



Willow Creek Middle School

"Home of the Wildcats"

2425 11th Ave. SE
Rochester, MN 55904
507-328-5900

Welcome Back Students and Parents/Guardians!

August 2016

As the summer draws to a close, we are excited for another great school year at Willow Creek Middle School. In this newsletter there is information regarding curriculum changes and school wide initiatives that we are implementing this year. This letter will hopefully answer some questions and also provide critical information for you in preparation for the school year.

Student Schedule Pick-Up

**All Grades Thursday, August 25 10:00am – 8:00pm Schedule Pick-up, Photos, Planners,
Deposit money into Lunch Accounts, etc.**

Students will need to have their photo taken and get their student ID before picking up their schedule. You should have received a form in the mail for photo purchases. If you have not, the form will be available at Willow Creek on August 25.

These are the steps to follow for Student Schedule Pick-Up Day:

- 1. Go to room B111 to have your photo taken for your student ID.**
- 2. Pick up your planner from PTSA – suggested donation \$5.00.**
- 3. Check out the Spirit Wear* table.**
- 4. Pick up your schedule – student ID will need to be shown to get your schedule.**

*Willow Creek PTSA will be here selling school Spirit Wear and are sponsoring the planner. (*Please note that Willow Creek students are able to wear Spirit Wear during PE classes.*)

If there is a problem with your child's schedule we will make appointments to discuss the change/concern.

Willow Creek Open House

Celebrate Willow Creek Open House will be Thursday, September 1, 4:30-7:00 pm.

Come and meet your child's teachers, guidance counselors, and administrators.

We look forward to seeing you and will be happy to answer any questions you may have. Thank you for partnering with us in our journey to provide the best education to our most precious resource, your students.

Sincerely,

Willow Creek Staff

First Day of School – Tuesday, September 6th





Willow Creek News



August/September 2016

Dear Parents/Guardians:

Welcome to the 2016-2017 school year. We are excited to welcome all of you and the students back to school and look forward to a positive and productive school year! Willow Creek Middle School believes in and supports the district mission to **Inspire, Challenge and Empower all students with the knowledge and skills required to reach their full potential, to contribute to future generations, and to become involved members of a global community.** Willow Creek is a safe and caring learning environment for every student and we are grateful that you are a part of our community of learners.

Jill Sheehan, who has been our Assistant Principal for the past several years, has transferred to Ben Franklin/Franklin Montessori. Our newest administrator is Andrew Neumann who comes to us from the Twin Cities area with both teaching and administrative experience. We also have several more new staff members joining the Willow Creek team. Please plan to come on September 1st anytime between 4:30-7:00 to **Celebrate Willow Creek** open house and meet all of our new (list below) and returning staff:

Name & Subject	Name & Subject
Lisa Becker – 1.0 Art	Chris Jones - .6 Phy Ed
Jessie McMahon– 701 Math	Brianna McDonough - .4 Band
Christina Freund - .2 Spanish	Sue Meinecke – 1.0 Floating Substitute Teacher
Derek Fritz - .2 Math	Bobbie Passe - .5 ELL
Edward Rasmussen – GIP – 6 th grade Science	Cassandra Sheppard – 1.0 Spanish
Drew Szyszkowski - .8 Science/.2 Success Coach	Shannon Livingston-Harris – 8 th grade English
Jeff Ubinger – 1.0 LTS 6 th grade Math/Science	Cindy Koenig – Special Education (SP)
Laura Mason - .5 DHH	Michael Sonnabend – DAPE
Connie Troke – 1.0 7 th grade Science	Jordan Anderson - .25 Social Worker
Hillary Grover – Fernbrook Therapist	Janny Nguyen – Special Education Para
Sara Pease – Special Education Para	Katie Ryan – LTS 8 th grade Special Education

This past year and summer we have been working hard to continue our implementation of rigorous academic programs at all levels. We are excited about the middle school curriculum and welcome your questions and feedback anytime. We are continuing to use tiered instruction methods which means that some students in 6th, 7th and 8th grade will be taking either an extended English and/or Math class to focus on concepts that are offered during a second class period. We believe strongly that closing the gap in both English and Math will support academic success. This year each student will be assigned an advisory period the first 20 minutes of each day. This is a time that students will be developing an individual learning plan, building relationships, and learning about a variety of topics and strategies to assist in academic, social, and emotional success.

Willow Creek continues to be a 1:1 digital learning site with full iPad implementation. Students will be issued an iPad to borrow during the school year. It is extremely important and required that students bring their iPad fully charged each day, that they are careful with them, and that they use them only for academic/educational purposes. Students will be allowed to take the devices home as long as they maintain appropriate use and care of the iPad that is issued to them. We have developed standard operating procedures for using iPads and will be talking with your students about those expectations during the first week of school. Please contact me at any time by calling 328-5886 with your feedback or questions about use of iPads.



