



April 30, 2023

Dear BC Community-

4th Term Parent-Teacher Conferences will be on May 3, 2023 (4:00pm-6:00pm). We will continue to use [Meet the Teacher](#), an online scheduling program, to schedule all appointments with teachers.

All of the conferences will be held on-line via the Meet The Teacher Platform. Each conference will be five minutes in length. The conference will automatically start at the scheduled time and will automatically end after 5 minutes.

Steps to schedule an appointment with a teacher(s):

- Click on this [link](#) to log-in to Meet The Teacher. The email address for log-in must be a parent/guardian email that is listed in Infinite Campus. Their student number can be found in the IC Parent Portal.
- Click on this [link](#) for the step by step instructions to book your PT Conference Appointments in Meet The Teacher.
- If you need assistance with the process, please contact Evalyn Martin at martine@elmbrookschoools.org.

Meet The Teacher went live on Monday, April 24 at 9:00 am. Parents will receive an email confirmation of appointments. LAUNCH Conferences will be on an alternative platform.

AP Testing begins on May 1st. Click [here](#) for the information about the testing for 2023.



On Saturday, May 6th, the Brookfield Farmer's Market will begin its season. Once again it will be in the front parking lot of BC (7am-1pm) until the end of October. The market is excellent and I encourage you to check it out! Please keep this in mind as you are coming to BC on Saturdays. Ideally if you are coming to BC on a Saturday for an athletic event, please use the Civic Drive entrance/exits.

On Friday the 28th, the seniors had a special link that outlined the important tasks and events for their last 6 weeks of their time at BC. Click [here](#) for the information.

Please do not hesitate to contact me if you have any additional questions or concerns. My email gruetzmb@elmbrookschoools.org or call/text me at 262-794-6070.

Thanks and take care- Brett J. Gruetzmacher-Proud Principal

THE WEEK AT BROOKFIELD CENTRAL HIGH SCHOOL

May 1

Lancer Block

Monday-A

- [Previewing the Week!](#) 7:55am Google Meet
- Silent Reading -3rd Block 11:35am-11:55am or 12:10pm-12:30pm

May 2

Lancer Block

Tuesday-B

- [57th Annual BC/BE Art Show](#) 4:30pm-Brookfield Public Library
- Spring Band Concert 7pm SLWC

May 3

Lancer Block

Wednesday-A

- Silent Reading -4th Block 1:41pm-2:01pm
- 4th Term PT Conferences-4pm-6pm

May 4

Lancer Block

Thursday-B

May 5

Lancer Block

Friday-A

AP Testing for the Week of May 1-May 5

WEEK 1				
Monday, May 1 (A)	Tuesday, May 2 (B)	Wednesday, May 3 (A)	Thursday, May 4 (B)	Friday, May 5 (A)
Report by: 7:30am approx end: 11:30am	Report by: 7:30am approx end: 11:10am	Report by: 7:30am approx end: 11:30am	Report by: 7:30am Approx end: 10:45am	Report by: 7:30am approx end: 11:45am A lunch students go to B lunch
United States Government and Politics - 3hr Location: Black Box	Environmental Science - 2hr40m Location: Big Gym Chinese Language and Culture- 2 hrs Location: Black Box	English Literature and Composition - 3hr- Digital Exam *bring charged chromebook Location: Black Box	Human Geography - 2hr15m Location: Black Box Macroeconomics - 2hr10m Location: Big Gym	European History - 3hr15m- Digital Exam *bring charged chromebook Location: Black Box United States History - 3hr15m Location: Big Gym
Report by: 11:40am approx end: 3:45p Students released 11:10 am for lunch	Report by: 11:40am approx end: 2:30p Students released 11:10 am for lunch	Report by: 12:00pm approx end: 3:30p Students go to A lunch	Report by: 11:40am Sem approx end: 2:30p Stats approx end: 3:30p Students released 11:10 am for lunch	Report by: 12:00pm approx end: 2:55p Students go to A lunch
Chemistry - 3h15m Location: Black Box	Psychology - 2hr Location: Big Gym	Computer Science A - 3hr Location: Black Box	Seminar - 2hr- Digital Exam *bring charged chromebook Location: Black Box Statistics - 3hr Location: Big Gym	Microeconomics - 2hr10m Location: Black Box

