

Sevastopol School

Faculty

Staff Handbook

2023-2024

Sevastopol Mission, Vision, Values, and Guiding Principle

Mission Statement: *"Pioneering the next generation with a focus on high academic standards, character growth, and social emotional skill development."*

Vision Statement: *"We will create an all-inclusive and safe environment that empowers students to develop the necessary skills to be college, career, and community ready."*

P.R.I.D.E. Character Standards:

Personal Responsibility- *We are accountable for our attitude, perspective, effort, and choices.*

Respect- *We show consideration, appreciation, kindness, and acceptance of others.*

Integrity- *We are honest, sincere, and respectful in our words and actions.*

Determination- *We set goals and work to meet them with grit, perseverance, and resolve.*

Excellence- *We strive to be our best by following the process of doing what is necessary to achieve the highest standard possible.*

Guiding Principle: *Students first, all the time.*

2260 - NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY

The Board of Education is committed to providing an equal educational opportunity for all students in the District.

The Board of Education does not discriminate on the basis of race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, including transgender status, change of sex or gender identity, disability, age (except as authorized by law), military status or physical, mental, emotional, or learning disability in any of its student program and activities.

The Board also does not discriminate on the basis of Protected Classes in its employment policies and practices as they relate to students, and does not tolerate harassment of any kind.

Equal educational opportunities shall be available to all students, without regard to their membership in the Protected Classes, race, color, national origin, sex, disability, age (unless age is a factor necessary to the normal operation or the achievement of any legitimate objective of the program/activity), place of residence within the boundaries of the District, or social or economic background, to learn through the curriculum offered in this District. Educational programs shall be designed to meet the varying needs of all students.

In order to achieve the aforesaid goal, the District Administrator shall:

A. Curriculum Content

review current and proposed courses of study and textbooks to detect any bias based upon the Protected Classes ascertaining whether or not supplemental materials, singly or taken as a whole, fairly depict the contribution of both sexes various races, ethnic groups, etc. toward the development of human society;

provide that necessary programs are available for students with limited use of the English language;

B. Staff Training

develop an ongoing program of staff training and in-service training for school personnel designed to identify and solve problems of bias based upon the Protected Classes in all aspects of the program;

C. Student Access

1. review current and proposed programs, activities, facilities, and practices to ensure that all students have equal access thereto and are not segregated on the basis of the Protected Classes in any duty, work, play, classroom, or school practice, except as may be permitted under State regulations;

2. verify that facilities are made available, in accordance with Board Policy [7510](#) - Use of District Facilities, for non-curricular student activities that are initiated by parents or other members of the community, including but not limited to any group officially affiliated with the Boy Scouts of America or any other youth group listed in Title 36 of the United States Code as a patriotic society;

D. District Support

require that like aspects of the District program receive like support as to staff size and compensation, purchase and maintenance of facilities and equipment, access to such facilities and equipment, and related matters;

E. Student Evaluation

verify that tests, procedures, or guidance and counseling materials, which is/are designed to evaluate student progress, rate aptitudes, analyze personality, or in any manner establish or tend to establish a category by which a student may be judged, are not differentiated or stereotyped on the basis of the Protected Classes.

The District Administrator shall appoint and publicize the name of the compliance officer(s) who is/are responsible for coordinating the District's efforts to comply with the applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination or equal access. The Compliance Officer(s) also verify that proper notice of nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, Section 504 of the Rehabilitation Act of 1973 (as amended), and the Age Discrimination Act of 1975 is provided to students, their parents, staff members, and the general public.

The District Administrator shall attempt annually to identify children with disabilities, ages 3 - 21, who reside in the District but do not receive public education. In addition, s/he shall establish procedures to identify students who are Limited English Proficient, including immigrant children and youth, to assess their ability to participate in District programs, and develop and administer a program that meets the English language and academic needs of these students. This program shall include procedures for student placement, services, evaluation, and exit guidelines and shall be designed to provide students with effective instruction that leads to academic achievement and timely acquisition of proficiency in English. As a part of this program, the District will evaluate the progress of students in achieving English language proficiency in the areas of listening, speaking, reading and writing, on an annual basis (see AG 2260F).

118.13 Wis. Stats.

P.I. 9, 41, Wis. Adm. Code

Fourteenth Amendment, U.S. Constitution

20 U.S.C. Section 1681, Title IX of Education Amendments Act

20 U.S.C. Section 1701 et seq., Equal Educational Opportunities Act of 1974

20 U.S.C. Section 7905, Boy Scouts of America Equal Access Act

29 U.S.C. Section 794, Rehabilitation Act of 1973, as amended

42 U.S.C. Section 2000 et seq., Civil Rights Act of 1964

42 U.S.C. Section 2000ff et seq., The Genetic Information Nondiscrimination Act

42 U.S.C. 6101 et seq., Age Discrimination Act of 1975

42 U.S.C. 12101 et seq., The Americans with Disabilities Act of 1990, as amended

Vocational Education Program Guidelines for Eliminating Discrimination and Denial of Services, Department of Education, Office of Civil Rights, 1979

Revised 3/22/10

Revised 10/16/14

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School Board of Education

Lisa Bieri	President
Keith Volkmann	Vice President
Dave Kacmarynski.....	Treasurer
Sue Today.....	Board Member
Richard Weidman	Assistant Clerk
Jerry Worrick.....	Board Member
Jeff Isaksen	Clerk

