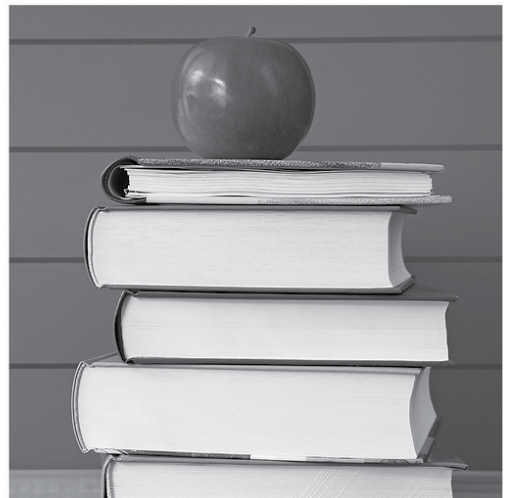
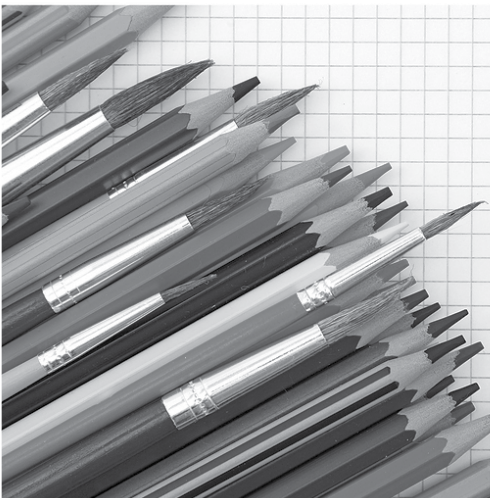




Insights

RAVENNA PUBLIC SCHOOLS • 12322 STAFFORD ST., RAVENNA • FALL 2011 • SCHOOL NEWSLETTER



Dear Ravenna Parents & Community Members:

It is hard to believe that another school year is right around the corner. It seems like only a few days ago we were all talking about plans and excursions we were going to take over the summer. The days leading up to a new school year can be so very exciting! New clothes, supplies, the anticipation of moving to a new building or having different teachers. For those parents with first timers to the school system, it can be heart wrenching to watch their kindergartener go off on the school bus and be away from them for the day. Most parents are ready to see their students get back into the routine of school and not eat them out of house and home. For me it was a difficult time to send my daughter back to college last week. A bittersweet moment, but back to school is in the air and will be upon us very soon.

Ravenna Public Schools is blessed with an outstanding school system. Our academic scores have continued to improve and recently the State released information showing that Bulldog country has, for another consecutive year, made Adequate Yearly Progress (AYP). Our ACT/MME scores along with MEAP scores exceed the state average once again, and rank us in the top 5 in Muskegon County. We are definitely doing something right in Ravenna! I attribute this success to our staff, K-12. This includes everyone, support staff, teachers, administrators, Board members, parents, and the students.

As we move forward with all of the success we have experienced, we must also recognize the challenging times in Michigan that we face now and in the future. Public Schools are caught in the middle of the State's continued financial crisis. Our budget is tighter than it has ever been in school history, and tough decisions have to be made, and are being made daily, by those who are entrusted with the education of the students. The seven members of your Board of Education regularly discuss class size, class offerings, advanced educational opportunities, and staffing. We all continue to keep the best educational interests of our students on the forefront. We do so with a great deal of opposition, miscommunication from outside parties, and lack of understanding because of misinformation, and rumors.

I want to thank you for entrusting your most precious thing to us. We will certainly continue to do our best, to give our kids the best opportunities to succeed. We ask for your understanding and support in this new school year. On behalf of the Board of Education at Ravenna Public Schools, it is our hope that all will have a great school year!

John B. VanLoon, Superintendent
Ravenna Public Schools

Medicaid Funds

Through an act of congress, public schools have the opportunity to use Medicaid funds to help pay for some special education services.

As a result of this act, some services provided to Ravenna students may appear on monthly Medicaid statements under the heading of Muskegon Area Intermediate School District. The MAISD will reimburse Ravenna Public Schools.

A few services Medicaid may help pay for are: occupational, physical, and speech therapy, social work services, nursing services, and diagnostic evaluations. This will not change the delivery of services of Ravenna students, but is a way to offset the increasing cost of services provided by the district. Our goal remains to provide the most appropriate, highest quality services available. For more information, please call Dr. Greg Bodrie, Director of Special Education at 231-865-4013.

Homecoming Tailgate

September 30
Athletic Complex
5:00 - 6:30 p.m.
Hotdog, chips, cookie
and water - \$1.00
Kids games

2011-2012 CALENDAR

| | |
|------------------|--------------------|
| Sept 6..... | School Begins |
| Oct 7..... | No School K-12 |
| Nov 24/25..... | No School K-12 |
| December 19..... | Vacation Begins |
| January 3..... | School Resumes |
| Jan 20..... | Early Dismissal |
| Feb 16-20..... | Mid Winter Break |
| March 30..... | No School K-12 |
| April 2-6..... | Spring Break |
| May 28..... | No School K-12 |
| June 1..... | Last Day of School |
| | Early Dismissal |

Schools of Choice

Applications for 105C Schools of Choice (contiguous counties) will be accepted until the first day of school.

Call 231-853-2231 for more information.

