



Tullar Elementary School - 925 Tullar Road · Neenah, WI 54956

Tel: (920) 751-6985 · Fax: (920) 751-6913

Bill Richardson, Interim Principal

August 2024

Dear Tullar Families:

The start of the 2024-2025 school year is just around the corner and we are excited to welcome you and your child to Tullar Elementary School! We are thrilled to have your child join our vibrant learning community where we are committed to fostering a love of learning and achieving success for every student. Our team of passionate educators is committed to creating a supportive, safe and engaging learning environment. We look forward to partnering with you to make this a fantastic year filled with growth, discovery and accomplishments. Go Tigers! Please add the following dates on your calendar:

1. CLASS LISTS: Class list information will be shared with families the day of open house (8/28).
2. OPEN HOUSE: Wednesday, 8/28 from 4:30-6:00. Drop in any time during this window!
3. FIRST DAY OF SCHOOL: Tuesday, 9/3 at 8:00 am for all 1-4. NOTE: KINDERGARTNERS WILL HAVE A STAGGERED START. Staggered Start Group A (Last names A-K) will come on 9/3 (remain home on 9/4). Staggered Start Group B (Last names L-Z) will come on 9/4 (remain home on 9/3). All kinders will join us on 9/5!
4. FIRST PTO MEETING: Monday, 9/9 at 6:30 pm in the library
5. PICTURE DAY: Friday, September 13, morning. Picture re-take-Friday, October 18th. Please use this link to prepay/order your pictures: [Network Picture Order](#)
6. HOLIDAY CONCERT: Tuesday, 12/10 at 6:00 pm, Pickard Auditorium at NMS

We are excited to welcome new faces to our staff this school year. Please join me in welcoming the following new staff to Tullar for 2024-2025:

- Shauna Smith - Literacy Coach and Interventionist
- Kelly Popp-Intellectual Disability Assistant

Please read carefully through the following information in this back-to-school letter and contact me with any questions at 751-6985, ext. 23101 or email: wrichardson@neenah.12.wi.us

1. The School Day: 8:15 a.m. - 3:00 p.m. Monday - Friday

We have no supervision on our playground before 8:05 a.m. Families must avoid dropping off students before 8:00 a.m. Any student that arrives at school before 8:00 a.m. should be signed up for Y-Care. Students on NJSD buses will be allowed in the building if the bus arrives before 8:00 am. Starting at 8:00, students may be dropped off and must enter the building through their classroom's assigned doors then proceed through the hallway directly to their classrooms. Students will go right to their room when arriving after 8:00 am. After 8:15 am, only the main doors will be accessible by the buzzer, so please ensure your child is able to get into the building before driving off if they are tardy.. The official school day begins at 8:15 a.m. Children not in their classrooms at 8:15 a.m. are considered officially "tardy," by NJSD School Board Policy. Students absent for more than 10 minutes of the school day (not including lunch and lunch recess) will be marked absent for the AM or PM according to NJSD policy.

2. Volunteers for 2024-2025:

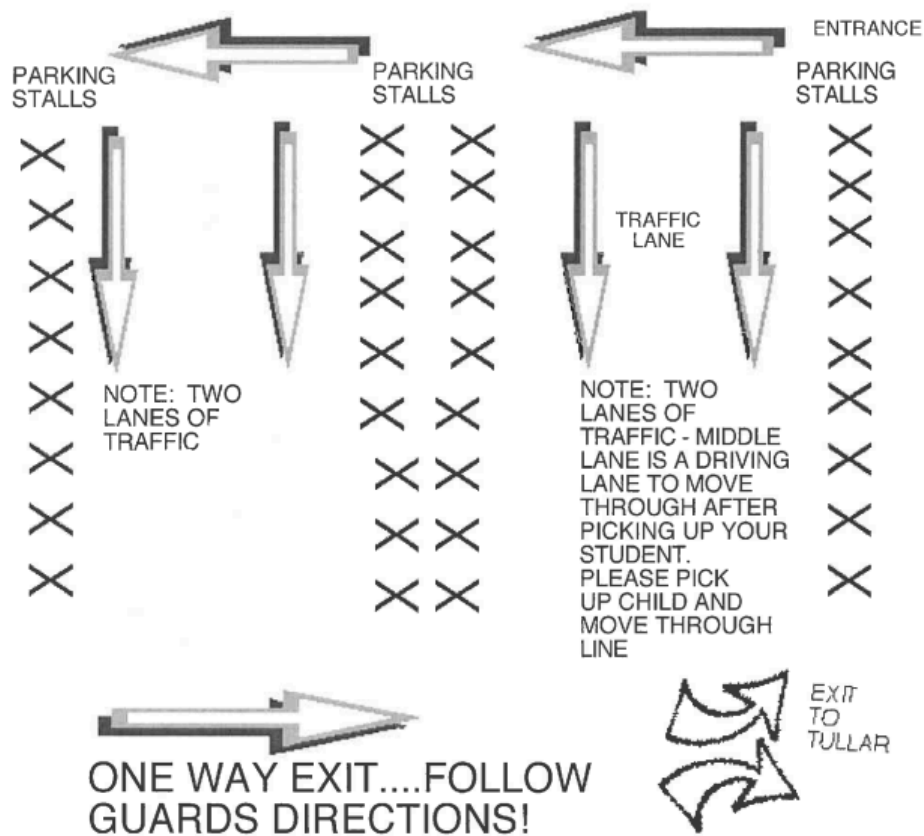
We welcome volunteers to our building. Please give teachers a few weeks to settle in and then, if they are in need, they will reach out to families for classroom volunteers. All volunteers (in the building or on field trips) will need a completed background check and their ID must be run through our Raptor system. You can find the background check online form here: <https://bib.com/secure-volunteer/neenah-joint-school-district/>. Please do this if you think you will volunteer at any point during the school year. Background checks are valid for three years.

