of things, and decided to enroll at Oakland University for his second master’s degree in Educational Leadership, to pursue a school administrator position. He was fortunate enough to be hired last year as an administrative intern that traveled between the two South Lyon middle schools. He loved his time in this position and knew he had made the right choice in leaving the classroom.

While in the intern position he was able to see firsthand how amazing our middle school staff truly is. The number of hours they put in, how much they care for each of our students, and how they are not afraid to go the extra mile. He is honored to be working beside them, and can’t wait to get to work.

South Lyon has been a second home for him the past 18 years. He is thrilled to be in his new position, and just wants to thank everyone in South Lyon for allowing him to serve our students in this role. Go Mustangs!

Ross Baker
Assistant Principal, Millennium Middle School
Welcome

Ryan is excited and honored to introduce himself as the new principal of Bartlett Elementary. He is looking forward to meeting all of our students and families as the school year approaches, as well as becoming more immersed in the South Lyon community. He has spent the last six years as the principal of Holly Elementary in Holly, Michigan. He has also previously taught Kindergarten, first grade, and was a resource room teacher at the elementary and secondary levels. He lives in Highland Township with his wife Lindsey and their two sons, Henry (3 years) and Clark (8 months). He believes that strong, positive relationships are the foundation of an excellent educational experience. He is eager to begin building relationships with the Bartlett community.

Ryan's top priorities are to keep our students safe and grow each child to his/her potential. His vision for our students is to develop a community of leaders who are critical thinkers, creative problem-solvers, innovative, and contributors to the success of their community. He is passionate about empowering students to take ownership of their learning and school. He looks forward to fostering an environment where students have strong connections to their classrooms and school and meaningful learning opportunities that develop a sense of purpose. As he begins his new role he has already learned a great deal about what an amazing and supportive community Bartlett has. He looks forward to building on the many successes of students, families, and staff.

Ryan is looking forward to meeting you and growing our students together. He will be hosting meet and greet events prior to the start of the school year. A communication will be forthcoming with those dates and times. In the meantime, please feel free to stop by, email, or call him with any questions or just to introduce yourself.
South Lyon will continue to offer a Junior Kindergarten Program for the 2019-20 school year.

Junior Kindergarten is a program that districts can opt to offer to students who need a transition year prior to enrolling in a traditional Kindergarten. This program is designed as a bridge year to traditional Kindergarten and does not replace a Kindergarten year. Students attend Junior Kindergarten and then a full year of traditional Kindergarten the following year.

Junior Kindergarten is a full day, 5 day a week program that includes instruction and experiences with all content areas, and a stronger emphasis on the building blocks of literacy and social-emotional development.

Students were eligible to be considered for Junior Kindergarten if they turned five years old on or between June 1 and December 1, with priority being given to students with birthdays between September 2 and December 1.

Last year, Junior Kindergarten classrooms were at Bartlett, Hardy, Kent Lake and Sayre Elementary Schools. We are excited to continue this pilot with two additional Junior Kindergarten classrooms at Dolsen and Salem.

Students who were assigned to their boundary school for Junior Kindergarten may utilize district busing, if they live within a busing area. For students attending Junior Kindergarten at a school other than their boundary school, transportation is the responsibility of the family.

If this is a program you are interested in for future school years, please look for more information in the winter.
Board of Education 2019-20 Meeting Schedule

| July 15, 2019  
| Fiscal Mtg.  
| August 19, 2019  
| September 16, 2019  
| October 7, 2019  
| October 21, 2019  
| November 4, 2019  
| November 18, 2019  
| December 2, 2019  
| January 21, 2020  
| Tuesday  
| Organizational Mtg.  
| February 3, 2020  
| March 2, 2020  
| March 16, 2020  
| April 20, 2020  
| May 4, 2020  
| May 18, 2020  
| June 1, 2020  
| June 15, 2020 |

The Board of Education meetings are held at 345 South Warren, South Lyon, MI 48178 in the auditorium. Meetings beginning at 7:00 p.m. Special presentations by student groups, when scheduled, will begin at 6:30 p.m.

Agendas are provided at board meetings. They are also available the Friday preceding the board meeting in the Superintendent’s office and on the District website at www.slcs.us.

Parents, students, staff and other community members are invited to attend board meetings. Doing so helps develop an understanding of the role of the board in developing and maintaining a quality educational program for children in the District. Any individual with comments or concerns about the programs and policies of the District may speak at a board meeting during the times reserved for community participation. The board values citizen participation and encourages community members to attend meetings regularly.

The Board of Education meetings are video taped. They will be available on www.slcs.us within two days of the scheduled meeting.
The Administration is governed by a publicly elected Board of Education. Current members of the Board are listed below.

**G. Randall Clark**  
President  
10030 Seven Mile Rd.  
Northville, MI 48167  
734.353.5472  
clarkr@slcs.us  
(term expires 12/31/2020)

**Eric E. Kennedy**  
Vice President  
903 Westbrook Dr.  
South Lyon, MI 48178  
248.444.4395  
kennedye@slcs.us  
(term expires 12/31/2022)

**Carrie L. Hanshaw**  
Secretary  
25847 Cobblers Lane  
South Lyon, MI 48178  
248.437.4449  
hanshawc@slcs.us  
(term expires 12/31/2020)

**Anthony R. Abbate**  
Trustee  
24518 Brompton Way  
South Lyon, MI 48178  
734.716.5534  
abbatea@slcs.us  
(term expires 12/31/2020)

**Jennifer Urtel**  
Trustee  
26317 Creekside Dr.  
New Hudson, MI 48165  
586.596.7657  
urtelj@slcs.us  
(term expires 12/31/2024)

**Craig E. Dashner**  
Treasurer  
30510 Fortune Trail  
Milford, MI 48381  
248.568.9610  
dashnerc@slcs.us  
(term expires 12/31/2022)

**Daniel Schwegler**  
Trustee  
23755 Prescott Lane E.  
South Lyon, MI 48178  
586.610.6604  
schweglerd@slcs.us  
(term expires 11/30/2020)
School Buildings Start and End Times

South Lyon High School
South Lyon East High School
Full day - 7:20 a.m. to 2:13 p.m.
1st day, Half days, Exam and Assessment days
7:20 a.m. to 10:34 a.m.

Centennial Middle School
Millennium Middle School
Full day - 7:35 a.m. to 2:28 p.m.
1st day, Half days, Exam and Assessment days
7:35 a.m. to 10:49 a.m.

Early Start Elementary Schools
Bartlett, Kent Lake, Pearson and Sayre
Full day - 8:15 a.m. to 3:18 p.m.
1st day & half days - 8:15 a.m. to 11:09 a.m.

