



NORTHWESTERN LEHIGH SCHOOL DISTRICT

6493 Route 309, New Tripoli, PA 18066-2099

(610) 298-8661

www.nwlehighsd.org

Facebook@nwlsd

Twitter@nwlehighsd

August 2023

Dear Parents and Guardians,

We are excited to welcome everyone back to school for the 2023 - 2024 school year. The first day of school for all students is Monday, August 28, 2023.

As the beginning of the new school year approaches, I look forward to the first day of school. Opening day offers excitement and promise for educators and students alike. All back to school information for this school year will be available in the Sapphire portal beginning August 17, 2023. Transportation information will also be available beginning August 17, 2023. If you do not already have a Sapphire account, please use this link to set it up - <http://www.nwlehighsd.org/Page/11243>. Please note that all enrolled students should be added to your account. For example, if you already have an account for your third grader and your kindergarten student is beginning this year, please add your kindergartener to your account. The parent portal will be available for your review after you receive an email stating your account has been approved.

To view your child's 2023-2024 homeroom and schedule please visit the [Parent Portal](#) and click on "Courses & Grades" on the left side of the screen. Additionally, please complete the Back to School Checklist Form located in the Parent Portal by August 28, 2023.

Please visit our school website at <https://www.nwlehighsd.org/WEIS> to locate other important Back to School Documents including the [2023-2024 Parent Student Handbook](#).

On behalf of the entire Weisenberg Elementary staff, I am excited to welcome you to the 2023-2024 school year. We look forward to working with you this year. Enjoy the last bit of summer. We are looking forward to seeing the students on August 28!

Sincerely,

Mrs. Jill Berlet

Mrs. Jill Berlet
Weisenberg Elementary Principal





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Kindergarten Orientation and Open House 2023

August 2023

Dear Parents/Guardians:

Welcome! No matter how young we are or how old we get, nothing brings as much excitement and anticipation as the first day of school! Our teachers are ready to provide a quality and meaningful experience for your children. We have scheduled both a Kindergarten Orientation and a K-5 Open House for you and your child. These opportunities will allow children to visit their classroom, meet their teacher and get ready for a fantastic year ahead.

Kindergarten Orientation will be held at both Northwestern Elementary and Weisenberg Elementary on Wednesday, August 23, 2023 at the following times:

Students with last names A-K ~ 2:00 - 2:30pm

Students with last names L-Z ~ 2:45 - 3:15pm

K-5 Open House will be held at both Northwestern Elementary and Weisenberg Elementary on Wednesday, August 23, 2023 from 6:00 - 8:00pm.

Students will have the opportunity to see their classroom and meet their teacher. There will be no formal presentations; however, teachers will provide important information for the school year. This information will also be provided for families that are not able to attend.

We also respectfully request that non-school age siblings do not attend.

We thank you for your patience and cooperation. We are very excited to welcome all of our Tigers to the 2023-2024 school year!

Sincerely,

Jill Berlet

Jill Berlet, Weisenberg Principal

Maria Pulli

Maria Pulli, Northwestern Principal

Northwestern Lehigh School District is an equal rights and opportunity agency and does not discriminate on the basis of race, color, age, creed, religion, gender, sexual orientation, gender identity, gender expression, ancestry, pregnancy, marital status, disability, or national origin/ethnicity in its activities, educational programs, or employment practices as required by Title VI, IX, and Section 504. For information regarding civil rights, grievance procedures, and/or information regarding services, activities, and facilities that are accessible to and usable by handicapped persons, contact the Director of Human Resources (Title VI, Title IX Coordinator, and Section 504 Coordinator) at 6493 Route 309, New Tripoli, PA 18066 or 610.298.8661.



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Dear Parents/Guardians:

This letter is to inform you that there are students in our school that have a severe peanut/nut allergy. Strict avoidance of peanut/nut products is the only way to prevent a life threatening allergic reaction. We are asking for your assistance in providing all students with a safe learning environment. As our students are frequently involved in activities throughout the school, this letter is being sent to all parents/guardians.

If exposed to peanuts/nuts, students may develop a severe allergic reaction that requires emergency medical treatment. The greatest potential for exposure at school is to peanut and nut products. Any exposure to peanuts or nuts through contact, inhalation or ingestion can cause a potential, life threatening, anaphylactic reaction. If your child has eaten any peanuts or foods containing nut products prior to coming to school, we ask that your child wash their hands and brush their teeth before leaving for school.

To reduce the risk of exposure, please adhere to the following:

- When sending in snacks for your child, please do not send in items that contain peanuts or nuts or that have been processed in a plant that also processes peanuts or nut products.
- Birthday treats are limited to non-food related items such as stickers, pencils, crayons, bookmarks, etc. Please do not send food items for a birthday treat.
- Classroom parties may be held 3 times per year (Holiday Party, Valentine's Day and End of Year). Only fruits, vegetables and prepackaged items with ingredients clearly listed will be accepted. Home baked or store bought baked goods will no longer be allowed at classroom parties.

NWLSd will continue to implement an allergy free table at lunch. In the cafeteria, there will be a designated allergy-free table where any classmate without peanut, tree nut, soy, wheat, shellfish, dairy, or egg products may choose to sit. The allergy-free tables will be cleaned with Quat disinfectant cleaner and paper towels after each lunch.

We appreciate your support of these procedures as this plan will help to maintain a safer environment for all of our children. If you have any questions, please feel free to contact me.

