



# Frank Lloyd Wright Intermediate School

9501 W. Cleveland Avenue

West Allis, WI 53227

414-604-3400 fax #: 414-546-5785

Website: <http://wright.wawm.k12.wi.us/>



Dear FLW Community,

Welcome to the 2017-18 school year! Our FLW Community has grown since the last year as we have transitioned Lincoln Intermediate students, staff, and families to FLW. We are very excited for this addition and we are looking forward to what Frank Lloyd Wright Intermediate School will accomplish. As summer is winding down, here is some information to ensure that we have a strong start to the school year. To our new families joining us, as a school we have three beliefs that guide our daily work. These beliefs are...

1. Our classrooms will be safe physically as well as academically for our students and staff.
2. The FLW staff will form relationships with our students and families.
3. Every student CAN and WILL learn.

Our school day begins at 7:35 a.m. when students first enter the building. This year students will have designated areas to wait in the morning that are different from previous years.

- 8th grade will wait and line up on the EAST side of the building using the Park and Rec doors as their entrance.
- 7th grade will wait and line up on the WEST side of the building and will use the Art Hallway doors to enter the building.
- 6th grade will line up in front utilizing the NORTHEAST side of the building and will enter using the Music hallway doors.

Students are expected to be in their first period class and ready to start the day before the 7:45 bell rings. As a reminder to students, hoods/hats are not allowed in the building, backpacks are NOT allowed in classrooms, and cell phones are kept in your locker.

The start of a new school year could become a stressful financial obligation for some families. This is a reminder that Frank Lloyd Wright Intermediate School does have a Community Resource Closet available to our families. If needed, this resource is able to provide clothing options, school supplies, as well as non-perishable food items. Please refer to our school's web page to access the online request form or call **(414) 604-3411** to make a request.

I am excited to get the new school year going and again WELCOME to all of our new students and families. Enjoy the rest of your summer, and remember to walk the "Wildcat Way!"

- Be Respectful
- Be Responsible
- Be Safe

Jeff Thomson  
Principal

## Frank Lloyd Wright Contact Information

Jeff Thomson, Principal.....	604-3411	Student Services Secretaries:	
Jason Fish, Assistant Prin.....	604-3415	Cathy Olson.....	604-3420
Jennifer Elahi, Academic Dean.....	604-3425	Lynn Farrell.....	604-3416
Julia Neils, Dean of Students.....	604-3413	Main Office Secretaries:	
Sabrina Bartels, 7 <sup>th</sup> Gr. Counselor....	604-3423	Karen Engnath.....	604-3401
Nic Bur, 8 <sup>th</sup> Gr. Counselor.....	604-3414	Jean Barwick.....	604-3410
Katie McGrath, 6 <sup>th</sup> Gr. Counselor.....	604-3421	Stephanie Lundgren, Tech. Int.....	604-3430

**Frank Lloyd Wright Intermediate School  
2017-18 Supply List**

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> 5 pocket folders</li> <li><input type="checkbox"/> 5 spiral notebooks</li> <li><input type="checkbox"/> #2 lead pencils</li> <li><input type="checkbox"/> Pens</li> <li><input type="checkbox"/> Highlight Pen</li> <li><input type="checkbox"/> Gym uniform* (athletic shorts and a t-shirt)</li> <li><input type="checkbox"/> Gym shoes (a separate pair is not required; students just need tennis shoes)</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Dry Erase markers</li> <li><input type="checkbox"/> Wide rule paper</li> <li><input type="checkbox"/> 1 Glue stick</li> <li><input type="checkbox"/> 1 pack of sticky notes</li> </ul> |
|---|--|

Additional supplies are *suggested but not required*:

- Tissue
- Ruler
- Colored pencils or markers
- Calculator

\* Gym uniforms are available for sale during Forms and Fees.  
Shirts are \$5.00. Shorts are \$7.00. A set is \$12.00.