At Willow Creek Middle School, we have various ways to accurately measure what a child knows and still needs to learn as part of their academic experience and growth. The Northwest Evaluation Association (NWEA) tests are computerized tests that provide teachers and students with an accurate assessment of a student's ability; and to measure and track student achievement and growth. These tests are given twice a year, in the fall and spring. We also give the Minnesota Comprehensive Assessments (MCA's) in reading and math to students in grades 6-8 and in science to 8th grade students. This year we will be giving both the NWEA's and the MCA's using a shortened schedule and all students will take math one day, reading one day and the 8th grade students will take science one day. We always want to partner with you in our efforts to support students' academic growth and ask that you also encourage your child to take their time, do their best, get plenty of rest and eat a good breakfast on these testing days so we can accurately assess how to best meet their academic needs! You will also have web access to Study Island, MobyMax and IXL to provide academic support in both reading and math while students are at home.

Willow Creek also has three guidance counselors, 1.25 social workers, and support services which include a student/parent transition coordinator, special education services, GATE (gifted and talented education), and a full time therapist from Fernbrook. We are very pleased to have high quality services and programming for our students and encourage you to contact any of our staff with questions, requests, or feedback.

In addition to emotional safety, we care about the physical safety of our students. We all work together to foster a positive, safe climate where all students can thrive and grow. RESPECT, RESPONSIBLE, SAFE behavior is the Wildcat Pride expectation. Our staff is deeply committed to "Wildcat Pride" using Positive Behavior Intervention Supports as our guide. We are thrilled about the positive culture that is created by everyone working toward the same behavioral and academic goals.

There are many ways in which you can become involved as a parent at Willow Creek. **We are looking for parents who are willing to come and help us during the lunch hours between 10:30 and 1:00. Your presence would give you an opportunity to interact with students, sometimes give students a helping hand with an assignment question, or be another positive role model for students to make a connection with. If you are interested in helping this way please contact the office at 328-5902 and let us know your name and number so we can call you back to schedule you in!**

PTSA (Parent-Teacher-Student Association) and ViE (Volunteers in Education) are two other opportunities that will help support the ongoing excellence in our building. PTSA meetings are the third Tuesday of each month at 6:30 p.m. in room B-111. This year we will again host a "principal Q&A" time at 5:45 p.m. prior to the PTSA meeting. There is no registration for this meeting. Any and all Willow Creek parents are welcome and I would invite you to stay for the PTSA meeting if you would like.

Lastly, please "like" us on our Facebook page by going to the Willow Creek website and scrolling down to the bottom of quick links. Our Facebook page is dedicated to celebrating our students and staff. Look for opportunities to like a story, picture, or news about what's happening in one of our classrooms or in the building and follow the exciting journey of Willow Creek Middle School. Our goal is to embrace Twitter and use it as another way to communicate what great learning is taking place at Willow Creek.

Welcome! It is an honor to serve each of our families and the Rochester community. Thank you for working with us to build a strong, positive partnership with each and every one of our families and for trusting us with your most precious gifts – your children!

Nancy Denzer
Principal

Andrew Neumann
Assistant Principal

Craig Schneider
Associate Principal



Guidance Department News

The Guidance Department welcomes our new 6th graders and those 7th and 8th grade students new to our school. We also welcome back last year's 6th and 7th graders to the 2016-2017 school year. Our Guidance Department staff includes three full time licensed school counselors:

Angela Hutchins – 6th grade counselor 328-5908 or e-mail anhutchins@rochester.k12.mn.us

Dawn Johnson – 7th grade counselor 328-5912 or e-mail dajohnson3@rochester.k12.mn.us

Larry Unger – 8th grade counselor 328-5909 or e-mail launger@rochester.k12.mn.us

6th Grade Students/Parents

We are very excited that your student will be attending Willow Creek Middle School and we look forward to meeting your student on August 25th. If you have any questions please call Angela Hutchins at 328-5908.

We look forward to meeting your student on the first day of school!

Angela Hutchins, WCMS 6th Grade Guidance Counselor
Grade Six Teachers

Running Start for Schools Backpack Program

If you qualify for the backpack program they will be available during schedule pick-up on August 25 or during Open House on September 1.





2016-2017 PTSA Executive Board

Willow Creek Staff and Families:

Welcome back -- we hope you had a fantastic summer! The Willow Creek PTSA would like to welcome you and your student(s) to Willow Creek Middle School. We invite you to make the PTSA an integral part of your WC experience. As a member of the PTSA, your voice will be heard as we make key decisions that impact students school wide. Our goals for the 2016-17 school year are Communication, Collaboration, and Community. **Your participation is key to our success!**

The Board is made up of parents committed to the educational success of every student at Willow Creek.

