

August 15, 2018

Hello Westside Families ~

I hope you're enjoying these last lovely weeks of summer! If you haven't completed the **Annual Update** for the 2018-19 school year, please do so as soon as possible. [The information on the Annual Update can be found by clicking here.](#)

Just a quick reminder of some upcoming dates to note! Please mark your calendars!

**Monday, August 20 – Picture Day – 12:00-6:00**

- Get your child's picture taken (paper order forms will be available or you can visit our website to order online)
- Pay Fees
- Put money on your child's lunch account with Chartwells
- Ask any questions you may have!

**Wednesday, August 29 – Meet the Teacher – School Supply Drop-off – 3:00-5:00**

- Meet your child's teacher
- Drop off school supplies
- Pay Fees in the office if you missed Picture Day (fees can also be paid online in your Infinite Campus Parent Portal)

**Tuesday, September 4 – 1<sup>st</sup> Day of School – 8:35-3:35**

**NEW this year from PTO** – Please see the attached flyer regarding **Birthday Grams**, an optional program to wish your child a Happy Birthday during the school day! Additional Birthday Grams will be available at Meet the Teacher on August 29<sup>th</sup>. If you have any questions, please contact Tracey Bast at [westsideeaglespto@gmail.com](mailto:westsideeaglespto@gmail.com), PTO President.

We are excited to see you on Monday, August 20<sup>th</sup> for Picture Day! If you have any questions, please give us a call at 920-739-3578. Thank you!

Anne Appleton  
Westside Elementary

# Birthday Grams



Let us help you, help celebrate your child's special day!!

For \$1, we will deliver your message and a sweet treat to your child on their birthday, or half birthday. Complete the information below, decorate the cupcake above, and write a special message on the back of the cupcake. Then return this page, you're decorated cupcake, and payment to the office. We'll mark our calendars and be sure your child gets your message and a sweet treat from us, on their birthday (or Friday before, if it's on the weekend). Family, siblings, grandparents, and friends can send Birthday Grams too!!!

Last day to have birthday grams submitted, will be September 28<sup>th</sup>. No exceptions.

Student's Name: \_\_\_\_\_  
Birthday: \_\_\_\_\_ Birthday \_\_\_\_\_ Half-Birthday \_\_\_\_\_  
Grade: \_\_\_\_\_ Teacher: \_\_\_\_\_  
# Of Birthday Grams: \_\_\_\_\_ Amount Enclosed: \_\_\_\_\_



# Westside Elementary School

746 W. 3rd Street • Kimberly, WI 54136  
(920) 739-3578 • FAX (920) 739-6212 • [www.kimberly.k12.wi.us](http://www.kimberly.k12.wi.us)



For the safety of our children, please adhere to the following guidelines for drop-off and pick-up at school. Thank you!

## Drop-off Procedures

- Breakfast starts at 8:00 am.
- Supervised drop-off starts at 8:20 am.
- Non-handicapped vehicles are not allowed in the circle drive from 8:15 - 8:35 am.
- Parents using the “hug and go” parking (in front of school) must create a process with their children to exit the vehicle in a safe and timely manner.
- 5k students will line up on the front, lower playground, using the outside stairs.
- 1st grade students will line up by the front doors.
- 2nd grade students will line up on the front/southeast side of the building
- 3rd and 4th grade students will line up in the rear/north side of the building.

**Supervision for breakfast begins at 8:00am.**

**Supervision for drop-off begins at 8:20am.**

## Pick-up Procedures

- We have supervised pick-up that starts at 3:35pm.
- Non-handicapped vehicles are not allowed in the circle drive from 3:30 - 3:45 pm.
- Parents are to wait outside the building to pick up their children.
- There is no “hug and go” zone for pick-up.
- 5k will dismiss “hand to hand” or on eye contact in the **rear/northside of the building. *Please note, this differs from where they line up in the morning.***
- 1st grade students will be released out the front of the building-main entrance or ramp.
- 2nd students will be released out of the front/southeast door.
- 3rd grade students will be released from their classrooms and can leave the building from any exit.
- 4th grade students will be released out of the rear/northeast door.
- Parents must plan where they will meet their children.



# Be a Sub!



## Join our team as a Sub!

Do you enjoy working with children while maintaining a flexible work schedule? Have you considered becoming a substitute teacher?

The Kimberly Area School District is seeking talented Substitute Teachers who want to join a team of ambitious professionals who help all students succeed. Sometimes, our educators are away from their classrooms for things like professional development or when they are ill. That's when we need talented individuals to continue providing a high-quality education to our students.



### Qualifications:

- **Current Wisconsin Educator License**
- **-Or- a Bachelor's Degree** from an accredited Institution of High Education, completion of **Substitute Teacher Training** and current **Substitute Teacher Permit**.
- Have a **Bachelor's Degree** but **not a Substitute Teacher Permit**? Contact us at (920) 788-7900 to learn more about pursuing training to obtain a Substitute Teacher Permit.

Substitute Teachers new to KASD are supported by helpful District staff at each building. The District uses an online Substitute Teacher System (AESOP) where you can view and customize subbing positions you are most interested in for your subbing career. **KASD offers a competitive daily pay rate for our substitute teachers.**

Are you ready to join a team of talented professionals who help students become community, college and career ready? Complete an application through WECAN (Wisconsin's K-12 hiring website) by visiting <https://services.education.wisc.edu/wecan>.

**Learn more about the Kimberly Area School District at**  
[www.kimberly.k12.wi.us/careers](http://www.kimberly.k12.wi.us/careers).

*The Kimberly Area School District does not discriminate against candidates on the basis of race, color, creed, marital status, sex (including transgender status, change of sex, sexual orientation, gender expression, gender transition, gender identity or sexual identity), pregnancy, ancestry, political belief or activity, military or veteran's status, arrest or conviction record, use or non-use of lawful products, religion, national origin, age, disability, or any other status protected by law. Concerns or questions should be directed to the District's Compliance Officer, the Director of Human Resources, at Kimberly Area School District, 425 S Washington Street, Combined Locks WI 54113. We are an equal opportunity employer.*