Fees and Prices 2017-18

School Fees .....	\$95.00
Reduced School Fees .....	\$47.50
Locks .....	\$6.00
Phy. Ed. Uniform – Shirt.....	\$5.00
Phy. Ed. Uniform – Shorts.....	\$7.00
Chromebook – Charging Cable (replacement cost).....	\$29.00
Chromebook – Cracked or Broken Screen	
1st Instance .....	\$90.00
2nd Instance .....	\$110.00
Chromebook – Keyboard Repair/Replacement	
Damage and Fee Assessed on an Individual Basis	
Chromebook – Replacement Cost if Lost or Stolen.....	\$225.00
Instrument Rental .....	\$50.00
Instrument Repair – Fee Assessed on an Individual Basis	
Lunch.....	\$2.50
Reduced Lunch .....	\$.40
Breakfast .....	\$1.30
Reduced Breakfast.....	\$.30
Replacement ID.....	\$5.00

Board of Education 2017-18

Dan Bailey	Stephanie Emons, Vice President	Heather Justham, Treasurer
Brian Keller, Clerk	Patricia Kerhin	Noah Leigh, Secretary
Jeff Sikich, President	Sue Sujecki	Bill Ustruck

Martin Lexmond, Superintendent

# FLW FORMS AND FEES DAY INFORMATION

**DATE:** Thursday, August 17, 2017

**TIME:** This schedule has been developed to shorten lines and waiting times. Please plan to attend the appropriate session.

<u>TIME</u>	<u>LAST NAME</u>
7:30 – 8:30	A-C
8:30 – 9:30	D-G
9:30 – 10:30	H-K
10:30 – 11:30	L-M
CLOSED	11:30-12:30 – LUNCH BREAK
12:30 – 1:30	N-Q
1:30 – 2:30	R-S
2:30 – 3:30	T-Z

**PLACE:** Frank Lloyd Wright Intermediate School  
9501 West Cleveland Avenue  
Enter the building through the Main Entrance.

## **FORMS AND FEES DAY TO DO LIST:**

- Pay School Fees: \$95.00 (full fee), \$47.50 (reduced fee if student receives reduced lunch), fees waived (if student receives free lunch).
- Turn in forms included in this packet.
- Receive class schedule.
- Check point for electronic signature for “Rights and Responsibilities” parent sign-off that was received electronically from the WAWM School District.
- Purchase a school lock; cost \$6.00. (Not included in fees or fee waiver.) All students are **required to purchase a school-issued** lock. In-coming students and new students to the 7<sup>th</sup>/8<sup>th</sup> grade will need to purchase a lock. Returning students kept their locks. Former Lincoln students may use their lock from Lincoln.
- Purchase optional Physical Education uniform; cost \$5.00 Shirt, \$7.00 Shorts
- Have picture taken.
- Turn in iPad/Chromebook Usage Agreement 2017-18 forms.
- Set up locker and walk around the school to find classrooms.



If you are unable to attend Forms & Fees Day August 18<sup>th</sup> during your child’s assigned time, please come at the time more convenient for you. If you will be on vacation August 18<sup>th</sup>, there will be another Forms & Fees session on Wednesday, August 24<sup>th</sup> 4:00-6:00 p.m.



## WILDCAT WELCOME August 18, 2017

All students new to FLW are invited, and encouraged to attend "Wildcat Welcome Day" on Friday, August 18, 2017. Students should enter school through the main entrance doors and meet in the cafetorium. This will be a fun and informational school orientation for our incoming students. The time schedule is:

### 6<sup>th</sup> Grade

8:50 Students Arrive and Report to Cafetorium  
9:00 - 11:30 Student Activities  
11:30 - 12:00 Lunch  
12:00 Dismissal

### 7<sup>th</sup> Grade

12:50 Students Arrive and Report to Cafetorium  
1:00 - 3:00 Student Activities  
3:00 Dismissal