Sincerely,

Jill Berlet

Jill Berlet
Principal
Weisenberg Elementary

Maria Pulli

Maria Pulli
Principal
Northwestern Elementary



Northwestern Lehigh School District

6493 Route 309

New Tripoli, PA 18066

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Dear Parent and Guardians:

We have exciting plans and high expectations for your child's learning. I know that you also have many hopes and dreams for your child's success in school and beyond.

To make sure those hopes and dreams are realized, I want to ask for your commitment to making sure your child attends school every day possible. The evidence is clear: **children with good attendance are more likely to be successful in school.** High attendance rates are linked to high student achievement. This is true for every grade – elementary, middle, and high school students.

Every day counts. Every minute counts. Missing school even 10% of the time has a significant negative impact on reading and math achievement as children progress through school.

GOOD ATTENDANCE FOR SUCCESS

Every Minute
in School Counts



Each day absent = 450 minutes of lost instruction time with a teacher

Each day absent = 27,000 seconds of lost instruction time with a teacher

As you plan your vacations for next year, please consider the School District calendar to minimize absences from school.



Northwestern Lehigh School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin/ethnicity, sex, disability, age, religion, creed, ancestry, gender, sexual orientation, gender identity, gender expression, or pregnancy in its activities, programs, or employment practices as required by Title VI, Title IX, and Section 504. For information regarding civil rights, grievance procedures, or information regarding services, activities, and facilities that are accessible to and usable by disabled persons, contact the Director of Human Resources (Title VI Coordinator, Title IX Coordinator, and Section 504 Coordinator) at 6493 Route 309, New Tripoli, PA 18066 or 610-298-8661



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- **Good attendance starts early.** Research has shown that the attendance habits established Kindergarten through Grade 2 have lasting effects on students throughout their education: children with high attendance in the early grades continue to have good attendance; and students with low attendance in the early grades are more likely to have low attendance—and lower academic performance—throughout their elementary and middle school years.
- Students with good attendance performed better in math and reading. Children who had good attendance in Kindergarten through Grade 2 were **more than twice as likely to score proficient** on state tests by the time they reached Grade 8 as their peers who missed more school.
- **Students who are chronically absent do not perform on grade level.** In fact, only 17% of chronically absent students in grades K and 1 read at grade level by Grade 3. Students who are not reading on grade level by Grade 3 are 13 times more likely to drop out of school.
- If a student misses 10% of each school year (or 18 days per year), by the end of 9th grade, the student will have missed the equivalent of one full school year of school.

The Federal Government's Every Student Succeeds Act (ESSA) and Pennsylvania's Future Ready Index (FRI) will define 10% absence in a school year as "chronically absent." Please be aware that all absences, including medical appointments, illness, and educational trips/vacations are all included toward your child's absences from school. All absences from school count for *your child* and count *for us as a District*. We are asking for you to review the attached school calendar and plan for medical appointments and educational trips/vacations on days that are scheduled off from school on the calendar.

As your child's most influential teacher, I am asking for your support in helping your child get to school each day on time next year. Your child needs to be in school and engaged in learning to reach his or her full potential. Yet, we realize that every family faces challenges. **Please let your child's teacher or your child's principal know if your family needs help dealing with a challenge to your child's good school attendance.** We will do our best to help you and your family ensure that your child's school attendance stays on track.

Thank you for all you do to support your child's school success and well-being, as well as our School District. I look forward to working with you next year!

Educationally Yours,

Jennifer L. Holman
Superintendent

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Northwestern Lehigh School District 2023-2024 School Calendar



In-Service Days - Aug. 21, 22, 23, 24, Oct. 9, Jan. 15, 19, Feb. 16, Mar. 8, Apr. 1 & June 11

In-Service Half Days - May 24

No School - Sept 1, 4, Nov. 23, 24, 27, Dec. 22, 25, 26, 27, 28, 29, Jan 1, Feb. 19, Mar. 28, 29, May 27

Teacher Days Student Days

August, 2023	8	4
September	19	19
October	22	21
November	19	19
December	15	15
January, 2024	22	20
February	20	19
March	19	18
April	22	21
May	22	22
June	7	6
TOTAL	195	184

Weather Make-up Days

- 1) June 5, 2024
- 2) June 6, 2024
- 3) June 7, 2024
- 4) June 10, 2024
- 5) April 1, 2024

AUGUST 2023						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

14, 15, 16, 17, 18—New Teacher Orientation
21, 22, 23, 24—Teacher In-Service Days (24 trade day)
28—First Student Day

FEBRUARY 2024						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

16—Teacher In-Service Day
19—Presidents Holiday

SEPTEMBER 2023						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

1—Labor Day Holiday
4—Labor Day Holiday

MARCH 2024						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

8—Teacher In-Service Day
28, 29—Spring Break
29—“OLSDH”

OCTOBER 2023						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

9—Teacher In-Service Day

APRIL 2024						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

1—Teacher In-Service Day (trade day)

NOVEMBER 2023						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

17—Early Dismissal for Elementary (K-5)
20, 21—Early Dismissal for MS/Elementary (K-8)
22—Early Dismissal (K-12)
23, 24, 27—Thanksgiving Holiday
27—“OLSDH”

MAY 2024						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

24—Early Dismissal for Teacher In-Service Day
27—Memorial Day Holiday

DECEMBER 2023						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

22, 25, 26, 27, 28, 29—Winter Holiday
26, 27, 28 —“OLSDH”

JUNE 2024						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

10—Tentative Last Student Day
11—Tentative Last Teacher Day
11—Teacher In-Service Day

JANUARY 2024						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1—Winter Holiday
15—Martin Luther King, Jr. Holiday - Teacher In-Service Day
19—Floating Mid-Year Teacher In-Service Day (to be determined January 5)

Note: Last 2 Student Days will be an Early Dismissal for K-12

Weather/Emergency Days may move marking periods and report card distribution. Five extra days are built into the calendar. School will be in session for the required 180 days.

