

# **Prairie Lutheran Schools**

## **Handbook**



**2008-2009**

Dear Parents,

This handbook acquaints you with the school and with its programs and policies for the coming year. We hope that the following information may be helpful and valuable to you. You might want to keep it for further reference during the school year.

## Prairie Lutheran Schools

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### Faculty

Pastor Paul Tessmer	Zion Catechism	647-5582
Pastor Michael Gorte	Immanuel Catechism	834-6723, Office 6105
Pastor Roger Woller	St. John Catechism	426-7007
	Emanuel Catechism	426-7819
Mr. Macord Johnson	Principal, Grades 5-8	834-9732
Mr. Randy Ristow	Activities Coordinator, Grades 5-8	426-7330
Mr. Michael Vlieger	Computer Coordinator Grades 5-8	426-7101
Miss Annaliese Endorf	Grades 3-4, Gibbon	507-766-0667
Miss. Barb Groehler	Grades 1-2, Gibbon	647-3290
Mrs. Veronica Strand	Kindergarten, Gibbon	697-6909
Mrs. Deborah Tessmer	Preschool, Gibbon	647-5544
Mrs. Janet Graupman	Secretary, Fairfax	834-6406

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### Board of Education

Mr. Curtis Becker - Chairman	834-6274
Mr. Mark Niebuhr - Secretary	834-6381
Mr. Kirby Albrecht - Treasurer	426-8333
Mr. Jeff Buboltz	320-848-2692
Mr. Ron Kiecker	834-6706
Mr. Scott Black - Vice-Chairman	426-8365
Mr. Kevin Madsen	647-5679
Mr. B. Doehling	320-328-4307

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Note: The mailing address for Prairie Lutheran School is:

PO Box 130, Fairfax, Minnesota 55332 (No mail is received at the Gibbon site)

School Phone Numbers: Fairfax 507-426-7755 Gibbon 507-834-6136

<http://prairielutheralschool.home.mchsi.com>



## **Mission Statement**

Prairie Lutheran Schools are operated by the congregations of the Wisconsin Evangelical Lutheran Synod in the Fairfax-Gibbon-Winthrop area to assist parents in providing a Christ-centered education for their children to strengthen them in Christian faith and life.

*Suffer the little children to come unto Me.*

## **Objectives**

The infallible Word of God is taught daily and underlies all instruction and activity so that the children of God are led to:

- 1. Confess their faith in the Triune God;**
  - A. The Father who has made them and cares for them and the world in which they live.
  - B. Jesus Christ, the Son of God, who has died for the sins of all, including theirs.
  - C. The Holy Spirit, whose temple they are, and who by Word and Sacrament seeks to strengthen and preserve their faith.
- 2. Love the Word of God, and therefore seek its instruction in school, church and home and to accept its authority in all matters both spiritual and temporal.**
- 3. Be faithful stewards of God's gifts:**
  - A. By recognizing that their time, talents and treasures come from God and use them to God's glory.
  - B. By sharing the comfort and joy of the Gospel with others.
  - C. By using their gifts in their congregation, community and synod.
- 4. Accept authority:**
  - A. Of God their heavenly Father, who has power to help in time of need.
  - B. Of God's representatives in the home, church, school and state, and to give them honor and respect.

**All subjects are taught and all activities pursued so that our children:**

1. Receive a quality elementary/middle school education.
2. Are prepared to enter high school.
3. Develop their full potential as individuals.
4. Learn to evaluate all of life from a Christian perspective.
5. Become useful Christians in their home, church, school and community.

## **Enrollment Policy**

Christ's commission to teach and make disciples of all nations (Matthew 8:18-20) identifies those who should receive the benefit of our school ministry. Our school exists to nurture the Christian faith of children whose parents are members of the association of Prairie Lutheran School and to introduce the Christian faith to children who do not yet know Jesus Christ as their Savior from sin. Prairie Lutheran School will therefore enroll students in four categories on a priority basis:

1. Children of members of the Association
2. Children of members of sister congregations of the Wisconsin Evangelical Lutheran Synod (WELS or ELS).
3. Children of families who neither hold membership at a church home nor regularly attend another church.
4. Children of families who hold membership in or regularly attend other churches not in fellowship with the Wisconsin Evangelical Lutheran Synod.

Because it is our expressed intent and purpose to minister to those in categories one through three, applications for children in these categories will be processed first. Those accepted from categories one through three will be enrolled throughout the spring as applications are received.