Annual Reports are available on the district website at www.ravennaschools.org

Student Health

Medications at School:

Prescription and Over the Counter Medication Dispensing Rules:

1. A medication permission form needs to be signed by Parent/Guardian and Physician. (In most instances, the nurse will fax the form to the Doctor, but medication cannot be given until the form is signed and faxed back to us.)
2. Medication must be brought to the school by an adult.
3. Medication must not be sent on the bus with the student.
4. Medication must be in its original container from the Pharmacy with the student name and a current date on the label. (You can ask for an additional bottle from the pharmacy.)
5. Students that need to carry their inhaler or Epi-pen are also subject to the above rules.

If you have questions, call Cindy Hunter, School Nurse at 853-2258 ext. 1303. If she isn't available, please leave a message and she will get back with you.

Student Illness:

The Muskegon County Health Department is working directly with your child's school to make Muskegon County a healthier place to live. The school is required by state guidelines (Public Act 386 of 1978) to submit a weekly report of communicable diseases to the local Health Department.

To help the school complete this weekly report, we ask that you let the school know the type of illness your child has. It is important to let them know if your child has a fever, rash or has been exposed to a communicable disease ie: measles, mumps, hepatitis, scarlet fever, strep throat, scabies, whooping cough, encephalitis, meningitis, chicken pox, head lice or has symptoms of the flu.

When calling in to your child's school, please be very specific about the illness your child has. This will help the Health Department followup on the reports and hopefully prevent the spread of illness. Your cooperation with the school in this matter is greatly appreciated.

Student Health Insurance

As a service to students and their families, the school district is making available a student accident insurance plan for your child at a very nominal cost.

The premium for this policy is minimal per year for school-time coverage. All school-sponsored and supervised activities and time spent in school are covered in accordance with the terms and limitations of the policy. For an increased premium, the policy will cover your child 24 hours a day, 12 months a year, rather than only during school-time.

The plan is underwritten by the Guarantee Trust Life Insurance Company. The agent is First Agency, Inc., 5071 West H Avenue, Kalamazoo, MI 49009.

To enroll your child in this accident plan, ask your school office for an application.

Free & Reduction Application Procedures

Unless your student is "directly certified" you must fill out a new Free & Reduced application every year.

You can use the application in this copy of Insights, at the schools' registration tables, in the schools' front office, at the administration office or use lunchapp.com to fill one out and send it via the Web.

Please, only use the applications printed on yellow colored paper and have the 2011/12 school year at the top. Any questions please call Kristie Long (Food Service Director) at 231-853-2268 ext 1515 or call Jeany Robinson at 231-853-2231 ext 1362.



From the School Nurse:

If your child has a medication that you will be keeping at the school for the 2011/12 school year, please fill out the following form and bring it in to the school, along with the medication. This also will include inhalers and/or epi-pens that will be carried in their backpack or on their person. Forms can be faxed from the school office to the doctor's office for signature if you provide the school with the doctor's fax number.

In order to permit school personnel, under the direction of the school nurse, to administer medication to your child during the school day, we ask your cooperation by completing the following:

Name of Student: _____

Date _____

Telephone (_____) _____

Parent/Guardian Signature _____

Name of Medication _____

Strength _____

Dosage _____

Time _____

Any special directions: (For example, student may carry inhaler) _____

Physician Signature _____

Date _____

(Medication must be brought to school by an adult. Medication must be in its original container, properly labeled, with the student's name on it. Medication in baggies or envelopes will not be accepted and will not be given to the students. All medications should be picked up by an adult the last day of school. The school will keep medicine left, up to two weeks, and then it will be discarded by the School Nurse.)

Original count of pills: _____

District Pest Management Program

Dear Parent/Guardian:

Ravenna Public Schools has adopted an Integrated Pest Management Program. Inherent with this are the District's efforts to reduce pesticide use as much as possible. While it may occasionally be necessary to apply a pesticide, these will only be used as a last resort. This program does not rely on routine pesticide applications to resolve problems. We use various techniques such as habitat alteration, mechanical means, exclusion, etc. to prevent pests from becoming a problem.

You will receive advance notice of the application of pesticide, other than a bait or gel formulation at your child's school. This advance notice of the application will be given 48 hours before the application. The law requires us to do this notification by using two methods. The first method required by law is the posting at entrances of your child's school. The second method we are going to use is the posting in a common area located by the main office of the school. Parents are also entitled to receive this notice by first-class United States Mail, postmarked at least three days before the application.

In an emergency (for example a bees nest), pesticides may be applied without prior notice, but you will be provided notice following any such application.

At any time should you have questions or concerns about pesticide use at your child's school, please contact Russ Shavaliar, Director of Maintenance at 853-2218, ext. 1408. (This number may also be called when school is not in regular session).

Fill out the form below if you wish to receive notification.



PESTICIDE PRIOR NOTIFICATION REQUEST

Mail to:

Ravenna Public Schools
12322 Stafford Street
Ravenna, MI 49451

District _____

Parent/Guardian Name _____

Student/Child Name _____

School Attending _____

Address _____

District Policies

Non-Discrimination Policy:

The Ravenna Public School District does not discriminate against individuals on the basis of their handicap. This nondiscriminatory obligation, under Section 504 of the Rehabilitation Act of 1973, applies to admission or access to, participation in, or treatment or employment in, its programs and activities. In addition, it is the policy of the Board that no one on the basis of race, color, religion, national origin, creed or ancestry be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination in any program or activity for which the Board is responsible. Any questions or concerns regarding Section 504 should be directed to the Superintendent.

Rights & Privacy Act:

The Ravenna community is hereby notified that the school often publishes for public view the names of RPS students. The purpose varies and may involve honor rolls, attendance lists, special awards, athletic rosters, etc. If for any reason you do not wish your child's name to be published, please contact your school office immediately. This notice is in compliance with the Rights and Privacy Act P.L. 93.380.