- President – Anne Wright: Anne has an 6th grade daughter at Willow this year, along with a 3rd grader at Bamber Valley, and a Freshman at Mayo. She has been an active volunteer at Bamber Valley the past few years, both in the classroom and with after school activities. She travels to Denver regularly, as her employer is based there. Anne is also a volunteer at RYSA soccer.
- Vice President – Corey Owen: Corey has three children, a son in 5th grade at Pinewood, a 7th grade son at Willow Creek, and a daughter who graduated last year. He has been involved with the Pinewood PTA for 7 years, three years as acting VP. He has coached Rochester Youth Football & Baseball for the past 8 years, and is currently on the board of directors for youth football. In his free time, Corey likes to go boating, fishing and snowmobiling.
- Treasurer – Dana Wood: Dana will have an 7th grade son at WC this year. She also has three kids at Mayo in grades 11, 10 & 9. Dana is probably one of the only parents who will have worked on the 8th grade celebration 3 years in a row! Dana was involved at Bamber Valley for 7 years & has held multiple positions on the WC board including secretary and treasurer and been an integral leader with magazine sales and spirit wear. When she's not at the pool or basketball court cheering on her children, she's busy on the Mayo High School PTSA board as Secretary.
- Co-Secretary – Laura Franzen: Laura will have a 7th grade daughter at Willow, and a 4th grade son at Folwell. Laura is new to the WC PTSA, but has been involved with the Folwell PTSA for many years. She spends much of her free time watching her kids swim and volunteering for the Orcas swim team. She enjoys hiking, biking, and walking the family's two dogs.
- Co-Secretary - Kari Ostergard: Kari will have an 8th grade son at WC this year, along with a senior at Mayo and a 3rd grader at Bamber Valley. To continue her service with WC PTSA, she is coming back as co-secretary from being our president. She is active in the Bamber Valley PTA where she has held numerous board and lead positions for probably 10 years! She spends her "free" time working part-time at Bamber Valley and managing her sons' many activities. Kari is a great communicator, planner and visionary!

We look forward to working with you in the coming year. Please email us with questions, comments, or suggestions at



We Need Your Help!

Your PTSA is working with Willow Creek Middle School to support student activities and school improvements. Choose to become a member or participate as a non-member. Either way, getting to know your child's school community is an important predictor of school success. Our website is a great source of information. Find us from the WC homepage or click here, <http://willow.rochester.k12.mn.us/resources/pta> Email us at: pta.willowcreek@gmail.com

STOP at the PTSA table on Thursday, August 25, 10:00am-8:00pm, during schedule pick-up. Bring your questions and learn more about the following:

1. **Your PTSA Board**—The Executive Board is filled! We are still looking for more parents to serve as **VIE Coordinator(s)** to facilitate communications between volunteers and staff. We also need a lead person to take over **social events, membership, spirit wear, and fundraising**. We want... we need... your involvement! If interested, please contact one of us at the addresses below.

President:	Anne Wright	wright2745@msn.com
Vice President:	Corey Owen	rcowen98@gmail.com
Treasurer:	Dana Wood	orcacom4@gmail.com
Co-Secretary:	Laura Franzen	laura30@charter.net
	Kari Ostergard	kariost3@gmail.com

2. **Joining the PTSA**—The easiest way to register is online at <http://bit.ly/13XuNMk> . You will receive an email confirmation which you can bring with you on August 25th and your \$10 payment. Or use the Welcome to the Willow Creek Communications Form below & drop off at the PTSA table.
3. **Willow Creek Spirit Wear**—Shorts, t-shirts, and sweatshirts will be sold on August 25, 10:00am-8pm. Spirit wear may be worn for gym class. There will be many items this year. Come check us out!
4. **PTSA Meetings**—The Willow Creek PTSA will meet on the 3rd Tuesday of each month at 6:30 pm. The first meeting will be Tuesday, September 20th, 6:30 pm in room B-111. Besides the business of the meeting, the best reasons to attend the meetings are the connections you make with other parents and the information you gain.
5. **Direct Donation**—PTSA supports Willow Creek student activities through membership dues (\$10), fundraising (the "alternative" fundraiser, book fairs, spirit wear sales, etc.), and donations. A direct charitable donation is an increasingly popular option for many families to help support their school. 100% of your donation goes directly to Willow Creek PTSA and is 100% tax deductible. Direct donation is a quick, easy, and efficient way for you to support the student activities funded by the PTSA. Consider making a direct donation using the form on the next page or donate by credit card through giveMN.org. Direct access to our donation site can be found at <http://willow.rochester.k12.mn.us/cms/One.aspx?portalId=3086730&pageId=4311449>.





