

# WHITEFORD AGRICULTURAL SCHOOL DISTRICT

## Office of the Superintendent of Schools



### SUPERINTENDENT FAMILY BULLETIN SEPTEMBER 3, 2023

#### GREETING

Hey, Bobcat Families! As the superintendent of the Whiteford Agricultural School District, it is my sincere pleasure and honor to serve this amazing learning community and school family. I am excited about our continued partnership with students, staff, families, and community to ensure that we fulfill the district's mission, vision, and strategic plan that will ensure the greatest success of our students! At Whiteford, our VISION is to develop value-driven leaders and critical thinkers who will positively impact their community. It is our MISSION and belief that everyone has the ability to be successful by creating an environment that is physically and emotionally safe, hiring and retaining a highly qualified and dedicated staff, and promoting student success through community support. On behalf of the Board of Education and staff, we welcome our students and families to a new school year! We are better together - We are Whiteford!

#### NEW STAFF

We are excited to welcome the following individuals to our Whiteford Team for the 2023-2024 school year. Within our Strategic Plan 2022-2027, we are to attract and retain highly qualified, motivated staff. In order to attract, we must offer competitive wages and benefits along with a positive district culture. We retain staff through support and job embedded professional development that allows them to grow. Through the extensive hiring process, we consider an individual's longevity and commitment in staying at Whiteford. We believe that this group of individuals provide not only a wealth of educational experience, but also the desire to make Whiteford their educational career destination.

- Jamie Bischoff (1st Grade Teacher)
- Milly Iott (4th Grade Teacher)
- Joni Kahn (3rd Grade Student Teacher)
- Amanda Duval (MS/HS Administrative Assistant)
- Monica Laughlin (MS Special Education Teacher)
- Charlie Nykiel (Music Student Teacher)
- Jared Leffel (Technology Support Coordinator)
- Misti Burtscher (Bus Driver)
- Ali Lake (Bus Driver)
- Cathy Machcinski (Director of Human Resources)

Our staff directory is kept up-to-date to ensure proper communication between staff and our community. The staff directory can be accessed [here](#) or by visiting our district website. Click on the "Staff Directory" button on the home page.

#### INFINITE CAMPUS

This summer, we worked extremely hard to develop ways to make the beginning of year completion of forms easier and less time consuming for our families. Many of the forms and agreements that were mailed in the past have now been "digitized" and can be accessed through our website or Infinite Campus. **This process will be replacing Registration Day Packets for 6-12th grades and the Emergency Cards for K-12th grades.** Please take a few moments to familiarize yourself with the information outlined in this [letter](#). We hope that you will find it helpful as we start a new school year. The **REQUIRED ACTION STEPS** for each family are outlined in the letter.

#### SCHOOL STORE (ON-LINE PAYMENTS)

We have begun the process of accepting on-line payments using our School Store. You can access the School Store on the district website's home page button labeled "School Store (On-Line Payments)". Right now, athletic passes can be

purchased through this process. We offer Family (\$125), Individual (\$75), Student (\$35), and Senior Citizen (\$25) passes. Note: The Senior Citizen pass is good for individuals 63 years of age and older, and is good for all TCC home/away events.

## **CHROMEBOOKS**

We are a 1:1 Chromebook district for all students K-12th grades. Students in KG-5th grade do not need Chromebook insurance as the devices do not leave school. However, students in grades 6-12 have the option of purchasing Chromebook Insurance for \$20 (\$60 family limit). This insurance policy will cover the cost towards damages incurred due to cracked screens, liquid spills, drops, and device failures. Multiple insurance claims may result in future chromebook restrictions and repair fees. The insurance fee does not cover replacement of or damages to the power charger, excessive wear and tear, excessive cosmetic damage, vandalism, negligence of care, fire, abuse, or theft. Replacement fees will be assessed due to excessive damage, vandalism, or failure to return the Chromebook or charger in good working condition at the end of the school year. Chromebook fees are paid on-line in Infinite Campus Parent Portal under "Fees". Students will not receive Chromebooks until fees are paid or declined.

## **FEES**

To pay for fees in Infinite Campus Parent Portal, click on "Fees" on the left side of the main page. Here is the step-by-step details:

1. Click "Add to Cart".
2. Click "My Cart".
3. Click "Add Payment Method".
4. Add "Check, Savings, or eCheck".
5. Click "Submit Payment".

## **SCHOOLGY**

Our K-12 teaching staff use Schoology to communicate with students and families, post assignments and grades, and sometimes include instructional videos. Here is a [Schoology Parent Account](#) video sharing introductory information about Schoology. If your family has yet to access Schoology or downloaded the App for your phone, you can email your child's teacher for log-in details or contact Corey Mills for support at: [mills@whiteford.k12.mi.us](mailto:mills@whiteford.k12.mi.us)

## **VOLUNTEER FORM**

Whiteford Agricultural School District appreciates your willingness to serve as a volunteer in our district and become a substantial and vital part of our school programs! You can access the form [here](#) or from any school office. Please complete both sides of the form and return it to your student's building office, teacher, or coach. Background checks will be done on an annual basis. The background check process is time consuming; therefore, appropriate lead time must be given to ensure background checks are completed prior to volunteer service at the school or for any function conducted by the school.

