

SANDWICH

Rick Schmitt, Superintendent of Schools

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COMMUNITY UNIT SCHOOL DISTRICT 430

Our Vision

"Learning Today, Shaping Tomorrow!"

Our Mission

"To provide opportunities for our youth to develop educationally, emotionally, physically, and socially to the fullest of their ability."

School & Community – Sandwich CUSD 430

Welcome to the 2018-2019 school year!

As the summer months begin to fade, a new and promising school year is fast approaching. The Board of Education, administration and staff welcomes back all returning students and parents and sends special greetings to all new families joining Sandwich CUSD 430. The combined communities feeding into our learning environment are great; and of course only as great as its commitment to its youth.

It has been a busy summer at Sandwich CUSD 430 as we prepare to welcome approximately 2050 students on Friday, August 17. If you cannot tell by the calendar that it is nearly back-to-school time, there is little doubt about it when you see what stores have on display such as markers, pens, notebooks and clothing items.

Teachers, too, are getting ready for the new school year, setting up their classrooms. Many of our teachers, paraprofessionals and administrators were students themselves this summer, attending professional development seminars and conferences.

Summertime is when our custodial staff cleans schools and performs preventive maintenance such as changing lightbulbs and ceiling tiles, fixing desks, waxing floors, cleaning carpets and sanitizing.

The maintenance department has been overseeing numerous projects such a masonry and concrete work, electrical work, seal-coating all parking lots, re-finishing gym floors and installing updated security equipment.

The technology department has been busy cleaning and updating all electronic devises and has wired all K-5 attendance centers for security cameras.

Our buses are ready to roll out, and our drivers are prepared to transport our students to and from school in a safe manner. The District upgraded its fleet by purchasing four buses and installed a new fuel system that will be shared with the City of Sandwich.

District administrators, principals, secretaries and board members spent much of their time making sure the district is focused on doing what is right for students. The coordination of 2050 students, over 250 staff members, and six school attendance centers does not happen by accident - and it won't happen at all if we aren't working together at keeping our students' best interest a top priority.

In the end, schools are more than indicators, test results and standards. While we do embrace accountability regarding state assessment results, they are not a top priority; improving overall student achievement is our top priority.

The Board of Education, administration and staff are genuinely concerned about your student's overall success. I want to encourage you to continue to take an active part in your student's education. Our partnership is critical to the success of your student, and I urge you to attend school functions, communicate with your student's teachers, and continue to talk to your student on a daily basis. Together, we can encourage all students to rise to their greatest potentials.

Although we are proud of our successes, we are always looking to improve in every aspect. Prior to and throughout this school year, our school improvement plans will continue to evolve as we continue to implement the AdvancED model for school improvement. The AdvancED process is student and data driven and allows for the district to guide students to show growth both academically and socially.

AdvancED provides nationally-recognized accreditation, the purpose of which is continuous school improvement focused on increasing student performance. To earn accreditation, schools must meet AdvancED's high standards, be evaluated by a team of professionals from outside the school and implement a continuous process of school improvement. Accreditation is granted on a five-year term; and CUSD 430 is in year three of the cycle. Accreditation demonstrates to our students, parents and community that we are focused on raising student achievement, providing a safe and enriching learning environment, and maintaining an efficient and effective operation staffed by highly qualified educators.

In regards to school safety, last spring Campbell ACNC Consulting, LLC was employed by the district and completed safety and security assessments throughout the district along with a full review of all emergency operations plans. The assessment and review was completed in two phases, and recommendations for improvement will be discussed with the safety committee and district personnel.

When returning to school in August, you will notice security cameras have been installed at all K-5 attendance centers. All schools are now fully equipped with security cameras. Entrance "buzz-in" systems at our K-8 buildings have been replaced with upgraded equipment.

