



Important Information for Students  
& Parents

## Guidance Notes

### **GENERAL INFORMATION**

**January 19, 2024**

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**Please don't forget that we have School-Based Mental Health Therapy available to us here in Lena. Never hesitate to contact us for information!!**

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**We also have information from Triple P (Positive Parenting Program).** You can find the fliers on our website under "Parent Resources"

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**Unity Grief and Education Center will be conducting Grief Support Groups for our Elementary, Middle and High School students.**

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**NWTC** will be having a Science & Engineering Festival! This is for 6<sup>th</sup> & 7<sup>th</sup> graders. Spots are limited and registration is due by January 24<sup>th</sup>. Please see their website [nwtc.edu/events/2024/02/mind-trekkers](http://nwtc.edu/events/2024/02/mind-trekkers)

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**NWTC** will be having an Engineering Open House on February 20<sup>th</sup>. No need to register, please see [nwtc.edu/events/2024/02/engineering-open-house](http://nwtc.edu/events/2024/02/engineering-open-house) for details.

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**January 22<sup>nd</sup>: No School / teacher in-service – END OF 1<sup>st</sup> SEMESTER**

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**City of Oconto Falls Beach:** Seasonal Lifeguard / Swim Instructor (please see attached)

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### **STUDENTS!!!!**

Make sure you are checking your school email for information from your teachers, guidance office and administration!!

### **ATTENTION SENIORS!!!!**

Make sure to check Ms. Meisner's google classroom to find helpful tips and important information!!

## **CONGRATULATIONS!!**

Erik Kosch has been nominated to represent the Lena Public School District at the 2024 Wisconsin Leadership Seminar (WILS). Erik has been identified as an outstanding high school sophomore who exhibits positive leadership qualities in our school and community and we would like to foster his leadership qualities.

Erik has been offered to spend a high-energy weekend June 14-16, 2024 at Carroll University in Waukesha, WI consisting of team-building activities, motivational speakers, volunteer service, a talent show, and panels of key leaders from various industries, small group discussions and more. This opportunity is offered to Erik at no cost. We hope he is able to attend.

There have been other students in the past that have gone to this fun-filled weekend and have wonderful things to say about it. Below you will find more details about the seminar.

Congratulations and best regards,

Shelly Meisner, PK-12 School Counselor

#### **WILS Mission:**

- To identify outstanding high school sophomores throughout Wisconsin for being responsible citizens in their community and/or school and provide them with the opportunity and encouragement to recognize their leadership potential.
- We fulfill this mission through an annual 3-day leadership seminar that is provided at no cost to the students or schools. WILS encourages leadership development through emphasis on our four pillars:
  - **Responsibility** – Instill self-confidence and personal responsibility in leaders by guiding them to explore their personal values and develop a sense of purpose.
  - **Service** – Encourage leaders to volunteer their time to bring about positive change in their communities and schools.
  - **Inclusiveness** – Provide leaders with opportunities to engage with individuals who have diverse backgrounds, perspectives and experiences in order to explore ideas and build skills that are essential for success in our communities and in a globally-connected world.

**Decision Making** – Foster a positive, unbiased setting where leaders can practice forming opinions, making decisions, and engaging in open-minded analysis and discussion of the issues and challenges facing today's world.



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NWTC has a number of events happening throughout the year, here is the link to upcoming events. <https://www.nwtc.edu/high-school-students/upcoming-events-for-high-school-students>.

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## POST-SECONDARY / SCHOLARSHIP INFO

**Financial Aid:** The FAFSA window opens up **December 2023 (this year)**. The **2022** taxes for both the parent(s) and student is needed when filling the FAFSA out. ***It is strongly recommended to have the FAFSA completed as early as possible as the monies are granted on a first-come, first-serve basis.*** Many colleges have set a "priority date" for Financial Aid, meaning that if you have not applied for Financial Aid by the date they specify, you may not get Financial Aid. Here are a few websites to refer to: [www.mheso.state.mn.us/calculator/initialform.cfm](http://www.mheso.state.mn.us/calculator/initialform.cfm) / [www.finaid.org](http://www.finaid.org) / [www.studentaid.ed.gov](http://www.studentaid.ed.gov) / [www.nasfaa.org](http://www.nasfaa.org) / [www.ed.gov/pubs/collegecosts](http://www.ed.gov/pubs/collegecosts) / [www.fafsa.ed.gov](http://www.fafsa.ed.gov) (federal aid application)