## *Action 300* After School Program

Our bell rings at 3:00 p.m. School buses depart at 3:07 p.m., and the city bus picks up at 3:30 p.m. **Students that remain in the building beyond 3:30 p.m. waiting for parent pick up must be supervised.** Students that remain in school without supervision due to late parent pick up must be enrolled in the *Action 300* Program or parents will be asked to pick their child up by 3:30 p.m. The enrollment form is included in this mailing and may be turned in at the Recreation Department table in the cafeteria. **The *Action 300* Program is \$95.00 a semester/\$180.00 year.**

### **Included in this mailing are the forms you will need to complete and sign before August 17, 2017.**

Completing these forms prior to your arrival will save you time and the process will be more efficient. We have included the **school supply list** at the back of this packet and we suggest that you purchase the basic materials prior to Forms and Fees Day so that you can help set-up your child's locker.

**[ ] Student Emergency Contact Form** —In order to provide adequate care, it is necessary that each student have an updated emergency information form on file. This information is critically important! We will need the phone numbers of people we can reach during the day if you are not available. This page must be signed and returned on Forms and Fees Day. **If you have a change of address, you must provide proof of residency to the District Administration Building located at 1205 S. 70<sup>th</sup> Street. Proof of residency would be a utility bill, official lease agreement, or closing documents if you purchased a home.**

**[ ] ANNUAL STUDENT HEALTH UPDATE FORM** —Knowing your child's current health condition, helps us meet any special health needs. This important form must be completely filled out, signed and returned on Forms and Fees Day. \*Please Note\* If your child has asthma, you must complete an Asthma Care Plan. The form is available on-line or will be available at the "Health Forms" table.

**[ ] SCHOOL FEES**—must be paid on Forms and Fees Day. The fee for the 2017-18 school year is \$95.00 + \$6.00 for a school issued lock if one is needed. Due to the District converting to Skyward, the on-line payment option will not be available until later this fall. Therefore, all fees will need to be paid by check, cash or money order. Checks and money orders should be made payable to FLW. If you are eligible to have your child's school fees reduced or waived, you may turn in a completed free or reduced lunch application form. The application for free or reduced lunch and the "Sharing Information with Other Programs" form are included with this packet. Please see information regarding the "Sharing" form after the Free/Reduced Lunch Form paragraph. If your child is approved for reduced lunch, and the "Sharing" form is

completed and on file, the reduced school fee amount is \$47.50. **The lock fee is not reduced or waived.** If you do not turn in a lunch form, your child's school fees need to be paid on Forms and Fees Day. If paying by check, **checks should be made payable to FLW.** It is also a very good idea to put your child's name in the "memo" portion of the check.

**[ ] FREE/REDUCED LUNCH FORM** —is included in this packet. Parents please note; if your child qualifies for free or reduced lunch they may also receive breakfast, which is offered each morning in the cafeteria beginning at 7:00 a.m. A good breakfast is important to a student's well-being and academic performance. Please take advantage of this opportunity for the benefit of your child. The cost of reduced lunch is \$.40 and reduced breakfast cost is \$.30.

**[ ] SHARING INFORMATION WITH OTHER PROGRAMS FORM** — is included in this packet within the Free/Reduced Lunch Forms. **The "Sharing" Form must be completed in order for your child's school fees to be reduced or waived.**

**[ ] SCHOOL PICTURES and ID's** —All students will receive an ID on Forms and Fees Day. School pictures will be taken on this day. **ALL** students need to have their picture taken even if they do not wish to purchase the pictures. A picture order form from School Pics is included in this mailing. To save time, determine which package you will order and have your order form & check filled out before you arrive. **Make checks payable to School Pics.**

**[ ] iPad/CHROMEBOOK USAGE AGREEMENT** — Turn in completed pink iPad/Chromebook Usage Agreement form that is included in this mailing. Chromebooks will be distributed after the start of the school year.