Elementary, Middle and High School Administration, Faculty, and Staff

Kyle Luedtke (Ext. 1103)	Superintendent
Troy Schaefer (Ext. 1104)	Middle and Senior High School Principal
Aaron Hilts (Ext. 1106)	PK-5 Principal Middle School Assistant Principal
Melissa Marggraf (Ext. 1111)	Director of Special Ed
Brooke Tanck (Ext. 1156)	Athletic Director/Gifted and Talented Coordinator
Steven Tucholski (Ext. 1242)	Technology Coordinator
Albertson, Kristen (Ext. 1166)	4K
Anderson, Anna (Ext. 1177)	Spanish
Anschutz, Sue (Ext. 1132)	Pupil Services Secretary
Asher, Cally (Ext. 1142)	Special Education
Ayer, Stephanie (Ext. 1109)	Fifth Grade
Bley, Heather (Ext. 1173)	4K
Bowers, Bridget (Ext. 1113)	Media Specialist
Brandt, Sarah (Ext. 1162)	Spanish
Carlson, Dale (Ext. 1124)	Agriculture / FFA
Carriere, Craig (Ext. 1163)	HS Science
Chier, Dawn (Ext. 1148)	MS English
Dantoin, Deb (Ext. 1144)	Sixth Grade Math / Language
de Young, Lindsay (Ext. 1120)	Health / Physical Education
de Young, Nick (Ext. 1171)	Special Education
Fahey, Liz (Ext. 1154)	K12 Life Skills
Fellner-Spetz, Heather (Ext. 1172)	English
Frank, Ron (Ext. 1121)	Physical Education
Freimuth, Samantha (Ext. 1135)	Second Grade
Gantzer, Jennifer (Ext. 1170)	MS Special Education
Grooters, Katie (Ext. 1134)	Second Grade
Hanson, Danielle (Ext. 1175)	Speech Specialist
Hasenjager, Tanya (Ext. 1186)	Instrumental Music
Hilbert, Ryan (Ext. 1143)	Social Studies
Horvat, Chris (Ext. 1110)	Special Education
Horvat, Megan (Ext. 1159)	Kindergarten
Huehns, Katie (Ext. 1137)	Kindergarten
Hurst, Debra (Ext. 1115)	Reading Specialist
Judas, Daniel (Ext. 1174)	Social Studies
Kindt, Klayton (Ext. 1169)	Art
Kotte, Lynn (Ext. 1168)	Science
Krueger, Cara (Ext. 1133)	Art
Lama, Kim (Ext. 1313)	Special Education
LeClair, Tara (Ext. 1164)	Family and Consumer Science
Liu, Rebekah (Ext. 1165)	Math
Malcore, Melissa (Ext. 1108)	6-12 Grade Counselor
Marggraf, Jason (Ext. 1149)	Science
Miller, Elizabeth (Ext. 1187)	Vocal Music
Moe, Chris (Ext. 1101)	District Secretary
Neuman, Allison (Ext. 1158)	Fourth Grade
Newton, Tim (Ext. 1145)	MS Math
Nurse (Ext. 1183)	School Nurse
Olson, Melissa (Ext. 1107)	Elementary Secretary
Pahl, Brian (Ext. 1167)	Technology Education
Petrina, Dan (Ext. 1197)	Director of Transportation
Phillips, David (Ext. 1161)	Business Education

Ploor, Ann (Ext. 1152)	First Grade
Retzlaff, Chad (Ext. 1123)	Sixth Grade Social Studies / Science
Retzlaff, Holly (Ext. 1146)	K-5 Grade Counselor
Rikkola, Beth (Ext. 1151)	Fifth Grade
Saunders, Dina (Ext. 1141)	4K-12 Grade ELL
Schauske, Joel (Ext. 1157)	Fourth Grade
Schroeder, Stacey (Ext. 1150)	First Grade
Schumacher, Carol (Ext. 1184)	HS English
Skiba, Justin (Ext. 1155)	Third Grade
Suchy, Fred (Ext. 1160)	HS Math
Thomas, Kim (Ext. 1139)	Third Grade
Tong, Brooke (Ext. 1105)	MS and HS Administrative Assistant
Umentum, Steve (Ext. 1140)	HS Special Education/At Risk Teacher
Vanderhoof, Mindi (Ext. 1125)	English / Journalism
Volkman, Karl (Ext. 1102)	District Business Manager
Warner, Steve (Ext. 1283)	School Psychologist
Wiesner, Jennifer (Ext. 1112)	Physical Education

Middle School Daily Schedule

Period	8 th Grade Schedule	7 th Grade Schedule	6 th Grade Schedule
1	7:55 – 8:42 Sci/SS	7:55 – 9:05 ELA/Math	7:55 – 8:55 ELA/SS
2	8:46 – 9:28 Sci/SS	9:09 – 10:14 ELA/Math	9:00 – 10:00 Math/Sci
3	9:32 – 10:14 SH	10:18 – 11:00 Sci/SS	10:05 – 11:05 ELA/SS
4	10:18 – 11:13 ELA/Math	11:04 – 11:46 Sci/SS	11:10 – 12:15 Math/Sci
5	11:17 – 12:15 ELA/Math	11:49 – 12:15 SH	
Lunch	12:15 – 12:45	12:15 – 12:45	12:15 – 12:45
6	Ag 8/ Tech 8/ Guidance	IP 7/ FACS 7/ Art 7	PE / Health
7	PE / Spanish	PE / Health	IP 6/ FACS 6/ Art 6
8	Resource / Band/Choir	Resource / Band/Choir	Resource / Band/Choir

High School Daily Schedule

<i>Period</i>	<i>Grades 9 - 12</i>
<i>1</i>	7:55 - 8:42
<i>2</i>	8:46 - 9:28
<i>3</i>	9:32-10:14
<i>4</i>	10:18-11:00
<i>5</i>	11:04 - 11:46
<i>Lunch</i>	11:46 - 12:16
<i>HS Resource</i>	12:20-12:45
<i>6</i>	12:49- 1:34
<i>7</i>	1:38 - 2:23
<i>8</i>	2:27 - 3:10

2023-24 Red Black Calendar

Every Monday and Wednesday is **RED**

Every Tuesday and Thursday is **BLACK**

FRIDAYS:

September 8	RED		February 2	RED
15	BLACK		9	BLACK
22	RED		23	RED
29	RED		March 1	BLACK
October 6	BLACK		8	RED
20	RED		15	BLACK
27	BLACK		22	RED
November 3	RED		April 5	RED
10	BLACK		12	BLACK
17	RED		26	BLACK
December 8	RED		May 3	RED
15	BLACK		10	BLACK
22	RED		17	RED
January 5	RED		24	BLACK
12	BLACK		31	RED
19	RED			
26	BLACK			

Elem Late Start

10:05 Report to classes and take attendance

Lunch:

4K/K	10:35 recess to follow
1st Grade	10:35 recess to follow
2nd Grades	10:35 recess to follow
3rd-5th Grades	11:10 recess to follow

