Wayne-Westland Community Schools
CONNECTIONS

Great Futures Start Right Here! Fall 2017

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Wayne-Westland
COMMUNITY SCHOOLS

Michele A. Harmala, Ph.D.
Superintendent

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Letter from the Superintendent

As the new school year approaches and summer winds down, I want to thank you for the opportunity I have had to serve you over the past three years. I am excited about my opportunity to develop teachers and administrators in the university setting in the years ahead and look forward to recommending candidates to this wonderful school district. The Wayne-Westland Community Schools' Board of Education is in the midst of the superintendent search process and they aim to have a new superintendent named by the end of August. If you have any questions about this process, please don't hesitate to call my office.

Enjoy the rest of the summer and best wishes for continued success as a school district dedicated to students and the community!

Respectfully,

Michele A. Harmala

Michele A. Harmala, Ph.D.
Superintendent

First Day of School is August 30

Welcome to the 2017-18 school year! The 2017-18 school year was increased to 180 days of instruction, which is an additional six or seven days of instruction from previous years depending on your student's grade level. To conclude our school year during the traditional second full week of June, we have permission from the Michigan Department of Education to start school before Labor Day.

The first day of school will be Wednesday, August 30, 2017. Students enrolled in grades K-6 will have a half day in the morning, students enrolled in grades 7-12 will have a full day of instruction. Thursday, August 31 will be a full day of instruction for all K-12 students. Students will have September 1- 4 off for the Labor Day weekend and classes will resume on Tuesday, September 5.

The 2017-18 and 2018-19 school year calendar are available on the district's website: **wwcsd.net**.

Locate Your School

To find the school your student will be attending, please log onto our website **wwcsd.net**. Click on the map icon at the top of the homepage labeled "Locate Your School". Type in your house number and street name and click "Search". You may also call your student's current school or the Department of Instruction at 734-419-2083.

From the Desk of Deputy Superintendent, Mr. Jim Larson-Shidler

How will we invest in our facilities in the years ahead?

Wayne-Westland Community Schools will be asking for your participation in the next steps of our Strategic Plan 2016-2020 implementation. One of our goals for the 2017-18 school year includes determining how we will invest in our facilities to ensure alignment with our instructional programs and our changing enrollments—by 2022 we expect some stability and believe we will be serving approximately 9,500 students. This is nearly 2,000 fewer students than the number served during the past school year. Our decline in enrollments is largely related to the declining birthrate, but also includes a loss of resident students to the various choice options that now exist in public education.

Our school district, like most, invests the largest portion of its budget in three areas: personnel, programs and services, and facilities. Since we have fewer students today than in the past, and we will have even fewer in the years ahead, it is important to make sure we don't overspend on underused facilities. This means, at some point, we need to close schools and only operate the number of schools needed to serve our student population.

We have developed an engagement process that will allow students, parents, community members, local business and government officials, and our district personnel to provide their perspectives on how we will invest in our facilities in the years ahead. We need your ideas and perspectives and hope you will participate. During September, we will provide information about the engagement process (who, what, why, when, where, how, etc.), including specific dates and times for face-to-face meetings (which are only one way of participating). The engagement process will span a few months to ensure as many people as interested have time to share their perspectives. The problems to be solved are:

- How will we invest in our facilities to serve our students and provide the programs and services our community desires for our students?
- What grade configurations will serve us best?
- Given an agreed upon grade configuration, which schools are best suited for continued use?
- Given agreement on the schools to be used, what types of renovations or construction are necessary and desired to ensure we serve our students' educational needs?
- Given identified renovation or construction, how will we fund facility changes?

This facility investment process is a long term process that will take the next few years to unfold. It will not happen overnight nor within one school year. We will continue to provide information that will help you to understand where we are in the process and ways you can be involved in helping us to invest wisely in our facilities so we are certain to provide the programs and services that are best for our students.

Stay tuned to our district website, wwcsd.net for information. Feel free to call Deputy Superintendent, Jim Larson-Shidler, if you have any questions: 734-419-2042.

Jim Larson-Shidler
Deputy Superintendent

Notice of Asbestos Reinspections

In accordance with Section 763.84 of the Asbestos Hazard Emergency Response Act (AHERA), or the "Asbestos in Schools Rule," Wayne-Westland Community Schools is notifying employees and building occupants, or their legal guardians, of activities conducted within the past school year involving the asbestos inspections, response actions, and post-response action activities, including periodic re-inspection and periodic surveillance activities, that are planned or in progress at school district facilities.

Asbestos surveillances are conducted every six months and continue on a regular schedule.

The three year re-inspection activities for all district facilities were conducted in January 2015. The next three year reinspections will occur in January 2018. All surveillances and re-inspections are conducted by Michigan Licensed Asbestos Inspectors.