Late Start Elementary Schools
Brummer, Dolsen, Hardy and Salem
Full day - 8:57 a.m. to 4:00 p.m.
1st day & half days - 8:57 a.m. to 11:51 a.m.
### Back to School Online Process and Registration

<table>
<thead>
<tr>
<th>School Type</th>
<th>Date</th>
<th>Event</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>South Lyon High School</strong></td>
<td>Tuesday, August 20th</td>
<td>Seniors</td>
<td>8:00 a.m. - 9:30 a.m.</td>
</tr>
<tr>
<td>Walk-In Registration</td>
<td>Tuesday, August 20th</td>
<td>Juniors</td>
<td>10:00 a.m. - 11:30 a.m.</td>
</tr>
<tr>
<td></td>
<td>Wednesday, August 21st</td>
<td>Sophomores</td>
<td>8:00 a.m. - 9:30 a.m.</td>
</tr>
<tr>
<td></td>
<td>Thursday, August 22nd</td>
<td>Freshman Orientation</td>
<td>8:00 a.m. - 1:30 p.m.</td>
</tr>
<tr>
<td></td>
<td>Friday, August 23rd</td>
<td>Make Up Day (all students)</td>
<td>9:00 a.m. - 11:00 a.m.</td>
</tr>
<tr>
<td><strong>South Lyon East High School</strong></td>
<td>Tuesday, August 20th</td>
<td>Freshman Orientation</td>
<td>8:30 a.m. - 2:00 p.m.</td>
</tr>
<tr>
<td>Walk-In Registration</td>
<td>Wednesday, August 21st</td>
<td>Seniors</td>
<td>9:00 a.m. - 11:00 a.m.</td>
</tr>
<tr>
<td></td>
<td>Thursday, August 22nd</td>
<td>Juniors</td>
<td>9:00 a.m. - 11:00 a.m.</td>
</tr>
<tr>
<td></td>
<td>Monday, August 26th</td>
<td>Make Up Day (all students)</td>
<td>9:00 a.m. - 11:00 a.m.</td>
</tr>
<tr>
<td>Millennium Middle School</td>
<td>Tuesday, August 27th</td>
<td>6th Grade Orientation (WEB)</td>
<td>10:00 a.m. to 12:00 p.m.</td>
</tr>
<tr>
<td>Centennial Middle School</td>
<td>Friday, August 23rd</td>
<td>6th Grade Orientation (WEB)</td>
<td>8:00 a.m. to 11:30 a.m.</td>
</tr>
<tr>
<td><strong>All Elementary Schools</strong></td>
<td>Friday, August 30th</td>
<td>Class assignments available on Skyward</td>
<td></td>
</tr>
</tbody>
</table>

**There will be no class lists posted at school buildings or online.**

The Back to School Process in Skyward opened for parents to complete on August 1st and will close on August 23rd.

Teacher assignments and schedules will be available through Skyward Family Access by clicking on the schedule tab beginning on the following dates:

- Elementary - August 30th
- Middle School - August 26th
- High School - August 30th

Please note that the Back to School Process will need to be completed for each child before their teacher/schedule assignment can be displayed.
Media Communications

South Lyon Community Schools uses several types of communication resources to inform our students, parents and the community about news, information and events regarding our district.

With Skyward Family Access, parents and guardians are able to view their own child’s grades as well as links for attendance, health records, student demographics, schedules, and food service information. In addition, Middle School and High School parents can view discipline reports. Because this information is available, we ask that you not share your login and password. Students in middle school and high school have their own login and password to view their grades only.

If your login and/or password is misplaced or you did not receive one, please contact the school office where your child attends.
Skylert (School Messenger) provides the District with the ability to send instant communication via phone, SMS text message, and email to parents and staff. Our goal is to utilize this effective and efficient communication system as part of our continuous effort in keeping staff, students and parents informed and safe!

In order for Skylert to be effective, **we ask you to review and update your contact information and notification preferences in your Skyward Family Access account.** We highly recommend updating your information, as we will be relaying important District updates during the school year.

To make changes to your Skylert preferences, log in to Skyward Family Access. (If you do not know your family access login and password, please contact your child’s school office.) Once logged-in, click on Skylert on the General Information menu on the left navigation bar. Your Skylert settings will display. If you desire to make changes, click on Edit on the right of the screen. Please contact your child’s school office staff if you have questions regarding changes to your Skylert account.

**Note: Only Primary Guardians are able to update the Skylert primary contact information via Family Access.**

The Skylert notification system allows South Lyon Community Schools the ability to disseminate information to parents and staff by way of three notification types: Emergency, General, and Attendance. Emergency notifications will reference events such as school closings, safety related incidents, and other emergency notifications determined by District administrators. General notifications are for informational purposes only and will reference various District and school events and information.

Attendance notifications will only be generated if your student has an unexcused absence for one or more periods during an instructional day.

---

**Video Surveillance and Electronic Monitoring**

In order to protect Board property, promote security and protect the health, welfare and safety of students, staff and visitors, the Board of Education authorizes the use of video surveillance and electronic monitoring equipment on school property, in school buildings and school buses. Information obtained through video surveillance/electronic monitoring may be used to support investigations when persons are accused of breaking the law, Board policy, or the Code of Student Conduct. (i.e., it may be used as evidence in disciplinary actions and criminal proceedings).

---

**Entering School Buildings During School Hours**

When entering a school building during the times the doors are locked, you will need to adhere to the following procedure. Please have your I.D. out, stand on the marked area on the ground and hold up your I.D. to the camera. Once you are in the building, please go directly to the school office and get a visitor or volunteer badge.
The Read by Grade 3 legislation was passed in 2016. The legislation requires schools to identify elementary students who have an area of concern in reading and to provide those students with additional support.

Beginning in junior kindergarten and kindergarten, assessments are given to all elementary-aged children within the first 30 days of school. An Individual Reading Improvement Plan is developed for all learners who have been identified through these assessments as having an area of concern in reading.

The law states that third grade students may be required to repeat third grade if they are more than one year behind in reading, as measured by the third grade M-STEP, at the end of the 2019-20 school year. MDE has stated that if your child’s reading score on the English Language Arts M-STEP is more than one year below grade level, you and your child’s school will be notified by June 1 of that school year.

For information about how to support your child’s literacy development, please visit the MDE’s Read by Grade 3 Parent Toolkit-

https://www.michigan.gov/mde/0,4615,7-140-28753_74161-498394--,00.html

---

**Entering Junior Kindergarten and Kindergarten**


---

**Learning Opportunities for Home Schooled Children**

South Lyon Community Schools provide excellent learning opportunities for all school-age children during the school day. If you choose to home school your child, please be aware that you may still register your child for classes such as world language, physical education, the arts, etc.

To hear about these classes and/or to enroll in these classes, please register at the school which your child would be assigned to based on your school boundary. Your child(ren) cannot attend without the required immunizations or waiver.
Requirements for Student Immunizations

Due to immunization rules from the Michigan Department of Community Health, waivers exempting children from receiving immunizations can no longer be obtained from a school or childcare. Non-Medical waivers based on religious or philosophical beliefs must first be certified at the Oakland County Health Division. Parents/guardians of children who are unable to receive vaccinations due to medical reasons should consult their healthcare provider for a medical waiver form.

For more information, go to www.oakgov.com/health or contact Nurse On Call (NOC) at 1-800-848-5533. You will need to provide up-to-date immunization records required by law for all students.

Junior Kindergarten and Kindergarten enrollees must also show proof of vision screening.

Disclosure of Personal Information

If you do not want the following information available to the public, notify your building principal before October 1, 2019. In accordance with FERPA (20USC 1232[g]) the Board of Education of SLCS has designated the following as “directory information:”

- The student’s name
- The names of the student’s parents
- The student’s address
- The student’s date of birth
- The student’s class designation
- The student’s achievement awards or honors (not scholastic grades)
- The student’s extracurricular participation
- The student’s weight and height, if a member of an athletic team
- The student’s photograph
- The name of the school district the student attended before enrolling

While all other information concerning students of the District remains confidential and will be released only in accordance with the school District’s Student Record Policy, “directory information” will be released to a requesting party unless a parent or an eligible student advises the school district that such information should not be released regarding that particular student, by contacting the student’s building principal.

High school students and their parents/guardians may prevent disclosure of a student’s name, address and telephone number to military recruiting representatives (who can only use that data to provide information to students concerning educational and career opportunities available in the U.S. Armed Forces or service academies) by submitting a signed written request to that effect to the school principal.
Contingency Plans

Occasionally, school systems have to send students home early due to weather conditions, power outages, boiler failure and so on. Although we try to avoid sending students home early, there have been times in the past and there will, no doubt, be times in the future when this action is necessary.