End of Marking Period Dates

- 1st Marking Period – November 1, 2023
- 2nd Marking Period – January 18, 2024
- 3rd Marking Period – March 27, 2024
- 4th Marking Period – June 4, 2024



2023-24 Food Services Department Overview

Dear Parent/Guardian:

Please allow me to introduce myself. My name is Evelyn Parodi, and I am the Director of Food and Nutrition for the Northwestern Lehigh School District. I have listed below some information you may find helpful regarding our services for the 2023-24 school year.

Meal Prices

- Breakfast is free for all K-12 students.
- Lunch prices will be \$2.90 for elementary, \$3.05 for middle school, and \$3.30 for high school. *

* All students deemed eligible for reduced-priced meals will receive free lunches for the 23-24 school year.

Menus

All schools' lunch menus are posted on Nutrislice and can be accessed by going to <https://nwlehighsd.nutrislice.com/>. Nutrislice also provides a mobile app that can be downloaded free from Google Play or Apple App Store. Nutrislice provides families with the ability to view daily menu items, plan for dietary restrictions, and much more.

Free and Reduced Meals

Families can apply for free and reduced meals online at <https://www.schoolcafe.com/NWLS>. Please contact your school's main office if you need a paper application. More information regarding free and reduced meals can be found at <https://www.nwlehighsd.org/Page/398>.

SchoolCafe

Northwestern Lehigh School District is proud to offer SchoolCafé, a safe and secure way for parents to make online payments to their children's cafeteria accounts. Step by step directions on how to set up a SchoolCafe account can be found at www.nwlehighsd.org/schoolcafe.

NOTE: All K-12 Payment Center student accounts were transferred to SchoolCafe, along with any remaining end-of-year balances.

Benefits of SchoolCafe:

- Mobile-friendly website
- Smartphone app available for download
- 24/7 Access. You will need your student's ID number to set up a new account
- Fund your child's account securely with your Visa or MasterCard
- Set-up automatic payments or make one-time payments
- View account balance and student purchase history
- Sign up to receive email notices when account balances are low
- Place student limits on à la carte purchases
- Transfer funds between student accounts
- Request Refunds

Food Allergies

Please send all food allergy and lactose intolerant doctor notes to the Food Service Department and the school nurse.

Additional information can be found on the Food Services website <https://www.nwlehighsd.org/foodservices>.

Please do not hesitate to reach out with any questions or concerns you may have.

Evelyn Parodi
Director of Food and Nutrition
610.298.8661 ext:1255
parodie@nwlehighsd.org

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2023-24 Letter to Households Regarding Free & Reduced Meals

Dear Parent/Guardian:

Children need healthy meals to learn. Northwestern Lehigh School District offers healthy meals every school day. **Breakfast is free for all K-12 students.** Lunch prices will be \$2.90 for elementary, \$3.05 for middle school, and \$3.30 for high school. **Your child(ren) may qualify for free meals or for reduced price meals.** All students deemed eligible for **reduced-priced meals will receive free lunches** for the 23-24 school year. Below are some common questions and answers to help you with the application process.



If you have received a **Notice of Direct Certification** letter for free meals, **do not** complete the application. But **do** let the school know if any children in your household are not listed on the **Notice of Direct Certification** letter you received.

1. Who can get free or reduced price meals or special Milk?

- All children in households receiving Supplemental Nutrition Assistance Program (SNAP) (formerly the Food Stamp Program) or Temporary Assistance for Needy Families (TANF) benefits are eligible for free meals.
- Foster children who are under the legal responsibility of a foster care agency or court are eligible for free meals.
- Children participating in their school's Head Start program are eligible for free meals.
- Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
- Children may receive free or reduced price meals if your household's income is within the limits on the Federal Income Eligibility Guidelines. Your children may qualify for free or reduced price meals if your household income falls at or below the limits on this chart.

INCOME ELIGIBILITY REDUCED PRICE GUIDELINES JULY 1, 2023-JUNE 30, 2024					
Family Size	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	\$26,973	\$2,248	\$1,124	\$1,038	\$519
2	\$36,482	\$3,041	\$1,521	\$1,404	\$702
3	\$45,991	\$3,833	\$1,917	\$1,769	\$885
4	\$55,500	\$4,625	\$2,313	\$2,135	\$1,068
5	\$65,009	\$5,418	\$2,709	\$2,501	\$1,251
6	\$74,518	\$6,210	\$3,105	\$2,867	\$1,434
7	\$84,027	\$7,003	\$3,502	\$3,232	\$1,616
8	\$93,536	\$7,795	\$3,898	\$3,598	\$1,799
Each additional family member add:	+\$9,509	+\$793	+\$397	+\$366	+\$183

- How do I know if my child(ren) qualify as homeless, migrant, or runaway?** Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and haven't been told your children will get free meals, please call or e-mail LeAnn Stitzel at 610.298.8661 x 1275 or stitzell@nwlehighsd.org.
- Do I need to fill out an application for each child?** No. Use one Free and Reduced Price School Meals Application for all students in your household. We cannot approve an application that is not complete, so be sure to fill out all required information.
- Should I fill out an application if I received a letter this school year saying my children are already approved for free meals?** No, but please read the letter you received carefully and follow the instructions. If any children in your household were missing from your eligibility notification, contact admincontact@nwlehighsd.org or 610.298.8661 x 1225 immediately.