We thank the City of Sandwich for partnering with the District to employ a full time School Resource Officer (SRO), Officer Brian Fasnacht. Our SRO begins his duties this month and will be visiting all schools on a weekly basis. The following list of duties highlight the role of our SRO. Their successful execution is designed to meet the goals of the community through:

- providing a level of security to the students, staff and school property;
- establishing a positive relationship between the students, staff, administration and law enforcement;
- providing a positive level of education in areas such as alcohol/drug and violence awareness;

- preventing and/or addressing criminal activity committed within or immediately near the schools;

You may have noticed, the District has designed a new and improved webpage we hope you will find both informative and efficient. Please be sure to visit the District's website at www.sandwich430.org. I hope you enjoy researching the types of information located on our webpage such as eBulletin and building level newsletters; and will consider ways that you can help our schools and students achieve even greater success. Thank you for your support and commitment to quality public education. It is truly an honor and privilege to work and live within a learning community that values education.

Throughout the 2018-2019 school year, may we continue to work together for the betterment of our students, our schools and our communities. Best wishes for a successful school year. I remain,

Yours for better schools,

Rick Schmitt
Superintendent of Schools

District 430 Webpage Design Enhancements

Sandwich CUSD 430 has migrated to a new website design. This new website has an updated and more streamlined appearance. It will be mobile-friendly and will allow for a better flow of information. The new website will be tied in with the School Messenger alert system by displaying the most recent alerts on the website. The district will also be developing a customized mobile app to aid in the flow of information to parents.

e Bulletin Newsletter

To read and follow informational items pertaining to Sandwich CUSD 430, you will find an e-Bulletin link located on the front page of the District's webpage (www.sandwich430.org). The e-Bulletin provides community members monthly up-to-date information pertaining to individual school and district happenings.

Twitter Account for Sandwich CUSD #430

Have a Twitter account? Follow Sandwich CUSD #430 for information regarding programs and activities throughout our learning community @SandwichCUSD430

Virtual Backpack

Sandwich Community School District #430 implements a procedure of distributing information to students from outside non-profit educational organizations, and intergovernmental agencies, for which it grants approval. Rather than sending home flyers from these organizations in book bags, through email blasts, or in our newsletters, we will be posting such information on a Virtual Backpack webpage throughout the school year for all to read. The Virtual Backpack link and instructions may be found in the upper left hand corner on the front page of the district's webpage.

Educational Goals

The Board of Education has reviewed and adopted their 2018-2019 educational goals in preparation for the upcoming school year. Adopted Board goals are:

- ✚ Continue to evaluate and enhance the safety of our learning environment
- ✚ Foster the growth and development of each student by providing high quality educational resources to improve overall student achievement
- ✚ Continue delivering programs that prepare students for college and career readiness
- ✚ Monitor and enhance the districts social emotional curriculum, programs and services
- ✚ Continuously enhance methods of evaluation and assume accountability for all staff
- ✚ Ensure fiscal stability and responsibility by managing budgetary needs of the district in order to support the academics, safety, health and wellness and facility usage of the staff and students
- ✚ Maintain commitment to academic excellence and fiscal responsibility; to recruit, develop and retain high performing staff
- ✚ Plan and prepare for collective bargaining agreements
- ✚ Enhance roles as partners to both families and the broader community with open an timely communication and active involvement
- ✚ Strategically adopt and incorporate technology as a tool for learning and community engagement

School Improvement Planning

The 2018-2019 school year will be the third year of our AdvancED school improvement cycle. Plans are underway to implement the District's continuous school improvement planning regarding teaching & learning.

The District has and will continue to develop strategies to capitalize on our strengths as well as to address improvement priorities. Since the plans inception, the District has planned, organized, and implemented strategies for improvement.