## **GROWING TREE AFTER SCHOOL CHILD CARE PROGRAM**

The Growing Tree After School Program is pleased to be able to offer a childcare program on a self-funded basis for Kindergarten through 5th grade. The after-school program is a ministry of the Whiteford Wesleyan Church. The program is licensed through the Michigan Department of Licensing and Regulatory Affairs Child Care division. The After School Program will operate during bad weather morning delays, daily after school hours, and early dismissals that are included in the Whiteford Schools yearly calendar until 6pm. Fees are \$6.25/hour for first child, \$5.25/hour for second child, and \$4.25/hour for third and additional children. If you are interested in learning more about the After School Program, please contact Bernice Heidelberg at 419-279-0442 or get a registration packet from the Whiteford Elementary School office.

## **CONCERNS & QUESTIONS**

If a concern or problem arises this school year, it is important that we follow proper lines of communication. Concerns regarding your child and their educational or athletic experience should be expressed directly with the staff member that it most closely involves and should occur at an appropriate time, place, and with a professional tone. This provides a process whereby employees closest to the problem have an opportunity to know about the concern, a chance to work on the problem and are able to effectively work out a solution to the problem that is agreeable to all involved. In all

situations, it is important to presume positive intentions and have an attitude in seeking to understand the situation. Please see the [Flowchart for Public Concerns](#) for guidance.

### SEPTEMBER BOARD OF EDUCATION MEETING

The next Board of Education meeting is September 11, 2023. The meeting will begin at 6pm in the board room located in the MS/HS. The Board of Education agenda is typically posted the Friday preceding a meeting and can be found here: [BOE Agenda & Minutes](#).

### SCHOOL DELAYS / CLOSINGS

School closing or delay announcements will be sent via the Infinite Campus Messenger systems and announced on the following television stations: Channel 11 (CBS) and Channel 13 (ABC). Announcements should occur no later than 7am. Parents and students are asked NOT to call the school or school officials. When school is delayed due to fog/snow/ice or other emergency conditions, it will be delayed for a minimum of two (2) hours. **It is important to make sure you have updated your contact information in the Infinite Campus Parent Portal.**

### FOOD SERVICE

The Nutrition Group will provide the food service program. Meal service begins on Wednesday, September 6th and will include both breakfast and lunch. All students enrolled at our school can receive a healthy breakfast and lunch at NO CHARGE since we are participating in the Seamless Summer Option as part of the National School Lunch and School Breakfast Programs.

We still need your household to complete the Free and Reduced-Price Meal Application. The easiest way to complete the application is by submitting your information on LUNCHAPP.COM, which can be accessed from the district's website on the Food Service page. If unable to complete it online, applications can be obtained in each school office. Please complete the application and return to the school office.

### ATHLETIC FAN ALERTS

If you are a Whiteford Fan, and you want to receive up-to-date changes and cancellations this spring, please go to the Whiteford Agricultural School District website. Under "Athletic Tab", click on the Athletic Calendar. This will take you to our Whiteford Big Teams page. Go to "Join/Login", then go to Get Alerts to set up your account to get texts and emails in real time! From the Fan Dashboard, select "Favorites", click the sports you want updates. Lastly, select "Alerts", and click all that apply for updates.

### BUILDING SCHEDULE START/END CHANGES FOR 2023-2024

During the Bond Project's initial planning stages, a new bus loop was created in hopes of reducing or eliminating traffic congestion at arrival and dismissal. This bus loop will begin at the elementary entrance and extend around the back of the new gymnasium traveling on the east side of the middle school wing to Consear Road. With this new traffic pattern, there is a plan to have the buildings switch/change start and end times. Please make note of the new bell schedules for both buildings.