The afternoon will run as close to the regular schedule as possible

MS Late Start Schedule

	Grade 6	Grade 7	Grade 8
Period 1	10:00-10:41	10:00-10:31	10:00-10:31
Period 2	10:45-11:26	10:35-11:06	10:35-11:06
Period 3	11:30-12:11	11:10-11:41	11:10-11:41
Period 4		11:45-12:15	11:45-12:15
Lunch	12:15-12:45	12:15-12:45	12:15-12:45
Period 5	12:50-1:26	12:50-1:26	12:50-1:26
Period 6	1:30-2:01	1:30-2:01	1:30-2:01
Period 7	2:05-2:36	2:05-2:36	2:05-2:36
Period 8	2:40-3:10	2:40-3:10	2:40-3:10

HS Late Start Schedule

PERIOD	TIME
PRE FIRST BELL	10:00
1 st Period	10:00-10:36
2 nd Period	10:40 - 11:11
3 rd Period	11:15 - 11:46
➤ 9/10 Grade ~ Resource 11/12 Grade ~ 3 rd Period	
NO R (Resource) HOUR for 11/12 Grade	
HIGH SCHOOL LUNCH	11:46 - 12:16
4 th Period	12:20 - 12:51
5 th Period	12:55 - 1:26
6 th Period	1:30 - 2:01
7 th Period	2:05 - 2:36
8 th Period	2:40 - 3:10

Sevastopol Middle and High School Faculty Schedule										
First Semester 2023-2024										
Name & Room	1	2	3	4	5			6	7	8
Updated 8/23	7:55-8:42	8:46-9:28	9:32-10:14	10:18-11:00	11:04-11:46	11:46-12:16	12:20-12:45	12:49-1:34	1:38-2:23	2:27-3:10
Anderson 2053	Spanish 4	Prep	ELL	Spanish 3	Spanish 2	Lunch	HS Resource	Spanish 2	ELL	Prep
Bow ers 1571	Online	Online		Online	Online	Lunch	Lunch Duty	Online	Online	Online
Brandt 2055	EL Typing	Prep	SH 8 (9:34-10:04)	Prep	Spanish 1	7th SH	Lunch	Spanish 1	Spanish 8	MS Resource
Carlson 1050	Floriculture	Prep	Wildlife I	Horticulture	Forestry	Lunch	HS Resource	Ag 8	Prep	Animal Science
Carriere 2009	Physical Sci	AP Chem	AP Physics C	Prep	Prep	Lunch	HS Resource	Chemistry	Chemistry	Physics/AP
Chier 2061	ELA 7	ELA 7		ELA 8		ELA 8		Lunch	Prep	Prep MS Resource
Dantoin 2056	ELA 6	Math 6		ELA 6		Math 6		Lunch	Prep	Prep MS Resource
deYoung 2034	Prep	Health 9	Health 9	Adaptive	CTS	Lunch	HS Resource	Health 6	Health 7	Prep
Frank	PE 9	PE 9	Prep	Prep	Weight Training 1	Lunch	HS Resource (IMC)	PE 6	PE 8	Weight Tr 1
Hasenjager 1602					HS Band	Lunch				MS Band
Hilbert 2051	SS 8	SS 8	Prep	SS 7	SS 7		Lunch	World Studies	Prep	Government
Judas 1550	Prep	Am History	Am History	World Studies	Prep	Lunch	HS Resource	World Studies	World Studies	Economics
Kindt 1056	3D Sculpture	Prep	Prep	Draw ing 1/2	Painting	Lunch	HS Resource	Art 7	Art 6	Computer Graphics
Kotte 2003	Sci 8	Sci 8	Phys Sci	Sci 7	Sci 7		Lunch	Prep	Prep	Enviro Sci
LeClair 1561	Global	Prep	Prep	Foods 1	Foods 1	Lunch	HS Resource	FACS 7	FACS 6	Foods 1
Liu 1578	Prob and Stats	NWTC Math	Pre Calc	Geometry	Prep	Lunch	HS Resource	AP Calculus	Geometry	Prep
Marggraf 2005	Biology	Biology	Prep	Physical Sci	Lunch	Lunch Duty	HS Resource	Human Anatomy	AP Biology	Prep
Miller 1608									HS Choir	MS Choir
New ton 2059	Math 7	Math 7		Algebra I		Math 8		Lunch	Prep	Prep MS Resource
Pahl 1053	Elem/Prep	Elem/Prep	How to Make	Metal Fab	CNC Milling	Lunch	HS Resource	Tech 8	Prep	Intro to Woods
Phillips 1575	Prep	Accounting I	BLS / CAPP	Prep	Robotics I/II	Lunch	HS Resource	IP 7	IP 6	Intro to Comp Sci
Retzlaff 2058	SS 6	Sci 6		SS 6		Sci 6		Lunch	Prep	Prep MS Resource
Schumacher 1573	English 9	English 9	English 9	American Lit	Prep	Lunch	HS Resource	Prep	Intervention	MS Resource
Spetz 1552	English 10	English 10	Prep	AP Lit II	Oral Comm	Lunch	HS Resource	AP Lit I	English Intervention	Prep
Stenzel - IMC	Study Hall	Study Hall	Study Hall	Study Hall	Study Hall	7th SH	Lunch	Study Hall	Study Hall	Study Hall
Suchy 1580	Prep	Algebra 2	Math Interventio	Algebra 1	Prep	Lunch	HS Resource	Algebra 1	Algebra 2	Algebra Plus
Vanderhoof 1551	Prep	World Lit	Senior Eng Intervention	World Lit	Prep	Lunch	HS Resource	American Lit	Yearbook	New spaper
Wiesner									PE 7	