Please discuss this possibility with your children, and devise a plan for them to follow. Your plan might involve going straight home and calling a parent at work. It might involve going to the neighbor’s home, if the neighbor agrees. It might involve a high school student staying at home with the younger children.

Whatever plan is decided upon, make sure your child(ren) know it and follow it, for their safety and your peace of mind. Whenever possible, students at the elementary level will not be released unless a contact has been made with a parent, guardian, or other individual listed on their emergency card.

Please continue to keep emergency contact information up-to-date for all students regardless of their ages. You can update your students information on Skyward or contact your students school office.

Search and Seizure

The Board also authorizes the use of canines, trained in detecting the presence of drugs or devices. Canines are used to determine the presence of drugs in locker areas and other places where such substances may be concealed. Canine detection is usually conducted in collaboration with law enforcement authorities or other certified organizations and is not used to search individual students without legally sufficient suspicion, a warrant or parental permission has been obtained.

School authorities are authorized to take reasonable steps to safeguard the safety and well-being of the students by, among other things, implementing the School District’s Student Code of Conduct. Within the discharge of their responsibilities, School District personnel may search students, student property, and school property in the manner permitted by law.

Solving school-related problems

If you have a concern involving the schools, it can be resolved effectively if you contact the right person. If the concern involves any aspect of school life such as a teacher, student conduct, course or textbook concerns, contact the school’s principal. He or she can refer you to the person who can assist.

If the issue remains unresolved at that level, then you may contact the Administration Building to share your concern. Following the chain of command can resolve the issue efficiently and effectively. Ninety-nine percent of all problems are the result of a misunderstanding.
Parent Participation

South Lyon Community Schools believes in the participation of parents and guardians in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring that:

- Parents and guardians play an integral role in assisting their child’s learning;
- Parents and guardians are encouraged to be actively involved in their child’s education at school;
- Parents and guardians are full partners in their child’s education and are included, as appropriate, in decision making and on advisory committees to assist in the education of their child.

South Lyon Community Schools’ parents and guardians are encouraged to attend Curriculum Nights, Parent/Teacher Conferences, and school events and activities. Parents are apprised of their student’s progress through report cards, communication with staff, and, at the secondary level, through the use of an online reporting family access program. Through the PTO and C.H.E.E.R.S. programs, volunteers are utilized throughout the District. Parents, guardians and community members share in District and building-level decision making as they serve on District committees and on building Shared Involvement Teams.

Mckinney-Vento Homeless Assistance Act

The School District, in accordance with the McKinney-Vento Homeless Assistance Act, will ensure that homeless children and youth in transition have access to a free and appropriate public education, including preschool, and be given a full opportunity to participate in state and District-wide assessments and accountability systems. A student may be considered eligible for services if he/she is presently living:

- In temporary shared housing, a shelter, or transitional living program;
- In a hotel/motel, campground, or similar situation due to lack of alternatives;
- At a bus station, park, car, or abandoned building; or
- In a temporary or transitional foster care placement.

The Board of Education has designated the Jean Hanka as the School District’s Coordinator under the Homeless Assistance Act. For questions or assistance, please contact the Jean Hanka at 248-573-8132 or visit the CITA Department at 345 South Warren Street, South Lyon MI 48178 during regular business hours 8:00 a.m. – 4:30 p.m.
Parent Participation - Volunteering

The South Lyon Community School District greatly appreciates the support of our families and the involvement of parents/guardians as volunteers through the CHEERS program. While we welcome parent/guardian volunteers, it is important that we follow Board Policy 9230 (District Volunteers) which states that, “Any person who volunteers to work with the District shall be screened annually through the Internet sites for the Sex Offenders Registry (SOR), the Internet Criminal History Access Tool (ICHAT) criminal history records check and/or the Offender Tracking System (OTIS), prior to being allowed to participate in any activity or program.” This screening process is to ensure the safety and security of our students and staff in each building.

It is also important to remind all volunteers that they shall agree to abide by all Board Policies and District Guidelines while on duty as a volunteer. This includes, but is not limited to, following the sign-in procedures established at each building, wearing proper identification while volunteering, maintaining confidentiality of each student, remaining in a location visible to district staff when working with students, reporting all behavior concerns to the lead teacher and/or building principals, and refraining from disciplining or touching students in a corrective manner.

Volunteers are covered under the District’s liability policy, but are not covered by its health insurance policy nor are they eligible for Workers’ Compensation.

If you would like to serve as a volunteer at your child’s school, you are required to complete the Volunteer Background Check Authorization form which can be found on the district website.

On-line Volunteer Form

This process must be completed annually.

Volunteers will be processed at the Administration Building and the names of approved volunteers will be maintained in a database and shared with all SLCS building office staff and CHEERS coordinators. Buildings may only utilize approved volunteers. Buildings will follow their own established processes for contacting approved volunteers throughout the school year.

Thank you again for your support and willingness to serve as a volunteer with South Lyon Community Schools.
The South Lyon Community Schools has adopted the following mission statement:
In support of our community, the mission of the South Lyon Community Schools is to provide the highest quality educational process so that all students can excel as individuals and become productive contributing members of society.

To accomplish our mission, the South Lyon Community Schools endorses the concept of a Shared Involvement Process (SIP) as the necessary and appropriate means by which all educational decisions of the highest quality are most likely to be achieved at all levels.

The following are examples of the many benefits of the Shared Involvement Process:

- Improving the morale of the staff
- Focusing accountability for decisions
- Bringing resources in line with school goals
- Nurturing and stimulating new leaders
- Increasing quantity and quality of communication
- Increasing ownership into decisions to be made
- Placing decisions at the closest level to those affected
- Promoting input of a greater and more diverse nature

So what is Shared Involvement Process (SIP)?

SIP is a process for soliciting, collecting, evaluating, and using information and the expertise of educational partners for the purpose of making and implementing decisions that will improve or enhance student achievement.

The building SIP committee may implement decisions that do not impact other buildings in the District, do not require the expenditure of more funds than are available in the approved budget and do not conflict with District goals, procedures, policies, collective bargaining agreements or federal or state laws or requirements.

Building Committee

Each building will have a committee consisting of the building principal, a minimum of two elementary teachers and, at the secondary level, a minimum of three teachers or a ratio of 1:500 students. Teachers will be chosen in a manner acceptable to the staff.
Also on the committee will be a minimum of one support staff member and, when possible, representation from the community. Parent representation will equal the number of teachers and will be chosen by the SIP or by other parents in the school. At each middle school, two eighth grade students may be members when deemed appropriate. At the high school level, a total of four students, one from each grade, will be selected under the direction of the student government.

**Responsibilities**

The responsibilities of the SIP are to review and/or approve, when appropriate, the school improvement efforts, e.g., each phase of the credentialing and AdvancED process, M-STEP outcomes and MDE School Accountability Measure Plan requirements and outcomes, and school climate and safety issues. These items will be included on the SIP agendas when appropriate.

**Duration of Terms**

The duration of terms will be implemented to ensure continuity of membership. Prospective members should be made aware that a commitment of time will be necessary to deal effectively with these building issues and responsibilities.

**How do I learn about my school’s SIP Committee?**

SIP committees meet monthly, and each school’s agenda and meeting minutes are posted on the South Lyon Community Schools website at www.slcs.us. Minutes are also shared in newsletters and at PTO meetings.

The schools’ SIP committees would like to provide parents and community members the opportunity to share questions, comments, or concerns. Feel free to contact a SIP member or your school principal.