Applications of children in category four will also be processed when received; however, those accepted will be done so on a tentative basis and will be placed on a temporary waiting list until May 1, at which time they will be enrolled as space availability allows. If there are more students on the waiting list than available spots, the Prairie Lutheran's School Board will determine which families will be enrolled.

Student capacity is 12 students for Kindergarten and grades 1-8 twenty-four students per classroom. Category four students will no longer be enrolled in grades K-2 when enrollment reaches twenty and will no longer be enrolled in grades 3-8 when enrollment reaches twenty-two. The last two spots in each classroom will be left open to accommodate students in categories one through three throughout the summer and into the school year. If there is no space available because the classroom limit has been reached, the applicant may ask to be placed on a waiting list in the event an opening occurs. Final classroom enrollment will be determined by PLS School Board.

## **Application Process**

The school staff will make arrangements for campus tours and classroom visits. Parents who are interested in enrolling their children at Prairie Lutheran may obtain an application from the school principal, who will meet with them to become acquainted and to discuss the needs of their children, the mission and policies of our school, and to answer any questions they might have.

This Handbook should be read in full prior to submitting a completed application, and parents are asked to sign that they have done so on the application form. There is no application fee, however, upon acceptance, parents are required to pay a registration fee to reserve their child's space.

For children transferring from another school, report cards, attendance records, and test results from the previous two years must be submitted with the application.

If desired by either the applicant family or the school, one of the pastors may meet with the applicant family to discuss any spiritual needs or concerns.

Parents are informed by letter whether their child has been accepted, declined enrollment, or placed on a waiting list. The Prairie Lutheran School Board will be informed of all enrollments and, in special circumstances, may make the final decision whether a student will be accepted.

All new students are enrolled on a probationary basis for the first full quarter they attend our school. Category three and four children and their siblings will be re-enrolled each year as long as they display appropriate conduct and academic effort and their parents have met all enrollment requirements.

### **Enrollment Requirements**

Children in nonmember families (categories three and four) will be enrolled according to the following stipulations:

1. Parents of the applicant must agree to attend the School Parents' Bible Information Class to acquaint themselves with the religious instruction their children receive at Prairie Lutheran School. The class meets once a week for four weeks and is offered as scheduled with any of the Prairie Lutheran congregations' pastors. It is best if both parents attend the same session, but it is allowable for the mother and father to attend different sessions. There is no fee for this class. Most parents find this class to be very spiritually invigorating, and each parent is invited to complete the entire Bible Information Class over an additional fifteen-week period. (The full nineteen session class can lead to membership at one of the four congregations.)
2. Parents must agree to allow their child attend the worship services in which his or her class is scheduled to sing (several times each year). Singing in worship is an integral part of our religion curriculum and provides our students an opportunity to praise God and confess the Biblical truths they are learning in school.
3. Parents must be supportive of the school, its teachers, its religion classes, and its policies.
4. Parents must be faithful in making timely tuition and other school related payments.
5. Parents must provide academic, attendance, and behavioral records from previous schools as well as results of psychological, cognitive, or academic achievement tests for the principal's review.

### **Church Responsibilities**

Our Lord invites each and every one of us to come and worship throughout the entire church year. Let us as parents not take our responsibilities lightly, let us teach our children to continually praise and thank God for His undeserved grace and love that He has so freely given us and to hear the Word preached regularly.

### **Non-Discriminatory Policy**

Prairie Lutheran School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

## Educational Aid to Non-Public Schools

Prairie Lutheran Schools makes use of the Educational Aid to Non-Public Schools from the State of Minnesota. These moneys are used for textbook purchases. Parents are asked to fill out participation forms at registration.

## Enrollment Age

All children who are 5 years old on or before September 1 are eligible for Kindergarten at Prairie Lutheran Schools.

## Tuition

Members of the four congregations that operate the PLS pay no tuition since they contribute offerings for the operation of the school through their weekly offerings at their church services.

Non-member tuition will be billed monthly for the 2008-2009 school year. The annual amounts for non-member tuition:

\$ 1,440	first child - Gr.1-8
\$ 864	Kindergarten 1st child
\$ 720	2 <sup>nd</sup> , 3 <sup>rd</sup> child Gr.K-8

## Insurance

The school board has elected to insure all students under the School Time Accident Plan. The cost for this plan has been placed into the educational fee. Under this plan, each child that is injured will first use his/her parent's insurance. After that, this company will pay a portion of your expense, which is not payable under your other insurance policy. If you carry no insurance at all, then this company pays immediately. You are welcome to choose the 24-hour coverage, which will be \$75.00. In addition a Dental Plan is also available for \$6.00. Benefits are listed in the brochure.