Asbestos Information:

Ravenna Public Schools, in keeping with AHERA regulations, is required to identify, assess and maintain asbestos containing material. Records are kept on all the district's buildings and are available for review. The law does not require the removal of asbestos materials unless warranted (renovations, for example). Anyone who would like more information should contact Russ Shavalier at 853-2218 ext. 1408.

Highly Qualified Teachers:

The No Child Left Behind Act of 2001 restates any parents' right to know their child's teacher's qualifications. Anyone may obtain this information simply by coming to or calling the Administration Building.

Americans With Disabilities Act:

Ravenna Public Schools, in compliance with the Americans With Disabilities Act (ADA), would like to accommodate those with disabilities. If a special accommodation, i.e., Braille, large print, audio tape, etc., is needed to assist you with the contents of this publication, please notify Mr. John VanLoon at 853-2231. Every attempt will be made to meet special accommodation requests.

Reproductive Health Notification:

The Ravenna Board of Education has established a program of instruction in sex education. As a component of the sex education program, reproductive health is offered in identified courses. Your building principal has a list of these courses, their content, materials used for instruction and grade levels where they are taught. According to law (P.A. 226 of 1977) you have the right to review the materials to be used in these courses. The local Board of Education, in compliance with the statute, has made the materials available for your review. Your child is eligible to participate in this course. By law, you have the right to excuse your child from participation in the class periods which include reproductive health, including family planning, without penalty. Please send a written notice to the building principal.

Smoking Policy:

Smoking and the use of tobacco products is prohibited throughout the districts facilities and on district grounds except as otherwise allowed under current law.

Parent & School Partnerships:

Our Board policy encourages parental involvement in the schools through programs and activities designed to increase parent-school communications and to involve parents in the development and implementation of educational policies and school programs.

The full policy can be obtained from the Board Policy Book.

Healthy Meals

Dear Parent/Guardian:

Children need healthy meals to learn. Ravenna Public Schools offers healthy meals every school day. Students may buy lunch for \$2.00 Elementary, \$2.25 Secondary and breakfast for \$1.50 district wide. Your children may qualify for free meals or for reduced price meals. We sell reduced price lunches for \$.40 and breakfasts for \$.30. If a doctor has determined that your child has a disability, and the disability would prevent the child from eating the regular school meal, the school will make any substitution prescribed by a licensed physician at no extra charge. The physician's statement, including prescribed diet and/or substitution, must be submitted to the food service department at your school. For further information, please call Kristie Long @ 231-853-2268 extension 1515.

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

No. Complete the application to apply for free and reduced price school meals. Use one Free and Reduced Price School Meals Family 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:
Kristie Long, Ravenna Public Schools, 2700 S. Ravenna Rd. Ravenna, MI 49451.

2. WHO CAN GET FREE MEALS?

Children in households getting Food Assistance Program (FAP), Family Independence Program (FIP), or Food Distribution Program on Indian Reservations (FDPIR), can get free meals regardless of your income. Also, your children can get free meals if your household income is within the free limits on the Federal Income Guidelines.

3. CAN FOSTER CHILDREN GET FREE MEALS?

Yes, foster children that are under the legal responsibility of a foster care agency or court, are eligible for free meals. Any foster child in the household is eligible for free meals regardless of income.

4. CAN HOMELESS, RUNAWAY, AND MIGRANT CHILDREN GET FREE MEALS?

Yes, children who meet the definition of homeless, runaway, or migrant qualify for free meals. If you haven't been told your children will get free meals, please call Scott Panozzo 231-853-2268, Homeless Liaison, to see if your child(ren) qualify.

5. WHO CAN GET REDUCED PRICE MEALS?

Your children can get low cost meals if your household income is within the reduced price limits on the Federal Income Guidelines.

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

Please read the letter you got carefully and follow any instructions if provided. Call the school at 231-853-2218 if you have questions.

7. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT ANOTHER ONE?

Yes. Your child's application is only good for that school year and for the first few days of this school year. You *must* send in a new application unless the school told you that your child is eligible for the new school year.

8. I GET WOMEN, INFANTS, & CHILDREN (WIC). CAN MY CHILD(REN) GET FREE MEALS?

Children in households participating in WIC may be eligible for free or reduced price meals. An application must be filled out by WIC households.

9. WILL THE INFORMATION I GIVE BE VERIFIED?

Yes, we may ask you to send written proof of any information provided on the application.

10. IF I DON'T QUALIFY NOW, MAY I APPLY LATER?

Yes. You may apply at any time during the school year if your household size goes up, income goes down, or if you start getting FAP, FIP, FDPIR, or other benefits. If you lose your job, your children may be able to get free or reduced price meals.

11. 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: John VanLoon, Superintendent, 12322 Stafford St., Ravenna, MI 49451 231-853-2231.

12. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN?

Yes. You or your child(ren) do not have to be a U.S. citizen to qualify for free or reduced price meals.

13. WHO SHOULD I INCLUDE AS MEMBERS OF MY HOUSEHOLD?

You must include all people living in your household, related or not (such as grandparents, other relatives, or friends) who share income and expenses. You must include yourself and all children living with you. If you live with other people who are economically independent (for example, people who you not support, who do not share income with you or your children, and who pay a pro-rated share of the expenses), do not include them.