The District and SIP committees encourage all members of the school community to learn about the Shared Involvement Process and support our mission to increase achievement for all students.

---

**District Policies & Procedures**

The South Lyon Board of Education developed specific District policies regarding student and staff behavior. Policies and/or procedures cover virtually all areas of behavior including smoking, drugs, dress, weapons, sexual harassment and use of the Internet. District policies are available at www.slcs.us.
### Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- **Consent before students are required to submit to a survey that concerns one or more of the following protected areas** (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)—
  1. Political affiliations or beliefs of the student or student’s parent;
  2. Mental or psychological problems of the student or student’s family;
  3. Sex behavior or attitudes;
  4. Illegal, anti-social, self-incriminating, or demeaning behavior;
  5. Critical appraisals of others with whom respondents have close family relationships;
  6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
  7. Religious practices, affiliations, or beliefs of the student or parents; or
  8. Income, other than as required by law to determine program eligibility.

- **Receive notice and an opportunity to opt a student out of**—
  1. Any other protected information survey, regarding loss of funding;
  2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law.
  3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

- **Inspect, upon request and before administration or use**—
  1. Protected information surveys of students;
  2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
  3. Instructional material used as part of the educational curriculum.
These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law. South Lyon Community Schools will directly notify, such as through U.S. Mail or e-mail, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for parents to opt their child out of participation in the specific activity or survey.

South Lyon Community Schools will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated during the school year may contact the school principal or file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202
Rights Under FERPA

The federal law known as the Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student’s education records. These rights are:

1. The right to inspect and review the student’s education records within 30 days after the day the School District receives a request for access.

   Parents or eligible students who wish to inspect their education records should submit to the school principal a written request that identifies the records they wish to inspect. The principal or designee will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

   Parents or eligible students who wish to ask the School District to amend their child’s or their education record should submit a written request to the school principal, clearly identifying the part of the record they want changed and specifying why they believe it should be changed. If the School District decides not to amend the record as requested, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding hearing procedures will be provided to the parent or eligible student at the time they are notified of the right to a hearing.

3. The right to provide written consent before the School District discloses personally identifiable information (PII) from the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

   One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A designated school official with a legitimate educational interest includes a person employed by the School District as an administrator, teacher, or other person designated by the Board of Education. A school official also includes a liaison officer who, while not employed by the School District, may be granted access to student educational records (including video footage) at the direction and supervision of a school administrator. A school official also may include a contractor or consultant who, while not employed by the School District, performs an institutional service or function (such as design and maintenance of the School District’s security camera system) for which the school would otherwise use its own employees and who is under the direct control of the School District with respect to the use and maintenance of personally identifiable information from student education records.

4. The right to refuse to allow the disclosure of “directory information”.

Family Educational Rights and Privacy Act (FERPA)
Family Educational Rights and Privacy Act (FERPA)

“Directory information” regarding a student may be released to any requesting person or party, in addition to the eligible student or his/her parent, without written consent. The Board of Education has defined “directory information” to include a student’s:

- Name;
- Name of student’s parents;
- Address;
- Photograph;
- Birth date;
- Participation in School District related programs and extracurricular activities;
- Academic awards and honors;
- Height and weight, if a member of an athletic team;
- Honors and awards; and
- Class designation.

In the event inconsistency exists between the Board of Education policy defining “directory information” and this annual notification, the policy prevails.

Each year, the Superintendent, or his/her designee, will provide public notice to students and parents of the School District’s intent to make directory information available to students and parents. Common uses for students’ directory information, which include, but are not limited to those reasons listed on the table.

Eligible students and parents may refuse to allow the School District to disclose any or all of such directory information upon written notification to the School District within thirty (30) days after receipt of the School District's public notice. Parents may submit written notification to the building principal of their child’s school.

5. The right to file a complaint with the United States Department of Education concerning alleged failures by the School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Avenue SW
   Washington DC 20202-5280
**Family Educational Rights and Privacy Act (FERPA)**

**United States Armed Forces** The School District is required to provide United States Armed Forces recruiters with at least the same access to student directory information as is provided to other entities offering educational or employment opportunities to those students as is permitted and/or required by law. "Armed forces of the United States" means the armed forces of the United States and their reserve components and the United States Coast Guard. An eligible student or the parent may submit a signed, written direction to the School District that the student's directory information not be accessible to United States Armed Forces recruiters. In such case, the information will not be disclosed.

**Other Agencies or Institutions** As permitted by FERPA, the School District may forward education records, including disciplinary records, without student or parental consent, to other agencies or institutions in which the student seeks or intends to enroll or is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer and upon receipt of a request for a student's school or education records.

**Compliance** The School District will comply with a legitimate request for access to education records within a reasonable period of time, but not more than thirty (30) days after receiving the request or within a shorter period as may be applicable by law to students with disabilities. The requesting party may be charged a processing fee for the information.

---

**Drug-Free Environment/Protection**

The Board of Education recognizes that the misuse of drugs is a serious problem with legal, physical, and social implications for the entire school community. In accordance with the federal and state law, the Board establishes a “Drug-Free School Zone” that extends 1000 feet from the boundary of any school property. The Board prohibits the use, possession, concealment, delivery, or distribution of any drug or any drug-related paraphernalia, including alcohol and marijuana, at any time on School District property, with the Drug-Free Zone or at any School District-related event. Further, the Superintendent, or his/her designee, will take the necessary steps to ensure that an individual eighteen (18) years of age or older who knowingly delivers or distributes controlled substances so designated and prohibited by Michigan statute within the Drug-Free School Zone to another person is prosecuted to the fullest extent of the law.
Project FIND Special Education/ Section 504 Notice

The School District is required, by law, to locate, identify and evaluate all children with disabilities, including children with disabilities attending private schools located within the School District, as well as homeless children. The process of locating, identifying, and evaluating children with disabilities is known as child find.

Child find extends both to children who may be eligible for special education under the federal Individuals with Disabilities Education Act (IDEA) and those who may be eligible under Section 504 of the Rehabilitation Act of 1973 (Section 504).

If you believe your child may qualify under either the IDEA or Section 504, please contact the District’s Director of Special Services.

Title IX Policy

It is the policy of South Lyon Community Schools to comply with all of the guidelines for Title IX as adopted by the Department of Health, Education and Welfare.

The District does not discriminate on the basis of sex in its educational programs, curricular and extra-curricular activities. The District has established a Title IX grievance process. Questions regarding that grievance process should be directed to the Title IX coordinator, the Assistant Superintendent for Administrative Services at 248-573-8130.

School Property

The Board acknowledges the need for a reasonable degree of in-school storage of student possessions and will provide storage places, including desks and lockers, for that purpose. Where lockers are provided, students may lock them against incursion by other students, but lockers remain School District property. Students do not have a reasonable expectation of privacy with respect to School District personnel or their designees in lockers or other in-school storage places provided by the School District.

Personal Curriculum

The Personal Curriculum (PC) is a Michigan Department of Education (MDE) endorsed process, permitting modification of specific credit requirements and/or content expectations based on the individual learning needs of a student. It is designed to serve students who want to accelerate or go beyond the Michigan Merit Curriculum (MMC) requirements and students who need to individualize learning requirements to meet the MMC requirements. For more information from MDE about personal curriculums, please click here.
Programs for English Language Learner Students

Parents of limited English proficient (LEP) students participating in a language instruction program will be notified, no later than 30 days after the beginning of the school year, of the following:

- Placement and reason why their child was identified as LEP;
- The student’s academic achievement level and level of English proficiency (including method of measurement);
- The methods used for language instruction;
- How the language program will meet the student’s instructional needs;
- How the program will help the child to learn English and meet the academic standards required for promotion or graduation;
- The exit requirements for the language program; and
- An explanation of parental rights, including the parent’s right to enroll or remove a child from the language instruction program.