2023-2024 School Year					
	Doors Open	Breakfast	1st Bell	Tardy Bell	Dismissal
Elementary	7:20	7:20-7:45	7:30	7:40	2:55
Middle/High	7:35	7:35-8:00	7:50	8:00	3:00

### ARRIVAL/DISMISSAL CHANGES FOR 2023-2024

The district parking lots have been paved, resealed, painted, and receiving additional signage to outline new traffic patterns to improve traffic flow. In order to ensure the safety of our students and staff, we ask that parents/guardians and all others, please follow the guidelines listed below for drop-off and pick-up processes for bus and car riders. There will be no bus traffic in the front of the middle/high school per the previous routine as all bus traffic will now be limited to the new bus loop. **Parents/guardians and student drivers are not permitted in the bus loop areas from 7:30-8:15am**

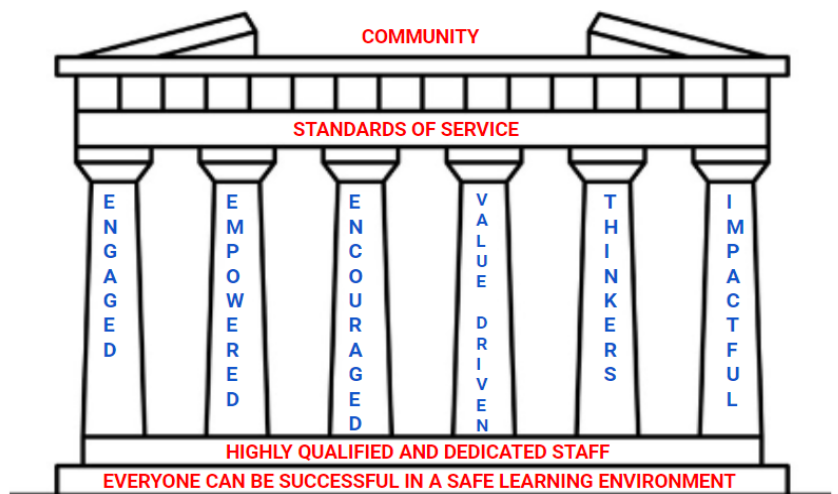
and 2:30-3:15pm on school days. Note: Detailed maps and information can be accessed [here](#).

	I HAVE AN ELEMENTARY STUDENT ONLY	I HAVE A MIDDLE SCHOOL STUDENT ONLY	I HAVE A HIGH SCHOOL STUDENT ONLY	I HAVE STUDENTS AT BOTH BUILDINGS
<b>BUS DROP-OFF</b>	Drop off and enter Door C.	Drop off and enter Door F (MS Wing) or Door G (Weight Room Area).		
<b>PARENT DROP-OFF</b>	Drop off and enter Door C. Leave two-way exit.	Drop off and enter Door D. Leave middle exit.	Drop off and enter Door A. Leave middle exit.	(Elementary) Drop off and enter Door C; (MS/HS) Drop off and enter Door K. Leave two-way exit.
<b>BUS PICK-UP</b>	Dismissed by staff, boards bus, and goes to MS/HS bus area.	Dismissed out Doors F or G to board the bus.		
<b>PARENT PICK-UP</b>	Park in the main lot and proceed to get your student(s). Leave two-way exit.	Park along the curb near Door D. Leave middle exit.	Park along the curb near Door A. Leave middle exit.	Park in the main lot and proceed to get your student(s). Leave two-way exit.

**STRATEGIC PLAN PILLARS OF SUCCESS**

Whiteford Strategic Plan 2022-2027

- **ENGAGED** in purposeful learning.
- **EMPOWERED** for a meaningful role in our dynamic world.
- **ENCOURAGED** by our community.
- **VALUE DRIVEN** leaders.
- Critical **THINKERS**.
- **IMPACTFUL** in their community.



- **STANDARDS OF SERVICE** We will treat all stakeholders (students, staff, parents/guardians, community members) with respect, kindness, and professionalism at all times.
- **COMMUNITY** promotes, cultivates, and celebrates student and district success.

**BREAKFAST/LUNCH MENUS**

<https://whiteford.nutrislice.com/menu>

**SCHOOL CALENDARS**

[2023-2024 School Calendar](#)

**ATHLETICS WEBSITE/CALENDAR**

<https://www.whiteford.k12.mi.us/athletics/>

**THIS WEEK**

September 4 Labor Day  
September 5 All Staff PD Mtg 8am Elementary Cafeteria  
September 5 1st Day of School (12pm Start)

**NEXT WEEK**

September 11-15 5th Grade Field Trip Michindoh  
September 11 Board of Education Meeting 6pm Board Room

**UPCOMING**

September 17 Constitution Day  
September 18 Elementary Picture Day  
September 18 MS/HS Picture Day  
September 26 Student-Athlete Leadership Summit 9-1pm Lenawee Christian School  
October 2-6 Homecoming Week  
October 2 6-12th Grades Assembly: Brad Hurtig 1:30pm Middle School Gym  
October 9 Board of Education Meeting 6pm Board Room  
October 30 MS/HS Picture Retake Day  
November 1 No School: Teacher Professional Development Day  
November 3 Elementary Picture Retake Day  
November 3 End of 1st Marking Period  
November 9 Early Release Elementary 10:55am; MS/HS 11:05am  
November 9 Parent-Teacher Conferences 12-3pm; 4-7pm

We are better together - We are Whiteford!



Scott L. Huard, ED.S.  
Superintendent

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