No asbestos abatements activities were conducted during the previous school year. When necessary to support renovations, abatement will be completed in accordance with all state and federal regulations by trained and accredited personnel. Notifications will be provided to potential occupants prior to any scheduled abatement.

The Wayne- Westland Community Schools AHERA management plans are available for review at each school, or at the Buildings & Grounds Facility, 33415 Myrtle, Wayne, Michigan 48184. Summaries of abatement projects prior to the 2016-2017 school year are included in the plans, and complete documentation is maintained at the Buildings & Grounds Facility.

School Starting/ Dismissal Times

ELEMENTARY (GRADES K–4)

Elliott, Hoover, Roosevelt-McGrath, Schweitzer
Full Day – 8:30 a.m. - 3:20 p.m.
AM Half Day – 8:30 a.m. - 11:40 a.m.
School Office Hours – 7:50 a.m. - 3:50 p.m.

Edison, Graham, Hamilton, Hicks, Taft-Galloway, Walker-Winter, Wildwood
Full Day – 9:00 a.m. - 3:50 p.m.
AM Half Day – 9:00 a.m. - 12:10 p.m.
School Office Hours – 8:20 a.m. - 4:20 p.m.

UPPER ELEMENTARY (GRADES 5–6)

Adams
Full Day – 8:00 a.m. - 2:50 p.m.
AM Half Day – 8:00 a.m. - 11:10 a.m.
School Office Hours – 7:20 a.m. - 3:20 p.m.

Marshall
Full Day – 8:30 a.m. - 3:20 p.m.
AM Half Day – 8:30 a.m. - 11:40 a.m.
School Office Hours – 7:50 a.m. - 3:50 p.m.

MIDDLE SCHOOLS (GRADES 7–8)

Franklin, Stevenson
Full Day – 7:50 a.m. - 2:40 p.m.
AM Half Day – 7:50 a.m. - 11:00 a.m.
School Office Hours – 7:30 a.m. - 4:00 p.m.

HIGH SCHOOLS (GRADES 9–12)

John Glenn, Wayne Memorial
Full Day – 7:10 a.m. - 2:00 p.m.
AM Half Day – 7:10 a.m. - 10:20 a.m.
School Office Hours – 6:50 a.m. - 3:50 p.m.

Tinkham Educational Center
Full Day – 7:50 a.m. - 2:40 p.m.
AM Half Day – 7:50 a.m. - 12:25 p.m.
School Office Hours – 7:20 a.m. - 3:20 p.m.

Special Education Services

Public Act 198 of 1971, the Mandatory Special Education Act, establishes the right of persons with a disability, from birth through the age of 25, to equal opportunity within the public schools. Section 504 of the Rehabilitation Act of 1973 also entitles eligible students to accommodations in their educational programs. This means that children with a disability can benefit from Special Education Services or 504 accommodations. It is important that help be obtained at the earliest opportunity. In the State of Michigan, this help is free to parents and is available through your public schools. A team of educational specialists will evaluate your child to determine the type and degree of disability and the best kind of program placement. This evaluation often includes medical specialists. Special Education Services are available for children with the following impairments:

- *Autistic Impairment*
- *Cognitive Impairment*
- *Deaf/Blind*
- *Visual Impairment; Hearing Impairment*
- *Developmental Delay; Early Childhood*
- *Emotional Impairment*
- *Physical Impairment; Health Impairment*
- *Severe Multiple Impairment*
- *Specific Learning Disability*
- *Speech & Language Impairment*
- *Traumatic Brain Injury*

Please call Special Education Services at (734) 419-2068 and ask for the Director of Special Education, or contact your child's school Principal to discuss your child's educational needs.

Open House & Registration for Fall 2017-2018 Secondary Schools

Franklin Middle School 419-2400
August 24 – Registration: All Grades 9:00 a.m. – 11:00 a.m., 1:00 p.m. – 4:00 p.m.
August 29 – Open House: 5:30 p.m. - 7:00 p.m.

Stevenson Middle School 419-2350
August 23-25 – Registration: All Grades 9:00 a.m. – 3:00 p.m.
August 29 – Open House: 5:30 p.m. - 7:00 p.m.

John Glenn High School 419-2300
August 22 – 10th Grade Registration: 8:00 a.m. - 11:00 a.m.
August 22 – 11th Grade Registration: 12:00 p.m. - 2:00 p.m.
August 23 – 9th Grade Registration: 8:00 a.m. - 11:00 a.m.
August 23 – 12th Grade Registration: 12:00 p.m. - 2:00 p.m.
August 28 – Open House: 5:30 p.m. – 7:00 p.m.