Welcome to the Willow Creek Communications Form!

Family Information

Parent/Guardian First Name _____ Last Name _____ Phone _____

Email 1 _____ Email 2 _____

Address _____ City _____ Zip Code _____

Student 1 First Name _____ Last Name _____ Grade/Section _____

Student 2 First Name _____ Last Name _____ Grade/Section _____

- I am interested in receiving e-mails regarding volunteer opportunities at Willow Creek Middle School.
 - I am interested in being a member of the PTSA. The PTSA supports many student programs at WC and helps keep members up-to-date about current issues in our District. Member Name _____
 - Membership fee \$10. Additional Donations are also welcome! Direct Donation Amount _____
- Bring your membership/donation to the PTSA table at Schedule Pick Up Day on August 25, 2016 or mail your check to Willow Creek PTSA at 2425 11th Ave SE, Rochester, MN 55904

PTSA DIRECT DONATION

Yes, I would like to support student activities and school improvements through the Willow Creek PTSA with my tax-deductible donation of: \$ _____

Name: _____

Address: _____

Bring your form and check to the PTSA table on 8/25 OR mail to Willow Creek PTSA at 2425 11th Avenue SE, Rochester, MN 55904.



Willow Creek Magazine Fundraiser

We will **NOT** be doing a magazine fundraiser this year, so stay tuned for more details on this year's fundraiser.

However, if you'd like to re-order any magazines you've ordered in the past, please go to www.gafundraising.com and order online. Enter the Willow Creek code #927392. Thank you for your support!

Amazon Smile

AmazonSmile is a simple and automatic way for you to support Willow Creek. When you shop at smile.amazon.com, you'll find the exact same low prices, vast selection and convenient shopping experience as Amazon.com, with the added bonus that Amazon will donate a portion of the purchase price to the Willow Creek PTSA.

- Go to Smile.Amazon.com
- Select a charitable organization to receive donations from eligible purchases before you begin shopping. They will remember your selection, and then every eligible purchase you make at smile.amazon.com will result in a donation.
- Shop as you normally would!

Raise money by saving household items

Consumer fundraising is a great way to support your child's school using items you purchase every day! By taking a few minutes of your time to wash out milk caps, cut out labels, or save your used printer cartridges, you can help our school raise funds for PTSA sponsored events.

We collect the following items:

- Box Tops for Education found on many General Mills products
- Campbell Soup Labels from Campbell's, Spaghettios, Franco-American, Pepperidge Farm, Swanson, V8, and Prego brands.
- Printer Cartridges and cell phones – all types of printer cartridges and old cell phones.
- Pop Tabs

Volunteers in Education (VIE)

This is a program that places parents and community volunteers in the school helping students and staff in a variety of ways during the school year. We do NOT have a lead person for this year. This can be a co-coordinator job also. This is not a tough job. You would be creating a Signup Genius looking for volunteers and sending it out. Please consider offering your time for VIE.

Any NEW volunteers including parents that have NOT signed up to volunteer in the past at any school must complete a Rochester Public Schools Volunteer application and have a background check to volunteer in the schools. The background check will be part of the process after you fill out and return the volunteer form. New volunteers please sign up online at:

http://www.rochester.k12.mn.us/departments/family_and_community_engagement/volunteers_in_education_vie/volunteer_application_form/

Everyone in the system from last year will carry over and be grandfathered in as cleared volunteers.

The Willow Creek Communication form is on the Willow Creek website under Community Groups-Volunteers in Education-Communication. (FYI: VIE and PTSA are two different groups and need to be selected separately.)





Willow Creek Middle School
2016-2017 Suggested Supply Lists



7th Gr.	7th & 8th Grade Supply List	8th Gr.
1	Willow Creek Assignment Notebook (donation may be made to PTSA)	1
6	Pocket folders with three hole punch	8
1	3-ring zipper binder (Trapper Keeper) <i>or</i> Flexifile	1
7	Spiral notebooks	8
—	Loose leaf wide-lined paper – white (<i>only if you have Harmon and/or Rood</i>)	1 pkg.
1 ream	Computer paper - white	1 ream
1	Ruler with metric measurements	1
20 +	#2 pencils <i>or</i> mechanical pencils(extra lead for mechanical)	2 pkgs.
1	Eraser	1
2 each	Blue and Black and Red ball point pens	2 each
1 set	Colored pencils (for Social Studies and Science)	2 sets
1 set	Markers (NOT permanent)	1 set
1	Quadrille-ruled notebook (graph paper) for Math and Science	2
3-5	Highlighter - multi-colored pack/variety of colors	3-5
1	Dry erase markers (4 pack)	1
4 pkgs.	3 x 5 note cards (1 colored and 1 white)	2 pkgs.
3 boxes	Facial Tissues (large boxes) to be given to Target teacher	3 boxes
---	Anti-bacterial hand sanitizer	1 bottle
1	Swim suit	1
1 each	PE clothes (t-shirt, shorts, athletic shoes)	1 each
Optional	Flash Drive – highly recommended	Optional
Optional	Earbuds - highly recommended	Optional
<p>Note: Individual teachers may notify students of additional items by the end of the first week of school.</p>		