Sevastopol Middle and High School Faculty Schedule										
Second Semester 2023-2024										
Name & Room	1	2	3	4	5			6	7	8
	7:55-8:42	8:46-9:28	9:32-10:14	10:18-11:00	11:04-11:46	11:46-12:16	12:20-12:45	12:49-1:34	1:38-2:23	2:27-3:10
Anderson 2053	Prep	ELL	Prep	Spanish 3	Spanish 2	Lunch	HS Resource	Spanish 2	ELL	Spanish 4
Bowers 1571	Online		Online	Online	Online	Lunch	Lunch Duty	Online	Online	
Brandt 2055	EL Typing	Prep	SH 8 (9:34-10:04)	Prep	Spanish 1	7th SH	Lunch	Spanish 1	Spanish 8	MS Resource
Carlson 1050	Turf Management	Prep	Ag Engine	Vet Sci	Prep	Lunch	HS Resource	Ag 8	Wildlife II	Horticulture
Carriere 2009	Physical Sci	AP Chem	AP Physics C	Prep	Prep	Lunch	HS Resource	Chemistry	Chemistry	Physics/AP
Chier 2061	ELA 7	ELA 7		ELA 8		ELA 8		Lunch	Prep	Prep MS Resource
Dantoin 2056	ELA 6	Math 6		ELA 6		Math 6		Lunch	Prep	Prep MS Resource
deYoung 2034	Health 9	Prep	Adaptive	Fit for Life	Prep	Lunch	HS Resource	Health 6	Health 7	Lifetime
Frank	Prep	PE 9	PE 9	Prep	Weight Tr 2	Lunch	HS Resource (IMC)	PE 6	PE 8	Weight Tr 1
Hasenjager 1602					HS Band	Lunch				MS Band
Hilbert 2051	SS 8	SS 8	Geography	SS 7	SS 7		Lunch	Government	Prep	Psychology
Judas 1550	Prep	Am History	Am History	Geography	Geography	Lunch	HS Resource	America and Conflict	America and Conflict	Geography
Kindt 1056	Prep	Prep	Graphic Arts and Photo	Learn to Be Creative	Ceramics 1/2	Lunch Duty	HS Resource	Art 7	Art 6	Lunch
Kotte 2003	Sci 8	Sci 8	Physical Sci	Sci 7	Sci 7		Lunch	Prep	Astronomy	Prep
LeClair 1561	LOYO	Prep	Prep	Foods 2	Foods 2	Lunch	HS Resource	FACS 7	FACS 6	CGD
Liu 1578	Prep	NWTC Math	Pre Calc	Geometry	Prep	Lunch	HS Resource	AP Calculus	Geometry	Math Intervention
Marggraf 2005	Biology	Biology	Physical Sci	Prep	Med Term	Lunch	HS Resource	Human Anatomy	AP Biology	Prep
Miller 1608									HS Choir	MS Choir
Newton 2059	Math 7	Math 7		Algebra I		Math 8		Lunch	Prep	Prep MS Resource
Pahl 1053	Elem/Prep	Elem/Prep	Prep	Intro to Woods	BMS	Lunch	HS Resource	Tech 8	Building Construction	How to Make
Phillips 1575	BLS	Prep	Intro to Business	Marketing	Accounting 1/2	Lunch	HS Resource	IP 7	IP 6	Prep
Retzlaff 2058	SS 6	Sci 6		SS 6		Sci 6		Lunch	Prep	Prep MS Resource
Schumacher 1573	English 9	English 9	English 9	American Lit	Prep	Lunch	HS Resource	Prep	Intervention	MS Resource
Spetz 1552	English 10	English 10	Prep	AP Lit II	Oral Comm	Lunch	HS Resource	AP Lit I	English Intervention	Prep
Stenzel - IMC	Study Hall	Study Hall	Study Hall	Study Hall	Study Hall	7th SH	Lunch	Study Hall	Study Hall	Study Hall
Suchy 1580	Prep	Algebra 2	Prep	Algebra 1	Algebra Plus	Lunch	HS Resource	Algebra 1	Algebra 2	Math Intervention
Vanderhoof 1551	Prep	NWTC English	Senior Eng Intervention	NWTC English	Prep	Lunch	HS Resource	American Lit	Yearbook	Newspaper
Wiesner									PE 7	

HS Final Exam Schedule

There are two days for high school final exams. We will use block scheduling for exam days.

Day 1		Day 2	
Period 1	7:55 am-9:28 am	Period 2	7:55 am -9:28 am
Period 3	9:32 am -11:00 am	Period 4	9:32 am-11:00 am
Period 5A	11:04 am-11:46 am	Period 6A	11:04 am-11:46 am
Lunch	11:46 am- 12:16 pm	Lunch	11:46 am- 12:16 pm
HS Resource	12:20 pm - 12:45 pm	HS Resource	12:20 pm- 12:45 pm
Period 5B	12:49 pm- 1:34 pm	Period 6B	12:49 pm - 1:34 pm
Period 7	1:38 pm - 3:10 pm	Period 8	1:38 pm - 3:10 pm

Middle School will follow normal schedule.

Final Exam Guidelines

All students are required to take the final exam created by their teachers.

Students are required to attend all scheduled classes. Teacher aides must make arrangements with their supervising teachers.

Students may not be excused early from scheduled class periods. Teachers are advised to remind students to bring extra work and/or provide assignments.

Passes will not be given during exam periods unless absolutely necessary; therefore, be prepared!

Middle & High School

4.00 Grade Scale

<u>GPA</u>	<u>Letter</u>	<u>Grade Scale</u>
4.00	A	93-100
3.67	A-	90-92
3.33	B+	87-89
3.00	B	83-86
2.67	B-	80-82
2.33	C+	77-79
2.00	C	73-76
1.67	C-	70-72
1.33	D+	67-69
1.00	D	63-66
.67	D-	60-62
0.00	F	Below 60

High School

Weighted GPA Only

<u>GPA</u>	<u>Letter</u>	<u>Grade Scale</u>
5.00	A	93-100
4.67	A-	90-92
4.33	B+	87-89
4.00	B	83-86
3.67	B-	80-82
3.33	C+	77-79
3.00	C	73-76
2.67	C-	70-72
2.33	D+	67-69
2.00	D	63-66
1.67	D-	60-62
0.00	F	Below 60

Elementary Grading Policy

Each teacher is to establish a grading policy based on standards based report card on a semester basis. It is very important that a teacher defines clearly what is expected to his/her students and parents and what grading system will be used. It should be made clear how much classroom participation, quizzes, reports, etc. count. All staff must be up-to-date with Power School grades.

Homework Policy/Rationale:

It is the board's belief that homework is an essential part of each child's educational development. Homework is defined as activities assigned by the teacher which are promptly graded and which are to be completed outside of the classroom environment by the student.

Make-up Assignment (K-5)

District students shall be given the opportunity to make up schoolwork missed due to absences that are considered unavoidable. They shall have the same number of days as their absence plus one to complete their work for credit. Extenuating circumstances requiring time extensions may be considered on an individual basis. Parents shall complete the "Planned Absent" form and submit it to the elementary office.