## Fees

\$70.00 educational materials and insurance fee is charged for each student in Grades 1-8.

\$45.00 educational materials and insurance fee is charged for each student in Kindergarten

## Kindergarten

Kindergarten will be in session all day for the full year on Monday, Wednesday, and Friday of each week. Notes are sent home if there would be a change in the kindergarten schedule.



## Daily Schedule

Pre-Kindergarten (Monday, Wednesday & Friday mornings)

Kindergarten (all day - Mondays, Wednesdays & Fridays)

Grades K-4 8:10 - 3:00

Grades 5-8 8:20 - 3:00

The school will be open at 7:45 a.m. Children will take their seats for study when they arrive at school. Parents who need to drop off their child before 7:45 are asked to contact the School Board.

No child is permitted to leave the schoolyard during school hours for any other purpose except by written request from the parents and permission from the teachers, or by a telephone call to the principal.

Children will take home usual transportation unless teacher receives a note or phone call from the parent.

## **Missions**

A Chapel Service will be held at 8:20 a.m. on the last Friday of each month on both campuses. Mission offerings will be collected. Students chose each semester which mission they are supporting through their offerings.

## **Absences from School**

Regular school attendance is one of the most important ingredients in achieving a successful education. It is so important the Minnesota State Law requires attendance: (**Minnesota Statute 260.015** labels a student a "habitual truant" if he/she misses school seven or more days without lawful excuse. Valid excuses are defined as a "bodily or mental condition that prevents attendance.")

If your child is absent from school for any reason, we ask that you, the parent(s), call school or write a note stating the reason for your child's absence that day.

If your child regularly misses school (more than five absences in a quarter) the principal will use the following action(s):

1. Nothing - the student's absences related to a family vacation, dentist, etc.
2. Call parents - voice the concern
3. Contact Public Health according to county guidelines
4. Other action?

## **School Cancellations and Emergencies**

In the event of bad weather, WCCO and KNUJ will announce school closings for the public school as well as for Prairie Lutheran Schools, or it may just announce that GFW schools are closed. You can also check our webpage for cancellations.

<http://prairielutheranschool.home.mchsi.com>

Each family is asked to fill out an emergency housing form at registration. This form is for information to house your children in the event of a sudden snowstorm.

## **Report Cards**

Report cards will be issued every nine weeks. These should be carefully evaluated and if needed, a consultation with the instructor should be arranged.

## **Parent Consultation**

Consultations will be held at the end of the first quarter. If any parents wish to meet with a teacher during the subsequent quarters, they are asked to call the school and set up an appointment.

## **Discipline**

Every attempt is made to maintain Christian discipline at all times. Discipline is a prime requisite for a school to operate smoothly and successfully. It is therefore necessary that the faculty, parents, and students work together to maintain God-pleasing order.

When discipline is used, the Law is used to point and show the student his/her sin and then the Gospel is used to embrace them with the blessed assurance that Christ died for all sins, therefore redeeming all of us from the curse of the Law.

Such things as any form of disrespect for any teacher, willful and repeated disregard for the school's rules and policies, resentment toward correction, a careless indifferent attitude toward work, poorly or unprepared assignments and the like, are not in keeping with our Christian atmosphere and need to be curbed and corrected.

If a parent feels that their child has been unfairly treated they are asked to speak to their child's teacher first. If no satisfactory agreement is reached, the matter is to be

brought to the Principal and Pastor, and if the matter is not resolved, a meeting will be scheduled with the Principal, Pastor, and Board of Education.

## **Bullying**

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim.

Bullying can be:

- |           |  |
|-----------|--|
| Emotional | being unfriendly, excluding, tormenting              |
| Physical  | pushing, kicking, hitting, or punching               |
| Racist    | racial taunts, graffiti, gestures                    |
| Verbal    | name-calling, sarcasm, spreading rumors, and teasing |



Discipline will be handled by teacher's discretion. If continued misbehavior occurs the teacher may choose to use the cheating policy format of discipline.