**WAWM School District**  
**2017 - 2018 Student & Parent School Calendar**

August 2017						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2017						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2017						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2017						
Su	M	Tu	W	Th	F	Sa
			1	2	<del>3</del>	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2017						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 2018						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	<del>19</del>	20
21	22	23	24	25	26	27
28	29	30	31			

February 2018						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			











March 2018						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	<del>28</del>	29	30	31









April 2018						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					



May 2018						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



June 2018						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	<del>8</del>	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July 2018						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

-  Sept. 1 - First Day of School for Students
-  Sept. 4 - Labor Day (No School)
-  Sept. 25 - Teacher Professional Development Day
-  Oct. 27 - Fall Break
-  Nov. 7 - Teacher Professional Day
-  Nov. 22 - Thanksgiving Break
-  Nov. 23 - Thanksgiving
-  Nov. 24 - Thanksgiving Break
-  Dec. 25 - Jan. 2 Winter Break
-  Jan. 3 Classes Resume

-  Jan. 15 - Martin Luther King Holiday (No School for Students) (Teacher Professional Development Day on Jan. 15)
-  Jan. 22 - Teacher Record Keeping Day
-  Feb. 19/20 - Teacher Prof. Development Day/Election Day
-  Mar. 29 - Apr. 6 Spring Break (Apr. 3 Election Day)
-  May 25 - Teacher Professional Development Day
-  May 28 - Memorial Day
-  June 8 - Last Day of School for Students
-  June 11 - Teacher Record Keeping Day

-  1st Quarter Ends - Nov. 3 (43 days)
-  3rd Quarter Ends - Mar. 28 (45 days)

-  2nd Quarter Ends - Jan. 19 (43 days)
-  4th Quarter Ends - June 8 (43 days)

174 total student days

**FRANK LLOYD WRIGHT INTERMEDIATE SCHOOL  
CALENDAR OF EVENTS 2017-2018**

(These dates are subject to change. Please consider the dates on the most recent newsletter the most current dates.)

<u>Date</u>	<u>Event</u>	<u>Location</u>	<u>Time</u>
<b>August</b>			
17	Forms & Fees Day	FLW	7:30-11:30, 12:30-3:30
18	Wildcat Welcome	FLW	6 <sup>th</sup> Grade 8:50-12:00 7 <sup>th</sup> /8 <sup>th</sup> Grade 12:50-3:00
23	Forms & Fees Evening	FLW	4:00-6:00 p.m.
23	PTA Mtg	Room 107	6:00 p.m.
<b>September</b>			
1	First Day of School (A-Day)		
4	Labor Day – <b>NO SCHOOL</b>		
6	Open House	FLW	6:00-7:00
11	Patriot Day		
11	Fall MAPS Testing Window Begins		
13	PTA Meeting	Cafetorium	6:30 p.m.
15	3 <sup>rd</sup> Friday Enrollment Count		
15	PTA Dance	Cafetorium/Gym	7:00-9:00 p.m.
18	PTA Fundraiser kick-off	Cafetorium	During Lunches
25	Professional Development Day -- <b>NO SCHOOL FOR STUDENTS</b>		
28	Picture Make-Up Day	Stage	7:15-10:45
29	Map Testing Window Ends		
<b>October</b>			
9	PTA Fundraiser Order are Due in the Main Office		
11	PTA Meeting	Cafetorium	6:30 p.m.
12	Parent/Teacher Conferences	Cafetorium, Gym, Library	4:30-8:00 p.m.
12	Absolute FINAL Day to Turn In PTA Fundraiser Orders to the Main Office		
13	Lock Down Drill		1:00 p.m.
18	Parent/Teacher Conferences	Cafetorium, Gym, Library	4:30-8:00 p.m.
27	Fall Break - <b>NO SCHOOL FOR STUDENTS</b>		
29	Downtown West Allis Meet & Treat	10:00-Noon	
29	City of West Allis & Village of W. Milw. Meet n'Treat		1:00-3:00 p.m.
31	Halloween		
<b>November</b>			
3	End of 1 <sup>st</sup> Quarter		
5	Daylight Savings Time Ends (turn clocks back 1 hour)		
7	Professional Development Day – <b>NO SCHOOL FOR STUDENTS</b>		
7	Election Day	Gym	7:00am-8:00pm
8	PTA Meeting	Cafetorium	6:30 p.m.
9	PTA Fundraiser Delivery	Cafetorium	2:45-5:30 p.m.
11	Veterans' Day		
14	Choral Concert	Gym	7:00 p.m.
16	Orchestra Concert	Gym	7:00 p.m.
21	PTA Fundraiser Black & Gold Event	Gym & Cafetorium	1:00-3:00 p.m.
22-24	Thanksgiving Break - <b>NO SCHOOL</b>		
<b>December</b>			
2	City of West Allis Christmas on the Avenue		1:30-4:00 p.m.
	City of West Allis Tree Lighting & Christmas Parade		4:30 p.m.
5	6 <sup>th</sup> Grade Band Concert	Gym	7:00 p.m.
7	7 <sup>th</sup> & 8 <sup>th</sup> Grade Band Concert	Gym	7:00 p.m.
11	Winter MAP Testing Window Opens		
22-Jan. 2	Winter Break – <b>NO SCHOOL</b>		
24	Christmas Eve & Hanukkah Begins		
25	Christmas Day		
26	Kwanzaa Begins		
31	CAAD New Year's Eve Family Night – Central H.S.		6:30-11:00 p.m.