6th Grade Supply List	
1	Willow Creek Assignment Notebook (donation may be made to PTSA)
1	3 –ring zipper binder (trapper keeper) or Flexifile
1 each	3 hole punch Green folder & notebook - Science
1 each	3 hole punch Blue folder & notebook – Soc. St.
1 each	3 hole Purple folder & notebook - Math
1 each	3 hole Red folder & notebook - Reading
1 each	3 hole Yellow folder & notebook - Language Arts
1 each	3 hole Color of your choice folder & notebook – semester classes
2 each	Blue or Black and Red ink pens (ball point)
48+	#2 pencils <i>or</i> mechanical pencils(extra lead for mechanical)
1	Eraser and eraser tops for pencils
1	Zip pencil case with hole punches for binder
1	Scissors
1	Highlighters – multi-color pack for Math / LA
1 pkg.	colored pencils for Soc. St. / Math
3 boxes	Facial Tissues (large box) to give to your Target teacher
1 bottle	Anti-bacterial hand sanitizer 8 – 12 oz only
1	Swim suit
1 each	PE clothes (t-shirt, shorts, athletic shoes)
1 set	Earbuds for Soc. St. and math - not an expensive pair
<p>Note: Individual teachers may notify students of additional items by the end of the first week of school.</p>	



SKYWARD FAMILY ACCESS

Grading and attendance can be accessed for **ALL** students using on-line technology through **SKYWARD** Family Access. You should have received an e-mail regarding updating your family information in Skyward Family Access and Skylert.

Orientation Fees / Deposits

Lunch Account Numbers, Deposits and Prices: Lunch account numbers will be given to students when they get their schedules on August 25. The price of a middle school student lunch is \$2.45. To deposit money into the lunch account, please mail payment before the first day of school to: Food Service - Edison Building, 615 Seventh Street SW, Rochester MN 55902. Payment may also be made on August 25 or in the morning on the first day of school in the cafeteria. Please include your child's full name, school and grade on the check under the "memo" area.

Breakfast in the Classroom: We will be serving breakfast in the classroom this year. Students may pick up breakfast either in front of the cafeteria on first floor or in front of the media center on second floor. We are hopeful that this will provide an opportunity for students to eat breakfast and prepare for their first hour of school at the same time. We would ask that you encourage your student to eat breakfast, to be responsible with throwing away their garbage, and to be respectful of each classroom they eat breakfast in.

Student Planners: Willow Creek Student Planners have been ordered for all students. It is recommended that students in all grade levels use the planner during the school year. The planner will include the Willow Creek student handbook and study aides along with a section for recording daily assignments. The student planner will be available on August 25 for a suggested donation of \$5.00. The purpose of the student planner is to support students' learning of organizational and study skills to improve academic achievement. Organized students are more likely to complete assignments and, therefore, are more likely to do well on tests and end of the unit assessments. Middle school students find preparing for many classes challenging and the student planner is a tool to assist them. It is also a communication tool for parents as well as a self-responsibility encouragement for students.

Physical Education Uniforms: All Rochester middle school students wear uniforms for physical education classes. They may wear navy shorts and gray, navy, or orange t-shirts or Willow Creek Spirit Wear. Each Spirit Wear item is printed with the school logo. The cost for Willow Creek Spirit Wear is \$10 each for shorts and t-shirts.

Student Fees: The School Board has established student fees at the middle school and high school levels. These are fees charged for student activities where there is a paid advisor, and for use of school district musical instruments. The Middle School 2016-2017 instrument fee is \$90.

School Pictures: Individual pictures of all students will be taken on August 25, 2016. If purchasing a package, prepayment is required at the time the picture is taken (forms were mailed to your home or will be available on the 25th). Pictures of all students will be taken for school use, but packages will be printed only for those making a pre-payment. Students must have their ID's with them at all times during the school day. Picture make-up day will be September 8, 2016 and picture retake day will be October 12, 2016. If you have any questions, please call 328-5902.

