

Wild Rose Middle/High School

**600 Park Avenue, PO Box 276
Wild Rose, WI 54984
(920) 622-4201**



2023-24

Student Handbook

MISSION STATEMENT

The School District of Wild Rose, in partnership with students, parents, and community,
Will provide a challenging education to prepare our students to be knowledgeable, resourceful, resilient, and productive
members of our ever-changing world.

TABLE OF CONTENTS

General Conduct, Virtual Education Expectations.....	Page 3
Attendance Policy.....	Page 4-7
Procedures for Truancy and Habitual Truancy.....	Page 7
Title IX Student Grievance Procedure.....	Page 7-8
Guidance & Counseling Services, Dress Code.....	Page 9
Hall Passes, Closed Campus, Checking Out of School During the Day, Telephone, The Cafeteria.....	Page 10
Fire Drills, School Visitors, Locks & Lockers, Student Locker Searches	Page 11-12
Student Automobiles.....	Page 12
Fee Schedules.....	Page 13
Behavior Matrix.....	Page 14-15
Alcohol, Tobacco, and Other Drug Abuse Student Policy.....	Page 16
Possession or Use of Weapons.....	Page 16-18
Articles Prohibited in School, Electronic Paging & Communication Devices.....	Page 18-20
School Dances, Subject Grades, Bus Rules	Page 20-21
Student Buses to Co-Curricular Events, Senior Class Trip, IMC Use, Study Hall Rules	Page 22
Honor Roll, High School Honors Study Hall, Discipline Procedure.....	Page 23-24
Detention, In-School Suspension, Suspension.....	Page 25
Expulsion, 8 th Grade Graduation, Entrance Requirements to High School, Grade Level Attainment, Requirements for High School Graduation.....	Page 26
Approved HS Programs & Activities.....	Page 27
Independent Study, Correspondence Courses, College Entrance Requirements.....	Page 28
Admissions to Schools, Colleges, and Universities	
Early College Credit Program (ECCP) & Start College Now (SCN).....	Page 29
Wild Rose High School Curriculum.....	Page 30-31
Co-Curricular Code.....	Page 32-38
Nondiscrimination Policy.....	Page 39-40
School Board Policies.....	Page 41-55
Academic Honesty Policy.....	Page 55-57
Bullying Prevention Policy.....	Page 58-59
Technology Acceptable Use Policy.....	Page 60-62
School Sponsored Transportation Release Form.....	Page 63
Family Access.....	Page 64
Over-The-Counter Medication Consent Form.....	Page 65

Middle School Bell Schedule

Hour 1	8:27 – 9:09
Hour 2	9:12 – 9:54
Hour 3	9:57 – 10:39
Hour 4	10:42 -11:24
Lunch A	11:24 – 11:54
Hour 5	11:57 – 12:39
Hour 6	12:42 – 1:24
Hour 7	1:27 – 2:09
Hour 8	2:12 – 2:54
C.A.T.S.	2:57 – 3:31

High School Bell Schedule

Hour 1	8:27 – 9:09
Hour 2	9:12 – 9:54
Hour 3	9:57 – 10:39
Hour 4	10:42 - 11:24
Hour 5	11:27 - 12:09
Lunch	12:09 - 12:39
Hour 6	12:42 – 1:24
Hour 7	1:27 – 2:09
Hour 8	2:12 – 2:54
C.A.T.S.	2:57 – 3:31

All students in grades 6-12 shall be in class or board approved activity every period of the day.

Welcome

The administration, teachers, and staff are looking forward to working with you in the upcoming school year. We know that the years spent in middle school and high school are challenging and exciting times. We believe that students will receive the most from these years and can be successful by always doing their best in the classroom and in other school activities.

This handbook contains basic rules, procedures, and expectations for all students at our school. Please be aware that it is not a complete statement of all policies, procedures, or rules that may be applicable in a given circumstance. We encourage all students to become familiar with this handbook. We should all do our best to make our school a place to be proud of and to remember with pleasure.

Have a wonderful year!

PHILOSOPHY OF EDUCATION

The educational philosophy of the School District of Wild Rose recognizes the worth and dignity of each individual in our democratic society. The purpose of our school system is to provide equal opportunity for all students to acquire the knowledge, skills, attitudes, and habits which will enable and encourage them to make responsible decisions. In so doing, it is expected that all students will be actively encouraged to meet and maintain optimal standards of achievement and conduct with respect to their potential. Moreover, it is also expected that all students will develop an understanding and acceptance of their responsibility for self-reliant and self-disciplined behavior.