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<https://uwhelp.wisconsin.edu> - **Amazing resource for the UW-College System Information**

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**THE LARIAT FUTURE INNOVATORS FOUNDATION STEM SCHOLARSHIP:** OPENS in January 2024 and DEADLINE is June 15, 2024

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**STUDENT SCHOLRSHIPS.org: The December Newsletter** - This comes in the form of a newsletter and can be downloaded from <https://studentscholarships.org/newletters>  
DEADLINES range from 01/04/24 to 05/01/24

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**ROBERT H. DICKINSON MEMORIAL SCHOLRSHIP:** Awarded by the Machickanee Players - DEADLINE is 03/01/24

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**WISCONSIN SOCIETY for CLINICAL LABORATORY SCIENCE SCHOLRSHIP:**  
DEADLINE is 03/31/24

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**TIM WITT CHEVROLET SCHOLARSHIPS:** This works a little differently than other scholarships, with this one after each quarter the H.S. senior bring their Report Cards into Tim Witt Chevrolet in Crivitz. Students receive 1 entry for every "A" that is on their report card. The more "A's" the better your odds! In late June, Tim Witt Chevrolet will host a BBZ for all participating students and their families. He will then draw four winners for a \$1,000 scholarship.

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**THE WISCONSIN SECURITY ASSOCIATION (WISA) SCHOLARSHIPS:** This scholarship is for those who have a parent that is on active-duty with a fire department or police department. Please see attached for the requirements. This is an on-line scholarship. DEADLINE IS 03/01/24.

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**THOMAS H. LUTSEY WASEDA FARMS SCHOLARSHIPS:** This scholarship has a value of \$10,000. Yep, I typed it correctly!! This is an on-line scholarship so please visit [scholarship.wasedafarms.com](http://scholarship.wasedafarms.com) for more information. DEADLINE IS 03/31/24.



Please know if you need anything, do not hesitate to contact the guidance office!!  
Shelly Meisner, Counselor, at 920-829-5244 ext.1003 / [meisnerm@lenak12.org](mailto:meisnerm@lenak12.org) or  
Debi Heimke, secretary, afternoons at 920-829-5244 ext. 1013 / [heimked@lenak12.org](mailto:heimked@lenak12.org)

**STAY;  
tomorrow  
NEEDS YOU**



BECAUSE  
YOUR  
STORY  
ISN'T OVER  
YET



MAKE THIS NEW YEAR  
**happy &  
healthy**



**City of Oconto Falls Beach**  
**Seasonal Lifeguard/Swim Instructor**

**City of Oconto Falls, WI**

**\$13.00 - \$15.00 an hour depending upon years of lifeguard experience**

**Seasonal (Memorial Day to Labor Day)**

**Full Job Description**

**Examples of Duties**

**ESSENTIAL JOB FUNCTIONS**

Responsible for supervision of assigned facility during work hours (including, but not limited to, security, cleanliness, and safety)

Safety and direct supervision of patrons during all swim programming

Coordination and planning of program related activities and events

Instruct and/ or support various levels of swim lessons

Encourage children to participate in activities through positive reinforcement

Serve as a positive role model to the participants

Continually train on emergency action plans, including by not limited to roles and responsibilities, rescue skills, and CPR and AED use

Respond to emergency situations, following established emergency protocols

Complete necessary paperwork specific to job responsibilities (attendance forms, accident/incident report forms, facility checklists, etc.)

Perform set-up and take-down of program related equipment

Greets patrons to sell concessions, operates cash register and performs transactions.

Sells daily admission swim passes to non-residents.

Communicates clearly and effectively with patrons.