Retention

Student retention is taken very seriously. By December 1 any teacher who has a student that they wish to consider for retention monitoring should communicate this to the principal. A meeting with the principal, classroom teacher and other key staff will occur to review and set a plan of how to further support this student. Underlying causes of student needs including further diagnostic testing, special education referral, Title One or ELL service plan, increased time in school if a 3 day a week student in 4K, the students social and emotional needs, and any other items that seem pertinent may be considered to assist this child in achieving age appropriate success. A retention-monitoring plan will be created and monthly follow up meetings with parent, classroom teacher and principal will occur. (This might be slightly different if the student is a summer birthday 4K student as appropriate for his/her developmental level.)

Middle and High School 2023-24 Faculty Calendar

August 1	PreK-12 Registration 12-6:30
August 7	PreK-12 Registration 12-6:30
August 15 & 16	New Staff In-Service
August 16	Substitute Teacher Staff In-Service
August 23	6 th /9 th Grade Orientation
August 28-31	All Staff In-Service
August 30	All School Open House 5-7
September 4	100 year Celebration (1pm)
September 5	First Day of School
September 7	Newsletter articles due
September 15	Hall of Fame Banquet
September 19	MS/HS Grade Check
September 22/23	Homecoming Game/Dance
September 25	Staff In-Service (No School)
September 26	School Picture Day
September 26	1st Trimester Grade Check
October 3	MS/HS Progress Grades Due at 4:00
October 9	Newsletter articles due
October 12	Parent/Teacher Conferences 4-7:30pm
October 13	Parent/Teacher Conferences 8am-Noon/No School
October 17	MS/HS Grade Check
October 17	1st Trimester Progress Grades Due at 4:00
November 2	End of Quarter 1
November 7	1st Trimester Grade Check
November 8	Newsletter articles due
November 8	MS/HS Quarter Grades Due at 4:00
November 10-12	Fall Play
November 17	MS/HS Grade Check
November 22-24	Thanksgiving Recess/No School
November 30	End of First Trimester (7 th &8 th grade)
December 1	Staff In-Service (No School)
December 7	MS/HS Progress Grades Due at 4:00
December 7	1st Trimester Grades Due at 4:00
December 8	Newsletter articles due
December 10	Winter Band & Choir concert
December TBD	Grades 2-5 Christmas Concert Noon & 6:30 pm
December 21	MS/HS Grade Check
December 21	2nd Trimester Grade Check
December 25-January 1	Winter Break
January 6	BAMA Honor's Band conference
January 8	Newsletter articles due
January 11-12	Semester 1 Final Exams (Sr. High)
January 12	End of Quarter 2, End of Semester 1
January 15	Staff In-Service (No School)
January 18	2nd Trimester Progress Grades Due at 4:00
January 19	ALL 4K-12 TEACHERS! Semester Grades Due at 4:00
January 20	Jazz Fest

January 26	MS/HS Grade Check
February 8	Newsletter articles due
February 8	2nd Trimester Grade Check
February (TBD)	Sadie Hawkins Dance (Sr. High)
February 9	MS/HS Progress Grades Due at 4:00
February 10	Solo Ensemble
February 15	Parent-Teacher Conferences 4-7:30pm (Student full day)
February 16	Parent-Teacher Conferences 8 am -12 pm (No School)
February 26	MS/HS Grade Check
March 4	End of Second Trimester (7 th &8 th Grade)
March 8	2nd Trimester Grades Due at 4:00
March 8-10	Spring Musical
March 19	End of Quarter 3
March 25-29	Spring Break (No School)
April 1	3rd Trimester Grade Check
April 2	MS/HS Quarter Grades Due at 4:00
April 8	Newsletter articles due
April 9	MS/HS Grade Check
April 15	Spring MS/HS Band Concert
April 19	Staff In-Service (No School)
April 19-20	State Forensics
April 22	3rd Trimester Progress Grades Due at 4:00
April 23	MS/HS Progress Grades Due at 4:00
April 27	Prom (Sr. High)
May 4	State Solo Ensemble
May 6	MS/HS Choir Concert
May 7	MS/HS Grade Check
May 8	Newsletter articles due
May 13	3rd Trimester Grade Check
May 27	No School- Memorial Day
May TBD	MS Awards & Recognition, 8 th grade graduation
May 30 & 31	Semester 2 Final Exams (Sr. High)
May 31	Last Day of School
June 2	HS Senior Graduation
June 3	Staff In-Service
June 6	ALL 4K-5 TEACHERS! Semester/Trimester Grades Due at 4:00/Newsletter

UPDATED August, 2023

K-12 updated sports calendar please go to:

www.sevastopol.k12.wi.us

On the Home Page > click the Activities Schedule

This will connect you to the packerlandconference.org site in which you can view weekly activities or list activities by sport.

Contact Brooke Tanck to reserve gym space on the activities calendar.

Contact Chris Moe for meeting room space on the activities calendar.

Sports schedules are updated by the Athletic Director.