Nurse's Office

Medication - All prescriptions and over-the-counter medications must be kept in the nurse's office (including Tylenol). These must be brought to the school by the parent/guardian. Parent/guardians are requested to bring student medication to the nurse's office before the first day of school. You may bring it to the nurse's office during Schedule Pick-Up. The following items need to be brought to school: 1. Medication in the original labeled bottle. If a dose requires less than a full tablet, the pharmacist or parent needs to split the tablets. 2. Parent/guardian permission form. 3. A doctor's signature is required along with the medication name, dosage, and time to be given if the medication is a prescription or if an over the counter medication is to be given at a higher dosage than the label states. Bringing the medications to school prior to the first day will insure that students receive their medications in a timely and safe manner on the first day of school.

Health Plan - Students requiring health emergency care plans and medications at school will need the necessary forms completed. Rochester Public Schools' health forms can be found on the Student Health Services webpage. Completed forms and student medications can be turned into your child's school nurse at schedule pick-up or meet the teacher. [Click Here to access the forms.](#) If you have questions, please contact your child's Licensed School Nurse. Licensed School Nurses start back to work in mid to late August and are available to meet with you by appointment regarding any health concerns that you have regarding your child. The health plans will need to be completed and on file prior to the start of the school year. Note that some plans will need to have a physician's



signature. If your child will need to take a medication during the school day or if you'd like to keep a medication at school to administer as needed, e.g., ibuprofen, Tylenol, please complete the [Authorization for Administration of Medication](#) form. All prescription medications and those that exceed package dosing require a physician's signature.

If you have any questions please contact our school nurse, Sue Bass, 328-5906.

Physical Education Excuses - Physical education excuses, except long-term disabilities, MUST BE RENEWED with a note from the doctor and the parent/guardians each school year.

Illness - If a student should get ill while at school, he/she should get a pass from the teacher and report to the nurse's office. The nurse will then notify the parent/guardians. The student is **NOT** to call home to request parent/guardians to pick him/her up. The school will do this after the student has checked in at the nurse's office. It is important that we account for students at all times.

Procedures / Protocol

Attendance Procedures: The Willow Creek attendance office makes every attempt to accurately monitor student attendance, and the assistance of parent/guardians in this matter is very important. If your child is absent for any reason, please call the school in the morning to notify us that he/she will not be present. This helps us avoid interrupting parent/guardians at home or work with an automated phone message call throughout the day.

Please call 328-5910 anytime (24/7) to report a student absence. Please leave a voice mail message giving the student's name, grade, reason for absence and your name. Notes are not needed if the absence has been called into the attendance line. If you know in advance of a pending absence for an appointment, trips, etc., you can call the absence into the attendance line or present a note to the attendance office to receive a pre-excuse slip. Students are not to give absence notes to the teacher.

Leaving Town for A Few Days? Children Staying With Someone? Someone Staying With Children? When you leave town and place your child in someone else's care, we would like to know. The school needs to have permission to contact someone in the event parent/guardians are gone. This is for your protection, the child's protection, and the school's protection.

Messages for Students: With an enrollment of over 1,100 students, we request your assistance in keeping messages to a minimum. Please try to make plans concerning appointments, rides, etc., before your child leaves for school in the morning. If you find it necessary to leave a message for your child during the school day, please call the main office. Students are called to the office to receive messages at approximately 9:45 a.m. and again at 12:55 p.m.

Classes are NOT interrupted to deliver messages.

Willow Creek School Play

Auditions for Willow Creek's fall play "The Sound of Music" will take place September 7, 8, and 9 at the Willow Creek Middle School Auditorium beginning at 6:30 pm each night.

Wednesday, Sept. 7-Singing Auditions **Thursday, Sept. 8-Speaking Auditions**Friday, Sept. 9-Callback Auditions

Singing Auditions: Anyone who wants to have a solo singing part or be in the chorus needs to audition on Wednesday evening. Be prepared to sing "Happy Birthday" or songs from the play. You may sing another song, but bring piano music for the piano player.

Speaking Auditions: Anyone who wants a speaking part needs to come on Thursday evening also. All speaking parts sing either solos or chorus numbers.

Callback Auditions: There will be a list of names posted on Friday morning by the auditorium door. These students need to audition again on Friday evening.

**All auditions start at 6:30 p.m. in the Willow Creek auditorium. PLEASE BE ABLE TO LIST ALL CONFLICTS YOU HAVE BETWEEN 6:30 PM AND 8:30 PM, Monday through Friday, such as piano lessons or sports activities.

All rehearsals and performances are at Willow Creek. There will be four daytime performances Monday, November 7 through Thursday, November 10 for Willow Creek students and an evening performance on Friday, November 11 at 7:00 p.m. for the general public. There is a \$5 admission charge per person for the evening performance. Anyone cast in the play must be available for ALL performances.