**OTHER JOB FUNCTIONS**

Be at the facility, ready to work, at the designated start of the work shift

Perform facility maintenance and duties assigned by Beach manager.

Keeps lake area, bathhouse, parking lot, and playground free of litter and waste paper by checking areas and daily pickup.

Cleans bathhouse and toilet facilities daily.

Rakes beach, removes and disposes of aquatic weeds, and assists with any repairs as required.

Establish and maintain effective communication and working relationship with fellow staff members, management staff, volunteers, and the public in a courteous and tactful manner

Attend all required meetings and trainings

Work closely with supervisor to ensure all City of Oconto Falls rules, policies, and procedures are observed and enforced

Report directly to and perform any other duties as assigned by Head Lifeguard or Beach Supervisor.

### **Education/Certifications/Experience Requirements**

**REQUIRED:** Must have current Certified Lifeguard Training. Water Safety Instructor (W.S.I.); First-aid Basics; and C.P.R. for the Professional Rescuer Certifications with AED Certifications; and supplemental experience working with or teaching learn to swim programs.

Possess the strength and endurance to perform all lifesaving and first-aid procedures while under the most difficult situations.

Complete knowledge of all swimming and water safety programs, and the ability to teach and demonstrate all swimming strokes.

Must be 15 years of age or older by May.

**EXPERIENCE:** Knowledge and/or background of the specific program

Ability and/ or experience to work with varied age groups, including children

Ability to take direction

Ability to understand and effectively carry out oral and written instructions

Follow City/Department/Division policies, work independently, and make sound decisions.

Communicate effectively, both in verbal and written form and to follow verbal and written instructions.

Establish and maintain effective working relationships with city employees, department professionals, staff, customers and the general public.

Work evenings, weekends and holidays as needed.

Understand, follow and perform duties as required of emergency action plan and to swim 500 yards.

Always maintain a positive behavior and professional demeanor at all times; address resident and customer concerns in a helpful, courteous manner.

Work effectively as part of a team and to lead and direct staff.

Interact with a diverse group of individuals.

Comply with all safety policies, practices, and procedures, and report all unsafe activities or conditions to supervisor.

Always maintain a positive behavior and professional demeanor at all times; address resident and customer concerns in a helpful, courteous manner.

Work effectively as part of a team and to lead and direct staff.

Interact with a diverse group of individuals.

Comply with all safety policies, practices, and procedures, and report all unsafe activities or conditions to supervisor.

## **SUPPLEMENTAL INFORMATION:**

### **EQUIPMENT, INSTRUMENTS AND MACHINES:**

Equipment used includes, but not limited to, concessions equipment, first aid, and CPR/AED supplies.

### **PHYSICAL FACTORS:**

*The physical demands described here are representative of those that must be met by any an employee to successfully perform the essential functions of this job.*

Must have the physical ability to respond appropriately in emergency situations.

Work will take place in an outdoor environment and varying types of weather, including possibility of high heat and humidity and cold air and chilly water.

Working conditions involve occasional exposure to dirt, dust, and moisture.

Perform various activities, which may include, but not limited to: Semi-reaching to full-reach overhead, crouching, kneeling, bending, twisting, turning, and lying on stomach and/or back.

Must be able to sit or stand and move for long periods of time.

See and observe all sections of an assigned area of responsibility, with or without reasonable accommodation.

#### **DISCLAIMER**

*The above statements are intended to describe the general nature and level of work being performed by people assigned this job. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position, or is responsive to the needs of the City of Oconto Falls.*

#### **Application Information:**

Employment Season: Memorial Day to Labor Day. Able to work duration of the program as assigned by supervisor

Work Location: Eastside Beach, 631 N Main St., Oconto Falls, WI 54154

To apply please complete City of Oconto Falls Employment application, include copy certifications of at [www.cityofocntofalls.com](http://www.cityofocntofalls.com) . or paper applications can be obtained at City Hall, 500 N Chestnut Avenue. Completed applications with certifications can be emailed to [info@ci.ocontofalls.wi.us](mailto:info@ci.ocontofalls.wi.us) or dropped off at City Hall.