## **Cheating Policy**

1. First Cheating
  - a. Note will be taken home that was written by the student explaining the cheating.
  - b. One detention will be served the next school day.
  - c. "F" for the grade of the cheating paper.
  - d. The student will not participate the next activity (basketball game, field trip, etc.)
2. Second Cheating
  - a. Includes a. & c. from above
  - b. The student will not participate in the next 3 activities (basketball game, field trip, etc.)
  - c. A total of a 5-day detention starts the next school day of the cheating.
3. Third Cheating
  - a. Suspension the following day.
  - b. The child will come and help in the next school cleaning day (the day before Christmas break or the day before summer break) till 3:00.
  - c. The parents, teachers, school board will meet to discuss further action.



*Please use the principles of Matthew 18:15ff.*

## **Personal Appearance**

Students of Prairie Lutheran Schools are asked to be dressed each day as they would appear before Christ their Savior. We ask that you, the parents, assist us by not permitting your children to wear extremely short or tight clothing. Students may be allowed to wear shorts in the months of September and May, or at the teachers' discretion.

Christian modesty and decency, as opposed to what the world thinks to be decent or appropriate, suggest certain types of clothing not be worn in our school. While it is impractical to list all the various styles of dress that would fall under this category, we suggest that such items as shirts with offensive or suggestive slogans or pictures, bare midriff fashions, tight-fitting jeans or slacks, shirts unbuttoned to an unseemly degree, etc., at the decision of the staff be avoided. The students in Grades 5-8 will have sleeves on their shirts. K-4 students need to have full fitted shoes.

## Telephone

Please use the school telephones for important matters only, and when possible, while classes are not in session. The school number is 426-7755 (Fairfax), and 834-6136 (Gibbon).

Students may use the telephone only by permission from a faculty member.

## Electronic Devices

Tape recorders, walkmans, cell phones, palm pilots, laptops, and pagers are not permitted in school classrooms without consent of a faculty member.

## Bicycles/Scooters/Skateboards

Children who ride their bikes to school are asked to park them in the rack during the day. Bicycles, scooters, and skateboards are not to be used by anyone but the owner, and then only to go to and from home and school.

## Athletics

All boys and girls from Grades 5-8 may participate in basketball, also girls in grades 5-8 may participate in volleyball. Minnesota athletic rules have changed regarding dual participation in public and parochial school teams. A student may now play for a parochial and public school at the same time (not including volleyball or basketball). If you decide to play at the public school in addition to our PLS program, we ask that when there is a conflict, you would choose to represent the school you attend--PLS.

Continual absence from school without a doctor's permission, or deliberate neglect of studies or other displays of non-Christian conduct give the principal, teacher and the coach the right to withhold the privilege of participating in these events.

The school sponsors volleyball, basketball, softball, soccer, and track teams.

## Piano & Band

Students may take piano lessons during school hours. We try to plan lessons during a time when your child will not be taught a lesson. There are times when this does not work out. Children are responsible for missed classwork.

Mrs. Barb Rogotzke (507-794-3712) and Mrs. Julie Trebelhorn (507-647-3216) give lessons in our school. Please contact either one of them if you are interested in having your child receive piano lessons. Mrs. Nancy Spaude (507-834-6331) is our Band director. Call her if you are interested. Prairie Lutheran School does have some instruments for children to use.



## Hot Lunches

Prairie Lutheran Schools offers a complete hot lunch program. The cost of student lunches for the 2008-2009 school year is: \$2.25 for students in grades K-4, and \$2.50 for students in grades 5-8. Either white or chocolate milk is served at lunch. At the beginning of each month, the parents will receive a bill for their child's meals. Families must not fall behind more than \$50 per child for hot lunch payments by the beginning of the 4th quarter or child(ren) will not be allowed to participate in hot lunch until it is paid, unless they make special arrangements with the Principal.

A form is available at Registration, or from the principal to apply for the Free and Reduced Lunch Program.

Those who would like a carton of milk for afternoon recess may purchase milk (35¢ a carton). You will be billed each month for the milk your child drinks at milk breaks. Orange juice is also available at breaks at the same milk price. If your child needs special

milk due to lactose intolerance, please speak to Mr. Johnson. Lactose reduced milk is available upon written request.

In the fall, volunteers get together to freeze tomatoes, apples, and sweet corn for our meals. Call Mr. Johnson or Mrs. Carolyn Peterson if you wish to help.

All food donations for the Hot Lunch Program will be appreciated. We ask that you contact Mr. Johnson or Mrs. Carolyn Peterson when you wish to make a donation.