Title I Funds: Parent Involvement

In accordance with law, the Board of Education has adopted a parent involvement policy (also known as a parental and family engagement policy). The School District is committed to establishing and maintaining positive relationships with families and the community. To that end, the School District will provide a variety of opportunities for families and other members of the community to become involved in children’s education.

Parents may request information regarding the professional qualifications of the student's classroom teachers in writing submitted to Ben Kirby, Assistant Superintendent for Administrative Services, 345 South Warren, South Lyon, MI 48178. The request may include:

- Whether the teacher has met Michigan qualification and licensing criteria for the grade levels and subject areas in which s/he provides instruction;
- Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived;
- The teacher’s baccalaureate degree(s), major, any other graduate certification or degree(s) held, and the field of discipline of the certification or degree; and
- Whether the student is provided services by a paraprofessional and, if so, the paraprofessional’s qualifications.
Annual Advisory to Parents/Guardians - Pest Management

State of Michigan law requires that schools and day care centers that may apply pesticides on school or day care property must provide an annual advisory to parents or guardians of students attending the facility.

Please be advised that the South Lyon Community School District utilizes an Integrated Pest Management (IPM) approach to control pests. IPM is a pest management system that utilizes all suitable techniques in a total pest management system with the intent of preventing pests from reaching unacceptable levels or to reduce an existing population to an acceptable level. Pest management techniques emphasize sanitation, pest exclusion, and biological controls. One of the objectives of using an IPM approach is to reduce or eliminate the need for chemical applications of pesticides. However, certain situations may require the need for pesticides to be utilized.

As required by State of Michigan law, you will receive advance notice regarding the non-emergency application of a pesticide such as an insecticide, fungicide or herbicide, other than a bait or gel formulation, that is made to the school or day care grounds or buildings during this school year. Please note that notification is not given for the use of sanitizers, germicides, disinfectants or anti-microbial cleaners. In certain emergencies, such as an infestation of stinging insects, pesticides may be applied without prior notice to prevent injury to students, but you will be notified following any such application. Advance notification of pesticide applications, other than a bait or gel formulation, will be given by at least 2 methods. The first method will be by posting at the main entrance to the school / day-care center. The second method will be by posting information on the South Lyon Community School District website. Please be advised that parents or guardians of children attending the school or day care center are entitled to receive the advance notice of a pesticide application, other than a bait or gel formulation, by first class United States mail postmarked at least 3 days before the pesticide application, if they so request. If you prefer to receive the notification by first class mail, please complete the request form and mail it to:

Maintenance & Operations Department
Attn.: Pesticide Notification
22727 Griswold Road
South Lyon, MI 48178

Please be advised that parents or guardians of children attending the school may review the school’s Integrated Pest Management program and records of any pesticide application upon request.

Questions regarding pesticide treatments may be directed to the Manager of District Facilities and Grounds at 248-573-8920.
South Lyon Community School District Asbestos Hazard Emergency Response Act (AHERA) Notification

The Environmental Protection agency (EPA) requires that each year District workers and building occupants receive notification about asbestos activities such as response actions and inspections. The purpose of this correspondence is to meet those requirements and familiarize you with the asbestos related activities that have been conducted in South Lyon Community Schools during the past year.

**Management Plans** - The existing Management Plans are located in the Main Office of each building and are available for review. A copy of each Management Plan is also located at the Griswold Operations Center, 22727 Griswold Rd., South Lyon, MI 48178.

**Periodic Surveillance** - The AHERA regulation requires surveillance of the condition of asbestos containing materials every six months. This monitoring is being conducted as required by the asbestos standard.

**Re-Inspection** - The AHERA regulation requires a three year re-inspection of the condition of asbestos containing materials in all school buildings. All monitoring is being conducted by State of Michigan accredited asbestos inspectors, and results are located in the management plans.

---

**Storm Water Management Plan**

The National Pollutant Discharge Elimination System (NPDES) requires the District to submit an annual storm water management plan update to the Department of Environmental Quality (DEQ). The required annual report was submitted and reviewed and found to be in compliance with the COC No. MIS040076 of the MS4 Jurisdictional General Permit No. MIS040000. The South Lyon Community Schools Storm Water Management Program Plan can be viewed in its entirety at the District website at [http://cms4.revize.com/revize/southlyonschools/departments/griswold_operations_center/stormwater_management.php](http://cms4.revize.com/revize/southlyonschools/departments/griswold_operations_center/stormwater_management.php)
Hiring of Substitute Employees

Looking for some extra cash but not interested in a full-time job? Then you should consider becoming a substitute employee in the South Lyon Community Schools. The nice thing about subbing is it lets you determine how often you would like to work. We are always looking for substitutes in most of our schools and departments.

- Guest teachers: We hire our guest teachers through WillSub. Guest teachers make $100.00 per day. Contact the Personnel Department at (248) 573-8140 if you are interested in being a guest teacher or email a letter of interest and a resume to dropiewskik@slcs.us

- Currently we are accepting guest teacher applicants who:
  - Have obtained at least 60 semester college credit hours or an associates degree.

- Substitute bus drivers: A substitute driver must possess or obtain a Commercial Driver’s License (CDL) and undergo training, which we provide. Sub drivers start at $15.00 per hour. Interested? Call 248-573-8900.

Other substitute positions may not have specific educational or licensing requirements, although some on-the-job training will be provided. Substitutes are needed for the following positions:

<table>
<thead>
<tr>
<th><strong>Bus Driver Starting Pay</strong></th>
<th><strong>Custodian Starting Pay</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Substitute Rate $15.00</td>
<td>Substitute Rate $10.43</td>
</tr>
<tr>
<td>Regular Position $17.93</td>
<td>Regular Position $13.47</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Building Engineer Starting Pay</strong></th>
<th><strong>Food Service Worker Starting Pay</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Substitute Rate $10.71</td>
<td>Substitute Rate $10.00</td>
</tr>
<tr>
<td>Regular Position $15.55</td>
<td>Regular Position $10.65</td>
</tr>
</tbody>
</table>

For more information you can

Call 248-573-8900 for bus driver inquiries
Call 248-573-8920 for all other job inquiries
Stop by 22727 Griswold to pick up an application
Section 504 Notice of Nondiscrimination

Applicants for admission and employment, students, parents, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with the South Lyon Community School District are hereby notified that this District does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, disability, age, height, weight, marital status, genetic information, or any other legally protected characteristic, in its programs and activities, including employment opportunities. Any person having inquires concerning the South Lyon Community School District’s compliance with the regulations implementing Title VI, Title IX, The Americans with Disabilities Act (ADA) or Section 504 is directed to contact the Assistant Superintendent for Administrative Services, 345 South Warren, South Lyon, Michigan 48178, 248-573-8130, who has been designated by the South Lyon Community School District to coordinate the District’s efforts to comply with the regulations implementing Title VI, Title IX, the ADA, and Section 504.

Nondiscrimination Policy

No person may be denied admission to any school in the School District, be denied the benefits of or be discriminated against in any curricular, extracurricular, or other School District program or activity based on the person’s gender, religion, race, color, national origin or ancestry, age, disability, marital status, or any other legally protected characteristic. The Board of Education has adopted a Discrimination and Harassment Policy which prohibits all forms of illegal harassment and discrimination within the School District. Any person who believes that he/she has been the victim of discrimination may seek resolution of his/her complaint through the procedures that have been established by the School District. A person wishing to pursue a complaint may also contact the School District’s Civil Rights Compliance Officer, (the Assistant Superintendent for Administrative Services at (248) 573-8130 or visit the Office of Human Resources offices at 345 South Warren Street, South Lyon MI 48178 during regular business hours 8:00 a.m. – 4:30 p.m.