14. WHAT IF MY INCOME IS NOT ALWAYS THE SAME?

List the amount that you normally get. For example, if you normally get \$1000 each month, but you missed some work last month and only got \$900, put down that you get \$1000 per month. If you normally get overtime, include it, but not if you get it only sometimes. If you have lost a job or had your hours or wages reduced, use your current income.

15. WE ARE IN THE MILITARY. DO WE INCLUDE OUR HOUSING ALLOWANCE AS INCOME?

If you get an off-base housing allowance, it must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income.

16. WHAT IF MY CHILD DOES NOT HAVE HEALTH INSURANCE?

Your children may qualify for low cost or free health insurance through MIChild and Healthy Kids Program. To apply online, go to www.michigan.gov/michild or call 1-888-988-6300 for help or to request a paper application.

17. MY SPOUSE IS DEPLOYED TO A COMBAT ZONE. IS HIS/HER COMBAT PAY COUNTED AS INCOME?

No, if the combat pay is received in addition to his/her basic pay because of his/her deployment and it wasn't received before he/she was deployed, combat pay is not counted as income. Contact your school for more information.

18. 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 1-800-481-4989.

Sincerely,

Kristie Long

Director of Dining Services

231-853-2268 extension 1515

Healthy Meals

APPLICATION INSTRUCTIONS:

Your children may qualify for free and reduced price school meals if your household income falls within the limits on this chart.

| TOTAL FAMILY SIZE | ANNUAL | MONTHLY | TWICE PER MONTH | EVERY TWO WEEKS | WEEKLY |
|--|----------|---------|-----------------|-----------------|---------|
| 1 | \$20,147 | \$1,679 | \$840 | \$775 | \$388 |
| 2 | \$27,214 | \$2,268 | \$1,134 | \$1,047 | \$524 |
| 3 | \$34,281 | \$2,857 | \$1,429 | \$1,319 | \$660 |
| 4 | \$41,348 | \$3,446 | \$1,723 | \$1,591 | \$796 |
| 5 | \$48,415 | \$4,035 | \$2,018 | \$1,863 | \$932 |
| 6 | \$55,482 | \$4,624 | \$2,312 | \$2,134 | \$1,067 |
| 7 | \$62,549 | \$5,213 | \$2,607 | \$2,406 | \$1,203 |
| 8 | \$69,616 | \$5,802 | \$2,901 | \$2,678 | \$1,339 |
| *Each additional household member add: | \$7,067 | \$589 | \$295 | \$272 | \$136 |

IF YOUR ENTIRE HOUSEHOLD GETS FAP, FIP, OR FDP, FOLLOW THESE INSTRUCTIONS:

- Part 1: Skip this part.
 Part 2: List the name and case number for any household member (including adults) receiving FAP, FIP, or FDP.
 Part 3: List child(ren)'s name, grade, and building.
 Part 4: Skip this part.
 Part 5: Sign and date the form. A Social Security Number is not necessary.
 Part 6: Answer this question.

If you are applying for a homeless, migrant, or runaway child, check the appropriate category and contact your Homeless Liaison or Migrant Coordinator. Fill out application by following instructions for ALL OTHER HOUSEHOLDS.

IF YOU ARE APPLYING FOR ONLY FOSTER CHILD(REN), FOLLOW THESE INSTRUCTIONS:

- Part 1: Skip this part.
 Part 2: Skip this part.
 Part 3: List the foster child(ren)'s name, circle Yes for foster child, and list grade and building.
 Part 4: Skip this part.
 Part 5: Sign and date the form. A Social Security Number is not necessary.
 Part 6: Answer this question.

FOLLOW THESE INSTRUCTIONS FOR ALL OTHER HOUSEHOLDS: (Includes households with WIC, homeless, migrant, runaway, and households with both foster and non-foster children.)

- Part 1: Complete if applicable.
 Part 2: Skip this part.
 Part 3: Follow these instructions to report ALL household members:
 Column 1 - Names: List the first and last name of each person living in your household, related or not (such as grandparents, other relatives, or friends). You *must* include yourself and all children living with you. Be sure to include all children. Attach another sheet of paper, if needed.
 Column 2 - Circle Yes if Foster Child: Circle Yes if applicable.
 Column 3 - Grade: Fill in the grade for each child attending school.
 Column 4 - Building Name: Fill in the building name for each child attending school.
 Part 4: GROSS INCOME: Use this section to report all income in your household from the previous month:
 Next to each person's first and last name, list each type of income received last month. *Next to the amount, circle how often the person got it (weekly, every 2 weeks, twice a month, or monthly).*
- o All persons must claim some income, or indicate that they receive no income. If a person, including any child listed in part 3, does not have any income, then \$0 *must* be circled in the column labeled "Circle if NO Income."
 - o *Earnings from Work*: List the gross income each person earned from work. This is not the same as take-home pay. *Gross income is the amount earned before taxes and other deductions.* Net income should ONLY be reported for self-owned business, farm, or rental income.
 - o *Welfare, Child Support, and Alimony*: List the amount each person received last month.
 - o *Pensions, Retirement, and Social Security*: List the amount each person received last month.
 - o *All Other Income*: All Other Income includes Worker's Compensation, unemployment, strike benefits, Supplemental Security Income (SSI), Department of Veterans Affairs (VA) benefits, disability benefits, regular contributions from people who do not live in your household, personal income from foster children, and any other income.
- Part 5: An adult household member *must* sign and date the form, list the last four (4) digits of their Social Security Number, or check the box "I do not have a Social Security Number."
 Part 6: Answer this question.

