



June 2022

Dear Empower Academy Families,

We hope your family is having a great summer! Below you will find information and resources to prepare for the 2022-2023 school year.

ANNUAL CHECK-IN

July 5-July 29

This annual student registration update is required for all district families. The process must be completed by a guardian in the primary household (the household address used to determine residency) by July 29.

During the Annual Check-In process, you will be asked to review and update parent/guardian contact information, student health details and your emergency contact's information. If you have moved or your primary household address has changed, proof of residency must be brought to the District Office before it will be updated. If you have moved out of the district, please notify the District Office by calling 414-768-5880.

Annual Check-In must be completed by July 29 in order to:

- Request and secure your student's bus route
- Participate in sports or activities
- Request a student parking permit

Instructions:

- Log-in to your Infinite Campus parent portal on your computer
- Click on "More" located on the bottom left of the page
- Select "Annual Check-in"

If you have not set-up your parent portal or need assistance, please email helpdesk@ocfsd.org.

PLEASE NOTE: The Annual Check-In process cannot be completed using a mobile device or tablet. If you do not have access to a Chromebook, laptop, or desktop computer, please visit the District Office at 7630 S. 10th Street, Oak Creek, Monday - Thursday, 7am - 4pm. Only one guardian needs to be present when visiting the District Office, no appointment necessary.

BACK TO SCHOOL DETAILS:

Student Immunization Law

Wisconsin State Immunization Law (Wis. Stat. § 252.04) requires that all students must be up-to-date with required vaccinations to be compliant with state law. Parents must provide their child's school with proof of immunization. Please check your student's record with your doctor's office or the Wisconsin Immunization Registry (dhs.wisconsin.gov) and provide any updated records to your school office or immunizations@ocfsd.org by September 1. **Please note:** Incoming 6th grade students should receive a Tdap vaccination prior to Sept. 1

Student Fees:

Registration fees can be paid using the Infinite Campus Parent Portal anytime between July 5 and September 30. The middle school registration fee is **\$80.00**. The use of Infinite Campus to pay fees is strongly encouraged (a convenience fee will be added) however, you may also pay fees with cash or check in your school office. Make checks payable to **OCFSD**

and include your student's name on the check. Students may have outstanding fees or fines from previous school years. Please check the Infinite Campus parent portal for outstanding balances.

Mandated Hall Locker Lock:

Hall lockers require a school-issued combination lock that can be used at Empower Academy within the Ninth Grade Center and move with them to the high school. A student is required to pay this \$5.75 lock fee only once unless the lock is lost. The lock is purchased at Open House at Empower Academy. Locks may not be brought from home, as the administration must have the capability to access each locker. Lockers should not be shared among students.

School Pictures:

Every 6th, 7th and 8th grade student must have a photo taken (no charge). This photo is used for the yearbook as well as your child's ID to check out library books and to purchase lunch. **Empower Academy students will have their school pictures taken on either August 23rd from 2 p.m. to 6 p.m. or August 24th 8 a.m. to 2 p.m. at Oak Creek High School.** School pictures can be ordered online at <https://empirephotos.com/>.

School Lunch Accounts:

The federal funding that provided free school meals to all students has come to an end. This means that all families will need to carry a positive balance in their children's school meal accounts to ensure that their students have the nutrition they need throughout the day to learn. You can add money to your child's lunch account online anytime by logging into your Infinite Campus Parent Portal account.

Free/Reduced Lunch Application:

Applications will be **emailed** in July. If you wish to apply for Free/Reduced Lunch, please mail your completed application or use the drop box outside the Oak Creek-Franklin Joint School District Office, ATTN: Food Service, 7630 South 10th Street, Oak Creek, WI 53154. You can also fill out the application online through your Infinite Campus Parent Portal.

Medication Forms:

You can view and print the medication forms from the "Forms" page under the "Parents" tab on the district website (ocfsd.org/parents/forms). Please drop off these forms at Empower Academy on the first day of school or to the District Office prior to the first week of school. Do not send these forms with your child.

School Supply Lists:

Supply lists can be found on the Empower Academy website ocfsd.org/empower

Student & Family Handbooks:

Student & Family Handbooks will be linked to online registration and will also be posted to the Empower Academy website under the "About Us" tab. You can also request a hard copy.

Bus Route Information:

If you live in the bus zone and requested bus service during the Annual Check-In process, your child's bus route information will be available to view in your Infinite Campus parent portal on August 27. Please check Infinite Campus as close to the first day of school as possible as modifications to bus routes, if needed, are updated daily.

Please remember, your child will bus to their 'home' middle school (East or West) and then transition to one shuttle bus at each middle school that will transport students to Empower Academy. There will be signs and people at East and West the first week of school to assist students in finding their way to the shuttle bus.

Students may also be dropped off at Door #14 at Empower Academy (northwest corner of the Ninth Grade Center). Doors open in the morning at 8:20 a.m. for students to enter Empower. In the afternoon for pick up, students will be released at 3:40 p.m.

EMPOWER ACADEMY ORIENTATION/OPEN HOUSE:

All Empower Academy families are encouraged to attend our orientation and open house on Thursday, August 25, 5:00pm to 6:30pm.

EMPOWER ACADEMY Transition Day for Incoming 6th Graders:

All Empower Academy incoming 6th graders are strongly encouraged to attend Transition Day on Thursday, August 25, 3:30pm to 5:00pm. This event will be directly followed by Open House. Orientation for families will occur within the program open house.