*In accordance with federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, ages, or disability.*

*To file a complaint of discrimination, write USDA, Director, Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue SW, Washington, D.C 20250-9410 or call (202)720-5964 or (800) 795-3272 (voice) or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer.*

*This institution is an equal opportunity provider.*

### **School Cleaning**

It has been the practice at Prairie Lutheran School to get together and give both school buildings a good cleaning twice a year. We do this on the afternoon of the last day of school before Christmas vacation, and the last day of the school year in spring. The children attend school in the morning, and are excused after lunch that day. We then get busy with mops and rags and do our best to make the school sparkle! If you are not able to help clean on either day, the School Board asks that you pay a \$40 fee (per family). Cleaning day is actually a fun day when friends all get together and scrub for PLS.

### **Alcohol, Tobacco, & Drugs**

Prairie Lutheran School's policy on the use of alcohol, tobacco, or drugs by students is not permitted anywhere on the school or church property, or in its vicinity.

First Violation: Penalty: The parents will be notified and a meeting will be scheduled with the parents, Principal, and Pastor. The student will be suspended from the next three extra curricular activities or 3 weeks, whichever is greater.

Second Violation: Penalty: The parents will be notified and a meeting will be scheduled with the parents, the child, and the Board of Education, and faculty. The student will be suspended from school for 2 days, and will be suspended from the next 3 extra curricular activities or three weeks whichever is greater.

### **Asbestos**

All asbestos has been removed from our school except that which is found in the floor tile. The asbestos in the floor tile is non-friable, which means that it is non-hazardous to the health of the students, faculty, or anyone else entering the building.

### **Pesticide Notice**

In 2000, a Minnesota state law went into effect that requires schools to inform school employees and parents if they apply certain pesticides on school property. Schools that apply these pesticides must maintain an estimated schedule of pesticide applications and to make the schedule available to employees and parents for review or copying at the school office.

State law also requires that you be told that the long-term health effects on children from the application of such pesticides of the class of chemicals to which they belong may not be fully understood.

## Medication Guidelines

### Responsibilities of the Parent or Guardian

1. The school will need a written order from the physician requesting medication to be administered during school hours. The physician's order should include the following information.
  - a. Student's Name
  - b. Name of medication
  - c. Diagnosis and reason the medication is needed and why it is needed during school hours.
  - d. Time of administration
  - e. Possible side effects
  - f. Termination date for administration
2. We also need a written request from parent or guardian authorizing the school to administer medication.
3. When medications are brought to school it must be in the original container appropriately labeled by a pharmacy or physician. The following information should be included on the label:
  - a. Name, address, and telephone number of pharmacy
  - b. Student's name
  - c. Name of prescribing physician
  - d. Name of medication, dosage, and directions for use
  - e. Name of manufacturer of the drug and identification number
  - f. Auxiliary labels as needed
  - g. Date of original issue or renewal
4. All nonprescription (over-the-counter) medication must be in the original container and be accompanied by written permission from the parent or guardian to administer the medication during school hours. Make sure this note is dated.
5. We recommend that medication be brought to school by a responsible adult. Many medications look like candy and if seen by other children could be mistaken for the same, particularly if lost by the child carrying it to school.



We cannot dispense medication at school unless the above guidelines have been met.

## Bloodborne Pathogen Law

**According to a recent law all schools are required to have a Bloodborne pathogen policy.** Teachers are to consider all body fluids (blood as well as vomit, sputum, urine, and feces which may contain blood) as dangerous because they have the possibility of carrying the HIV (AIDS) and HBJ (hepatitis) diseases. Note the parts of the policy listed below.

1. When blood is involved in an injury, children will be encouraged to self-administer first aid. Appropriated first aid materials will be provided. School personnel will monitor their use.
2. In situations where school personnel must become directly involved in treating an injury, he/she will use protective gear where body fluids are involved. e.g. Rubber gloves.
3. Children whose clothes become bloodied will be required to get a change of clothes from the school office. The soiled clothes will be sent home in a plastic bag for proper washing. You may leave a set of extra clothes in your child's classroom.

## **Pre-Kindergarten Program**

**Staff:** Our teacher is Mrs. Deborah Tessmer. She received her training from Martin Luther College (the Wisconsin Synod's teacher training college). Previously she has taught grades K-3 in a Lutheran Elementary School and worked in Early Childhood classes in a local public school district.

### **Costs:**

- There is a \$60.00 tuition charge for each Level II/four-year-old student per month.
- There is a \$30.00 tuition charge for each Level I/three-year-old student per month.
- The first month's tuition is payable upon application. The remainder is to be paid monthly.
- There is also a one time \$10.00 "religious expense fee" for each student, payable upon application.