Wayne Memorial High School 419-2200
August 22 – Students with Last Name A-E: 8:00 a.m. - 10:45 a.m.
August 22 – Students with Last Name F-L: 12:00 p.m. - 2:00 p.m.
August 23 – Students with Last Name M-S: 8:00 a.m. - 10:45 a.m.
August 23 – Students with Last Name T-Z: 12:00 p.m. - 2:00 p.m.
August 23 – Freshmen Orientation: 6:30 p.m. - 7:30 p.m.
August 28 – Open House: 5:30 p.m. - 7:00 p.m.

PLEASE NOTE: The above registration dates/times for middle school and high school are for returning Wayne-Westland students only. If you are a new student to the district or changing schools within the district, you must call the school first to schedule an appointment.

Tinkham Educational Center 419-2436
August 24 – Student Orientation: 11 a.m.
August 29 – Open House/Parent Orientation: 5:00 p.m. - 6:30 p.m.

William D. Ford Career-Technical Center 419-2100
January 30, 2018 - Open House: 6:00 p.m. - 8:00 p.m.

Elementary Open Houses

Edison 419-2600
August 29 – 5:30 p.m. - 6:30 p.m.

Elliott 419-2610
August 29 – 5:00 p.m. - 6:00 p.m.

Graham 419-2620
1st-4th grade:
August 29 – 5:00 p.m. - 6:00 p.m.
Kindergarten:
August 30 – 9:00 a.m. - 10:00 a.m.

Hamilton 419-2650
September 6 – 5:30 p.m. - 6:30 p.m.

Hicks 419-2660
August 28 – 5:00 p.m. - 6:00 p.m.

Hoover 419-2670
August 29 – 5:00 p.m. - 6:00 p.m.

Roosevelt-McGrath 419-2720
September 7 – 5:00 p.m. - 6:00 p.m.

Schweitzer 419-2750
August 29 – 5:00 p.m. - 6:00 p.m.

Taft-Galloway 419-2760
August 29 – 5:00 p.m. - 6:30 p.m.

Walker-Winter 419-2780
September 6 – 6:00 p.m. - 7:00 p.m.

Wildwood 419-2790
August 29 – 5:00 p.m. - 6:00 p.m.

Adams 419-2375
5th grade: August 28 – 6:00 p.m. - 7:00 p.m.
6th grade: August 29 – 6:00 p.m. - 7:00 p.m.

Marshall 419-2275
5th grade: August 29 – 5:00 p.m. - 6:00 p.m.
6th grade: August 29 – 6:30 p.m. - 7:30 p.m.

New Hours for Tinkham Educational Center

Tinkham Educational Center has new hours this fall 7:50 a.m.- 2:40 p.m. Transportation will still be provided for all eligible students in accordance with the new hours.

The district has revised the graduation requirements for students enrolled in the Tinkham Educational Center. Students at Tinkham will be able to obtain their high school diploma with 18 credits. As a result of this change, students may find themselves closer to completing high school and earning a high school diploma.

A student orientation will be held at 11:00 a.m. on August 24 at Stockmeyer Auditorium. At orientation, students will receive schedules, hear from the counselor and director, sign Career-Tech contracts (if applicable) and review important policies and procedures.

Central Office Administration

Michele A. Harmala, Ph.D., Superintendent 419-2010

John Albrecht, Assistant Superintendent/Educational Services 419-2015

Jim Larson-Shidler, Deputy Superintendent/Administrative & Business Services 419-2042

Kelly L. Bohl, Assistant Superintendent/Human Resources & Support Services 419-2032

Stanley Szczotka, Ph.D., Executive Director/Student & Legal Affairs 419-2083

Charles Hallman, Senior Executive Director/Special Education 419-2067

Wayne-Westland 2017-2018 Calendar

August 30	Students Report: K-6 a.m. only, 7-12 Full Day
August 31	Students Report: K-12 Full Day
September 1-4	Labor Day Recess
October 9	PM No School - Middle School
October 31	PM No School - Elementary School
November 7	No School K-12: Staff Professional Development
November 13	Middle and High School Report Cards Issued
November 15	Middle and High School Conferences 5-8 pm
November 16	Middle and High School Conferences 3:10 p.m. - 6:10 p.m.
November 22	PM No School - K-12
November 23-24	Thanksgiving Recess
December 4	Elementary School Report Cards Issued
December 5	PM No School - Elementary and Middle School
December 7	PM No School - Elementary School
December 25 - January 5	Winter Recess
January 15	No School K-12 - M.L. King, Jr. Day
January 17	PM No School - High School
January 18	PM No School - High School
January 19	PM No School - K-12
January 22	Second Semester Begins
January 29	Middle and High School Report Cards Issued
February 19 - 23	Mid-Winter Recess
February 28	PM No School - Middle School
March 16	PM No School - K-6 Kindergarten Round Up
March 26	Elementary School Report Cards Issued
March 30 - April 6	Spring Recess
April 9	Middle and High School Report Cards Issued
May 25	PM No School - K-12
May 28	Memorial Day Recess
June 13	PM No School - High School
June 14	PM No School - K-12
June 15	Last Day of School - PM No School - K-12

