



Sheffield Campus: 504 Park Street, PO Box 617, Sheffield, IA 50475 Phone: 641-892-4159
Rockwell Campus: 210 South 2nd Street, PO Box 60, Rockwell, IA 50469 Phone: 641-822-3234

www.westforkschool.org

Mike Kruger, Superintendent
mike.kruger@westforkschool.org

Daren Huisenga, HS Principal
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Ashley Flatebo, PreK-5 Principal
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Lance Thompson, MS Principal
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The 2022-23 school year is quickly approaching! We are looking forward to seeing all the students and wanted to send out some information you will need for the new school year.

Registration: Opens Tuesday, July 26th, 2022

We will be using **ONLINE REGISTRATION** again this year. If you do not have a computer or access to one, please let us know. If you do not have a JMC login set up, you will need to contact one of the school offices to set up a password. Once that is set up, you will be good to go. You will then need to log in to JMC through the parent portal. Go to the school website: www.westforkschool.org and click on the "For Families" tab, then on JMC access. Click on the family icon. You will then put in your username (family last name) and password. Once in JMC, you will click on "Register for 2022-2023" You will need to go through and answer **ALL** the questions for each student you have enrolled at West Fork.

JMC Online Payment

We will be using JMC Online Payment for parents who would like to pay registration or lunch fees online. It should be a much easier process than previous years. You will need to log in to your parent portal. Click on either the "Lunch" or "Tuition/Fees" tab. On the tuition/fee page, you will click on the "Pay My Bill" tab. You will then need to highlight the fees you are going to pay. Then click "OK" You will then be able to enter your credit or debit card information. Click "Submit" and it will give you an option to print your receipt and one will also be sent to your email.

To pay for lunch, you will click on the "Lunch" tab, then "JMC Online Deposit" tab at the top center of the page. It will bring up a box to enter how much you want to put on your account and enter your credit or debit card information. Once you have entered everything, you will click on "Submit" and again, be given the option to print your receipt and one will be sent to your email.

Back to School Open House:

Elementary: Monday, Aug. 22, 2022 from 2:00pm-7:00pm. You can bring in your student/s to meet their teachers, bring their supplies and find their locker.

MS & HS: Monday, Aug. 22, 2022 from 2:00pm-7:00pm

Freshman Orientation: Monday, Aug. 22, 2022 6:00pm

First Day of School:

Aug. 23, 2022 – Classes start at 8:15am

Aug. 23, 24, 25 will have a 2 hour early dismissal (1:00pm)

Normal dismissal will begin Friday, Aug. 26 (3:00pm)

Wednesday, Sept. 14 will begin the 1 hour early dismissal on Wednesdays for the remainder of the year.

School Pictures:

- Rockwell Campus: Wednesday, Sept. 7th, 2022
- Sheffield Campus: Thursday, Sept. 8th, 2022
- Retakes are scheduled for Tuesday, Sept. 29th, 2022

(over)



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Lunch:

Breakfast and Lunch will **NOT** be free for all students this year. We are including Free/Reduced paperwork in this packet. We are asking all families to fill out the forms and return them to the school whether you think you will qualify or not. You can also fill out the information online as well. The breakfast price will increase this year to **\$1.85** and the lunch price will increase to **\$2.85** for elementary students and **\$2.90** for Middle School and High School Students. The price for an extra entrée will be **\$1.35** and an extra milk **\$.50**.

Notices were sent out over the summer and if you had a negative lunch balance, you were asked to get that paid prior to the new school year. If you still have a negative balance, your student will not be able to charge extras to the account. The student will need to bring cash with them to pay for the extra until you have a positive balance in your account. On that same note, if your account gets in the negative and no payment is made, your student/s will not be able to get extras until the account has a positive balance. Notices are sent out weekly (typically on Friday) and payment is appreciated as soon as possible. If you have questions at any time, you can contact Paula Monroe.

Preschool Fees:

- \$50.00/month – 3 year preschool
- \$20.00/month – 3 year preschool transportation (please fill out bus transportation request)
- \$75.00/month – 4 year preschool

Payment is due the first of each month. You can send a check or cash in your child's folder or pay through JMC online payments.

Preschool students (3 yr, 4 yr, and 5 yr PreK) receive snack each day they attend school. The snack fee is \$.75/day for both the snack and milk or \$.50/day if they take just the snack or just the milk. This fee is charged to the family lunch account weekly.

We are enclosing Preschool Scholarship forms with this packet for those parents that have signed up for preschool. Again, we ask that **EVERYONE** fill out the applications and send them back into the school. Paula will send them in and you will be notified whether or not you are eligible. The scholarship will pay for all **OR** partial tuition depending on your eligibility. Unpaid preschool fees follow your child throughout their school career. We encourage everyone to take advantage of the scholarships, if possible, to help defray your costs.

Bus Sign Up:

We are starting something new this year. Instead of filling out paperwork requesting bus pick up/drop off, we have a link in our online registration for you to fill out. **ANYONE WHO HAS STUDENTS THAT WILL NEED TO BE PICKED UP OR DROPPED OFF BY THE SCHOOL BUS NEEDS TO GO THROUGH THE ONLINE BUS SIGN UP PROCESS.** The information will then be sent to Tony Laudner, our school transportation director, and routes will be determined. The link to sign up for bus transportation: <https://forms.gle/HacdfmXPBiAGJ1Fr9>

Absences:

Please report school absences by 8:30am. Absences can be left on the absentee mailbox at each campus. Rockwell: 641-822-3234; Sheffield: 641-892-4461

After School Program:

An after school program is offered at the Rockwell Campus for Preschool – 5th grade students. The program runs from school dismissal until 6:00pm. Registration information is on the school website.



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