FREE AND REDUCED PRICE SCHOOL MEALS FAMILY APPLICATION

Part 1 - If the child you are applying for is homeless, migrant or a runaway, check the appropriate category and verify with the district/school Homeless Liaison or Migrant coordinator at _____
 Homeless _____ Migrant _____ Runaway _____
 List the Child's Name, Grade, and Building in Part 3.

Part 2 - If any member of your household received Food Assistance Program (FAP), Family Independence Program(FIP), or FDPIR, provide the name and case number for the person who receives benefits.
 Name: _____ Case Number: _____ Bridge Card Numbers and Medicaid Numbers are NOT ACCEPTABLE case numbers
 If a case number is provided only students need to be listed in Part 3.

Part 3 - Household Names - List below all people living in your household, students and non-students, foster children, related or unrelated. For example, grandparents, other relatives, and/or friends, including yourself and children who live with you, *must* be listed.

| Names | Circle Yes if Foster Child | Grade (if applicable) | Building Name (if applicable) | Circle if NO Income | | Earnings from Work (before any deductions and taxes) | | Welfare, Child Support, Alimony | | Pensions, Retirement, Social Security | | All Other Income | |
|-------------------|----------------------------|-----------------------|-------------------------------|---------------------|---------------|--|---------------|---------------------------------|---------------|---------------------------------------|---------------|------------------|---------------|
| | | | | weekly | every 2 weeks | weekly | every 2 weeks | weekly | every 2 weeks | weekly | every 2 weeks | weekly | every 2 weeks |
| Example: Jane Doe | Yes | | | \$0 | monthly | \$600 | monthly | | | \$250 | monthly | | monthly |
| 1 | Yes | | | \$0 | monthly | | monthly | | | | monthly | | monthly |
| 2 | Yes | | | \$0 | monthly | | monthly | | | | monthly | | monthly |
| 3 | Yes | | | \$0 | monthly | | monthly | | | | monthly | | monthly |
| 4 | Yes | | | \$0 | monthly | | monthly | | | | monthly | | monthly |
| 5 | Yes | | | \$0 | monthly | | monthly | | | | monthly | | monthly |
| 6 | Yes | | | \$0 | monthly | | monthly | | | | monthly | | monthly |
| 7 | Yes | | | \$0 | monthly | | monthly | | | | monthly | | monthly |
| 8 | Yes | | | \$0 | monthly | | monthly | | | | monthly | | monthly |

Part 5 - Signature and Last Four (4) Digits of Adult Social Security Number (Adult household member MUST sign and date.)
 If Part 4 is completed, the adult signing the form must also list the last four (4) digits of his or her Social Security Number or check the "I do not have a social security number box". See Privacy Act Statement on the back of this page.

I certify (promise) that all information on this application is true and that all income is reported. I understand that the sponsor will get federal funds based on the information I give. I understand that sponsor officials may verify (check) the information. I understand that if I purposely give false information, my child may lose benefits and I may be prosecuted.

Sign Here: X _____ Print Name: _____ Date: _____
 Last Four (4) Digits of Adult Social Security Number: XXX-XX-_____
 I do not have a Social Security Number
 Address _____ City _____ Zip Code _____ County _____
 Home/Cell Phone _____ Work Phone _____ Email Address _____
 By providing your email address you may be notified via email of your eligibility for free and reduced price school meals.

Part 6 - Child's Racial/Ethnic Identity (optional)

Check One or More Racial Identities:

American Indian or Alaskan Native
 Black or African American
 Native Hawaiian or Other Pacific Islander
 Asian
 White
 Other

Check One Ethnic Identity:

Hispanic or Latino
 Neither Hispanic or Latino

Privacy Act Information: Social Security Number

The Richard B. Russell School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. You must include the last four (4) digits of the Social Security Number of the adult household member who signs the application. The Social Security Number is not required when you apply on behalf of a foster child, list a FAP or FIP case number or other FDPIR identifier for your child, or indicate that the adult household member signing the application does not have a Social Security Number. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the lunch and breakfast programs. We MAY share your eligibility information with education, health and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules.

Non-discrimination Statement: This explains what to do if you believe you have been treated unfairly.

In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call toll free (866) 632-9992 (Voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer.

VERIFICATION - FOR SCHOOL USE ONLY

| | | | | | |
|--|--|---|--|---|--|
| Date Selected for Verification: _____ | | Date Follow-up/Second Notice: _____ | | Date of Adverse Notice Sent: _____ | |
| Confirming Official's Signature: _____ | | Follow-up Official's Signature: _____ | | _____ | |
| Response Due from Household: _____ | | Verification Official's Signature: _____ | | _____ | |
| FAP/FIP/FDPIR/Foster Eligibility: Confirmed: _____ Not confirmed: _____ Department of Human Services Notice of Eligibility | | Income \$ _____ Weekly _____ Every 2 weeks _____ Twice a month _____ Monthly _____ Annual _____ | | Verification Result Free to Reduced _____ Free to Paid _____ Reduced to Free _____ Reduced to Paid _____ No Change _____ | |
| | | Wage Stubs _____ Written Documents _____ Collateral Contact _____ Agency Records _____ Other _____ | | Reason for Eligibility Change: Income _____ Household Size _____ Refused to Cooperate _____ Other _____ | |

APPROVAL/DISAPPROVAL - FOR SCHOOL USE ONLY

Annual Income Conversion: Weekly x 52, Every 2 Weeks x 26, Twice a Month x 24, Monthly x 12

| | |
|---|---|
| Household Size: _____ | Reason for Denial: Income Too High _____ Incomplete Application _____ Other (specify) _____ |
| Total Gross Income: \$ _____ Weekly _____ Every 2 Weeks _____ Twice a Month _____ Monthly _____ Annual _____ | Number of Children Free _____ Number of Children Reduced _____ Number of Children Paid _____ Temporary Free - Time Period: _____ (expires after _____ days) |

Determining Official's Signature: _____ Date: _____ Date Dropped/Withdrawn: _____

School Information

Beechnau

BEECHNAU PRESCHOOL is currently accepting registration for the 2011-2012 school year. We offer 3yr old Tuition Preschool on Tuesday/Thursday mornings from 9:00-11:00 and 4yr old Tuition Preschool on Monday/Wednesday/Friday mornings from 8:00-11:30. We also have a FREE 4yr old GSRP Preschool program that runs Monday through Thursday in the morning from 8:00-11:00 and in the afternoon from 12:00-3:00.