2023-2024 Staff Student Greeting and Bus Duty

Week of	AM/PM Bus (North)	AM/PM Student (South)	MS Green Slip	Week of	AM/PM Bus (North)	AM/PM Student (South)	MS Green Slip
Sept 4	Anderson, Bowers (MM, AH)	Brandt, Carlson (TS, KL, AD)	*****	Jan. 22	Anderson, Bowers (MM, AH)	Brandt, Carlson (TS, KL, AD)	Brandt
Sept 11	Carriere, Chier (MM, KL, AD)	Dantoin, deYoung N. (TS, AH)	Brandt	Jan. 29	Carriere, Chier (MM, KL, AD)	Dantoin, deYoung N. (TS, AH)	Chier
Sept. 18	de Young L, Spetz (KL, AH)	Frank, Gantzer (MM, TS, AD)	Chier	Feb. 5	de Young L, Spetz (KL, AH)	Frank, Gantzer (MM, TS, AD)	Dantoin
Sept. 25	Hanson, Hasenjager (KL, TS, AD)	Hilbert, Horvat (MM, AH)	Dantoin	Feb. 12	Hanson, Hasenjager (KL, TS, AD)	Hilbert, Horvat (AH, MM)	De Young N
Oct. 2	Hurst, Judas (AH, TS)	Kindt, Kotte (KL, MM, AD)	De Young N	Feb. 19	Hurst, Judas (AH, TS)	Kindt, Kotte (KL, MM, AD)	Hilbert
Oct. 9	Krueger, LeClair (MM, TS, AD)	Liu, Malcore (KL, AH)	Hilbert	Feb. 26	Krueger, LeClair (MM, TS, AD)	Liu, Malcore (AH, KL)	Kotte
Oct. 16	Marggraf J, Miller (MM, KL)	Newton, Schumacher (AH, TS, AD)	Kotte	March 4	Marggraf J, Miller (MM, KL)	Newton, Schumacher (AH, TS, AD)	Gantzer
Oct. 23	Oram-Rankin, Pahl (KL, AH, AD)	Phillips, Retzlaff H. (TS, MM)	Gantzer	March 11	Oram-Rankin, Pahl (KL, AH, AD)	Phillips, Retzlaff H. (MM, TS)	Newton
Oct. 30	Retzlaff C., Suchy (MM, AH)	Umentum, Vanderhoof (TS, KL, AD)	Newton	March 18	Retzlaff C., Suchy (MM, AH)	Umentum, Vanderhoof (KL, TS, AD)	Retzlaff, C.
Nov. 6	Wiesner, Saunders (MM, TS, AD)	Anderson, Bowers (KL, AH)	Retzlaff, C.	April 1	Wiesner, Saunders (MM, TS, AD)	Anderson, Bowers (KL, AH)	Brandt
Nov. 13	Brandt, Carlson (KL, TS)	Carriere, Chier (AH, MM, AD)	Brandt	April 8	Brandt, Carlson (KL, TS)	Carriere, Chier (MM, AH, AD)	Chier
Nov. 20	Dantoin, DeYoung N. (AH, TS, AD)	De Young L., Spetz (KL, MM)	Chier	April 15	Dantoin, DeYoung N. (AH, TS, AD)	De Young L., Spetz (KL, MM)	Dantoin
Nov. 27	Frank, Gantzer (MM, TS)	Hanson, Hasenjager (AH, KL, AD)	Dantoin	April 22	Frank, Gantzer (MM, TS)	Hanson, Hasenjager (AH, KL, AD)	De Young N
Dec. 4	Hilbert, Horvat (KL, TS, AD)	Hurst, Judas (MM, AH)	de Young N	April 29	Hilbert, Horvat (KL, TS, AD)	Hurst, Judas (MM, AH)	Hilbert
Dec. 11	Kindt, Kotte (MM, KL)	Krueger, LeClair (AH, TS, AD)	Hilbert	May 6	Kindt, Kotte (MM, KL)	Krueger, LeClair (AH, TS, AD)	Kotte
Dec. 18	Liu, Malcore (MM, TS, AD)	Marggraf J., Miller (AH, KL)	Kotte	May 13	Liu, Malcore (MM, TS, AD)	Marggraf J., Miller (AH, KL)	Gantzer
Jan. 2	Newton, Schumacher (KL, TS)	Oram-Rankin, Pahl (MM, AH, AD)	Gantzer	May 20	Newton, Schumacher (KL, TS)	Oram-Rankin, Pahl (MM, AH, AD)	Newton
Jan. 8	Phillips, Retzlaff H. (MM, KL, AD)	Retzlaff C., Suchy (AH, TS)	Newton	May 27	Phillips, Retzlaff H. (MM, KL, AD)	Retzlaff C., Suchy (AH, TS)	Retzlaff, C.
Jan. 15	Vanderhoof, Umentum (MM, TS)	Wiesner, Saunders (AH, KL, AD)	Retzlaff, C.				

3-Year Evaluation Cycle

See the Professional Practice Portfolio for additional information.

Teaching Staff

2023-2024	2024-2025	2025-2026
Stephanie Ayer Heather Bley Bridget Bowers Lindsay de Young Nick de Young Megan Horvat Katie Huehns Dan Judas Melissa Malcore Ann Ploor Stacey Schroeder Jen Wiesner	Anna Anderson Cally Asher Dale Carlson Dawn Chier Jen Gantzer Katie Grooters Tanya Hasenjager Ryan Hilbert Chris Horvat Debra Hurst Klayton Kindt Lynn Kotte Brian Pahl David Phillips Chad Retzlaff Beth Rikkola Dina Saunders Joel Schauske Justin Skiba Brooke Tanck Kim Thomas	Kristen Albertson Sarah Brandt Sam Freimuth Craig Carriere Deb Dantoin Ron Frank Danielle Hanson Cara Krueger Kim Lama Tara LeClair Becky Liu Jason Marggraf Elizabeth Miller Allison Newman Tim Newton Holly Retzlaff Carol Schumacher Fred Suchy Heather Spetz Steven Umentum Mindi Vanderhoof

Associate Staff

2023-2024	2024-2025	2025-2026
Michelle Cormier Jen Dominio Liz Fahey Claudia Garcia-Barahona Kim Haen Mary Jackson Julie Salisbury	Tina Dvorak Michele Lautenbach Laura Lempke Lisa Morrison Shelly Orthober Andy Symons Jessica Killenberg	Chris Irwin Bridget Isaksen Prem Lama Ashley Maas Randi Petrina Liz Schopf Lincoln Whipple

4K-12 Committee Representatives
2023-2024

District Newsletter

Troy Schaefer
Aaron Hilts
David Phillips
Kyle Luedtke
Mindi Vanderhoof
Beth Rikkola
Justin Skiba
Ryan Hilbert
Katie Grooters
Susan Anschutz
Lisa Bieri
Brooke Tanck
Jerry Worrick

Evaluation

Troy Schaefer
Aaron Hilts
Melissa Marggraf

Pod I (EC-2nd)

Heather Bley
Kristen Albertson
Katie Huehns
Megan Horvat
Ann Ploor
Kim Lama
Stacey Schroeder

Staff Development and Curriculum

Troy Schaefer
Bridget Bowers
Sarah Brandt (Elective)
Deb Dantoin
Dan Judas (Social Studies)

Aaron Hilts
Debra Hurst (District ELA)
Kristin Albertson (Pod I Rep./Co-Facilitator)
Kim Lama (Special Ed/Co-Facilitator)
Katie Grooters (Pod II Rep)
Rebekah Liu (Math)
Jason Marggraf (Science)
Board Representative
Melissa Marggraf

Pod II (2nd-5th)

Justin Skiba
Kim Thomas
Allison Neuman
Stephanie Ayer
Beth Rikkola
Katie Grooters
Samantha Freimuth
Joel Schauske

Scholarship

Troy Schaefer
Melissa Malcore
Heather Spetz
Craig Carriere
Melissa Marggraf
David Phillips
Mindi Vanderhoof
Chris Horvat