School Directory

**all numbers are area code 734*

HIGH SCHOOLS

John Glenn 419-2300
Attendance 419-2303
Dr. Lawrence Rudolph, Principal

Wayne Memorial 419-2200
Attendance 419-2207
Kevin Weber, Principal

William D. Ford Career-Tech 419-2100
Steven Kay, Principal

Tinkham Educational Center
Kim Doman, Director
Adult & Community Education 419-2425

MIDDLE SCHOOLS

Franklin 419-2400
Attendance 419-2424
Stacy Williamson, Principal

Stevenson 419-2350
Attendance 419-2370
Sheri Grove, Principal

UPPER ELEMENTARY SCHOOLS

Adams 419-2375
Attendance 419-2399
Kate Brohl, Co-Principal
Mark Cesarz, Co-Principal

Marshall 419-2275
Attendance 419-2290
Emily Hawthorne, Co-Principal
Matthew Provost, Co-Principal

ELEMENTARY SCHOOLS

Edison 419-2600
Christine Swanson, Principal

Elliott 419-2610
Andrea Griffin, Principal

Graham 419-2620
Jennifer Curry, Principal

Hamilton 419-2650
Kelley Michels, Principal

Hicks 419-2660
Amy Gee, Principal

Hoover 419-2670
John Besek, Principal

Roosevelt-McGrath 419-2720
Mary Morabito, Principal

Schweitzer 419-2750
Kristen Brickey, Principal

Stottlemyer Early Childhood 419-2630
Nancy Ely, Director

Taft-Galloway 419-2760
Dr. Ken Schofield, Principal

Walker-Winter 419-2780
Julie Mytych, Principal

Wildwood, ... 419-2790
Mark Watson, Principal

Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents and students who are 18 or emancipated minors ("eligible students") certain rights regarding the conduct of surveys, collection and use of information for marketing purposes and certain physical exams. These include the right to:

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

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

Inspect, upon request and before administration or use–(1) Protected information surveys of students; (2) Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and (3) Instructional material used as part of the educational curriculum. Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue
SW Washington, D.C. 20202-4605.

Grievance Procedure

Any student who believes he or she has been subjected to prohibited discrimination or harassment is required to report the allegation to his or her principal or assistant principal. Alternatively, if the student believes his or her principal or assistant principal has engaged in prohibited discrimination or harassment, he or she is required to report the allegation to a trusted counselor or teacher. Any district employee who receives an allegation of prohibited discrimination or harassment from a student is required to immediately report the allegation to the district's Executive Director of Student and Legal Affairs.

The district's Executive Director of Student and Legal Affairs, or his or her designee, upon receiving a report of prohibited discrimination or harassment, is required to promptly conduct and complete an investigation. The nature of the investigation will depend on the allegation. However, the investigation will typically include: obtaining a complete written statement of the student's allegation; obtaining any evidence supporting the allegation, such as witness interviews, documents or other physical evidence; interviewing the alleged perpetrator; and, obtaining any evidence supporting the alleged perpetrator's response to the allegation.

The district's Executive Director of Student and Legal Affairs, or his or her designee, after completing the investigation, will reach a conclusion whether the student was subjected to prohibited discrimination or harassment. The district's Executive Director of Student and Legal Affairs may also conclude that, based on the evidence, he or she is unable to reach such a conclusion. If prohibited discrimination or harassment has occurred, the district's Executive Director of Student and Legal Affairs, in consultation with the district's Superintendent, will take the remedial action he or she deems reasonable and appropriate to prevent the recurrence of prohibited discrimination or harassment and, if appropriate, impose sanctions against the perpetrator. When prohibited discrimination or harassment has not occurred or the district's Executive Director of Student and Legal Affairs is unable to reach a conclusion based on the evidence, he or she, in consultation with the district's Superintendent, may take reasonable steps to address the complaining student's legitimate concerns. The district's Executive Director of Student and Legal Affairs will promptly communicate his or her conclusions to the student and the alleged perpetrator and will, in addition, communicate this policy's prohibition against retaliation. Contact Information: Stanley Szczotka, Ph.D., Executive Director of Student and Legal Affairs, Wayne-Westland Community Schools, 36745 Marquette, Westland, Michigan 48185 • 734-419-2083.