# WEST ALLIS-WEST MILWAUKEE SCHOOL DISTRICT

## School Meal Account Charges and Collections

In accordance with requirements established by federal and state oversight agencies, the West Allis-West Milwaukee School District shall utilize this written rule on the subject of meal charges and the collection of funds within the District's food service program. The Director of Finance and Operations shall have primary administrative responsibility for overseeing the consistent implementation of the rule that accompanies these procedures, including all of the following:

1. Ensuring the rule is clearly communicated to school families and to District employees who have responsibility for the application and enforcement of the rule.
2. Monitoring the nutritional, fiscal, and operational impacts of the District's approach to meal charges and collections, and, at their own initiative or upon the request of the Board, providing reports and recommendations for changes and improvements.
3. Coordinating the implementation and enforcement of the rule with the management and staff at any contracted food service vendor that the District may work with.

### **Key Responsibilities of Parents and Guardians**

Parents and guardians must plan for their child(ren) to have sufficient access to food at school on each day school is in session and must actively monitor and manage their child(ren)'s school food service account, including making prompt payment of any charges. Parents and guardians should communicate with their child(ren) about how meals, snacks, and other food will be provided each day.

### **Meal Charges for Students**

When a student wishes to purchase a school meal, but does not have enough money to pay for the item at the time of service, The District's food service account system normally allows a student to charge up to 4 meals in his/her account as a negative balance before the District will take steps to restrict the student's meal choices.

Students who are not eligible for free school meals, who do not have money to pay for their food, who are not permitted to charge items, and who do not bring food from home will be offered an alternative meal for lunch only at the elementary level. The cost of the alternative meal is the same as the cost of a lunch.

The alternative lunch normally consists of the following: cheese sandwich, fruit or vegetable, and milk.

### **Consequences for Abuse of Privileges**

School officials will address any possible abuse of the privilege of charging food service costs and, if applicable, any overuse of the alternative meal option with the student's parent or guardian. The District may suspend one or both of these privileges if the District determines that there has been abuse of the privilege.

### **Negative Account Balances and Negative Balance for Paid Students**

A negative balance in a student food service account is a debt that is owed by the student's parent(s) or guardian(s) (or, if applicable, by an adult student). Debt that is owed within the food service program does not affect a student's right to access a regular school meal at the time of meal service if either (1) the student is currently eligible to receive free meals at school, or (2) the student has sufficient funds to pay for the meal at the time the meal is purchased.

Parents/guardians of children with negative balances are notified by email that a negative balance exists. Parent/guardians of elementary students will receive this email daily. Parents/guardians of secondary students will be emailed twice per week.