Families can qualify by meeting at least two of the qualifying factors provided by the State. Income can be one of the factors; for example a family of four can make less than \$67,000 per year and qualify for the GSRP Preschool Program.

The new Early Childhood Center features new equipment and state of the art technology. All preschool classrooms work cooperatively with Beechnau Elementary to ensure that our students are prepared for a successful education. If you have any questions, please contact Pamela Ingles at pingles@ravennaschools.org.

Preschool Begins September 19

K-4 Hours

7:50 a.m. Class Begins

2:56 p.m. End of the School Day

12:50 p.m. Early Dismissal Time

Middle School

Hours

7:40 a.m. Classes Begin

2:46 p.m. End of School Day

12:40 p.m. Early Dismissal Time

Class Times

1st Hour - 7:40 - 8:32

2nd Hour - 8:37 - 9:29

3rd Hour - 9:34 - 10:25

4th Hour 10:31 - 11:25

5th Hour 11:30 - 12:22 (2nd Lunch)

5th Hour 12:00 - 12:52 (1st Lunch)

6th Hour 12:57 - 1:49

7th Hour 1:54 - 2:46

High School

Hours

7:40 a.m. Classes Begin

2:46 p.m. End of School Day

12:40 p.m. Early Dismissal Time

Class Times

1st hour - 7:40-8:32

2nd hour - 8:37-9:29

3rd hour - 9:34-10:26

4th hour - 10:31-11:25

5th hour (students with 1st lunch) - 12:00-12:52

5th hour (students with 2nd lunch) - 11:30-12:22

6th hour - 12:57-1:49

7th hour - 1:54-2:46

Parking permits are available for \$3 in the high school office.

SPORTS INFO



Athletic Passes:

Family Passes \$175/year; \$100/season

Couple \$140/yer; \$75 season

Single \$100/year; \$50/season

Middle School Pay To Participate Fee

\$50 - single fee for the year

High School Pay To Participate Fee

\$75/\$50/\$25

Student Tickets \$3 • Adult Tickets \$5

• Senior Citizen Tickets \$3

2011-2012 Supply Lists

FIRST GRADE SUPPLY LIST

6 Ticonderoga "MY FIRST PENCILS"
2 Dry Erase Markers
1 Pair of Fiskars Scissors
2 Large Pink Erasers
2 Wirebound Notebooks (70 sheets)
1 Green Plastic Folder
2 Boxes Kleenex
1 Box Gallon Size or Sandwich Bags
40 oz or larger Purell Hand Sanitizer OR
1 Container of Clorox Wipes
Non marking soles gym shoes
Backpack (no wheels please)

SECOND GRADE SUPPLY LIST

3 boxes Crayola 24 pack crayons
3 dozen #2 Dixon or Ticonderoga pencils
4 dozen eraser caps
12 Elmer's glue sticks
2 boxes of facial tissues
1 subject composition book
1 container of disinfecting wipes
1 8oz bottle of hand sanitizer
1 box gallon size Ziploc bags
Put your child's name on the following items.
(Please DO NOT label anything else.)
1 child's size Fiskars scissors
1 medium size pencil box
1 green folder
1 yellow folder
1 blue folder
1 back pack that will fit in the locker – no wheels
1 pair of non-marking gym shoes

THIRD GRADE SUPPLY LIST

1 box of Crayola crayons (16 or 24 count)
5 dozen - presharpended #2 pencils (regular size)
Pencil top erasers for each pencil
2 boxes of facial tissues
1 box of 10 Crayola washable markers
12 pack Crayola colored pencils
Scotch brand tape
6 Elmer's glue sticks
Pencil box
2 highlighters (blue and green)
Scissors
Inch/Centimeter ruler
1 pkg. of sticky notes (any size up to 3x5)
2 boxes of sandwich bags with zipper closure
2 boxes of gallon bags with zipper closure
1 pair of gym shoes with non-marking soles
1 backpack (no wheels) fits inside the locker
\$65.00 – Checks payable to Ravenna Public Schools. (Camp Pandalouan, 6 additional field trips and 6 YMCA swim classes and Scholastic News)

FOURTH GRADE SUPPLY LIST

24 Pack of Crayola Crayons
12 Pack of Crayola Colored Pencils
1 Pencil Box
48 #2 Pencils
12 Eraser Caps
1 Large Pink eraser
1 Large Glue Stick
2 Boxes of Family Size Tissues
1 Yellow Highlighter
1 Large Book Bag (Without Wheels)
2 Two Pocket Paper Folders With Gussets
1 Box of Gallon Size Bags
1 Container of Hand Sanitizer
1 Container of Clorox Wipes
\$45.00 for Fourth Grade Field Trips, Scholastic News Magazine and activities

5TH GRADE SUPPLY LIST

Inexpensive headphones
Set of folders or notebook with pockets
Markers, crayons, colored pencils
Two boxes of tissues
Erasers
Lots of pencils

6TH GRADE SUPPLY LIST

A basic scientific calculator:
*Texas Instruments TI-30Xa
*Texas Instruments TI-30XIIS
*Casio FX260HA Solar Scientific Calculator
Ruler (both cm and inches)
Protractor
Erasers
Pencils
Pack of colored pencils

Although these are lists for 5th and 6th grade specifically, many of the items are used across all grades and can apply to 7th and 8th grade.

