



June 2022

Dear 4K 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 an updated record, if needed, to immunizations@ocfsd.org by September 1.

Registration Fees:

The 4K registration fee for the 2022-23 school year is **\$32**. Registration fees can be paid using the Infinite Campus Parent Portal anytime between July 1 and September 30.

Class Placements/Teacher Information:

Class placements will be posted to the Infinite Campus Parent Portal on August 19 at 5:00pm

Bus Route Information:

If you live in the bus zone and requested transportation during the Annual Check-In process, your child's bus route information will be available to view in your Infinite Campus parent portal during the week of August 27. If you need to change your child's morning and/or afternoon bus stop, please contact Connie at 414-768-5884 or c.jacob@ocfsd.org.

Please note: Each student for whom bus transportation is provided is allowed one pick-up and one drop-off stop within the student's attendance area boundary. Transportation service must be the same address Monday through Friday.

Student and Family Handbooks:

The 4K [Student & Family Handbooks](#) will be linked to Annual Check-In and is posted to the 4K program on the district website ocfsd.org/schools/4K-program. You can also request a hard copy from Connie at the District Office.

School Pictures:

4K students will have their school picture taken during parent/teacher conferences on October 13 and October 19 from 3:30 - 8:30pm. Please note, 4K teachers will also hold parent/teacher conferences on October 20 but there is no school for 4K students that day and pictures won't be offered. More information, including an offering of packages and prices, will be sent home with students during the school year. There will also be a picture make-up day scheduled at a later date.

4K Calendar Change:

4K students ONLY will not have school on Oct. 20. 4K teachers will hold additional times for parent/teacher conferences on that day.

4K Open House**August 25**

This is an opportunity for you and your child to visit their classroom and meet their teacher. Students assigned to the morning section should attend Open House between 5:00pm and 5:45pm. Students assigned to the afternoon section should attend Open House between 5:45pm and 6:30pm. You can bring your child's school supplies listed at the bottom of this letter. The school supply list is also available on the 4K Program webpage, ocfsd.org/schools/4K-program.

The First Day of School:

Your child will be assigned a staggered start date on either September 1 or 2. You will be notified of the specific date by August 15, 2022. Your child will attend their session on one of these dates only. This day will be used for teaching routines, acclimating to the school environment, and getting to know other children in a small group setting. THERE WILL BE NO BUSING PROVIDED ON THIS DAY. Busing will begin on Tuesday, September 6 for all 4K students who are signed up for transportation. There is no school on Monday, September 5 (Labor Day).

Please send the following items with your child on their assigned staggered start day, Sept 1 or 2.

- Backpack labeled with your child's name (large enough to hold a folder, change of clothes, and projects). No wheeled backpacks, please.
- Change of clothes labeled with the child's name (include socks and underwear). Clothes should be appropriate for the season and kept in your child's backpack
- Small snack and drink for your child.

All 4K students will begin school on Tuesday, September 6 at their assigned time and site.

4K SUPPLY LIST

- 1-Standard size backpack - large enough to hold a folder, change of clothes, and projects, no wheels (label with child's name)
- 1-Change of clothes - include socks and underwear, clothes should be appropriate for the season and kept in the backpack (label with child's name)
- 1-Folder - two pocket, plastic-coated (label with child's name)
- 1-Kleenex box
- 1-Large glue stick
- 1-bottle glue
- 1 -Refill packages of baby wipes
- 1-Box washable markers (Crayola 8 count classic colors)
- 1-Box of crayons (Crayola 24 count)
- 1-Plastic school supply box
- 1-Box sandwich size Ziploc storage bags (AM Class)
- 1-Box of gallon size Ziploc storage bags (PM Class)
- 1-Container of disinfecting wipes (AM Class)
- 1-Bottle of pump hand soap (PM Class)