Wellness Policy

The School District is committed to creating a school environment that enhances lifelong wellness practices. As required by law, the Board has adopted a Wellness Policy, which is periodically reviewed. The Board’s policies and/or administrative regulations can be found at: http://www.slcs.us/board_of_education/slcs_board_policies/index.php
South Lyon Transportation Department’s primary goal is to provide safe and timely transportation to and from school for students of the South Lyon community who utilize this privilege. Transportation services must also be efficient and cost effective.

The transportation department is responsible for transporting approximately 8,700 students over 600,000 miles per year. In addition to our regular daily routes, we have the Early Childhood Center, vocational education, field trips and athletic trips that come and go at various times during the day.

**Bus Stop Locations**
The two fundamental criteria used in determining a bus stop location are safety and efficiency of scheduling. The safety of bus routes and bus stops must meet state laws related to school bus transportation.

It is important that parents and/or guardians assume the responsibility of safety at bus stops, including getting children to and from a bus stop.

Students are required to be at their stop location 10 minutes before the scheduled pick up time ready to load the bus when it arrives and not waiting in vehicles. This step helps to maximize route efficiency.

**Bus Stop Change Requests**
Requests for bus stop changes can be made by filling out the Bus Stop Change Request Form and submitting it to the Transportation Department via fax, email or mail. Requests will be reviewed in order of receipt after the third week of school. Once reviewed, notification of the approved or denied stop will be given.

Fax: 248-486-5381  
Email: dispatcher@slcs.us  
Mail: 22727 Griswold Rd, South Lyon, MI 48178

All bus stops will continue to comply with the District transportation policy 8600.

**Daycare Bus Requests**
Requests for bus pick-up/drop-off for daycare purposes can be made by filling out the Daycare Request Form and submitting it to the Transportation Department via fax, email or mail. Forms can be found on our website [www.slcs.us](http://www.slcs.us) under the Transportation section. Requests must be submitted annually, they do not carry over from year to year.

Daycare bus requests will be reviewed in order of receipt. However, final approval will not be granted until after the third week of school. Parents should arrange for alternate transportation until approved. The three week processing time is necessary to confirm student ridership numbers and space availability on the requested buses. Parents will be notified as soon as possible after the third week of school, but
Transportation Information

no later than the end of the fourth week for those who submitted forms by the first day of school.

Please Note: Routing can only be done to and from an address in the home school boundary.

Fax: 248-486-5381
Email: dispatcher@slcs.us
Mail: 22727 Griswold Rd, South Lyon, MI 48178

Joint Family Bus Requests

Requests for bus pick-up/drop-off for joint family situations can be made by filling out the Joint Family Request Form and submitting to the Transportation Department via fax, email or mail.

Forms and instructions can be found under Transportation Department on our website.

Students will be routed to the established stop based on parents’ primary address in Skyward unless a Joint Family Request Form is submitted.

Routing can only be done to and from the address of the home school boundary. A parent’s address outside of the home school boundary is considered School of Choice; there is no busing for School of Choice. Requests must be submitted every year - they do not carry over from year to year.

The Transportation Department will make every effort to process Joint Family Bus Requests as soon as possible. There is not a three week waiting period for these requests; however, the sooner you are able to submit these requests, the more quickly they can be processed. Please make alternate arrangements until you receive notice from our department that the busing schedule is set for your child/children.

Fax: 248-486-5381
Email: dispatcher@slcs.us

Students Ride Assigned Buses Only

Students are only permitted to ride their assigned bus. We do not allow students to ride home with friends for study groups, parties, scouting, practices, sleep-overs, etc. Requests to ride an unassigned bus are NOT permitted at dismissal time.

Bus Loops at High Schools & Middle Schools

Cars are never permitted in the bus loops. Please use the school’s designated student drop off locations when driving your student to school.

Students Entering/Exiting the Bus at School

Once a student enters the bus at school in the afternoon, they cannot exit it until their assigned stop. Occasionally students forget that they need to stay after school for a meeting or are getting picked up from parent/guardian. Parents must be visible to the driver, and an administrator must approve the
Transportation Information

student’s exit. Please make every effort to arrange pick up with your student before the start of the school day. In unforeseen circumstances, please call the school at least one hour prior to dismissal time to inform the office staff that you will be picking up your student.

Emergency Bus Passes
Emergency bus passes will be considered, providing space is available on the bus. Emergency situations must be approved by the transportation department. Contact the transportation department between 5 am and 5 pm to speak with a dispatcher about an emergency bus pass request.

Please note: A student getting on an unassigned bus with a hand written letter from the parent, requesting permission to ride, will be sent to his/her designated bus. **Parents must call the transportation department at least one hour before dismissal time to get prior authorization** for the student to ride an unassigned bus. Remember, availability of space on the bus will determine whether or not authorization is granted.

Transportation Code of Conduct
Avoiding driver distraction is the highest priority. Students and parents should understand that distractions are dangerous and it is very important that students maintain control of their impulses and voices while riding the school bus.

The expected behavior of the student rider is found in the Transportation Code of Conduct. We encourage parents to review these responsibilities with their children to insure that their privilege of riding is not lost.

Bus Hasn’t Arrived
In unexpected circumstances of weather, traffic, mechanical problems, etc. a bus could be delayed. You may call the Transportation Department at 248-573-8900 for daily updates of timing delays. Building, school closures, and route delays will be sent out via skylerts as time permits.

Items That Can Be Transported on a School Bus
The only items that can be transported on a school bus are those that can be held in the lap of the student.

Please note: Glass containers, lacrosse/ hockey sticks, baseball bats, balloons and other items noted in the student handbooks are not permitted.
Transportation Information

Eating on the Bus
Food and beverage are not allowed on the bus. Buses transport 60 plus students per route and it is impossible for the driver to keep students with food allergies safe from exposure when a student is eating on the bus. It is imperative that students leave their lunches in their backpacks or contained until they are off the bus. Contact the transportation department if you have any questions.

Mobile Device
Use of electronic devices, cell phones fall under district policy 5136. Cell phones may be transported on the bus, but calls may not be made or received while the bus is enroute. Students are not allowed to take photos or use their phones to take or watch videos. They mat listen to music with headphones at the drivers discretion.

Items Left on the Bus
When items of value are left behind such as electronics, purses and wallets they are brought in to the transportation department for safe keeping until the driver goes back out. Students are encouraged to ask their bus driver about the lost item. Parents are encouraged to call the transportation department to see if the lost item has been recovered.

From all of us at South Lyon Transportation - Have a safe, fun and productive school year!

Transportation Hotline: 248-573-8251
Main Phone: 248-573-8900
Fax: 248-486-5381
Email: dispatcher@slcs.us
Mail: 22727 Griswold Rd, South Lyon, MI 48178
Food Service

Our Food Service Department offers breakfast and lunch, daily, at each of our schools.

We use a computer system to keep track of student payments and purchases. Parents may make payments, check their account and monitor student purchases through Skyward Family Access. Payments can be made by cash or check: made payable to “South Lyon Community Schools.” If you prefer, you may mail your payment to Food Service, 22727 Griswold Road, South Lyon, MI 48178.