2017-2018 Board Goals and indicators of meeting the goal were:

- A. Plan and implement strategies to address recommended AdvancED school improvement priorities
- ✓ A complete and comprehensive report was submitted to AdvancED addressing the recommended improvement priorities. AdvancED's overall response stated the district is well on its way to meeting all goals and objectives
 - ✓ The district is in the process of transitioning to standards-based report cards and researching trimesters
 - ✓ The district implemented the Zones of Regulation starting with elementary grades working up into higher grades
 - ✓ A new evaluation tool addressing professional practice and student growth was developed and implemented for the second year
 - ✓ Beginning FY '19, all evaluations will be completed electronically
 - ✓ The district is researching and piloting a new reading series
 - ✓ The District is researching adoption of a Tier 1 social emotional curriculum with universal screener/progress monitoring that addresses the Illinois Social Emotional Learning Standards.
 - ✓ The district is researching and conducting inquiries in order to make a recommendation regarding district adoption of AIMS Plus and/or MAP, and/or STAR, and/or Fast Bridge for academic universal screening and progress monitoring.
 - ✓ The district implements a train the trainer model in order to train pertinent school employees in "CPI (Crises Prevention Intervention) – Verbal De-escalation" skills.
 - ✓ Nurse, special education and social worker staff was added to meet social/emotional needs of students
 - ✓ Specific grade level strategies were examined to address core areas of reading; after data analysis with faculty, changed focus of goal from fluency to reading informational text
 - ✓ Specific grade level strategies were examined to address core areas of math; after data analysis with faculty, decided to continue the goal of increasing mathematics computation skills
 - ✓ Members of the PERA evaluation committee work with the teachers to familiarize certified staff with the current evaluation system and changes
 - ✓ Distributed and collected surveys of certified staff regarding knowledge of the evaluation instrument
 - ✓ Data Days are scheduled to analyze student achievement progress
 - ✓ Developing documents to monitor district and individual school improvement planning
 - ✓ The master schedule is designed to incorporate intervention times for grade levels

- ✓ Added and/or enhanced the following courses at SHS for the 2018/2019 school year: Choir offerings, Project Lead the Way (science credit); AP Honors Biology I; Physics I; Arts, Crafts & Cultures; Studio Fitness; and AP English Literature

B. All schools will encourage and initiate school-wide positive behavior programs

- ✓ Each day, Character Counts videos are shared with students
- ✓ Zones of Regulation has been implemented
- ✓ Schools encourage a Kindness Campaign
- ✓ K-5 Schools provide quarterly behavior incentives such as Straight A cook-out; Bringing Up Grades – BUG Roll; Perfect attendance lunch; Honor Rolls; creating a “Character Rock Garden”;
- ✓ SMS implements an anti-bullying program each year
- ✓ SHS implemented Teens Activating the Language of Kindness program (TALK) program

C. Support professional development opportunities for all staff and board members

- ✓ The District professional development committee continues to offer in-district professional development
- ✓ All Board members, administrators and staff members are encouraged to attend workshops/conferences each year
- ✓ Sharing and dissemination of professional development experiences at staff meetings is encouraged
- ✓ Required online *Infinitec* training is available for all staff
- ✓ Over \$32,000 grant funds were used to provide professional development in FY ‘18
- ✓ Earning an advanced or master’s degree is highly encouraged.

D. Continue to monitor funding and finance options with a goal of a balanced budget

- ✓ The Board, administration and staff has become familiar with the Evidence Based Funding (EBF) model; and the Every Student Succeeds Act (ESSA) and how they are tied together
- ✓ Monthly and yearly budgets and financial reports are reviewed by the administration and Board
- ✓ The administration monitors building budgets to stay within Board-approved balances for each line item
- ✓ District budgets, audits and levies are completed and adopted in a timely fashion.
- ✓ Staff and administration research and apply for additional funding sources and grants
- ✓ School fundraisers are planned for additional expenditures and other school-based projects