3. Absences/Tardies:

Please call the school office at 751-6985, and dial 2 to call your child in absent/tardy by 8:30 am the day of the absence. If your child will be tardy, please indicate if your child will be eating hot lunch, so they can be included in the lunch count. When your child is absent, make-up work will be provided upon your child's return to school, or, by request, available for pickup after school, allowing the teacher time to prepare the work. Absences for illness, medical appointments, and family emergencies will be excused. Please provide a doctor's note if your child is being seen by a medical professional. Absences for family trips are discouraged and make-up work may not be available by the teacher prior to the trip. Similar to last year, students with a fever or other symptoms (i.e. vomiting, cough, runny nose) will be sent home. Absences can also be submitted through the parent portal. Follow the directions provided [here](#) if you are unsure how to enter an absence online.

5. Dropping Children Off/Picking Up:

As the parking area can get quite congested before and after school, please obey the “enter” and “exit” signs for traffic flow. Additionally, if you ever plan to exit your vehicle, please park in a marked stall. As buses utilize Tullar Road for pick up, please do not attempt to drop off or pick up your child up on Tullar Road for safety reasons. We have staff assisting with traffic flow both before and after school. Please obey their directions on movement, as they keep our Tullar Tigers safe!



UPDATE from previous years: Faith United Methodist Church (corner of Tullar Road/Cecil Street) immediately across from our school **will no longer allow** students to be dropped and picked up in their parking lot, as they are opening a new school there. A crossing guard, provided by the Neenah Police Department, is in place before and after school.

6. Building Safety Procedures:

During the school day, Tullar has all entrances locked. If coming to school after the start of the day or before the end of the school day, please use the main entrance doors (the western set of doors facing the parking lot and closest to the playground) and press the buzzer located next to the doors (on the left). Office hours are 8:00 am - 3:30 pm. Unless you are volunteering or meeting with a staff person, you will be asked to remain in the office. Anyone entering our building beyond the main office will need a Raptor badge which requires an ID.

7. Class Lists:

Class lists can be accessed in the Parent Portal on the day of Open House (8/28).

A great deal of time and effort is put into making the best possible class list as we balance special needs, gender, learning styles, behaviors, and many other factors. Please understand that any requests cannot be honored at the time. I strongly discourage parents from talking negatively about a teacher and/or contributing to rumors/gossip about our fine teaching staff at Tullar. In addition to being passionate about working with children, each teacher at Tullar possesses a strong set of teaching skills, educational philosophies, and expert training that is put into practice each day. Every child's experience with a particular teacher is unique due to the different needs of students and families, so please work with us to help make your child's experience a positive and successful one by being supportive of ALL Tullar staff at home and in the community.

8. Hot Lunch Program:

Hot lunch begins on the first day of school. Chartwells is the provider for the hot lunch program. You may send a check to the school made payable to NJSD (include child's name in the memo), or you may pay online on our district website at www.neenah.k12.wi.us. Students may bring lunch from home. Please remember to make separate checks for lunch/milk (payable to NJSD) and school fees (payable to NJSD). You may write one check for more than one child. Please note that [free/reduced lunch forms are on the district website](#) (linked). You are always welcome to pick up your student and take them out to lunch. Check-in at the office and we will retrieve your student. Our lunch/recess schedules are as follows:

Kindergarten.....Lunch 11:30-11:55, Recess from 12:00-12:25

1st Grade.....Lunch 11:30-11:55, Recess from 12:00-12:25

2nd Grade.....Lunch 11:00-11:25, Recess from 11:30-11:55

3rd Grade.....Lunch 11:00-11:25, Recess from 11:30-11:55

4th Grade.....Lunch 12:00-12:25, Recess from 11:30-11:55

School Lunch Programs are PAID services again this year.

The costs for these PAID programs are as follows:

- Lunch is \$3.00/student (Reduced fee is \$1.20)
- Elementary Milk is \$0.40.

For more information, visit [Chartwells' website](#). You can also access an application [HERE](#).

9. Insurance Coverage:

The Neenah Joint School District does not carry insurance to cover accidents that may occur on the way to/from or at school. Coverage would be through your individual or family insurance plan.