The money will be in your student’s account on the first day of school. The meal accounts are family accounts, so only one payment is necessary for all children in the family. Funds should be available in the account when the student is making a purchase. Elementary students may select one of two main dishes each day, as well as, two fruits and vegetables, and a choice of milk. Middle and High school students may select a main dish, which, includes two fruits or vegetables, salad bar and milk. A wide variety of foods are offered to please most tastes and meet nutritional needs of growing children. All of our schools have full service kitchens, so we are able to prepare all meals at the buildings where they are served.

For current information about the Food Service Department and menus, please check us out on the Food Service Tab of the District website.
Dear Parent/Guardian:

Children need healthy meals to learn. South Lyon Community Schools offer healthy meals every school day. Students may buy lunch at the Elementary Schools for $3.00; Middle and High Schools for $3.40. Breakfast is available every day at each school. Elementary breakfast $1.45; Middle and High School $1.55. Your children may qualify for free meals or for reduced price meals. Reduced price is .30 for breakfast and .40 for lunch. This packet includes an application for free or reduced price meal benefits, and a set of detailed instructions. Below are some common questions and answers to help you with the application process.

1. WHO CAN GET FREE OR REDUCED PRICE MEALS?
- All children in households receiving benefits from Food Assistance Program (FAP), Food Distribution Program on Indian Reservations (FDPIR) or Family Independence Program (FIP), are eligible for free meals.
- Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.
- Children participating in their school’s Head Start program are eligible for free meals.
- Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
- Children may receive free or reduced price meals if the household’s income is within the limits on the Federal Income Eligibility Guidelines. The children may qualify for free or reduced price meals if the household income falls at or below the limits on this chart.

<table>
<thead>
<tr>
<th>Total Family Size</th>
<th>Scale for Free Meals Or Free Milk</th>
<th>Scale for Reduced Price Meals</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Annual</td>
<td>Monthly</td>
</tr>
<tr>
<td>1</td>
<td>$16,237</td>
<td>$1,354</td>
</tr>
<tr>
<td>2</td>
<td>$21,983</td>
<td>$1,832</td>
</tr>
<tr>
<td>3</td>
<td>$27,729</td>
<td>$2,311</td>
</tr>
<tr>
<td>4</td>
<td>$33,475</td>
<td>$2,790</td>
</tr>
<tr>
<td>5</td>
<td>$39,221</td>
<td>$3,269</td>
</tr>
<tr>
<td>6</td>
<td>$44,967</td>
<td>$3,748</td>
</tr>
<tr>
<td>7</td>
<td>$50,713</td>
<td>$4,227</td>
</tr>
<tr>
<td>8</td>
<td>$56,459</td>
<td>$4,705</td>
</tr>
</tbody>
</table>

For each additional family member, add: $5,746 $479 $8,177 $682
2. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY?

Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and haven’t been told your children will get free meals, please call or e-mail Dianne Beagle, Homeless Liaison and Migrant Coordinator, at 248-573-8132 or email beagled@slcs.us to see if your child(ren) qualify.

3. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD?

No. Use one Free and Reduced Price School Meals Application for all students in your household. We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to your child’s school or the Food Service Office at the Griswold Operations Center, 22727 Griswold Road, South Lyon, MI 48178.

4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE MEALS?

No, but please read the letter you got carefully and follow the instructions. If any children in your household were missing from your eligibility notification, contact Cherie Myers-Trent, Manager of District Food Services, immediately at 248-573-8925.

5. CAN I APPLY ONLINE?

Yes! You are encouraged to complete an online application instead of a paper application if you are able. The online application has the same requirements and will ask you for the same information as the paper application. Visit www.slcs.us to begin or to learn more about the online application process. Contact Cherie Myers-Trent at myers-trentc@slcs.us or call 248-573-8925 if you have any questions about the online application.

6. MY CHILD’S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE?

Yes. The application is only good for the current school year and for the first few days of the following school year. You must send in a new application unless the school told you that your child is eligible for the new school year.

7. I GET WIC. CAN MY CHILDREN GET FREE MEALS?

Children in households participating in WIC may be eligible for free or reduced price meals. Please send in an application.

8. WILL THE INFORMATION I GIVE BE CHECKED?

Yes. We may also ask you to send written proof of the household income you report.

9. IF I DON’T QUALIFY NOW, MAY I APPLY LATER?

Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.
Our Food Service Program Q & A

10. WHAT IF I DISAGREE WITH THE SCHOOL’S DECISION ABOUT MY APPLICATION?
You should talk to school officials. You also may ask for a hearing by calling or writing to: Cherie Myers-Trent, 22727 Griswold Road, South Lyon, MI 48178. 248-573-8925 myers-trentc@slcs.us

11. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN?
Yes. You, your children, or other household members do not have to be U.S. citizens to apply for free or reduced price meals.

12. WHAT IF MY INCOME IS NOT ALWAYS THE SAME?
List the amount that you normally receive. For example, if you normally make $1000 each month, but you missed some work last month and only made $900, put down that you made $1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.

13. WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT?
Household members may not receive some types of income we ask you to report on the application, or may not receive income at all. Whenever this happens, please write a “0” in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.

14. WE ARE IN THE MILITARY, DO WE REPORT OUR INCOME DIFFERENTLY?
Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, or receive Family Subsistence Supplemental Allowance payments, it must also be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Any additional combat pay resulting from deployment is also excluded from income.

15. WHAT IF THERE ISN’T ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY?
List any additional household members on a separate piece of paper, and attach it to your application. Contact Cherie Myers-Trent at 248-573-8925 or myers-trentc@slcs.us to receive a second application.

16. MY FAMILY NEEDS MORE HELP, ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR?
To find out how to apply for Food Assistance Program (FAP) or other assistance benefits, contact your local assistance office or call 1-855-275-6424.

If you have other questions or need help, call 248-573-8925.

Sincerely,
Cherie Myers-Trent
Manager of District Food Services
## Directory of Schools and Services

### Board of Education Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>G. Randall Clark</td>
<td>President</td>
<td>10030 Seven Mile Rd. Northville, MI 48167</td>
<td>248.486.5045</td>
</tr>
<tr>
<td>Eric E. Kennedy</td>
<td>Vice President</td>
<td>903 Westbrooke Dr. South Lyon, MI 48178</td>
<td>248.444.4395</td>
</tr>
<tr>
<td>Carrie L. Hanshaw</td>
<td>Secretary</td>
<td>25847 Cobbler Lane South Lyon, MI 48178</td>
<td>248.437.4449</td>
</tr>
<tr>
<td>Craig Dashner</td>
<td>Treasurer</td>
<td>30510 Fortune Milford, MI 48381</td>
<td>248..568.9610</td>
</tr>
<tr>
<td>Jennifer Urteil</td>
<td>Trustee</td>
<td>26317 Creekside Dr. South Lyon, MI 48178</td>
<td>248.573.7159</td>
</tr>
</tbody>
</table>

### District Administrators

<table>
<thead>
<tr>
<th>Department</th>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>South Lyon School District</td>
<td>Melissa Baker</td>
<td>345 South Warren South Lyon, MI 48178</td>
<td>248.573.8100</td>
</tr>
<tr>
<td>Administrative Services</td>
<td>Ben Kirby</td>
<td>345 South Warren South Lyon, MI 48178</td>
<td>248.573.8130</td>
</tr>
<tr>
<td>Business and Finance</td>
<td>Stacy Witt</td>
<td>345 South Warren South Lyon, MI 48178</td>
<td>248.573.8119</td>
</tr>
<tr>
<td>CITA</td>
<td>Lisa Kudwa</td>
<td>345 South Warren South Lyon, MI 48178</td>
<td>248.573.8111</td>
</tr>
<tr>
<td>CITA</td>
<td>Kelley Engblom</td>
<td>345 South Warren South Lyon, MI 48178</td>
<td>248.573.8111</td>
</tr>
<tr>
<td>CITA</td>
<td>Kristin Weber</td>
<td>345 South Warren South Lyon, MI 48178</td>
<td>248.573.8111</td>
</tr>
</tbody>
</table>