NHS Faculty Council

Heather Spetz
Selected Faculty

Academic Excellence

Troy Schaefer
Melissa Malcore

**Monthly Meeting Dates
2023-24
3:20 PM Start Time Unless Indicated**

Monday	Tuesday	Wednesday	Thursday
Staff Development	Elementary Staff	WOW (3:30pm)	
	MS Faculty Elementary Writing	WOW (3:30pm)	Special Ed EC-12 POD I
	POD II ACT Focus	WOW (3:30pm) School Board (7pm)	
Action Team	HS Faculty	WOW (3:30pm)	Mentor/Mentee Special Ed and Aides

Sevastopol High School Class and Activity Advisors

2023-24

Freshman/Fundraising

Brian Pahl
Dale Carlson
David Phillips*
Carol Schumacher

Sophomores/Sadie's Dance

Dan Judas*
Anna Anderson
Fred Suchy
Ron Frank
Steven Umentum

Juniors/Prom

Bridget Bowers
Lindsay de Young*
Chris Horvat
Jason Marggraf
Klayton Kindt

Seniors:

Seniors Graduation Advisors

Sarah Brandt
Melissa Malcore*
Craig Carriere
Mindi Vanderhoof

Homecoming

Heather Fellner-Spetz – Sophomores
Tanya Hasenjager* – Seniors
Becky Liu – Juniors
Tara LeClair – Freshman

* = head advisor

Updated 8/28/23

Facebook Schedule 2023-2024

Week #	Week of	Grade/Subject 1	Grade/Subject 2	
1	September 4, 2023	4K	MS/HS Math	
2	September 11, 2023	5K	MS/HS Science	
3	September 18, 2023	1st	MS/HS English	
4	September 25, 2023	2nd	MS/HS Social Studies	
5	October 2, 2023	3rd	Agriculture	
6	October 9, 2023	4th	FACE	
7	October 16, 2023	5th	Art	
8	October 23, 2023	6th	Business Ed	
9	October 30, 2023	4K	Phy Ed	
10	November 6, 2023	5K	Industrial Arts	
11	November 13, 2023	1st	Spanish/ELL	
12	November 20, 2023	2nd	Music	
13	November 27, 2023	3rd	Guidance	
14	December 4, 2023	4th	MS/HS Math	
15	December 11, 2023	5th	MS/HS Science	
16	December 18, 2023	6th	MS/HS English	
17	January 1, 2024	4K	MS/HS Social Studies	
18	January 8, 2024	5K	Agriculture	
19	January 15, 2024	1st	FACE	
20	January 22, 2024	2nd	Art	
21	January 29, 2024	3rd	Business Ed	
22	February 5, 2024	4th	Phy Ed	
23	February 12, 2024	5th	Industrial Arts	
24	February 19, 2024	6th	Spanish/ELL	
25	February 26, 2024	4K	Music	
26	March 4, 2024	5K	Guidance	
27	March 11, 2024	1st	MS/HS Math+Sci	
28	March 18, 2024	2nd	MS/HS Eng+SS	
29	April 1, 2024	3rd	Ag+Industrial Arts	
30	April 8, 2024	4th	FACE	
31	April 15, 2024	5th	Art	
32	April 22, 2024	6th	Business Ed	
33	April 29, 2024	4K+5K	Phy Ed	
34	May 6, 2024	1st+2nd	Spanish/ELL	
35	May 13, 2023	3rd+4th	Music	
36	May 20, 2024	5th+6th	Guidance	
37	May 27, 2024	Missed Elem	Missed MS/HS	

Pioneer Newsletter Spotlight Calendar

This is our monthly newsletter that is sent to all MS and HS families. Every month we highlight a different department. When it is your month, please provide a short article about your class happenings! Pictures are optional. I will send a reminder email a few weeks before they are due.

August: New Staff

September: No Spotlight

October: Language Arts

November: Math

December: Science

January: Social Studies

February: Foreign Language and Fine Arts (art and music)

March: No Newsletter

April: Health and Physical Fitness

May: STEM (agricultural and tech ed.) and FACS

June: Instructional Media

Co-Curricular Assignments 2023-24

Badger Boys and Girls	Melissa Malcore
Destination Imagination	Annie Rabach
FFA Advisor	Dale Carlson
Forensics	Sarah Brandt
Gaming Club.....	Carol Schumacher & Steven Umentum
Jazz Band	Tanya Hasenjager
Journalism	Mindi Vanderhoof
HS Math Team	Rebekah Liu
MS Math Team	Tim Newton
Math Olympiads (6 th grade math team)	Deb Dantoin
Multicultural Club	Chris Irwin
Musical	Amy Ensign
HS National Honor Society	Heather Spetz
Peer Mentors	Mindi Vanderhoof & Stephanie Ayer
Pep Band/Jazz Band	Tanya Hasenjager
Project 180	Steven Umentum & Jen Wiesner
Robotics	David Phillips
S.A.G.A	Lynn Kotte & Melissa Malcore
Student Athlete Leadership Council	Brooke Tanck, Heather Spetz, & Joel Schauske
HS Student Council	Chris Irwin
7 th Grade Student Council.....	Dawn Chier & Tim Newton
8 th Grade Student Council.....	Jen Gantzer & Ryan Hilbert

Club Meetings
(During lunch unless otherwise specified)

- ❖ Computer and Robotics - Tuesday/Thursday after school
- ❖ FFA Officer Meeting - 2nd Monday (All members at 7pm)
- ❖ Forensics – 1-2 times/week
- ❖ Gaming Club – Thursdays after school
- ❖ Jazz Band – Tuesday/Thursday 7:10am-7:45am
- ❖ Math Olympiads – Over lunch
- ❖ Math Team - Monday's (December-February)
- ❖ MS Math Team – Every Wednesday (October-March)
- ❖ Multicultural Club - 1st/3rd Tuesday
- ❖ NHS – Thursday at lunch
- ❖ Peer Mentor - One Friday
- ❖ Project 180 – 1st Tuesday of every month
- ❖ SAGA - 2nd and 4th Tuesday
- ❖ Student Athlete Leadership Council – 2nd and 4th Wednesday 7:15-7:45am
- ❖ 7th Grade Student Council – During lunch
- ❖ Student Council- 2nd/4th Monday

**MS and HS
Coaching Assignments
2023-24**

HS Football

Ron Frank - Var.
Mike Laaksonen - Asst. Var.
Joel Schauske - Asst. Var.
Dan Judas - Asst. Var.