There is a \$20 activity fee charged to all students who are in the play. This is a school district activity fee and will need to be turned into the office the day of the first rehearsal. Checks are made payable to Willow Creek Middle School. Cash is also accepted, but make sure to put it in an envelope with your name on.

If you have any questions, please email Poppy Lear at kalear@rochester.k12.mn.us. You may also reach me by leaving a message at the Willow Creek office.

Rights, Rules, Responsibility

Student Pickup and Drop Off: Students need to be picked up and dropped off by parent/guardians on the NORTH side of the building at door number 19. Please park your car in the parking lot when doing this. **DO NOT park by the curb or in the traffic lane.** The area east of the building is congested when buses are unloading before school and loading after school. Please note THE HANDICAPPED ZONE IS ALSO NEAR THE NORTH DOOR, SO PLEASE DO NOT PARK YOUR CAR IN THAT AREA. PARKING IN BUS LINES IS PROHIBITED.

After School Passes: As we start the new school year it seems to be a good time to review policies and procedures for students staying after school. A student may stay after school to receive assistance from a teacher or to participate in an activity. **THE STUDENT MUST HAVE AN AFTER SCHOOL PASS ISSUED BY THE TEACHER WHICH INDICATES THAT PARENT/GUARDIANS HAVE BEEN NOTIFIED AND THE MEANS FOR TRANSPORTATION HOME INDICATED.** When students have completed their after school activity they will be instructed to go directly to the north entrance of the building, door number 19, and wait there for their ride. They may not wander the building and they may not attend any other activities that they are not included in. **ALSO, STUDENTS ARE NOT ALLOWED TO STAY AFTER SCHOOL TO WATCH A MIDDLE SCHOOL COMMUNITY EDUCATION EVENT (E.G. BASKETBALL GAMES, ETC.) WITHOUT THE SUPERVISION OF THEIR PARENT/GUARDIAN.**

When talking with your student regarding after school activities, please let them know that there are consequences for students who do not follow the policies and procedures.

Non-Custodial Parent: Non-custodial parents have the right to all information regarding their student unless there is court documentation indicating otherwise. (Documentation of non-rights or rights will be requested by school personnel.) This means that non-custodial parents have rights to conferences, report cards, and on-going school information that is sent home. It is the responsibility of the non-custodial parent to come forward and indicate their rights to school personnel. Please contact the Willow Creek main office and request to be placed on the non-custodial parent mailing list to receive mailings. If a conference is desired, please contact the guidance counselor.

Behavior Expectations: The behavioral standards for Willow Creek students are very important to the school community and will be reinforced by teachers. We follow a PBIS model – Be Safe, Be Responsible, Be Respectful. "Independent School District #535 recognizes its obligation to provide a learning environment based on mutual respect regardless of religion, national origin, race, or sex." Any form of discriminatory harassment is unacceptable at Willow Creek and will be addressed in a firm manner.

The Willow Creek Student Planner includes information on school procedures and policies. These will be reviewed with students during the first weeks of school along with the behavioral expectations. Each student will receive a copy of the 2016-2017 "Rights, Rules, Regulation and Procedural Code of the Rochester Public Schools K-12." **Parents/guardians are requested to review both publications with their children to reinforce the understanding of expectations and procedures.**

The Pledge of Allegiance will be recited weekly in our schools. Anyone who does not wish to participate in reciting the pledge for any personal reasons may elect not to do so. Students and staff will respect other's right to make that choice.

Staff and Student Recognition

The Staff and Student Recognition Committee are seeking donations for our monthly Golden Plunger awards. At each faculty meeting, we take the opportunity to recognize the achievements of Willow Creek staff members. Our committee would appreciate any donations (gift cards, etc.) that could accompany the Golden Plunger.

Sincerely,
Staff and Student Recognition Committee



**ROCHESTER PUBLIC SCHOOL DISTRICT #535
FACILITY DEPARTMENT UPDATE**

Health & Safety Notifications 2016-2017

Asbestos Notification

Notice Concerning Use of Pest Control Materials

Indoor Air Quality Notification

Annual notification of the above can be accessed by going to:

<http://www.rochester.k12.mn.us>

Select "Departments", "Facilities", and then "Health & Safety". Selecting "Student & Family Notification Letters" will take you to a page where you will select "Facilities Dept IPM notice 2016-2017".

Pest Management Service

Weed Control

Annual notification of the above can be accessed by going to:

<http://www.rochester.k12.mn.us>

Select "Departments", "Facilities", and then "Health & Safety". Selecting "Student & Family Notification Letters" will take you to a page where you will select "Pesticide Herbicide Application Schedule 2016-2017".

Please call 507-328-4507 with questions.

**2016-2017
NOTICE TO PARENTS
Student Accidents**

Rochester Independent School District #535 does not carry Student Accident Insurance to cover accidents and/or injuries of students that occur at school.