### Environmental Services

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chris Bullinger</td>
<td>Manager of Facilities</td>
<td>22727 Griswold South Lyon, MI 48178</td>
<td>248.573.8920</td>
</tr>
<tr>
<td>Steve Peters</td>
<td>Assistant Manager of</td>
<td>22727 Griswold South Lyon, MI 48178</td>
<td>248.573.8925</td>
</tr>
<tr>
<td>Jerry Carroll</td>
<td>Assistant Manager of</td>
<td>22727 Griswold South Lyon, MI 48178</td>
<td>248.573.8925</td>
</tr>
<tr>
<td>Cherie Myers-Trent</td>
<td>Manager of Food Services</td>
<td>22727 Griswold South Lyon, MI 48178</td>
<td>248.573.8920</td>
</tr>
</tbody>
</table>

### Transportation

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cindy Helton</td>
<td>Manager of Transportation</td>
<td>22727 Griswold South Lyon, MI 48178</td>
<td>248.573.8900</td>
</tr>
<tr>
<td>Karen Wiater</td>
<td>Assistant Manager of</td>
<td>22727 Griswold South Lyon, MI 48178</td>
<td>248.573.8928</td>
</tr>
<tr>
<td>Chester Cox</td>
<td>Director of Technology</td>
<td>22727 Griswold South Lyon, MI 48178</td>
<td>248.573.8910</td>
</tr>
</tbody>
</table>

### Technology

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
</table>

If you would like to email a staff or board member, click on their name.
# Directory of Schools and Services

South Lyon Community Schools  
345 South Warren  
South Lyon, MI 48178  
Phone: 248.573.8127  Fax: 248.437.8120  
www.slcs.us

## Secondary School Buildings

<table>
<thead>
<tr>
<th>School Name</th>
<th>Address</th>
<th>Phone</th>
<th>Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td>South Lyon High School</td>
<td>1000 N. Lafayette, South Lyon, 48178</td>
<td>248.573.8150</td>
<td>248.437.0233</td>
</tr>
<tr>
<td>South Lyon East High School</td>
<td>52200 W. Ten Mile Road, South Lyon, 48178</td>
<td>248.573.8700</td>
<td>248.486.4009</td>
</tr>
<tr>
<td>Millennium Middle School</td>
<td>61526 West Nine Mile Road, South Lyon, 48178</td>
<td>248.573.8200</td>
<td>248.437.4066</td>
</tr>
<tr>
<td>Centennial Middle School</td>
<td>62500 West Nine Mile Road, South Lyon, 48178</td>
<td>248.573.8190</td>
<td>248.437.4066</td>
</tr>
</tbody>
</table>

### Community Buildings

<table>
<thead>
<tr>
<th>Building</th>
<th>Address</th>
<th>Phone</th>
<th>Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Childhood Center</td>
<td>310 N. Warren, South Lyon, 48178</td>
<td>248.573.8330</td>
<td>248.486.4041</td>
</tr>
<tr>
<td>Youth Assistance</td>
<td>1000 N. Lafayette, South Lyon, 48178</td>
<td>248.573.8189</td>
<td></td>
</tr>
<tr>
<td>Center for Active Adults</td>
<td>1000 N. Lafayette, South Lyon, 48178</td>
<td>248.573.8175</td>
<td></td>
</tr>
</tbody>
</table>

## Elementary School Buildings

<table>
<thead>
<tr>
<th>School Name</th>
<th>Address</th>
<th>Phone</th>
<th>Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bartlett Elementary</td>
<td>350 School Street, South Lyon, 48178</td>
<td>248.573.8300</td>
<td>248.486.4090</td>
</tr>
<tr>
<td>William A. Brummer Elementary</td>
<td>9919 North Rushton Road, South Lyon, 48178</td>
<td>248.573.8520</td>
<td>248.486.4355</td>
</tr>
<tr>
<td>Ann L. Dolsen Elementary</td>
<td>56775 Rice Street, New Hudson, 48165</td>
<td>248.573.8400</td>
<td>248.486.4322</td>
</tr>
<tr>
<td>Sharon J. Hardy Elementary</td>
<td>24650 Collingwood, South Lyon, 48178</td>
<td>248.573.8650</td>
<td>248.486.4070</td>
</tr>
<tr>
<td>Kent Lake Elementary School</td>
<td>30181 Kent Lake Road, South Lyon, 48178</td>
<td>248.573.8350</td>
<td>248.486.0412</td>
</tr>
<tr>
<td>William A. Pearson Elementary</td>
<td>57900 Eleven Mile Road, South Lyon, 48178</td>
<td>248.573.8750</td>
<td>248.446.2632</td>
</tr>
<tr>
<td>Salem Elementary</td>
<td>7806 Salem Road, Salem, 48175</td>
<td>248.573.8450</td>
<td>248.349.5744</td>
</tr>
</tbody>
</table>

If you would like to email a staff or board member, click on their name.
<table>
<thead>
<tr>
<th>Date Range</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 20-23 &amp; 26</td>
<td>New Teacher Orientation/ Curriculum Days</td>
</tr>
<tr>
<td>August 28 - 29</td>
<td>All Teacher Curriculum Days</td>
</tr>
<tr>
<td>August 30 - September 2</td>
<td>Labor Day weekend; No school for all students</td>
</tr>
<tr>
<td>September 3</td>
<td>Students A.M. Only</td>
</tr>
<tr>
<td>September 4</td>
<td>First Full Day of School</td>
</tr>
<tr>
<td>October 4</td>
<td>Middle School Parent Teacher Conferences</td>
</tr>
<tr>
<td>October 17</td>
<td>Middle School Parent Teacher Conferences</td>
</tr>
<tr>
<td>November 5</td>
<td>All Teacher Curriculum Day; ½ Day school for all students</td>
</tr>
<tr>
<td>November 12 - 14</td>
<td>Elementary Parent Teacher Conferences (2 of the 3 evenings)</td>
</tr>
<tr>
<td>November 12 &amp; 14</td>
<td>Elementary Students ½ Day</td>
</tr>
<tr>
<td>November 27</td>
<td>Compensatory Day; No School for all students</td>
</tr>
<tr>
<td>November 28 - 29</td>
<td>Thanksgiving Recess</td>
</tr>
<tr>
<td>December 21 - January 5</td>
<td>Winter Break</td>
</tr>
<tr>
<td>January 20</td>
<td>MLK Day - No school for all students</td>
</tr>
<tr>
<td>January 22- 24</td>
<td>All Students ½ Day; Record Day and Assessments</td>
</tr>
<tr>
<td>February 12</td>
<td>All Teachers and Students ½ Day</td>
</tr>
<tr>
<td>February 13 - 18</td>
<td>Mid-Winter Break</td>
</tr>
<tr>
<td>March 4</td>
<td>All Students ½ Day; Teacher Curriculum Day</td>
</tr>
<tr>
<td>April 4 - 12</td>
<td>Spring Break (includes Good Friday)</td>
</tr>
<tr>
<td>May 25</td>
<td>Memorial Day - No school for all students</td>
</tr>
<tr>
<td>June 10-12</td>
<td>All Students ½ Day</td>
</tr>
</tbody>
</table>

Total Student Days - 180
Total Teacher Days - 183
Total New Teacher Days - 188