Some other suggestions for school supplies include:

Highlighters
Folders for every class (pocket folders)
Pens (red, blue and black)
Pencil Case
Lined paper or lined notebooks
Erasers
Glue Sticks

HIGH SCHOOL SUPPLY LIST

3 Ring Binder/Organizer with seven class folders to store assignments
Notebooks/tablets to take notes
Pencils and Pens
Highlighters
Scientific/Graphing Calculator for Advanced Math Classes

Bus Rules



STUDENT RESPONSIBILITIES AND CONDUCT

Students riding on a bus shall be subject to the following rules of conduct, and shall receive **CORRECTIVE DISCIPLINE** for violations of such rules:

- Failure to abide by bus or school rules of behavior.
- Aggressive behavior or fighting.
- Disruptive or disorderly behavior.
- Non-cooperativeness.
- Running in bus aisle.
- Shouting or profanity.
- Throwing objects inside or out of bus.
- Smoking, lighting of matches or lighters on bus.
- Harassing, threatening, or causing bodily harm to any student, bus driver, or other school employee.
- Immoral acts of behavior.
- Theft of student, driver, or school property.
- Possession, sale, distribution, or use of firearms, fireworks, firecrackers, or knives.
- Possession or distribution of alcohol or controlled substance.

- Failure to remain seated while bus is in motion. (This includes remaining in seats until bus has **TOTALLY STOPPED** at your designated stop.)
- Sticking arms, hand or head out of open bus windows.
- Other conduct which may impair a bus driver's ability to operate a bus in a safe manner.
- Use of squirt guns, bottles, or any containers of fluid used as a squirt gun. Use of, or possession of such articles listed shall result in the item being confiscated by the driver, turned in to the transportation office where items (excluding illegal items, which shall be turned over to the Sheriff's Department to be legally destroyed) shall be stored. Student may at time of graduation or leaving district claim item if accompanied by parent.

CORRECTIVE DISCIPLINE PROCEDURE

For each offense:

1. Parent will receive a **BUS CONDUCT REPORT** of the offense and the disciplinary action being taken.
2. Student will be notified of what disciplinary action is being imposed.

continued on next page

3. In the event the student is an elementary student, every possible effort will be made to personally contact the parent. If this is not possible, written contact will be made and suspensions will commence when contact has been made.

If the first offense is sufficiently serious, or if it is one of a series of offenses, the corrective discipline may be greater than normally given or referred to the principal for action. BEHAVIOR REPORTS to the parents require parent signature and must be returned the following morning to the driver before student is allowed to ride.

RESPONSIBILITY OF THE PARENTS

The responsibility of the parents whose children are transported at public expense are:

1. To ascertain and ensure the safety of their children when going to, from, and at the bus stop.
2. To provide necessary protection for their children when going to, from, and at the bus stop.
3. To accept joint responsibility with the school authorities for proper conduct of their children.
4. To make reasonable effort to understand and cooperate with those responsible for student transportation.

RULES FOR STUDENT BUS RIDERS

1. Be on time at designated bus stop; at least FIVE minutes before the bus arrives.
2. Stay off roadway at all times while waiting for bus.
3. No pupil shall enter or leave the bus until it has come to a full stop - and the driver has opened the door.
4. Be seated immediately upon entering the bus.
5. When crossing a roadway, walk 10 steps ahead of the bus along edge of road, then CROSS in FRONT of bus.
6. Expect to walk a reasonable distance to the bus stop. Please note that all students may walk up to ONE AND A HALF MILES to their bus stop.
7. When bus stops for RAILROAD CROSSINGS - NO NOISE!
8. No window or door is to be opened except by permission of the driver.

9. Do not leave the bus except at school or home stop. Notes from home requesting students get off bus at any place other than home must be countersigned by their building principal or secretary, have approval from the transportation office and given to the bus driver.

10. The EMERGENCY DOOR is to be used for EMERGENCIES only.

11. Students must not obstruct the aisle of the bus at any time.

PERMISSION TO USE A DIFFERENT BUS / STOP

The Transportation Supervisor may grant permission for a pupil to ride a different bus or use a different stop. Such permission may be granted only upon receipt of a written request of a parent, guardian, or other responsible adult for a specified period of time subject to the following conditions and limitations.

1. Written requests for a change must include the following information:
 - Address of new drop-off and pick-up
 - Student name
 - Name and telephone number of person responsible for the child
 - Current bus number
2. The requested change must not result in overcrowding of any bus, alteration of any regular bus route, increase number of stops per mile, altering the time schedule, or in any other way interfere with the regular operation of the transportation system.
3. The purpose for which special permission is requested shall be:
 - To relieve a temporary situation which would otherwise work a severe hardship on a pupil in getting to and from school.
 - For such other emergency or unusual reason as shall be approved by the Transportation Supervisor.
4. In an emergency, the written request may be waived. Emergency requests to a principal and transportation supervisor will be coordinated by the school and the transportation office.



WELCOME BACK TO SCHOOL!!!!