Coverage for injuries that occur at school is the responsibility of the health insurance policies of the parent or guardian.

If you do not have health insurance, and/or wish to purchase a student insurance policy, please contact your local insurance agent who will be able to assist you. If you wish to see if you qualify for the MinnesotaCare health program administered by the Department of Human Services, call (800) 657-3672 or visit their website at: www.dhs.state.mn.us/healthcare

MinnesotaCare is a publicly subsidized program for Minnesota residents who do not have access to affordable health care coverage.



Medicaid and the Children's Health Insurance Program (CHIP) Offer Free or Low-Cost Health Coverage to Children and Families

If you are eligible for health coverage from your employer, but are unable to afford the premiums, some States have premium assistance programs that can help pay for coverage. These States use funds from their Medicaid or CHIP programs to help people who are eligible for employer-sponsored health coverage, but need assistance in paying their health premiums.

If you or your dependents are already enrolled in Medicaid or CHIP and you live in Minnesota, you can contact your State Medicaid or CHIP office to find out if premium assistance is available.

If you or your dependents are NOT currently enrolled in Medicaid or CHIP, and you think you or any of your dependents might be eligible for either of these programs, you can contact your State Medicaid or CHIP office or dial **1-877-KIDS-NOW** or www.insurekidsnow.gov to find out how to apply. If you qualify, you can ask the State if it has a program that might help you pay the premiums for an employer-sponsored plan.

Once it is determined that you or your dependents are eligible for premium assistance under Medicaid or CHIP, your employer's health plan is required to permit you and your dependents to enroll in the plan – as long as you and your dependents are eligible, but not already enrolled in the employer's plan. This is called a 'Special Enrollment' opportunity, and **you must request coverage within 60 days of being determined eligible for premium assistance.**

The Minnesota - Medicaid contact information is:

Website: <http://mn.gov/dhs/partners-and-providers/health-care/>

Phone (Outside of Twin City area): 800-657-3739

Phone (within Twin City area): 651-431-2670



Willow Creek 2016-17 Daily Schedule

Team 701/801/780			Team 702/802/Level III			Team 602/CLOS			Team 601/CLOS		
Advisory	7:40-8:00	20 min	Advisory	7:40-8:00	20 min	Advisory	7:40-8:00	20 min	Advisory	7:40-8:00	20 min
Passing	8:00-8:04		Passing	8:00-8:04		Passing	8:00-8:04		Passing	8:00-8:04	
Period 1	8:04-8:50	46 min	Period 1	8:04-8:50	46 min	Period 1	8:04-8:50	46 min	Period 1	8:04-8:50	46 min
Passing	8:50-8:54		Passing	8:50-8:54		Passing	8:50-8:54		Passing	8:50-8:54	
Period 2	8:54-9:40	46 min	Period 2	8:54-9:40	46 min	Period 2	8:54-9:40	46 min	Period 2	8:54-9:40	46 min
Passing	9:40-9:44		Passing	9:40-9:44		Passing	9:40-9:44		Passing	9:40-9:44	
Period 3	9:44-10:30	46 min	Period 3	9:44-10:30	46 min	Period 3	9:44-10:30	46 min	Period 3	9:44-10:30	46 min
			Passing	10:30-10:34		Passing	10:30-10:34		Passing	10:30-10:34	
A Lunch	10:30-11:00	30 min	Period 4	10:34-11:20	46 min	Period 4	10:34-11:20	46 min	Period 4	10:34-11:20	46 min
Passing	11:00-11:04					Passing	11:20-11:24		Passing	11:20-11:24	
Period 4	11:04-11:50	46 min	B Lunch	11:20-11:50	30 min	Period 5	11:24-11:50	26 min	Period 5	11:24-12:20	56 min
						C Lunch	11:50-12:20	30 min			
Passing	11:50-11:54		Passing	11:50-11:54		Passing	12:20-12:24				
Period 5	11:54-12:50	56 min	Period 5	11:54-12:50	56 min	Period 5 (Coast.)	12:24-12:50	26 min	D Lunch	12:20-12:50	30 min
Passing	12:50-12:54		Passing	12:50-12:54		Passing	12:50-12:54		Passing	12:50-12:54	
Period 6	12:54-1:40	46min	Period 6	12:54-1:40	46min	Period 6	12:54-1:40	46min	Period 6	12:54-1:40	46min
Passing	1:40-1:44		Passing	1:40-1:44		Passing	1:40-1:44		Passing	1:40-1:44	
Period 7	1:44-2:30	46 min	Period 7	1:44-2:30	46 min	Period 7	1:44-2:30	46 min	Period 7	1:44-2:30	46 min