For additional reporting notices, please visit **wwcsd.net**.

Advisory To Parents/Guardians

Dear Parent or Guardian:

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

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

As required by State of Michigan law, you will receive advance notice regarding the non-emergency application of a pesticide such as an insecticide, fungicide or herbicide, other than a bait or gel formulation, that is made to the school or day care grounds or buildings during this school year. In certain emergencies, such as an infestation of stinging insects, pesticides may be applied without prior notice to prevent injury to students, but you will be notified following any such application.

Advance notification of pesticide applications, other than a bait or gel formulation, will be given by at least two methods. The first method will be by posting at the main entrance to the school, which is clearly marked at the front of each building and is the only door through which the public will be admitted. The second method will be by posting on a bulletin board in the main office of each school.

Please be advised that parents or guardians of children attending the school are entitled to receive the advance notice of a pesticide application, other than a bait or gel formulation, by first class United States mail postmarked at least 3 days before the pesticide application, if they so request. If you prefer to receive the notification by first class mail, please complete the attached form and return it to our office.

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

Application Notice

Request For Notice Of Pesticide Application For Parent/Guardian

Dear Parent/Guardian:

Request For Notice Of Pesticide Application For Parent/Guardian
Complete this form ONLY if you are requesting notification by United States Postal Service first-class mail. Please be advised that you WILL receive notice via the methods identified in the advisory notice and should only complete this form if you are ALSO requesting notification by first-class mail.
If you are requesting prior notification of pesticide treatments conducted at this school, other than a bait or gel formulation, and you would like the notice to be delivered by United States Postal Service first-class mail at least 3 days prior to the planned treatment, please complete the information on the following form and submit it to:

Matt Connolly, Supervisor of Maintenance & Operations
33415 Myrtle, Wayne, MI 48184
(734) 419-2160.
connollym@wwcsd.net

****

I wish to receive a prior notice of any pesticide application to the school or day care center by firstclass mail.

SCHOOL: _____
PARENT NAME: _____
STUDENT NAME: _____
STREET ADDRESS: _____
CITY, ZIP _____
DAY PHONE # _____
EVENING PHONE # _____

Signature, Date_____

2017–2018 Title I Schools

The Title I Schools for the 2017-2018 school year are: Edison, Elliott, Graham, Hamilton, Hicks, Hoover, Roosevelt-McGrath, Schweitzer, Taft-Galloway, Walker-Winter and Wildwood Elementaries; Adams and Marshall Upper Elementaries; Franklin and Stevenson Middle Schools.

As a parent and/or guardian of a student enrolled in a Title I School, you have the right to know the professional qualifications of your child's classroom teacher. Federal law allows you to ask for certain information about your child's classroom teacher(s) and requires school districts to give you this information in a timely manner when requested.

Specifically, you have the right to ask for the following information about your child's classroom teachers:

- Whether the Michigan Department of Education has licensed or qualified the teacher for the grades and subjects he/she teaches.
- Whether the Michigan Department of Education has decided that the teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances.
- The teacher's college major, whether the teacher has any advanced degrees, and if so, the subject of the degrees.
- Whether any teacher's aides or similar paraprofessionals provide services to a parent and/or guardian's child, and if they do, their qualifications.

If you would like any of this information, please contact the Wayne-Westland Community Schools Human Resources Department at 734-419-2032.

Student Records Information

The district maintains and preserves student education records as required by federal and Michigan laws, including the Family Educational Rights and Privacy Act of 1974 (FERPA). This policy summarizes the district's rights and obligations under those laws and should not be construed to grant or impose additional rights or obligations. The district does not disclose personally identifiable information in student education records except as permitted or required by law.

However, parents and eligible students (i.e. students aged 18 and older) may consent to the disclosure of personally identifiable information in student education records. For the purpose of this policy, whenever a student attains 18 years of age, the permission or consent required of and the rights accorded to the parents of the student shall thereafter only be required of and accorded to the student.

The district does release personally identifiable directory information, which it defines as follows: student names, addresses, telephone numbers, pictures, parents or guardians, date and place of birth, weight, height, participation in and eligibility for school activities and sports, dates of attendance, grade placement, honors, awards and the last school attended. The district also releases to armed forces recruiters and service academies student's names, addresses and telephone numbers. Parents and eligible students may object to the release of directory information, or the release of information to armed forces recruiters and service academies, by so notifying the student's building principal, in writing, no later than the last day of the first month of any school year. The district also releases personally identifiable information in education records to school officials who have a legitimate educational interest.

A school official is a district employee or other person acting on the district's behalf, such as an attorney, contractor or vendor, or their employees. A legitimate educational interest is any interest which, in the judgment of district administration, furthers the best interests of students or assists the district in providing educational services.