Parents and Community Members of Ravenna Public Schools:

On behalf of the entire staff, I want to welcome our students back to school! We look forward to your arrival. By now, orientation and registration information has been given, class lists have been posted, and fall seasons have begun. The anticipation of the first day of school is on everyone's mind and we are all excited for the start of the year to begin.

Our schools are such an important part of this community. The education of our children is essential to overall community success. In these stressful economic times, the Board of Education, the administration, and the entire staff have had to make significant decisions and sacrifices to maintain a school of excellence for our students. The commitment has been to keep cut backs away from the students and our excellent programs that we offer.

The good news is that we have been able to add new offerings and bring back classes that have not been offered for a few years. New this year will be online offerings at the high school level along with a Current Events class for our seniors. We have been able to place Spanish at the 8th grade level to meet the demands of the Michigan Merit Curriculum for the class of 2016 and beyond, and have arranged the middle school schedule to give all students interested in Band the ability to take Band while still being able to enjoy several other elective choices.

At the high school, Physics and Anatomy/Physiology return after a short term of not being offered in the regular curriculum. We have also partnered with an online company to address traditional home school students along with credit recovery.

Within our elementary program, we have maintained our "specials" electives while so many of our neighboring schools have cut these programs. We currently offer only two sections of 1st grade, but have made arrangements to have our two teachers receive the help of two student teachers, along with a paraprofessional aide to ensure that our 1st graders get the assistance they need. In addition, the Board has made the commitment to add another section if the numbers of incoming students for this level increase.

Some great things are happening here at Ravenna Public Schools despite outside factors. We are committed to providing your student the best education possible, and we all look forward to your continued support of our schools.

John B. VanLoon, Superintendent

BOARD OF EDUCATION

| | |
|---------------------|----------------|
| President..... | Sharon Yonker |
| Vice President..... | Matthew Broton |
| Secretary..... | Dave Swanson |
| Treasurer..... | Mike Pierson |
| Trustee..... | Bob Becklin |
| Trustee..... | Mark Grover |
| Trustee..... | Pete Kantola |

SCHOOL BOARD MEETINGS

School Board meetings are held on the second Monday of each month in the High School Media Center at 7:00 p.m. with the exception of April when the meeting will be held on the third Monday at 7:00 p.m. in the High School Media Center

ADMINISTRATION

| | | |
|----------------------|------------------------------|--------------------|
| John VanLoon..... | Superintendent..... | 853-2231 ext. 1364 |
| Steve Anderson..... | High School Principal..... | 853-2218 ext. 1403 |
| Scott Panozzo..... | MS Principal/AD..... | 853-2268 ext. 1503 |
| Carl Arkema..... | HS Athletic Director..... | 853-2218 ext. 1405 |
| Lowell Whitaker..... | Principal K-4/Preschool..... | 853-2258 ext. 1327 |
| Kristi Bonter..... | NEEC Supervisor..... | 773-0534 ext. 11 |
| John Robertson..... | Technology Coordinator..... | 853-2258 ext. 1316 |
| Lynn Becklin..... | Transportation Director..... | 853-6311 |
| Ann Shavaliar..... | Business Manager..... | 853-2231 ext. 1363 |
| Russ Shavaliar..... | Maintenance Supervisor..... | 853-2218 ext. 1408 |
| Kristie Long..... | Food Service..... | 853-2218 ext. 1407 |

Ravenna Public Schools wants to accommodate those with disabilities. If you need a signer, amplifier or other assistance to participate in activities, please call (231) 853-2231 to let us know how we can help you. It is the policy of the Board that no person on the basis of race, color, religion, national origin or ancestry, age, sex, marital status, disability or English speaking ability, shall be discriminated against, excluded from, participation in, be denied the benefits of, or be otherwise subjected to discrimination under any federally funded program or activity for which the Board is responsible or which it received federal financial assistance from the Department of Health, Education and Welfare.



HOST FAMILIES NEEDED

Cultural Homestay International is in need of host families for several exchange students. The non-profit organization has students 15-18 years old from around the world that are in need of host families to provide a home, meals and a loving, caring environment for the student. Foreign exchange students come with the ability to speak English, they have complete health insurance and spending money for anything they need.

If you are interested and would like more information please contact Lisa Cabadas, Area Administrator at 313-580-9594 or 877-706-2508. Visit their website for details and to apply www.chinet.org/ayp.

SCHOOL CLOSING AND INFORMATION ALERTS

Keeping parents informed and involved helps to assure student safety and improve student success. This is why Ravenna Public Schools has implemented a new system called Honeywell Instant Alert for Schools. Within minutes of making the decision to close school due to inclement weather, we can use Instant Alert to deliver the message to you by telephone, cell phone or email. In addition to using the Alert system for school closing, this system has the capability to keep you informed of everyday activities and schedule changes. There is nothing you need to do to enroll in this service. The contact information you have provided on your student's Emergency Card will be used to send the informational alerts to you. The system is ready for use. We will be sending our first test alert shortly. Be sure to set your email spam filter to receive email from Honeywell.com. We hope you enjoy the new service.

School closings will continue to be provided to local TV and radio stations for those who do not receive Instant Alert Messages.

CHECK OUT THE
DISTRICT CALENDAR at...
calendar.ravennaschools.org

Bus Garage Contact Info

Call 231-853-6311 from 6:00 a.m. to 8:30 a.m. and from 2:00 p.m. until 4:30 p.m. to reach the Transportation Supervisor or contact Central Office at 231-853-2231 to assist you with any transportation needs.