MS Football

Rob Rankin
Bryan Kuehn
Karl Volkmann

MS & HS Volleyball

Roxanne Schopf - Varsity
Mary Volkmann - Asst. Var
Robynn Schopf- JV1
Heather Fellner-Spetz-JV2

Katie Grooters - MS
Ann Ploor - MS

MS & HS Cross-Country

Annie Kapolnek - Var.
Dennis Ploor- Asst. Var.
Sherri Stenzel - Grade 6-8
Katie Thomas - Grade 6-8

Girls Swimming

Kelly Oram-Rankin (St Bay)-
Var.
Kelsey Smith- Asst.
Erin Peterson- Asst.

Boys Swimming

Jeff Norton

HS Boys Basketball

Kyle Luedtke- Var.
Ron Frank- Asst. Var.
Chris Irwin- JV1

MS Boys Basketball

Andy Symons – Grade 8
Bryan Kuehn – Grade 7

HS Girls Basketball

Ben Rikkola - Var.
Tom Ash- Asst. Var.
Beth Rikkola- JV1.

MS Girls Basketball

Jamie Kuehn - Grade 8
Chris Ranly - Grade 7

MS & HS Wrestling

Trevor Hasenjager - Var.
TBD - Asst. Var.
TBD - MS
TBD - MS

HS Track

Tanya Hasenjager - Var.
Chris Horvat - Asst. Var.
Demi Ploor - Asst.

MS Track

TBD - Co-Head
Bryan Kuehn - Co-Head
Matt Gosster- Co-Head

HS Softball

Brooke Lauritzen - Var.
Heather Fellner-Spetz - Asst. Va
Roxanne Schopf- JV 1.

HS Baseball

TBD - Var.
Elijah Reimer - Asst. Var.

HS Girls Soccer

Chad Andreae - Var.
Madi Estes- Asst. Var.
Pedro Castillo- Asst. Var.

HS Boys Soccer

John Miron - Var.

HS Golf

TBD - Var.

*updated on 8/29/23

2023-2024 High School Curriculum Committees

Language Arts

Bridget Bowers
Dawn Chier
Carol Schumacher
Chad Retzlaff
Heather Spetz
Mindi Vanderhoof

Math

Debbie Dantoin
Melissa Marggraf
Tim Newton
Fred Suchy
Rebekah Liu

Academic and Career Planning

Dale Carlson
Tara LeClair
Melissa Malcore
David Phillips
Chad Retzlaff
Brian Pahl

Fine Arts

Tanya Hasenjager
Klayton Kindt
Betsy Miller

Science

Craig Carriere
Lynn Kotte
Jason Marggraf

PE/Health

Lindsay de Young
Ron Frank

Social Studies

Ryan Hilbert
Daniel Judas
Chad Retzlaff

Foreign Language

Anna Anderson
Sarah Brandt

Staff General Information

Parking

Staff are to park in the north lot. Please lock your vehicles. Please immediately report any vandalism to the district office. You will be required to have a parking pass displayed in your vehicle while on school premises during school hours. Please see the high school office for your vehicle pass.

Money in the Classroom

Money should not be kept in the classroom. All fees collected should be given to the district office at the end of each day unless otherwise authorized by the principal.

Recycling

Sevastopol encourages recycling of all paper, glass, cardboard, tin and aluminum. You have been provided with club recycling containers for your room. Large blue recycling barrels are placed throughout the building. We ask that any large cardboard recycling be placed in barrels by the hallway on first floor near the elevator.

School Vehicles

A school-owned vehicle, which is not a school bus, may be used to transport nine or fewer passengers plus the operator for school-related purposes or activities. Staff members are expected to use school-owned vehicles when available for approved workshops, conferences, etc. Arrangements are to be made with transportation director after approval is given for the trip. The driver and passengers must wear seat belts. Students must have parent permission to ride in a school vehicle.

Discipline

Educator Handbook will be utilized for documentation purposes.

Health Issues

Please refer to Powerschool for student health concerns. If you are unsure how, please ask the office. Health Protocols will be handled by the school nurse and shared with appropriate staff.

Playground Procedures:

See student handbook/ Google shared folder for expectations

Field Trips

All field trips must be submitted and budgeted for approval. Forms are available in the staff workroom.

Two signatures will be required two weeks prior to the fieldtrip - transportation director and principal. One week prior to the fieldtrip a list of chaperones - who have an approved background check must be submitted to the school office. The chaperone to student ratio must meet the minimum of 1 chaperone to 5 students.

Preparation for Substitute Teacher

Substitute teacher folders must be submitted to the elementary office within the first full week of school.

Lesson Plans

Lesson plans are requested for teachers in their first 3 years of teaching. This can be done by scanning a paper-pencil document or by creating it electronically- whichever works best for

your teaching style. Learning targets and resources must be included as similar to the secondary expectations.

Facility Use Request

Facility use forms must be submitted to the district office two weeks in advance. Forms are available in the staff workroom.

Student passes

A student pass from the classroom should be used when leaving the classroom to go to the office or any unscheduled destination. Please remember that when a student arrives late to school, they will need a student pass from the office to enter the classroom.

Work Requests

All work requests for the maintenance department must be submitted by email to the principal. The principal will then approve and direct it to the building and grounds director.

Student Incident Forms

Student incident forms are available in the staff workroom. Any student injury that requires first aid must have an accident form completed. The classroom teacher or immediate supervisor during the time of injury will be responsible to complete this form. All completed forms need to be turned into the office's the same day as the incident.

Staff Lounge/Lunch Area

The staff lounge is located on the first floor next to the elevator and the second floor at the north end of the elementary hallway. A refrigerator, coffee maker, and microwaves are provided for staff use only. Please clean up after yourself.

Fire / Emergency Drills

Please review your fire and emergency drills that is posted in your classroom.

Media Contact

If you have questions about media contact, please see your building principal.

Fundraising Activities

Requires prior approval from district administrator.

After School Student Supervision

No student should stay after school without adult supervision.

School Newsletters

The Pioneer Slate and Pioneer Trails will come out once a month Sept thru June, with the exception of March. From October thru June your grade level and/or department will be asked to provide pictures and information to share with our parent community. The information may also be used on the Facebook site for Sevastopol School.