Matters of student suspension and/or expulsion shall be maintained in a student's CA60 and shall be transferred to any other private or public elementary or secondary school in which the student may seek enrollment. However, such disciplinary records may be deleted upon graduation, except for expulsions for possession of dangerous weapons, arson, criminal sexual conduct, or the physical assault of a staff member, volunteer, or contractor. The district permits parents and eligible students access to the student's education record.

Divorced and separated parents have the same rights as married parents, unless specifically prohibited by a court order on file in the student's school. Parents and eligible students desiring access to a student's education record should contact the principal of the student's school to arrange a meeting to review the record during normal school hours.

Arrangements to review special education records must be made through the district's Department of Special Education (734) 419-2068.

The district may charge a fee of twenty-five cents for each page copied unless, upon receipt of an acceptable affidavit the individual is unable to pay because of indigence, the fee is waived.

The district permits parents or eligible students to request the amendment or destruction of documents in a student's education record if the documents are inaccurate, misleading or otherwise violate a student's rights.

Requests to destroy or amend documents in a student's education record must be made in writing and addressed to Dr. Stanley Szczotka, Executive Director of Student and Legal Affairs, 36745 Marquette, Westland, Michigan, 48185, (734) 419-2083. If the district denies such a request, the parents or eligible student may request a hearing by so notifying the Executive Director of Student and Legal Affairs, in writing.

The district's Superintendent is authorized to issue administrative regulations to insure the district's compliance with FERPA and related laws. The administrative regulations shall address the manner in which parents and adult students are notified of their FERPA rights and district policy at least annually. Parents and eligible students who believe the district has violated their rights under FERPA may file a complaint with the U.S. Department of Education. The Department's address and telephone number are:

Family Policy Compliance Office, U.S. Department of Education
400 Maryland Avenue, S.W., Washington, D.C. 20202-4605
(202) 260-3887.

Guidelines for Dual Enrollment

The Postsecondary Enrollment Options Act [1996 PA 160, MCL 388511-388.524] and the Career and Technical Preparation Act [2000 PA 258, MCL 388.1901-388.1913], require school districts to support dual enrollment for pupils in grades 9 through 12 if one of the following conditions is met:

1. A 9th-12th grade pupil who has attained a qualifying score on the ACT EXPLORE, ACT PLAN or the College Board PSAT Readiness Assessment in a specific subject area may dual enroll in that subject area. Students may also qualify for dual enrollment if they score at levels 1 or 2 on the Michigan Merit Exam (MME). The MME is given to all 11th grade students in the winter of their junior year.
2. A pupil who has taken the EXPLORE, PLAN, PSAT, or MME and has not achieved a qualifying score in all subject areas, but has earned proficiency in mathematics, and has earned a qualifying score on a nationally or industry recognized job skills assessment, may dual enroll in a Career and Technical Preparation program at a postsecondary institution in a subject that is not offered through the Career and Technical Education program at the local or intermediate school district, or through an area-wide Career and Technical Education program.

The number of postsecondary dual enrollment courses under the Postsecondary Enrollment Options Act and Career and Technical Preparation Act that a pupil may take in their high school career is limited to no more than 10 courses overall. The pupil may also enroll in a postsecondary course for a subject that is offered by the local school district but is not available to the pupil due to a scheduling conflict (as determined by the local school district). A pupil wishing to enroll in content areas for which there are no proficiency levels on the EXPLORE, PLAN, PSAT, or MME such as political science, history, psychology, sociology, anthropology, computer science, or foreign language need only take all sections of any of the tests. No specific proficiency level is needed for enrollment. The postsecondary course(s):

- must be academic in nature or applicable to career preparation
- must normally apply toward satisfaction of degree requirements
- may not be in the subject matter of hobby-craft, recreation, physical education, theology, divinity or religious education.

For more information on dual enrollment opportunities please contact your child's high school counselor.

Smart Snacks in School

USDA's "All Foods Sold in Schools" Standards recently published practical, science-based nutrition standards for snack foods and beverages sold to children at school during the school day. The standards, required by the Healthy, Hunger-Free Kids Act of 2010, will allow schools to offer healthier snack foods to children, while limiting junk food. Students across the country are now offered healthier school lunches with more fruits, vegetables and whole grains. The Smart Snacks in School standards will build on those healthy advancements and ensure that students are only offered tasty and nutritious foods during the school day. The following is an overview of the Smart Snacks standards.

Any food sold in schools must:

- Have as the first ingredient a whole grain, fruit, vegetable or dairy product or
- Be a combination food that contains at least ¼ cup of fruit and/or vegetable.