GENERAL CONDUCT

The school has one general rule of behavior: students should conduct themselves as good citizens. The characteristics of good high school / middle school citizenship are these: regard for the rights and privileges of others, punctuality and regularity, care for the condition and appearance of the grounds, buildings and fixtures of the school, and a respect for those in authority. Students should display good sportsmanship as spectators or participants at athletic events. Improper behavior will not be tolerated. Students will not trespass on any private property. This includes the property across from the front entrance of the high school.

School doors are open to students at 8:00 a.m. each weekday except vacations. Students will not be allowed in the building and doors will remain locked until this time. Classes start promptly at 8:27 a.m.

Students should leave the buildings promptly after the bus bell rings unless they are involved in a supervised school activity.

VIRTUAL EDUCATION EXPECTATIONS

Remote Virtual Education – Student Accountability and Conduct

The School District of Wild Rose expects students participating in remote learning to follow school rules during remote virtual instruction and when interacting with staff and students in a virtual setting. Students may be disciplined for violating school rules during remote virtual instruction even though the student is not present on District property.

Remote Virtual Instruction Accountability and Internet Safety

Remote virtual instruction requires students to access their educational program online. There are certain risks inherent in all online activities. Students must comply with the following standards and expectations to protect themselves and others.

The District's Acceptable Use policy applies to all students participating in the District's remote virtual educational programs and online class activities.

- Use only one (1) username and password.
- Use an appropriate profile picture for any virtual accounts.
- Do not share your username or password with anyone. Each student is responsible for all activities associated with his or her username and password.
- Do not interfere with other student's ability to access virtual instruction or disclose anyone's password to others.
- Do not publicly post personal contact information, including the personal contact information for others.
- Do not use the District's virtual instruction resources for any illegal activities.
- Do not use District virtual instruction resources to send unsolicited electronic-mail messages not pertaining to class (e.g., SPAM).

- Do not use the District's remote virtual instruction resources to access inappropriate programs, applications, or websites.
- Do not share classroom/small group video or classroom/small group recorded video with third parties (parent(s)/guardian(s) and siblings, excluded) – This includes private messages from staff or others.
- Do not agree to meet in-person with anyone met exclusively on the Internet.

Conduct During Remote Virtual Instruction

Remote virtual instruction is similar to in-person instruction but presents unique opportunities and challenges. Students are expected to be engaged and courteous to others during remote virtual instruction and other class activities as they would during in-person instruction in a classroom. The District's Student Code of Conduct applies to all students participating in the District's remote virtual instruction and online class activities. Students are expected to obey the following standards and expectations, as well:

- Sign-in for virtual instruction and activities using the appropriate, designated username and password.
- Do not allow siblings or other members of the household to participate in virtual instruction unless authorized by the virtual class teacher (they may observe but notice should be provided they are doing so).
- Review typed messages before sending them to remove easily misinterpreted language and proofread for typos.
- Private messages during virtual instruction should be kept to a minimum.
- Engage in virtual instruction discussions in a respectful manner that abides by the following standards:
 - Avoid sarcasm, jargon, body gestures and slang;
 - Vulgarity is not acceptable;
 - Do not use images, "GIFs," or "Memes" in place of written responses or comments, unless specifically directed to do so by a staff member;
 - Focus responses on the questions or issues being discussed, not on the individuals involved.
- Do not make inappropriate comments verbally or via direct messages. Inappropriate messages include, but are not limited to, those that contain:
 - threatening messages or images;
 - insults or attacks of any kind against a person;
 - obscene, degrading or profane language or images;
 - repeatedly sent unwelcome messages or images that harass the recipient; and
 - material that is defamatory or intended to annoy, intimidate, or bully others.

If a student or his/her parent(s)/guardian(s) has any questions about the rules, standards, and expectations applicable to students participating in the district's remote virtual educational programs and online class activities, the student should contact the principal immediately.

ATTENDANCE POLICY FOR THE SCHOOL DISTRICT OF WILD ROSE

In accordance with Wisconsin Statutes, Section 118.15 and County Code-Article V-Truancy, all children between six and eighteen years of age must attend school full time until the end of the term, quarter, or semester in which they become 18 years of age unless they have a legal excuse. The School District of Wild Rose encourages and promotes regular attendance. The Board of Education considers school attendance and achievement as critical to the success of the child, family, and community.