5. **Can I apply online?** Yes! You are encouraged to complete an online application instead of a paper application if you are able. The online application has the same requirements and will ask you for the same information as the paper application. Visit <https://www.schoolcafe.com/NWLSD> to begin or to learn more about the online application process. Contact admincontact@nwlehighsd.org or 610.298.8661 x 1225 if you have any questions about the online application.
6. **My child's application was approved last year. Do I need to fill out a new application?** Yes. Your child's application is only good for last school year and for the first 30 operating days of this school year, through October 11, 2023. You must complete a new application unless the school told you that your child is eligible for free or reduced price meals for the new school year. If you do not complete a new application that is approved by the school or you have not been notified that your child is eligible for free meals, your child will be charged the full price for meals.
7. **I get Women, Infants, and Children (WIC). Can my children get free meals?** Children in households participating in WIC may be eligible for free or reduced price meals. Please complete an application.
8. **Will the information I give be checked?** Yes. We may also ask you to send written proof of the household income you report.
9. **If I do not qualify now, may I apply later?** Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free or reduced price meals if the household income drops below the income limit.
10. **What if I disagree with the school's decision about my application?** You should talk to school officials. You also may ask for a hearing by calling or writing to: Mrs. Christie Steigerwalt 610-298-8661 x 1230 or steigerwaltc2@nwlehighsd.org
11. **May I apply if someone in my household is not a U.S. citizen?** Yes. You, your children, or other household members do not have to be U.S. citizens to apply for free or reduced price meals.
12. **What if my income is not always the same?** List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
13. **What if some household members have no income to report?** Household members may not receive some types of income we ask you to report on the application, or may not receive income at all. Whenever this happens, please write a 0 in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.
14. **We are in the military. Do we report our income differently?** Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, or receive Family Subsistence Supplemental Allowance payments, it must also be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Any additional combat pay resulting from deployment is also excluded from income.
15. **My family needs more help. Are there other programs we might apply for?** To find out how to apply for **SNAP** or other assistance benefits, visit <http://www.compass.state.pa.us>, contact your local county assistance office, or call the Department of Human Services at **1-800-692-7462**.

If you have other questions or need help, call 610.298.8661 x 1225.

Sincerely,

Dr. Troy Sosnovik
Assistant Superintendent
Northwestern Lehigh School District

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
Program.Intake@usda.gov

This institution is an equal opportunity provider.

ATTENTION: If you speak Spanish, language assistance services, free of charge, are available to you. Contact your child's school.
ATENCIÓN: Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Comuníquese con la escuela de su niño.



High-quality health care coverage from CHIP helps keep kids strong

CHIP COVERS

- Routine check-ups
- Prescriptions
- Hospitalization
- Dental
- Eye Care
- Eyeglasses
- Behavioral care
- Specialty care
- More

CHIP covers uninsured kids up to age 19 in Pennsylvania. It doesn't matter why your kids don't have health coverage right now; CHIP may be able to help. Most kids receive CHIP for free. Others can get the same benefits at a low cost.

CHIP is brought to you by leading health insurance companies who offer quality, comprehensive coverage.

There is no limit on income. If your income is below CHIP guidelines, your child may be enrolled in Medical Assistance.

APPLY/RENEW

CHIPcoversPAkids.com • 800-986-KIDS



Pennsylvania's Children's
Health Insurance Program
We Cover All Kids.



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August 8, 2023

ITINERANT PROGRAM – SPEECH/HEARING/VISION SCREENING – 2023-2024

Dear Parents,

Children who exhibit speech and language disorders, hearing loss and/or visual impairment, often have difficulty with educational achievement. Early detection and treatment of these impairments help pupils to learn more easily and to adjust to the school environment more readily.

Speech therapists, teachers of the hearing impaired, and teachers of the visually impaired are available to help all pupils enrolled in schools within the Lehigh County. These specialists help to confirm suspected speech, language, hearing, and vision impairments detected as a result of screenings. The screenings are conducted as follows:

Screening	Grades	Time
Speech and/or Language	Kindergarten	August through June
Hearing (State Mandated)	K, 1, 2, 3, 7, 11, and all referrals	August through June
Vision – Screening, Distance and New Vision (State Mandated)	All grade levels	August through June

If further testing is indicated after the screening program is completed, parents will be notified of the results and any recommendations. Parents shall be notified before a child with a speech, language, hearing, or vision need is selected for special help.

The purpose of this letter is to inform you, as parents, of our screening program procedures. If you have any further questions, please contact your child's school. Unless we hear from you, we will proceed with our routine screening program.

Sincerely,

Andrea Edmonds
Director of Student Services



Northwestern Lehigh School District

6493 Route 309

New Tripoli, PA 18066

www.nwlehighsd.org | 610.298.8661 | @nwlehighsd | #TigerPride

State and Local Assessments & Educational Trips

Dear Parents/Guardians,

Students must participate in state and local assessments based on their grade level or course completion each year. Below is a list of the assessment windows we ask you to be aware of when scheduling educational trips. Your child's participation in these assessments provides valuable data to help support your child's learning.