Foods must also meet several nutrient requirements:

- Calorie limits for snack items should be less than 200 calories and entrée items less than 350 calories.
- Total fat should be less than 35% of calories; saturated fat should be less than 10% of calories and trans fat should be zero grams.
- Sugar limit should be less than 35% of weight from total sugars in foods.

Students will still be able to enjoy snack foods; the snacks will just be reformulated to meet the new guidelines. For instance cookies will still be offered, they will be whole grain and reduced fat. Chips, popcorn and other snacks will be baked and in serving sizes that meet the nutrient requirements. Fries will still be available at the high school level; they will be baked instead of fried and the portion size will be in line with the caloric limits. All schools may sell plain water, low fat and flavored fat free milk and 100% fruit or vegetable juices. Flavored waters will be available at the high schools. These new guidelines apply to all foods sold to students during the school day; this includes school stores, culinary restaurants, fundraisers, etc. For the breakfast program: students will be offered 1 cup of fruit or vegetable. They must take a ½ cup of fruit /vegetable with their meal. Do you have questions or concerns? Please feel free to call the Food Service Office at (734) 419 -2118.

Stottlemyer Registration

Wayne-Westland Community Schools early childhood programs provide children with a high-quality preschool experience. We hold high expectations for success and provide students with a safe, caring and nurturing environment. Research indicates that children provided with a high-quality preschool experience show significant positive development. The dynamic environment, not only within our early childhood programs, but throughout WWCS, illustrates that when a school and community work together, extraordinary results occur.

- **Headstart (734-419-2636)** - Head Start is a free preschool program for low-income families with children ages three to five and children with disabilities. Classes meet four half-days per week or four full days. In addition to a comprehensive learning environment, students are provided nutritious snacks and meals and medical and dental services.

- **Great Start Readiness Program (734-419-2640)** - GSRP is Michigan's state-funded preschool program for four-year-old children who are considered 'at-risk'. Students must be four-years-old by September 1, 2017. Classes run four days a week, for 32 weeks, Monday through Thursday. GSRP is a full day program, which runs 8:30 a.m. to 3:30 p.m.

- **SPARKEY (734-419-2640)** - SPARKEY is a tuition-based preschool program for three and four-year-old children who reside in Wayne County. Classes meet two half-days per week for three-year-olds and three half-days per week for four-year-olds.

Online Registration

Wayne-Westland Community Schools will continue to offer online enrollment for new students and online updates for current students for fall 2017 on the District's website: wwcsd.net.

New Families- Parents or guardians of new students need to enroll online at registration.wwcsd.net and then bring supporting documents to the Dyer Center, Instruction Department, 36745 Marquette, Westland. These include a copy of mortgage or lease, two current pieces of business mail, photo ID, student's original birth certificate and a copy of student's immunization record.

Current parents- Please review the information you have on file and make any necessary changes online at update.wwcsd.net. For example: if your phone number, email address, or emergency contacts have changed, please update your account. If you have moved you must update your address online and bring a copy of your mortgage or lease, two current pieces of business mail and your photo ID to the Dyer Center Instruction Department. Address changes will not take effect until your new documents are provided to the Instruction Department.

All students currently enrolled in Wayne-Westland Community Schools should have received a letter with instructions on how to review and update their registration online.

To find information on how to enroll your child, please visit wwcsd.net. For registering new families, please click on the "New Families" tab; for current students, please click on the "Parents & Students" tab.

Register for Preschool Today

The Sunshine and Rainbows Preschool program is still accepting applications for fall 2017. This quality, low-cost preschool program is for three to five-year-old Wayne-Westland residents who want to get ready for kindergarten.

Sunshine and Rainbows is part of the Early Childhood/Teacher Education class at the William D. Ford Career-Technical Center. High school students interested in working with young children receive on the job training as they help operate a licensed (State of Michigan) preschool program.

This preschool program offers two-hour morning and afternoon sessions three days a week. The curriculum prepares students for kindergarten.

To be eligible for Sunshine and Rainbows Preschool, students must be three years old by Oct. 1, be potty trained and reside in Wayne-Westland Community Schools.

Parent must provide a current physical and shot record for their child. For more information on Sunshine and Rainbows Preschool, please visit:

wwcsd.net/schools/high-schools/william-d-ford-career-technical-center/sunshine-rainbows-preschool/

Wayne-Westland Community Schools

NOW HIRING!

- Food Service
- Bus Drivers/Attendants
  - Paid training to obtain CDL
- Paraprofessionals
- Custodians

For more information please visit our website at, **wwcsd.net/departments/human-resources/employment/**

Check us out on...