- ✓ Schools collaborate with PPA's, athletic and music boosters and the Education Foundation to support and enhance programs and services
 - ✓ Applied for and received additional funds from ISBE to enhance the Pre-K program and technology needs
 - ✓ Shared Services are utilized such as Agriculture classes, park district uses and agreements with the City of Sandwich (fuel bid and control device)
- E. Provide factual information to all stakeholders regarding funding options to complete mandated life safety projects
- ✓ The district provided monthly reports during board meetings regarding the Debt Service Extension Base (DSEB) referendum
 - ✓ The DSEB referendum committee provided information to the voters regarding the referendum
 - ✓ The referendum to increase the DSEB by \$700,000 was voter approved
- F. Examine multiple options and mediums to disseminate school district information
- ✓ A district Twitter account was created and used to promote programs, services and informational items regarding school and student activities
 - ✓ The district and schools maintain a website
 - ✓ Individual schools use Twitter accounts
 - ✓ Individual schools use Facebook; and the district is working toward developing an account
 - ✓ Tyler is used to communicate grades and announcements with students, parents and staff
 - ✓ Monthly newsletters are posted
 - ✓ Email, texts and School Messenger automated calls are used to communicate with stakeholders
 - ✓ Articles are submitted to the press on a daily/weekly basis

Cell Phone Regulations in School Zones

In the State of Illinois, it is illegal for drivers of any age to use a wireless cellphone at any time while in a school zone.

However, cellphone use is permitted only if the driver is age 19 or older and using a hands-free device or Bluetooth technology.

Note - Drivers under age 19 are not permitted any type of cellphone use (handheld or hands-free) while driving.

Thank you in advance for your cooperation.

K-5 Classroom Teacher Notification – 2018-2019 school year

As a reminder, all K-5 schools will notify parents and students of their K-5 classroom teacher assignment through Tyler. Parents may access Tyler any time after 4 pm on August 10, 2018, to learn who their student's teacher will be. If you need assistance with Tyler, please contact your schools office.

Supply Lists and Forms – Online

Student supply lists are located on the District's website as well as forms for medical and athletic physicals, SHS student parking permits, transcript requests from SHS, extra-curricular activities and bus transportation forms.

TYLER – Online Grade Results

During the 2018-2019 school year, parents in all schools (grades 1-12) will have the opportunity to view their student's grades through the use of the online grade program, **Tyler**. Parents are provided a password to view their student's grades online. Parents will use an email address they provide to the school as their user ID into the Tyler system. Their password will be emailed to them from the Tyler system. Online grade results are integrated into the Tyler system under the Parent Portal which is linked to the District's website as a service to parents. Parents in need of assistance are encouraged to call or email the school for additional details as Tyler may be viewed wherever internet services are available.

Online Lunch Card and Registration Fee Payment System

[Tyler Parent Portal](#): The Tyler SISK-12 Parent Portal is where, from a single sign-in, you will be able to check your student's lunch account balance and add monies to their lunch account. To gain access to the Tyler Parent Portal, you will need to provide the school with your current and valid email address. Once entered into the system, you will receive an email containing your login credentials. Step-by-step instructions for using the new online Tyler Parent Portal can be [downloaded](#) and printed for your convenience.

[Web Store](#): This link will allow you to set-up an account for your child and will provide a second option to pay school fees. Once you access this link, you must choose the building in which your child is attending. Then follow the directions, which will also require your child's identification number. Step-by-step instructions for using the Web Store can be [downloaded](#) and printed for your convenience.

SCHOOL OPEN HOUSE DATES ANNOUNCED

Please refer to the District webpage for additional information regarding the 2018-2019 academic and activity calendars. Open house & curriculum night dates have been scheduled for the 2018-2019 school year. Parents are welcomed and encouraged to attend:

- ✓ L.G. Haskin – August 23 - 5:30 pm
- ✓ Prairie View – August 23 - 6:00 pm
- ✓ W.W. Woodbury – August 23 - 6:00 pm
- ✓ H.E. Dummer
 - 4th grade - Aug. 15 – 6:00 pm

- 4th grade AT math – Aug. 15 – 7:00 pm
- 5th grade - Aug. 16 – 5:15 pm
- 2nd & new 3rd grade AT/Project Challenge – August 16 – 6:00 pm
- ✓ Sandwich Middle School
 - 6th grade - Aug. 16th – 6:30 pm
 - 7th and 8th grade – Aug. 20th – 6:00 pm
 - SMS will hand out schedules and students can open their lockers starting Aug 13th
- ✓ Sandwich High School
 - “Welcome to the Class of 2022” Freshman Orientation (for students only) August 16th, 4 pm, SHS cafeteria
 - 9th – 12th grade - Aug. 23 – 6:00 pm