Pennsylvania System of School Assessment (PSSA)

The Commonwealth of Pennsylvania requires all school districts to administer the PSSA in English/language arts, mathematics, and science according to a specified schedule each year to students in grades 3rd through 8th.

Keystones

Students completing courses in Algebra I, Algebra B, Biology, and English 10 will be required to take the Keystone Exams as part of a graduation requirement. Parents will receive more information about the Keystone Exams from the High School and Middle School principals.

Benchmark Assessments

We will continue using benchmark assessments to help monitor students' progress, identify individual needs, and provide appropriate interventions. Additionally, this data is used to determine support strategies, intervention groups, and placements. Benchmark assessments will not replace state assessments. Each building will notify you of a timeframe for each benchmark assessment.

Testing Window

These are the testing windows established by the Pennsylvania Department of Education (PDE). Please avoid making any appointments or vacation plans during the testing windows requiring your child's absence from school.

Assessment	Dates	Grade(s)
Winter Keystone Exams in Algebra I, Biology, Literature	January 3 - January 17, 2024	Varies
PSSA English / Language Arts	April 22 - April 26, 2024	3-8
PSSA Mathematics	April 29 - May 3, 2024	3-8
PSSA Science	April 29 - May 3, 2024	4 and 8
Spring Keystone Exams in Algebra I, Biology, Literature	May 13 - May 24, 2024	Varies

Northwestern Lehigh School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin/ethnicity, sex, disability, age, religion, creed, ancestry, gender, sexual orientation, gender identity, gender expression, or pregnancy in its activities, programs, or employment practices as required by Title VI, Title IX, and Section 504. For information regarding civil rights, grievance procedures, or information regarding services, activities, and facilities that are accessible to and usable by disabled persons, contact the Director of Human Resources (Title VI Coordinator, Title IX Coordinator, and Section 504 Coordinator) at 6493 Route 309, New Tripoli, PA 18066 or 610-298-8661.

Please note that testing windows may be extended due to excessive snow days. Your child's principal will send home a schedule with specific testing dates throughout the year. The dates and times may vary across buildings.

Here are some helpful tips to make your child's experience during the assessment more positive:

- Make sure your child has adequate rest on the nights before testing and a good breakfast on testing days.
- Encourage your child to dress comfortably on testing days.
- Make sure your child arrives at school on time so that any preparations or instructions will not be missed.
- Encourage your child to have a confident and positive attitude toward this testing. Please do not over-stress the importance of test results; students who are tense often do not perform at their actual ability level.

Thank you for your continued support and dedication to our students!

Regards,

Dr. Troy Sosnovik
Assistant Superintendent

Northwestern Lehigh School District
6493 Route 309, New Tripoli, PA 18066

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Interactive Website Privacy Protections / COPPA Permission

FOR CHILDREN UNDER THE AGE OF 13 ONLY

Dear Parents/Guardians:

The Northwestern Lehigh School District is committed to the safety of our students, especially when it comes to young students utilizing online resources. We regularly teach students about appropriate online behavior, including but not limited to interacting on social media, cyberbullying, and protecting against the disclosure of personal information. Many online educational resources benefit our students by providing unique, engaging learning experiences. However, we recognize the importance of protecting your child's privacy and personal information when accessing these resources.

The link below will provide a list of online resources and websites approved for use during the 2023-2024 school year. Each site listed has links to a privacy policy describing how it collects and uses student data. We encourage you to visit each website and review the privacy policy for student data use.

Each of the sites listed requires registration before its use. **The registration process requires parental consent if your child is under 13 years of age. Your acknowledgment of the *Back to School Checklist 2023-2024* indicates that you consent to allow your child's teacher to use each website and application listed and agree to the privacy policy terms enumerated on each website.**

Please visit <http://www.nwlehighsd.org/COPPA> for a detailed list of approved websites.

Regards,

Dr. Troy Sosnovik
Assistant Superintendent

Northwestern Lehigh School District
6493 Route 309, New Tripoli, PA 18066

August 2023 – Interactive Website Privacy Protections / COPPA Permission

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Sapphire Community Web Portal - All students in grades K-12

Dear Parents/Guardians:

The Northwestern Lehigh School District utilizes K12 Systems Sapphire Software to manage student data, such as demographic information, student schedules, and report cards. The Sapphire Community Web Portal provides valuable information about your child's academic performance and progress.

It is essential to keep your emergency contact information up to date in the Sapphire Community Web Portal.

Please update this information by logging into the [Sapphire Community Web Portal](#) then:

1. Click "Student Data Forms"
2. Click "Student Emergency Contact Information"
3. Update the information and then click "Submit" to finish

Families must also complete the *Back to School Checklist* in the Sapphire Community Web Portal each year.

We ask that the *Back to School Checklist 2023-24* and the *Student Emergency Contact Information* forms be completed by the start of school.

If you **do not** have a Sapphire Community Web Portal account, you can create one by completing the steps outlined here: [Register for a Sapphire Community Portal Account](#).

All contact information will be handled with your privacy in mind and will not be shared or used for purposes other than communications with Northwestern Lehigh School District.

Please contact your child's main office with any questions or additional assistance.