Free and Reduced Lunch

Every family should receive, in the mail, an application for free and reduced meals before the beginning of the school year. One application can be submitted for an entire family. Applications are also available at the school office or by contacting the Food Services Department at (734) 419-2119.

A new application MUST be submitted each academic year. You are responsible for paying for meals served until the application is approved. Once the application is submitted, you will receive a letter in the mail.

If your child received free or reduced lunch last year in the district, they would get a 30 day grace period at the beginning of the new school year. If your child did not attend school here last year, they would be charged full price for their meals until the new application is approved.

Steps for Submitting Free and Reduced Price School Meals Application:

- Print the application from wwcsd.net
- Fill it out completely
- Mail or bring the original copy to any school or the Food Service Department - Do not fax or email application

Transportation Information

The 2017-18 bus routes will now be available for parents to view through the Parent Connection Portal **https://sis.resa.net/ParentPortal/**. If you have not already registered for this site, you will need to do so in order to view your bus stop information which will be uploaded to the Parent Connection Portal starting the week of August 21, 2017.

Bus routes and stop times may be modified during the first couple weeks of school. If your student is moved to another bus route or their stop time is changed by more than ten minutes, you will receive written notice of this change from the transportation office and the Parent Connection Portal will be updated.

If you are a parent of a student who is eligible for specialized transportation, you will receive your route information in the mail beginning the week of August 21, 2017.

Transportation policies and procedures: Riding the bus is a privilege. Parents are responsible for getting students to and from the bus stop. Any student who rides the school bus must abide by the bus driver's direction and the Wayne-Westland Student Code of Conduct or may risk the loss of bus privileges. Please have your student at the assigned bus stop 10 minutes prior to the scheduled stop time. Your student's stop is based on your home address. If your student requires bussing to daycare, please complete a Request for Daycare Bussing form available at **wwcsd.net/downloads/transportation_forms/daycare-bussing-form.pdf**.

Parents of kindergarten students MUST be at the student's bus stop to greet your student before they will be released. If there is not an authorized person at the bus stop when the bus arrives, your student will be taken back to school. If you have any questions please contact the Transportation Department at 734-419-2150.

WAYNE-WESTLAND COMMUNITY SCHOOLS
36745 Marquette
Westland, Michigan 48185

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It is the policy of the Wayne-Westland Community Schools Board of Education to prohibit any acts of unlawful discrimination in all matters dealing with students, employees or applicants for employment. The Wayne-Westland Schools reaffirms its policy of equal educational and employment opportunities for all persons without regard to race, color, gender, religion, age, height, weight, marital status or disability which is unrelated to an individual's qualifications for employment or promotion, or which is unrelated to an individual's ability to utilize and benefit from the School District's services, activities, benefits, privileges, or programs. Inquiries concerning the application of Title VI, Title IX, Section 504, and Title II legislation should be directed to the Executive Director of Student and Legal Affairs, Wayne-Westland Community Schools, 36745 Marquette, Westland, MI 48185 (734-419-2083).

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The 2014 Michigan State Law related to immunizations states that all students entering preschool programs, kindergarten, 7th grade and any students that are new/returning to the district have a complete shot record or county issued immunization waiver on file in the school office prior to the start of school or they can not start/attend school.

School Immunizations & Waiver Info

The following two health centers will provide immunizations to those that:

1) have no insurance;
2) are under insured–immunizations not covered; or
3) are on Medicaid. ***$10 administration fee per vaccine may be requested***

IMMUNIZATION CLINIC
Immunization By Appointments:
Monday-Friday
Wayne Health Center
33030 Van Born Rd, Wayne, MI 48184
Phone: 734-727-7101

Monday, Tuesday, Thursday &
Friday: 8:00 a.m. - 4:30 p.m.
Wednesday 11:00 a.m. - 7:30 p.m.

The following is a full service health center and accepts insurance:

WESTERN WAYNE FAMILY HEALTH CENTER
2700 Hamlin Blvd., Inkster, MI 48141
313-561-5100 • call for appointment times

FUNFEST
On the grounds of the Wayne County Department of Public Health
33030 Van Born, Wayne, MI 48184
For more information call 734-727-7000
on August 24 – 10:00 a.m. - 3:00 p.m.
or visit www.waynecounty.com

$10 administration fee per vaccine may be requested.

If you want to waive any of your child's immunizations, you will need to contact the Wayne County Health Department at 734-727-7125 or the Detroit Department of Health and Wellness Promotion at 313-410-7803 to set up an appointment to meet with a staff member and discuss immunizations and your desire to waive any or all of them. You will then have to present that waiver to your student's school by the end of the next school day.

For medications given during school hours, please fill out the medical authorization form:
wwcsd.net/downloads/new_families/medication-auth-form.pdf