Brookfield Central HS Attendance + Every Day + On Time = Success

Attendance Resources	Reporting an Absence
Attendanceworks.org dpi.wi.gov/sspw/safe-schools/school-attendance ESD Board Policies 5112, 5113, 6005	Email: BCHSattendance@elmbrookschools.org Call: 262-785-3994 <i>Always provide a medical note when applicable.</i>
Students and families should monitor attendance regularly by logging into Infinite Campus.	

Type	Explanation
Excused Absence	Students are allotted 10 days of excused absences per school year. Any absences beyond the 10 days will be classified as unexcused absences (truancies) unless the absences qualify to be exempt absences. Once a student accrues 5 days of excused absences, a letter is mailed home as a notification/warning that the student has utilized half of their allotted days. Once a student accrues 10 days of excused absences, a second letter is mailed home notifying the student and family that all future absences will be recorded as unexcused absences (truancies) unless the absences qualify to be exempt absences. <ul style="list-style-type: none"> • Parent/Guardian reports absence to the attendance office. These absences do count towards the 10 days of excused absences allotted per school year. • Examples include, but are not limited to: vacation, medical appointment without a medical note, general illness or injury, and special event (not school-sponsored).
Exempt Absence	<ul style="list-style-type: none"> • Parent/Guardian reports absence to the attendance office. These absences do not count towards the 10 days of excused absences allotted per school year. • Examples include, but are not limited to: school-sponsored activity, field trip, medical appointment with a medical note, and funeral.
Unexcused Absence (Truancy)	Reasons for an unexcused absence (truancy): <ul style="list-style-type: none"> • Parent/Guardian does not report absence to the attendance office in advance. <ul style="list-style-type: none"> ○ The unexcused absence will convert to a truancy in 2 school days if a parent/guardian does not communicate an acceptable reason for the absence. ○ If a parent/guardian does communicate an acceptable reason for the absence within 2 school days (and the student has not accrued 10 days of excused absences) the absence will convert to an excused absence. • Student is 15+ minutes late to/misses 15+ minutes of any class without an approved excuse Students who are truant from school for all or part of 5 or more school days in a given semester are considered to be habitual truants. A habitual truancy letter is mailed home which includes details for a follow up meeting with school personnel.
Tardy Excused	Student arrives after the bell, but within the first 15 minutes of the block, and a parent/guardian reports the tardy to the attendance office with an acceptable reason.
Tardy Unexcused	Student arrives after the bell, but within the first 15 minutes of the block, and a parent/guardian does not report the tardy to the attendance office or a parent/guardian does report the tardy with an unacceptable reason.
Other Information	<ul style="list-style-type: none"> • To be marked present and on time to Block 1, students must be through the doors of their scheduled class by 7:55am. • All students entering the building between 7:55am-3:09pm must enter through the main entrance (S1) and present their student ID to a member of the front office staff before proceeding to class. • BC is a closed campus. Students must stay in the building from the time they arrive until dismissal (this includes lunch) unless they have an off-site class (Launch, Youth Options, CEO, SPO, etc.) or have otherwise been excused by a parent/guardian and/or school personnel. • Students that do not report to their assigned Lancer Block will be marked truant for Resource. • Students that are marked absent to 1 or more blocks cannot participate in any after school activities including but not limited to practices, games, competitions, performances, etc. that day.