Regards,

Dr. Troy Sosnovik
Assistant Superintendent

Northwestern Lehigh School District
6493 Route 309, New Tripoli, PA 18066

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Sapphire Notification System (K-12)

Dear Parents/Guardians,

The Northwestern Lehigh School District will now utilize **Sapphire Notification System** as the District communication system, allowing NWLSD to quickly communicate with parents/guardians. We can send automated voice and email messages to families within minutes, informing them of events and emergencies. This system lets us notify you by using the contact information you provide in the Sapphire Community Portal.

We kindly request that **all parents/guardians log in to their Sapphire Community Portal to verify that all contact information is up to date** **before the first day of school**.

Directions to **update** your contact info in the Sapphire Community Portal information:

- [Update your Contact Information in Sapphire Community Portal](#) (video)

Directions to **register** for a Sapphire Community Portal Account:

- [Register for a Sapphire Community Portal Account](#)

All contact information will be handled with your privacy in mind and will not be shared or used for purposes other than communications with Northwestern Lehigh School District.

Please contact your child's main office with any questions or additional assistance.

Regards,

Dr. Troy Sosnovik
Assistant Superintendent

Northwestern Lehigh School District
6493 Route 309, New Tripoli, PA 18066

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August 2023 –Sapphire Notification System (K-12)



Northwestern Lehigh School District

6493 Route 309

New Tripoli, PA 18066

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August 28, 2023

Dear Parent or Guardian:

Each year the Northwestern Lehigh Board of School Directors makes a voluntary student accident policy available to students. A brochure outlining the benefits and exclusions of this policy is forwarded with this letter. Please keep this brochure for future reference. The following is a short summary of the policy.

This student accident policy is an excess policy, which provides for payment of the first \$ 100 of covered expenses without regard to other insurance. Thereafter, benefits shall be payable for covered expenses above \$ 100 that are not recoverable from other group insurance (such as Capital Blue Cross or Highmark Blue Shield). If denied by your other carrier, evidence of denial for each unpaid bill is required by the student accident carrier in order for the excess policy to cover remaining charges. This policy provides for payment of such charges up to the policy limits.

If the student is not covered by other group insurance, the excess provision shall not apply, and once non-coverage is confirmed, benefits will be payable to the limits described in the brochure.

A brief explanation of the coverages available are:

1. School Time - covers student while attending or participating in school sponsored and supervised activities on or off school premises and whether or not school is in session, excluding interscholastic sports.
2. 24-Hour- covers student 24 hours a day, at home or while away, any place, any time excluding interscholastic sports.

The cost of this student accident insurance is as follows:

School Time	\$	28.00
24-Hour	\$	124.00

The school has purchased a sports excess policy that covers interscholastic sports, band, cheerleaders, majorettes and intramural sports. This coverage only pertains to participants injured while practicing, participating or traveling under these programs. Therefore, students enrolled in activities other than those covered by the school policy should consider either school-time or 24-hour accident insurance, as provided in this policy, to protect themselves outside of their sports participation.

Parents who have their own insurance policy must remember that if their comparable policy is HOSPITALIZATION type coverage rather than ACCIDENT coverage, it may not cover all expenses for an accident except possible surgery and x-ray bills. For your own peace of mind, please check with your medical insurance carrier to see if your child would be covered for all expenses, which are a result of an accidental injury. The student accident policy would cover your deductible and could provide for payment of exemptions under your plan up to the policy limits.

Parents of students wishing to take advantage of the voluntary student accident insurance should promptly complete the enclosed application form, insert your check for the proper amount and mail it to the A-G Administrators. (Please fill out a separate application for the purchase of each child's insurance.)

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If you choose to purchase this insurance and your child would have an accident, please report all accidents immediately to the building nurse or principal who will then inform our Business Office. Upon notification to the Business Office, the parent of the injured student will receive a claim form with instructions attached. The insurance carrier must be notified within 90 days of the accident. Please adhere to these procedures for prompt claim service. Additionally, claims must be submitted within 90 days from the date of claim. All claims will be processed through A-G Administrators, Inc. For information regarding your filed claim, please call 1-610-933-0800.

For questions regarding this communication, please contact the Business Office at (610) 298-8661, ext. 1230.

Sincerely,

Jennifer Holman
Superintendent

cls

K-12 Voluntary Student Accident Insurance up to \$250,000

2023-2024



Administrative Office
A-G Administrators LLC
Berwyn, PA USA
Phone (610)933-0800
www.agadministrators.com

Plans are Underwritten by
United States Fire Insurance Company

 **FAIRMONT SPECIALTY**
A member of the Crum & Forster Enterprise

K-12 Accident Insurance

Unexpected Accidents Can Happen

This brochure explains how you can help guard against certain unexpected events. Our plans are designed to help supplement any insurance you have by satisfying deductibles or co-insurance requirements, or limiting the possible financial impacts of an injury if you have no other insurance. Remember that the more active your child is, the more valuable this coverage can be.