10. Cellular Phones/Electronic Devices

Cellular phones and all electronic devices are strongly discouraged at Tullar Elementary School. If your child must have such a device for after-school activities, please follow these guidelines:

The device must be turned off and in your child's backpack during the school day.

* Your child must not carry the device during the day. If your child chooses to carry their phone/electronic device, it will be placed in the office and will only be released to the parent/guardian.

* If a student has an Apple Watch or a similar device, texting and call features must be turned off/disabled during the school day.

* If the watch/device becomes an issue, the student will not be allowed to wear the watch at school.

* If any device is lost/stolen during the school day, Tullar Elementary School accepts no responsibility.

Again, these items are strongly discouraged at Tullar Elementary School. Important messages for a Tullar student may be given to the office. This will ensure that all messages will be delivered in a timely manner.

11. Medication:

If your child needs to take any prescription medication while at school, please contact the school office as soon as possible. There are forms that must be completed and signed by a physician before we can administer any prescription medication. Nonprescription medications may be administered at school if a medication consent form is filled out and signed by the child's parent or guardian. Medication consent forms can be obtained in the Tullar Office. Please

do not send medication to school with your child unless this form is filled out, even for simple medication like Tylenol or cough syrup. By district policy, we cannot administer medications without this form. All forms are available on the NJSD website under [medical services](#).

12. Dress at Tullar:

Clothes must be appropriate for school activities, the weather, and the learning environment. Clothing with offensive slogans or those promoting alcohol, tobacco, drug use, or containing sexual or gang-related references will not be allowed. Coats and jackets may not be worn to class. Shoes are required at all times. Hats, bandanas, or any head covering must be removed as students enter the building. The school reserves the right to require students to change clothing if their appearance does not reflect good taste, or cleanliness, or is disruptive to the educational process. The above dress code is a part of the NJSD student handbook, which is located on the NJSD website and is identical to all NJSD elementary schools.

13. Immunizations:

The Wisconsin Department of Health and Social Services requires that all students entering kindergarten must be up to date on the following vaccines, or have a signed waiver:

MMR, Hepatitis B, DTAP, Polio, and Varicella.

14. Parent Teacher Organization (PTO)

Tullar is fortunate to have an exceptional PTO, made up of friends of Tullar, parents, and staff. Information about PTO will be in the Tullar Newsletter.

Get involved in your child's school and try out our PTO. ALL Tullar families are members and encouraged to get involved!

15. "OPEN HOUSE" Night:

We are planning for an Open House to take place on Wednesday, August 28th from 4:30-6:00 pm. Students can meet their teachers, drop off their [school supplies](#), pay any fees with Mrs. Ewing in the office, and drop off any medications/medical forms to our nurse, Ms. Bentz, in the office. A new health plan is needed each school year.

This year there will be a book fair located in the gym! Time to stock up on some fun and exciting books for your child to help instill a love for reading. There will be an opportunity to purchase books for teachers off of their wishlist as well.

16. Celebrations/Parties:

If a family would like to send a birthday treat for the class to school, there must be one for each student, allergy alternatives must be considered and the item must be individually packaged. Items can be non-food (pencils, erasers, stickers). Most importantly, the snack MUST meet District healthy snack guidelines (NJSD Board Policy 8510). Food items sent to school that do not meet the district's healthy snack guidelines cannot be distributed to classmates per NJSD policy.

17. Traffic Directors and Lunch/Recess Supervisors Needed!

If you are interested in assisting with traffic (before and/or after school) or cafeteria/recess supervision of students on a daily or substitute basis, please contact me at wrichardson@neenah.k12.wi.us to express your interest and fill out an application.

Applicants will have to pass a full background check. These are PAID POSITIONS! We need supervisors more than ever before, so please consider joining our team! We are flexible!

18. Before/After School Supervision

We currently offer before and after school care at Tullar ONLY through the YMCA. As the YMCA is an independent program that simply is housed at our schools, please contact them directly for questions or to secure a spot. As spots fill quickly, please call the YMCA soon. The YMCA Before and Aftercare Programs are independent of our school, therefore please contact them with questions or concerns if they arise during the school year.

I wish all families good health and enjoyment of the last few weeks of summer break and look forward to another exceptional year with our Tullar Tigers!

19. Busing Information

Stopfinder is OUT, the Parent Portal is IN!

New in 2024-25, the Parent Portal can be your ONE STOP SHOP for student information- including transportation!

Due to licensing changes, we will no longer be using the Stopfinder app. All bus route information will now be visible on your Parent Portal. Two weeks prior to school starting, your student's route information will be posted- including stop location, time, and route (bus) number.

Bus eligibility is based on the location of your residence- not all families are eligible. Please visit the transportation page on our NJSD website for more information on using the school bus.

If you haven't set up a parent portal, or are having problems logging in, please email campus@neenah.k12.wi.us If you enjoyed having the bus route information on your phone, remember that there is an Infinite Campus Parent app that you can install on your mobile device.

I look forward to seeing our building filled with lifelong learners in September.

Sincerely,

Bill Richardson

Interim Principal

Tullar Elementary School