School Attendance Officer

The building principal or the principal's designee at each of the district's schools is designated to deal with matters relating to school attendance and truancy.

The School Attendance Officer of each school shall determine daily which pupils enrolled in the school are absent from school and whether that absence is excused.

Annually, on or before June 15, each building principal shall determine how many pupils enrolled in their school were absent in the previous year and whether the absences were excused. This information will be submitted to the district administrator who shall notify the State Superintendent of the determination.

The School Attendance Officer in each school shall notify the parent/guardian of a child who has been truant (unexcused), of the child's truancy and direct the parent/guardian to return the child no later than the next day on which school is in session or to provide an excuse. The notice under this paragraph must be given before the end of the second school day after receiving a report of an unexcused absence and may be made by personal service, mail, or telephone call of which a written record is kept.

The District Administrator in cooperation with each of the Attendance Officers will visit any place of employment in the school district to ascertain whether any minors are employed there contrary to law. The District Administrator will provide information regarding the attendance of any child between six and eighteen who is a resident of the school district or who claims or is claimed to be in attendance at a private school located in the school district.

School Responsibility

The School District of Wild Rose guarantees access to all programs/classes which generate school credit. Students will be enrolled in programs/classes working towards a diploma.

When a student has been absent a total of five unexcused absences in a semester, an attendance notification will be sent to his/her parents/guardians. A statement quoting the state law governing school attendance will also be enclosed.

- A. An administrative review of the case will be held and will consider the following:
 - 1. Parent input; in person or by telephone.
 - 2. School input; academic, social, emotional.
 - 3. Medical input.
- B. A personal parent conference will be requested by the building principal or the principal's designee to discuss the following options:
 - 1. Educational counseling.
 - 2. Evaluation of the student to determine possible learning problems.
 - 3. Evaluation of the student to determine possible social problems.
 - 4. Home visitations.

Legal Referral

A legal referral may be initiated if a poor attendance pattern has continued and if the building principal or the principal's designee has completed the following:

- A. Meet with the child's parent/guardian to discuss the child's truancy or have attempted to meet with the child's parent/guardian and been refused.
- B. Provided an opportunity for educational counseling to the child to determine whether a change in the child's curriculum would resolve the child's truancy and have considered curriculum modifications under Section 118.15(1)(d).
- C. Evaluated the child to determine whether learning problems may be a cause of a child's truancy and, if so, have taken appropriate action or made appropriate referrals.
- D. Conducted an evaluation to determine whether social problems may have caused the student's truancy and, if so, taken steps to overcome the problem.

The evaluation regarding the possible existence of a social or learning problem shall be conducted by the principal assisted by the guidance counselor, school psychologist, and other appropriate personnel as determined by the principal. The Special Education Individualized Education Programming process may be used.

The school attendance officer (principal) shall refer continued truancy for legal action in accordance with the statutes.

Teacher Responsibility

Attendance is an integral factor in the classroom performance.

Teachers are required to emphasize the importance and the necessity of good attendance. Classroom procedures and grading requirements will be developed which reflect the effect attendance has on progress.

Parents/Legal Guardians Responsibility

When a student is absent, his/her parents/guardians shall contact the school by 8:30 a.m. on the day he or she is absent. Failure to contact the school or send a written explanation upon returning could result in an unexcused absence.

Parents/guardians are expected to provide a written explanation of absences at the time the student returns to school, unless the absence has been received earlier (called in) or has prior approval of the building principal or the designee.

Parents/guardians are expected to cooperate with the school officials regarding a child's attendance and attendance procedures.

Student's Responsibility

It is the student's responsibility to attend class every day. His/her out-of-class activities (appointments, meetings, etc.) should be planned around his/her schedule.

It is the student's responsibility to inquire and make up all missed work due to absence.

- A. Students with acceptable absences are entitled to make up **assigned** work missed and are responsible for doing so. Students will have one day for each day absent after returning to school to make up all work **assigned while absent**.
- B. Students with unexcused absences will not be allowed to make up work missed. Therefore, the school is unable to give school achievement credit for school work that is not completed.
- C. Make up tests are to be arranged with the teacher as soon as possible after returning to school.
- D. **Work assigned prior to absence gets no extra work time.**

EXCUSED AND PRE-ARRANGED ABSENCE

The Board considers regular school attendance essential for success in school.