Choose Your Coverage Plan

24 Hour Coverage (Accident Only) – This plan provides around the clock coverage to your child 24 Hours a day, while he or she is in school, at home or away. Coverage is provided from the effective date of the insured student's coverage for which premium has been received by A-G to the opening of the next school term. **Excludes all interscholastic sports.** (\$124.00)

School Time Coverage (Accident Only) – This plan provides coverage to your child while he or she is on school premises, during school hours/days, attending school sponsored and supervised activities including travel directly without interruption between the student's residence and school/activity with transportation furnished by the school. Coverage is provided from the effective date of the insured student's coverage for which premium has been received by A-G to the end of the regular school term. **Excludes all interscholastic sports.** (\$28.00)

Description of Benefits

Benefit	24 Hour Coverage/School Time Coverage
Benefits provided for all enrolled students of the Policyholder excluding interscholastic sports for whom premium is paid	
Maximum Benefit:	\$250,000
Deductible:	\$0
Benefit Period:	52 Weeks
Hospital Services	
Daily Room & Board: Semi Private Room	100% UCR
Miscellaneous Hospital Services: During hospital confinement	100% UCR (not to exceed \$10,000)
Intensive Care: When confined to a Hospital Intensive Care Unit	100% UCR
Emergency Room Charges: When hospital confinement is not required	\$500 Maximum
Emergency Room Charges: If out-patient surgery is required, the maximum is increased to (The benefits are payable in addition to the X-rays and surgeon's services shown below.)	\$2,500 Maximum
Physician Services	
Surgery: including pre- and post-operative care	100% UCR
Anesthesia:	45% of the Surgery Benefit Paid
Assistant Surgeon:	100% UCR
Doctor's Visit: other than for Physiotherapy or similar treatment not payable in addition to Surgery Benefit	100% UCR
Non-Surgical doctor's charges in the emergency room	100% UCR
Second Surgical Opinion, Consultation and Specialists	100% UCR
Laboratory and X-Ray Services	
(Other than Dental and including fee for interpretation and/or reading of X-rays.)*	\$28 Unit Value
Lab and X-Ray: (when no fracture is demonstrated)	\$700 Maximum
Additional Services	
Physiotherapy or similar treatment: including Diatherm, Ultrasonic, Microtherm, Manipulation, Massage and Heat	\$60/Visit up to 12 Visits Maximum of \$720
Registered Nurse:	100% UCR
Ambulance Transportation: (Ground Only)	100% UCR
Orthopedic Appliances: When ordered by attending physician	\$700 Maximum
Out-Patient Drugs and Medication: Administered in Doctor's office or by prescription	100% UCR
Dental (including X-rays): For treatment, repair or replacement of each injured tooth which was sound and natural at the time of injury	\$300 per tooth
Eyeglasses, Contact Lenses: Replacement of broken glasses and/or frames, contact lenses, resulting from a covered injury	100% UCR
Accidental Death Benefit	
	\$2,500
Accidental Dismemberment, Loss of Sight	
	\$20,000
* In accordance with the 1974 Revised California Relative Values Studies, 5 th Addition, using a conversion factor.	

Policy Exclusions

Benefits will not be paid for a Covered Person's loss which:

- (1) Is caused by or results from the Covered Person's own:
 - (a) Intentionally self-inflicted Injury, suicide or any attempt thereat. (In Missouri this applies only while sane.);
 - (b) Voluntary self-administration of any drug or chemical substance not prescribed by, and taken according to the directions of, a doctor (Accidental ingestion of a poisonous substance is not excluded.);
 - (c) Commission or attempt to commit a felony;
 - (d) Participation in a riot or insurrection;
 - (e) Driving under the influence of a controlled substance unless administered on the advice of a doctor; or
 - (f) Driving while Intoxicated. "Intoxicated" will have the meaning determined by the laws in the jurisdiction of the geographical area where the loss occurs;
- (2) Is caused by or results from:
 - (a) Declared or undeclared war or act of war;
 - (b) An Accident which occurs while the Covered Person is on active duty service in any Armed Forces. (Reserve or National Guard active duty for training is not excluded unless it extends beyond 31 days.);
 - (c) Aviation, except as specifically provided in this Certificate;
 - (d) Sickness, disease, bodily or mental infirmity or medical or surgical treatment thereof, bacterial or viral infection, regardless of how contracted. This does not include bacterial infection that is the natural and foreseeable result of an accidental external bodily injury or accidental food poisoning.
 - (e) Nuclear reaction or the release of nuclear energy. However, this exclusion will not apply if the loss is sustained within 180 days of the initial incident and:
 - (i) The loss was caused by fire, heat, explosion or other physical trauma which was a result of the release of nuclear energy; and
 - (ii) The Covered Person was within a 25-mile radius of the site of the release either:
 - 1) At the time of the release; or
 - 1) Within 24 hours of the start of the release.

Benefits will not be paid for:

1. Normal health check ups
2. Dental care or treatment other than care of sound, natural teeth and gums required on account of Injury resulting from an Accident while the Covered Person is covered under this Certificate, and rendered within 6 months of the Accident;
3. Services or treatment rendered by a doctor, nurse or any other person who is:
 - a. Employed or retained by the Certificateholder; or
 - b. Who is the Covered Person or a member of his immediate family;
4. Charges which:
 - a. The Covered Person would not have to pay if he did not have insurance; or
 - b. Are in excess of Usual, Reasonable and Customary charges.
5. An Injury that is caused by flight in:
 - a. An aircraft, except as a fare-paying passenger;
 - b. A space craft or any craft designed for navigation above or beyond the earth's atmosphere; or
 - c. An ultra light, hang-gliding, parachuting or bungi-cord jumping;
6. Travel in or upon:
 - a. A snowmobile;
 - b. Any two or three wheeled motor vehicle;
 - c. Any off-road motorized vehicle not requiring licensing as a motor vehicle;
7. Any Accident where the Covered Person is the operator of a motor vehicle and does not possess a current and valid motor vehicle operator's license;