No ala carte items may be purchased with a negative balance. This is in effect for all schools.

### **Collection Procedures for Food Service Debts**

Once a student's account has a negative balance, the District will make an initial and follow-up attempt to collect the debt by providing the student's parent or guardian with notice (e.g., by mail, email, telephone, or similar methods) of the amount owed. Payment is due immediately upon notice. If these attempts are not successful, a school official will attempt to make a person-to-person meeting with a parent or guardian. The parties may discuss payment plan options. If a negative balance still has not been paid after the previous steps:

1. Debt in a student food service account is not automatically discharged, forgiven, or reduced at the end of the school year or due to a change in a student's enrollment status (e.g., graduates, transfers, drops-out, etc.).
2. At its discretion, the District may continue to pursue collection efforts.
3. Debts owed to the District's food service program may result in the denial of certain school-related privileges in the same manner that applies to other past-due school fees and other charges.

### **Online Account Management**

The District offers an online system that a parent or guardian may use to monitor and manage each child's school food service account, including making payments. Additional information about the online account system can be obtained at each schools website, by contacting your child(ren)'s school, or by contacting the staff listed below.

### **Prepayment**

The District strongly encourages school families to establish and regularly fund a prepaid school food service account for each student in the household.

### **Making Payments**

In addition to using the online account system to make payments, a person who needs or wishes to make payment for a student's meals or food service account may (1) bring cash or check to the main office of the student's school in order to pay for a student's meal or other food service items on or before the actual day of service, or (2) provide a student with cash or check to pay for items on or before the day of service.

### **Payment while an Application for Free or Reduced-Price Meals is Processed**

An application for free and reduced-price meals can be submitted at any time during the school year. However, unless a specific exception applies (such as the temporary carryover of prior eligibility), parents and guardians who submit an application remain responsible for payment of all school meals that their child receives until approval is granted. In addition, approval of an application does not eliminate or reduce any charges that were accumulated prior to the date the application was submitted.

### **Additional Information and Assistance**

For assistance with all issues and questions related to the District's food service program, including eligibility and applications for free or reduced-price meals, student food service accounts, the District's online account management system, as well as the specific issues addressed in these procedures, school can contact any of the following:

- Nicole Weeks - Free and Reduced-Price Meal Applications - 414.604.3033 or [weeksn@wawmsd.org](mailto:weeksn@wawmsd.org)
- Steve Kosnar - Food Service Director - 414.604.3046 or [kosns@wawmsd.org](mailto:kosns@wawmsd.org)
- Andy Chromy - Director of Finance and Operations - 414.604.3031 or [chromya@wawmsd.org](mailto:chromya@wawmsd.org)





# West Allis-West Milwaukee School District

## Student Emergency Contact Form

### 2017-2018 School Year

Student Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MI \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_  
 Student Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
 Home Phone \_\_\_\_\_ Current Grade \_\_\_\_\_ Birth Date \_\_\_\_\_

#### Parent/Guardian Additional Emergency Contact Information

Please complete the following information and relationship to the student (such as Birth Parent /Step-Parent/Legal Guardian, etc.).

**#1. Parent or Legal Guardian information for my child at the Student Address above:**

Name \_\_\_\_\_ Relationship to Student \_\_\_\_\_ Home Phone \_\_\_\_\_  
 Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ E-Mail Address \_\_\_\_\_  
 Name \_\_\_\_\_ Relationship to Student \_\_\_\_\_ Home Phone \_\_\_\_\_  
 Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ E-Mail Address \_\_\_\_\_

**LIST NAMES OF OTHER SIBLINGS LIVING AT THE ABOVE ADDRESS**

SIBLING NAME	DATE OF BIRTH	GRADE	SCHOOL ATTENDING
_____	_____	_____	_____
_____	_____	_____	_____

**#2. Additional Parent or Legal Guardian information for my child:**

Name \_\_\_\_\_ Relationship to Student \_\_\_\_\_ Home Phone \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
 Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ E-Mail Address \_\_\_\_\_  
 Name \_\_\_\_\_ Relationship to Student \_\_\_\_\_ Home Phone \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
 Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ E-Mail Address \_\_\_\_\_