An excuse from a parent/guardian is required for any absence. For extended absence because of illness, a statement from a physician, or other appropriate medical personnel may be required.

A student whose absence is excused shall be permitted to make up **assigned** school work and receive full credit.

A student may be excused from school attendance for up to **10 days** per year if written request is made by his/her parent/guardian prior to the absence.

Rule

Principals are responsible for approving excused and pre-arranged absences. Special situations involving COVID-19 illness or contact with the illness requiring absences will be handled on an individual basis. The Administration and Nursing staff will work with the student/family to determine attendance recording requirements.

Students in the School District of Wild Rose may be excused temporarily from school attendance for the following reasons:

- * Temporary illness, hospitalization, or medical care
- * Religious observances
- * Required in-court appearances
- * Severe illness or death in the family
- * Post secondary school visitations
- * Job interview
- * Planned Trip (including hunting, fishing, and tournament events, etc.)
- * School directed absences (disciplinary action taken by the school, school sponsored activities including cooperative work programs, homebound instruction, others)
- * Medical, eye, or dental appointments (proof may be required)
- * Absence resulting from confidential problems or emergency situations, with the request submitted and approved in advance.

Parents have the right to petition the building principal to recognize absences not covered in the above list. The principal, in his/her discretion, may grant such petition if he/she determines that it establishes exceptional and worthwhile circumstances meriting classification as an excused absence. Absence because of family vacations, deer hunting, job interviews, and post secondary school visitation shall be pre-arranged with the principal.

Examples of Unexcused Absences are:

1. "Had to type/finish/rewrite my homework.."
2. "My boss called me into work..."
3. "Car wouldn't start.."
4. "I missed the bus..."
5. "Leaving school without first receiving permission from a school official"
6. "I got in late and I needed to sleep"

Procedure for Pre-arranged Absence: The following procedure shall be utilized in the case of the pre-arranged absences:

- A. Parents should send a request to the principal in writing stating the dates of the absence and the reason. Such request should be made as far in advance as possible prior to the absence (10 days).
- B. If the pre-arranged absence is approved, the student will be given assignments to be completed while absent.
- C. Principals shall notify parents in writing within five school days of the request, if the request is denied.

Additional Requirements at the Middle School/High School

Students approved for pre-arranged absence have two options to make up work:

- A. The student/teacher may request advance make up work to be submitted the last school day prior to the arranged absence.
- B. The student/teacher may request advance make up work to be submitted to the teacher upon the first day of his/her return to classes.

Staff members are available to answer questions and to give assistance but cannot be expected to give private lessons equal to class time lost. The student and parent may use arranged tutoring, peer tutoring, or additional practice assignments to replace the loss of classroom continuity.

Suspensions: An out-of-school suspension will not be grounds for a truancy referral.

Tardiness: If you have been detained in the office, or by a teacher, ask for a pass from the person who detained you before going to your next class.
Tardy slips will be only issued by the office.

For every three tardies, an after school detention will be assigned.

PROCEDURES FOR TRUANCY AND HABITUAL TRUANCY

The School District of Wild Rose will follow Board Policy 3.02 – Truancy Plan and Procedures, the Waushara County Truancy committee’s recommendation, and the Waushara County Truancy Code-Article V-Truancy in all matters of truancy and habitual truancy. Also, the School District will work with the Waushara County Department of Social Services, law enforcement, and other community resources to help parents/legal guardians get their children to school.

TRUANCY ORDINANCE IN EFFECT

Students and parents need to be aware that Waushara County has an ordinance controlling how students who miss school will be handled in all school districts. Students may now receive a ticket from any police officer for missing any part of **one** day of school without a proper excuse.

The first time that a student receives a ticket, he/she will be required to go to Court and tell the Judge why he/she was not in school and pay a \$50.00 fine. Fines increase with each ticket issued to the same student.

If a student misses any part of any five (5) days during a semester, that student may receive a “habitual truant” ticket. That ticket not only requires a Court appearance and a fine, but the student may also lose his/her driver’s license and/or work permit.

This ordinance applies to all students in Waushara County no matter what their age and parents can be ordered by the Court to pay the fine. Therefore, it is important that all parents and students make sure that the proper school official is given the proper excuse when the student is going to or has missed any part of a scheduled school day.