8. That part of medical expense payable by any automobile insurance policy without regard to fault. (Does not apply in any state where prohibited);
9. Injury that is: a. The result of the Covered Person being Intoxicated. ("Intoxicated" will have the meaning determined by the laws in the jurisdiction of the geographical area where the loss occurs); or
 - a. Caused by any narcotic, drug, poison, gas or fumes voluntarily taken, administered, absorbed or inhaled, unless prescribed by a doctor;
10. Any sickness, except infection which occurs directly from an Accidental cut or wound or diagnostic tests or treatment, or ingestion of contaminated food;
11. An Injury resulting from participation in or practice for non-School sponsored skiing, ice hockey, lacrosse, soccer or football;
12. Practice or play in any sports activity, including travel to and from the activity and practice, unless specifically provided for in this Certificate;
13. Expenses to the extent that they are paid or payable under other valid and collectible group insurance or medical prepayment plan;
14. Blood or Blood plasma, except for charges by a Hospital for the processing or administration of blood;
15. Elective treatment or surgery, health treatment, or examination where no Injury is involved;
16. Injury sustained while in the service of the armed forces of any country. When the Covered Person enters the armed forces of any country, we will refund the unearned pro rata premium upon request;
17. Eyeglasses, contact lenses, hearing aids, braces, appliances, or examinations or prescriptions therefore;
18. Treatment in any Veterans Administration or Federal Hospital, except if there is a legal obligation to pay;
19. Treatment of temporomandibular joint (TMJ) disorders involving the installation of crowns, pontics, bridges or abutments, or the installation, maintenance or removal of orthodontic or occlusal appliances or equilibration therapy;
20. Cosmetic surgery, except for reconstructive surgery on a diseased or injured part of the body;
21. Any loss which is covered by state or federal worker's compensation, employers liability, occupational disease law, or similar laws;
22. The repair or replacement of existing artificial limbs, orthopedic braces, or orthotic devices;
23. The repair or replacement of existing dentures, partial dentures, braces or fixed or removable bridges;
24. Services and supplies furnished by a Student Infirmary, its employees, or doctors who work for the School;
25. Expenses incurred for an Accident after the Benefit Period shown in the Schedule of Benefits; or
26. Hernia of any kind; or any bacterial infection that was not caused by an Accidental cut or wound.
27. Rest cures or custodial care;
28. Prescription medicines unless specifically provided for under the Certificate;
29. Orthopedic appliances which are used mainly to protect an Injury so that a covered student can take part in interscholastic or intercollegiate sports;

How to Enroll

1. Determine which plan of coverage you would like to enroll your child in – **24 Hour Coverage Only) or School Time Coverage**
2. Fill out the Enrollment Form below, enclose a check or money order in an envelope payable to the Company for the correct amount and mail to **A-G Administrators LLC PO Box 824936 Lock Box # 824936 Philadelphia, PA 19182-4936**
3. Make Checks Payable to **UNITED STATES FIRE INSURANCE COMPANY c/o A-G Administrators LLC**
4. Return by mail to A-G Administrators LLC. Your cancelled check or money order stub will be your receipt and confirmation of payment. Please write student's name and school name on your check.

**INDIVIDUAL VOLUNTARY STUDENT ENROLLMENT FORM
UNITED STATES FIRE INSURANCE COMPANY
STUDENT ACCIDENT COVERAGE**

STUDENT'S LAST NAME (one letter per box)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

STUDENTS FIRST NAME

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Age: _____ Grade: _____ Phone #: _____

Date of Birth: _____ Gender: Male ☐ Female ☐

Home Address _____

City _____ State _____ Zip _____

Name of School _____

School District _____

X _____ Date: _____
Signature of Parent or Guardian (Required)

**Individual Voluntary
Student Accident Plans**

24 HOUR COVERAGE

☐ \$124.00 per student

SCHOOL TIME COVERAGE

☐ \$28.00 per student

Period of Coverage

Persons applying for coverage shall be covered as of the date premium receipt, but in no event prior to the opening of school activities. Coverage ends at the close of the regular school term, except under 24 Hour Coverage, which continues until school reopens for the fall term. You may enroll at any time, but premiums will not be prorated.

Questions and Answers

Q. Is this Policy primary or secondary coverage?

A. This policy is Primary Excess – meaning A-G will pay the first \$100 in valid medical expenses payable without regard to any other valid and collectible insurance plan. Once expenses have exceeded \$100, A-G will make payments in excess of any other valid and collectible insurance.

Q. May we purchase the policy at any time during the year?

A. Yes, coverage may be purchased at any point in time during the school year for your child. However, there is no pro-rating of premium for enrollment that occurs after the policy effective date. The earlier you enroll the more your child will maximize their coverage.

Q. Will this policy pay if our other insurance has a deductible?

A. Yes, this policy does not have deductible. You should submit expenses in excess of \$100 to your other insurance carriers and forward a copy of the itemized bill and explanation of benefits showing the amount of the deductible.

How to File a Claim

1. Obtain an accident claim form through your school office or A-G Administrators LLC. Please answer all questions and provide all necessary signatures.
2. Attach all itemized bill(s) and any explanation of benefits to the claim form and mail or fax to the Administrator's Address indicated on the claim form.
3. Claims for benefits must be filed within 90 days from the date of accident. Only one claim form is needed per accident.

Important Note

This brochure is a summary of the insurance plan as specified in the policy form (BA-50000P-USF) on file with the School. This brochure is subject to the terms and conditions of the Policy, which contains all benefits, limitations and exclusions as underwritten by United States Fire Insurance Company. In the event of a discrepancy, the Policy with prevail.