HIGH SCHOOL SPORTS MANDATORY PARENT/ATHLETE MEETING DATES

- Fall sports mandatory informational meeting for SHS parents & athletes – August 6, 2018, 6:00 pm, SHS gym.
- Winter sports mandatory informational meeting for SHS parents & athletes – October 22, 2018, 6:00 pm, SHS gym.
- Spring sports mandatory informational meeting for SHS parents & athletes – February 21, 2019, 6:00 pm, SHS gym.

HIGH SCHOOL SPORTS PRACTICE DATES (additional information will be provided by the head coach)

- Fall Sports - August 6, 2018 – Football & Golf; August 8, 2018 - Volleyball, Soccer, Cross Country, Cheerleading & Dance; Fall Sports & Marching Band Team Pictures – August 10 – 9:00 am
- Winter Sports – October 29, 2018 - Girls’ Basketball; November 5, 2018 Boys’ Basketball and Wrestling - Winter Team Pictures – November 15, 2018
- Spring Sports – January 21, 2019 - Boys’ and Girls’ Track February 24, 2019 – Softball & Baseball Spring Team Pictures – March 7, 2019

MIDDLE SCHOOL SPORTS PRACTICE DATES (additional information will be provided by the head coach)

- Soccer try-outs will be held Aug. 13th & 14th from 8-10 am (must attend both dates at the soccer field)
- CC – Practice will start on July 31st from 8:00 am – 9:30 am
- Girls Basketball
 - 7th & 8th gr. try-outs will be held on Sept. 4th & 5th from 3:00-5:00 pm in SMS gym - must attend both dates. Practice will start Sept. 10th
 - 6th gr. – practice will start Sept 10th from 3:00-4:30 pm in the SMS gym.
- Cheerleading – try-outs will be held the week of Oct. 15th from 3:00-5:00 pm in SMS gym
- Poms – practice will start on Oct. 15th from 3:45-5:30 pm in SMS café.
- Boys Basketball
 - 7th & 8th gr. try-outs will be held on Oct. 15th & 16th from 3:00-5:00 pm in SMS gym and must attend both dates.

6th gr. will start on Oct. 15th time - TBA

- Wrestling – practice will start on Nov. 26th from 3:00-5:30 pm in SMS gym.
- 6th gr VB starts on Dec. 3rd – SMS gym
- 7th & 8th gr. VB try-outs will be held on Dec. 3rd & 4th from 3:15-5:15 pm in SMS gym and must attend both dates.
- Track – practice starts on March 11th from 3:00-4:30 pm in SMS gym

NOTE: Middle School sports mandatory parent/athlete meeting dates will be set by the administration and head coach at the beginning of each season.

Middle & High School Athletic Schedules

Please go to www.athletics2000.com for additional middle and high school sports scheduling information and to sign up for instant email schedule changes; or log onto the District website for additional information including the District's athletic handbook.

Senior Citizen Sports Passes

Sandwich residents, 60 years and older, may contact the High School Athletic Office at 815-786-2157 to receive a complimentary sports pass. This pass will allow free admission to all middle and high school sporting events, excluding tournaments.

Meet the Members of the Board of Education

Mr. David L. Stahl, President, is a self-employed diesel mechanic.

Mr. Bob Miller, Vice President, is Chief Operating Officer at Lyon, LLC

Mr. Leroy Schroeder, Secretary, is Chief Financial Officer at Column Technologies

Dr. Erik Englehart, member, is a practicing physician and serves on various boards

Ms. Lisa Saitta, member, is self-employed and volunteers throughout the community

Mrs. Vicki Scharenberg, member, is a real estate agent

Mr. Tom Wilson, member, is a Senior Manager of Content Delivery for Accenture LLP.