CHECK HERE IF **LEGAL RESTRICTIONS** ARE IN EFFECT. LIST PERSONS NOT ALLOWED TO SEE STUDENT IN SCHOOL OR PERSONS NOT ALLOWED TO PICK UP STUDENT. \*\* **PROVIDE ANY PERTINENT LEGAL DOCUMENT STATING THESE RESTRICTIONS.** \*\*

\_\_\_\_\_  
 Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Last Name \_\_\_\_\_ First Name \_\_\_\_\_

**#3. The following emergency contacts may be contacted in the event that the parent/guardians above cannot be reached:**

1. Name \_\_\_\_\_ Relationship To Student \_\_\_\_\_  
 Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_  
 2. Name \_\_\_\_\_ Relationship To Student \_\_\_\_\_  
 Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

**#4. In the event of an emergency school closing where phones lines are not available my child is aware to do the following:**

Walk Directly Home       Take The Bus Directly Home As Usual       Walk to the following home:  
 Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_

(over)



# West Allis-West Milwaukee School District Annual Student Health Condition Form

Name \_\_\_\_\_ Grade \_\_\_\_\_ School Year \_\_\_\_\_ School \_\_\_\_\_

Please check here if your child has no existing health conditions

Do you carry Health Insurance for your child?  Yes  No (if no please check the following statement)  
 Badger Care Plus is the State of Wisconsin Health Insurance Program. It can provide affordable high quality health care coverage to all children. Would you like information on how to get Badger Care Plus for your child?  Yes  No  
 (By checking yes, your name will be forwarded to the West Allis Health Department to provide further assistance with the simple application process.)

My child wears glasses/contact lenses  Yes  No      My child wears a hearing aid  Yes  No

**IMPORTANT:** The following information will help us provide appropriate care for your child. Please check and comment on any serious health condition(s) your child may have:

- |   |  |
|---|--|
| <input type="checkbox"/> Asthma/breathing problem<br>--Please complete an asthma care plan _____<br><input type="checkbox"/> Heart Condition _____<br><input type="checkbox"/> Seizures Last seizure was: _____<br><input type="checkbox"/> Diabetes _____<br><input type="checkbox"/> ADHD Hyperactive: _____ Inattentive: _____<br><input type="checkbox"/> Bowel/Bladder Concerns _____<br><input type="checkbox"/> Mental Health Concerns _____<br><input type="checkbox"/> Other Health Concerns _____ | <input type="checkbox"/> Surgery in the last 12 months _____<br><input type="checkbox"/> Takes prescription medication Please list below:<br>_____<br>_____<br>_____ |
|---|--|

If you would like further assistance regarding your child's health care needs,  
 please contact the District Nursing Office at 414-604-4000 x1107

Allergies (Circle: food, plant, medication, animal, latex, bees, other)

List: \_\_\_\_\_

Does your child have an EPI Pen?  Yes\*  No

If you checked YES, a medication authorization form must be completed by your child's doctor and an EpiPen must be sent to school. Contact the school office for the appropriate forms.

In case of illness at school, the school principal or designee will contact the West Allis Fire Department Emergency Medical Services at 911 if emergency medical care is needed. The West Allis Fire Department or assigned ambulance service will convey your child to a hospital providing emergency care. It is a parental responsibility to assume all conveyance and medical expenses incurred on behalf of your child.

Preferred Hospital \_\_\_\_\_

Physician's Name \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

I hereby give my consent for my child's name and health condition to be shared confidentially with professional and lay staff as determined by the principal. This consent shall remain in force until revoked by me by **written notice to the principal.**

Signed \_\_\_\_\_ Date \_\_\_\_\_  
 (Parent/Guardian)