### **Enrollment:**

This pre-kindergarten program is designed for three and four-year-olds. However, if you have any questions about your child's eligibility, please call.

### **Transportation:**

Parents are responsible for transporting Pre-K children to and from school. GFW School District could provide bussing for your child if there is an older sibling riding the bus.

### **Schedule:**

Monday:	8:00 - 10:30 a.m. Level I - three-year-olds
Wednesday & Friday:	8:00 - 11:00 a.m. Level II -four-year-olds



Schedule is subject to change depending on enrollment numbers. Our schedule also follows closings as announced by GFW School District. In the case of a late start, class time is cancelled.

### **Activities Include:**

Playtime	Devotion
Singing	Bible Lessons
Stories	Games
Pre-Math Activities	
Small Muscle Activities	
Pre-Reading Activities	
Large Muscle Activities	

### **Supplies Needed:**

Box of 8 crayons (NOT the jumbo ones)  
Wide-lined spiral notebook (Level II)  
One 2-pocket folder (Level II)  
4 glue sticks  
Box of Kleenex  
Box of baby wipes  
Change of clothes  
Back pack

### **For more information, call:**

☎ 834-6136 Prairie Lutheran School  
Elementary Campus  
☎ 834-9732 Mr. Macord Johnson  
☎ 647-5544 Mrs. Deborah Tessmer

## **Parents, Teachers, and Friends Society**

The Parents, Teachers, and Friends (PTF) of Prairie Lutheran Schools recognizing our school to be the primary educational arm of St. John / Emanuel / Zion / Immanuel Evangelical Lutheran Churches has been organized for the following purposes:

1. To promote interest in Christian education within our school.
2. Provide an organization by which parents and friends of the school can help support and carry out the policies of the Board of Education, Pastor and Teachers.
3. All parents, teachers, relatives, and interested friends of our congregations shall be welcome to attend the PTF meetings. All are encouraged to participate and vote.
4. Regularly scheduled meetings will be held in quarterly.

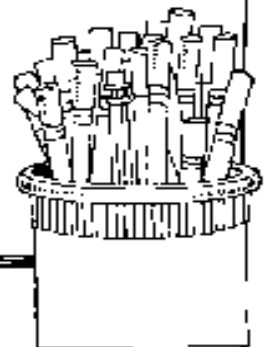
## **Thank You**

We want to express to you our sincere appreciation for your kindness in cooperating with us in the requests we have made. These arrangements have been made in order that the school year begin smoothly and continue effectively. This is also being done so that your children may receive the greatest possible benefit from their school attendance. Your help and cooperation in these matters are vital and important to the success of this endeavor.

In closing, we ask that you join us, your school staff, in making a joyful noise to our Lord for the blessings He has given us, in teaching and training your children according to His will. Without you and your prayers now and throughout the school year this work will be hampered--with them, it cannot fail.

# SCHOOL CALENDAR 2008-09

September	2	School Begins
	26	NO SCHOOL - Workshop Day
October		Picture Day
	16-17	MEA - No School
	20	NO SCHOOL - Staff Workshop Day
	22-24	8 <sup>th</sup> Graders - Eagle Bluff Nature Center
November	6	End of First Quarter
	7	NO SCHOOL
	18-20	Parent-Teacher Conferences
	27-28	Thanksgiving Break - NO SCHOOL
December	12	Early dismissal: 1 p.m.
	23	$\frac{1}{2}$ day school (with lunch), Cleaning in afternoon
	24	Christmas Break begins
January	5	Classes resume
	22	End of Second Quarter
	23	Quarter Break - NO SCHOOL
February	13	Early Dismissal - 1 p.m.
	16	Presidents' Day - NO SCHOOL
	20-22	Grade School Basketball Tournaments in New Ulm
March	1-7	Lutheran Education Week
	7	PLS Family Night
	26	End of Third Quarter
April	30-31	NO SCHOOL
	1-3	NO SCHOOL
	9-13	NO SCHOOL - Easter Break
May		Pre-K and Kindergarten Round-Up
	1	Early Dismissal - 1 p.m.
	22	Field Trip Grades 5-8
	27	Closing Service & Graduation
	29	Last Day of School (1/2 day with lunch), clean schools in afternoon



Please sign this back page (parent and student), remove it from the book and return to school office after you finish reading the handbook.

## Prairie Lutheran Schools

I have read and understand the policies and procedures set in place by the joint school board and printed in this handbook.

Parent Signature \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_