The Board of Education may also be contacted by calling 815-786-2187, or by writing at 720 S. Wells St., Sandwich, IL 60548, or email: sandwich430@sandwich430.org. Please also visit the District's website at www.sandwich430.org for additional information.

School Board Meetings

The Sandwich Board of Education usually schedules their regular board meetings on the third Tuesday of each month beginning at 7:30 p.m. in the Sandwich Middle School media center located on the 2nd floor. Meetings include items of greatest public interest such as individual recognition, public hearings and comments from the audience, curriculum presentations, and official action on items.

The District welcomes citizens to the meeting of the Sandwich CUSD #430 Board of Education and welcomes public comment at each regularly scheduled meeting under the “audience to visitor’s public comment & communications” portion of the agenda.

Although the regular Board of Education meeting is a meeting in public, it is not a public meeting. Proper etiquette throughout the regular meeting would be to remain silent while the Board discusses its business.

Committee meetings are work sessions where public input is sought. All interested parties are welcomed to participate in committee meetings.

While members of the public are welcome to speak to the Board of Education, please be reminded Board policy recognizes other channels available to individuals who have a question or concern: A **classroom** question or concern should be discussed with the classroom teacher.

If the issue is not resolved at the classroom level, the issue may be brought to the attention of the principal. A **school-level** question or concern should be discussed with the principal. If the issue is not resolved at the school level, the issue may be brought to the attention of the superintendent of schools. A **district-wide** question or concern should be discussed with the superintendent of schools. If the issue is not resolved, the issue may be brought to the attention of the full Board of Education.

2018-2019 Regular Board of Education Meeting Dates - Sandwich Middle School – 7:30 pm

August 21, 2018, September 18, 2018, October 16, 2018, November 13, 2018 (2nd Tues.), December 18, 2018, January 15, 2019, February 12, 2019 (2nd Tues.), March 19, 2019, April 16, 2019, May 21, 2019

District Administration

Central Office - 720 S. Wells St., 815-786-2187

Mr. Rick Schmitt - Superintendent of Schools rschmitt@sandwich430.org

Mr. Wally Marquardt - Curriculum Director/Treasurer wmarquardt@sandwich430.org

Sandwich High School (9-12) - 515 E. Lions Rd., 815-786-2157

Mr. Tom Sodaro - Principal tsodaro@sandwich430.org

Mr. Michael Herzog - Assistant Principal mherzog@sandwich430.org

Mr. Timothy Gipe - Assistant Principal / Athletic Director tgipe@sandwich430.org

Sandwich Middle School (6-8) - 600 S. Wells St., 815-786-2138

Mr. Andrew Heilemeier - Principal aheilemeier@sandwich430.org

Mr. Garrett Ryan – Assistant Principal / Athletic Director garyan@sandwich430.org

Herman E. Dummer School (4&5) - 422 S. Wells St., 815-786-8498

Mrs. Lynette Ford – Principal lford@sandwich430.org

Lynn G. Haskin (PreK-3) - 720 S. Wells St., 815-786-8812

Ms. Dawn Greenacre - Principal dgreenacre@sandwich430.org

Prairie View (K-3) - 1201 Castle St., 815-786-8811

Ms. Sherrie Stricklin - Principal sstricklin@sandwich430.org

W.W. Woodbury (K-3) - 322 E. Third St., 815-786-6316

Mrs. Jennifer Kern - Principal jkern@sandwich430.org

Directors

Mrs. Crystal Swan-Gravatt – Special Education – **815-786-6851** cswangravatt@sandwich430.org

Mr. Glen Bloemker – Technology – **815-786-2187** gbloemker@sandwich430.org

Mr. Greg Sullivan – Transportation – **815-786-8325** gsullivan@sandwich430.org

Mr. Joe Barbic - IVVC – **815-786-9873** jbarbic@ivvc.net

Ms. Amanda Christensen, DeKalb Co. Regional Office of Education – **815-217-0460**
achristensen@dekalbcounty.org