Major Events for the Rest of the Year!	
April 11	PreACT Secure for 9th and 10th Graders. 1st Block begins at 11:50am.
April 18	WI Forward-10th Graders. Extended Link
April 21	PD Day - Lesson Design Focus
April 24	3 Week Grades are Due at 8am
April 29	BC Class of 2024 Prom
May 1 - May 12 AP Exams	
May 3	4th Term PT Conferences 4pm-6pm
May 15th	6 Week Grades are Due at 8am

May 26th	Fine Arts Extravaganza
May 31st	<ul style="list-style-type: none"> All School Picnic & School Assembly Senior Honors Night
June 2nd	Spring Fling Dance 7pm-10pm
June 3rd	BC Band's BEBOP
June 9th	<ul style="list-style-type: none"> Records Day Graduation Practice 9am @ BEHS Grades Due by 3pm
June 11th	Class of 2023 Graduation 11am @ BEHS
June 12th	Summer Strength & Conditioning Begins
June 19th-July 21st (Off July 3 and July 4) Summer School @ BCHS	

Brookfield Central HS Information

- **Chromebook**

If you are having trouble with your Chromebook and/or need to update your Chromebook, please check out [this site for guidance](#). If the issue persists, bring it to the BC Library.

- **College Representatives Visits**

BC Student Services continues to offer opportunities for students to connect with representatives from colleges and universities from across the country. Click [here](#) for the schedule!

- **Connect with a Teacher**

If parents/guardians need to connect with a teacher, please consider emailing rather than calling. If a phone call is necessary, please email the teacher to request a phone call. Teachers do not have access to a school voicemail.

- **School Counselors**

The [BCHS Student Services Team](#) is a tremendous resource for our students. The team works together to provide support for all students at BCHS.

- Leah Devine, School Counselor (A-F)
- Jessica Premo, School Counselor (G-Le)
- Heather Lemke, School Counselor (Li-Ri)
- Greg Groh School, Counselor (Ro-Z)

- **School Meals**

We have an outstanding food service team at BC- quality food, service and a great Variety. Click [here](#) for instructions on adding funds to your students account. Students will access their lunch accounts with their student ID. Click [here](#) for the SDE Food Service Information for the 2022-2023 School Year.

- **Senior Privilege Option (SPO)**

The [Senior Privilege Option \(SPO\)](#) is an incentive program at Brookfield Central and Brookfield East High Schools intended to reward seniors who have demonstrated personal academic excellence, excellent attendance, and appropriate behavior. The SPO allows approved students to leave the high school campus during a scheduled study period.

This application is an agreement between the student, parent, and Brookfield Central High School regarding SPO. [This form](#) must be completed and submitted and students must meet the qualifications before SPO will be granted.

- **Stay Home When Sick**

Students with symptoms of infectious diseases, including COVID-19, should stay home and get tested. Novir labs will continue to offer free COVID-19 diagnostic and screening tests at no cost to participants through a Department of Health Services program at Hillside Elementary on [specific dates and times](#) during the 2022-23 school year.

Students with a confirmed case of COVID-19 should use the [CDC calculator](#) to determine a return to school date, notify the Attendance Office of their absence, and adhere to the CDC's recommended actions. For illnesses other than COVID, students should remain home until they are free of fever, diarrhea, and vomiting for 24 hours, without the use of medication.

Click [here](#) to learn more about the District's 'Healthy Schools' efforts for the 2022-23 school year.

- **Student IDs**

Students are required to have their school IDs daily. A student ID is required to enter the building anytime after 7:55am and all students must enter through our main doors (Door S1) and show their student ID. Students use their IDs to access their lunch account, check out library books, and to gain entry to BC sporting events.

- **Week at a Glance**

Each week teachers will email a snapshot of the week to you and your child. This will include items such as learning targets, quizzes/tests/major due dates for the week.

Grade Level Information/Links

Freshmen (Class of 2026)	<ul style="list-style-type: none">• BCHS Student Services Info Class of 2026
Sophomores (Class of 2025)	<ul style="list-style-type: none">• Student Parking Registration• BCHS Student Services Info Class of 2025
Juniors (Class of 2024)	<ul style="list-style-type: none">• Student Parking Registration• BCHS Student Services Info Class of 2024
Seniors (Class of 2023)	<ul style="list-style-type: none">• Checklist for Seniors!• Submit a youth picture for graduation ceremony• BCHS Senior Privilege Option (SPO) Application• Student Parking Registration• Post Secondary Planning• Senior Ad for Yearbook• BCHS Student Services Overview Class of 2023
Miscellaneous	<ul style="list-style-type: none">• Order a 2022-2023 Yearbook• BCHS Back to School Info & overview of 2022-2023