TITLE IX - STUDENT GRIEVANCE PROCEDURE

Grievance procedures for students:

In the event a student feels that he/she has had a grievance concerning an alleged violation of the Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex in education programs or activities, the following steps can be taken to grieve your case:

The equal treatment of all individuals who desire access to our education programs and activities must be guaranteed. Every effort is made to insure this access; however, if concern exists with respect to sexually harassing, harassing, discriminatory, or bullying conduct the following represents the steps to be followed to have the concern resolved.

In accordance with the informal or formal procedures below, whichever is applicable, all concerns related to violations of this policy or questions related to this policy should be directed to the District’s Title IX Coordinators identified below:

Mr. Matthew Wilbert
Wild Rose Elementary
825 Mt. Morris St Wild Rose, WI 54984
920-622-4201 ext. 1502
wilbertm@wildroseschools.org

Ms. Amanda Bronk
Wild Rose Middle/High School
600 Park Ave. Wild Rose, WI 54984
920-622-4203 ext. 1407
bronka@wildroseschools.org

This summary outlines the steps and key aspects of the school board's grievance procedure regarding Title IX complaints. This procedure addresses allegations of sexual harassment within the school environment and ensures a fair and objective process for resolving such complaints. Students seeking to file a grievance should follow these steps:

1. Selection of Investigator and Decision-Maker

Upon receiving a Formal Complaint, the Title IX Coordinator will select an investigator and decision-maker. The Title IX Coordinator may act as the investigator if impartiality is assured. The decision-maker cannot be the Title IX Coordinator or investigator. Designees, such as administrators, legal counsel, or hearing officers, may be chosen based on the nature of the allegations.

2. Notice

Within ten days of receiving a Formal Complaint, both the Complainant and Respondent will be informed about the grievance process, including the informal resolution option. They'll receive written notice of the alleged sexual harassment and the opportunity to prepare a response before any interview.

3. Representation

Both parties can be accompanied by advisors of their choice, even though legal counsel isn't mandatory. The district may impose limitations on advisors' participation, which will apply equally to both parties.

4. Investigation

The investigator will initiate the investigation promptly after notifying the parties. This process includes interviews with the Complainant, Respondent, witnesses, and reviewing relevant evidence.

5. Investigative Report

An investigative report, summarizing relevant evidence, will be shared with parties and advisors at least ten days before a responsibility determination. Parties will have five days to inspect the evidence and submit written responses to the investigator.

6. Exchange of Questions and Determination

After receiving the investigative report, both parties can submit relevant questions for the decision-maker. Written responses will be provided, allowing for limited follow-up questions. The decision-maker will then review all materials and evidence to make a determination within ten days.

7. Written Determination

The decision-maker will provide a written determination within 70 calendar days of receiving the Formal Complaint. This determination will include allegations, procedural steps, findings of fact, conclusions, and rationale for the decision. It will also detail any disciplinary sanctions, remedies for the Complainant, and the appeal process.

8. Disciplinary Consequences

Disciplinary actions against the Respondent (student, employee, or third party) will align with applicable laws and policies. Sanctions, such as expulsion or termination, will be recommended by the decision-maker. Disciplinary actions are withheld until the grievance process concludes.

9. Supportive Measures

After determining responsibility, the Title IX Coordinator will collaborate with the Complainant to assess the need for further supportive measures or actions to prevent recurrence.

It's important to consult the complete grievance procedure for comprehensive guidance, as this summary provides only an overview of the key steps.

Conclusion

1. The parties agree to follow each of the foregoing steps in the processing of a grievance. If the school fails to answer within the time limits set out for any individual step, the student may immediately appeal to the next step. Grievances not processed to the next step within the prescribed time limits shall be considered dropped. Time limits may be extended by mutual written consent of the parties involved.

The time limits specified shall consist of operating school days, with Saturdays, Sundays and legal holidays, and scheduled school vacations excluded in the computation of time limits under this Article.

2. The written grievance shall give a clear, concise statement of the alleged grievance including the facts on which the grievance is based, the issue involved, and the relief sought.

Discrimination complaints shall be filed in accordance with established complaint procedures.

NOTICE TO PARENTS AND STUDENTS - TITLE IX

Be it so advised that the School District of Wild Rose, WI has a policy on file and practices said policy of non-discrimination on the basis of sex for class assignments, programs, or courses of study in compliance with Title IX of the Education Amendments of 1972, Prohibiting Sex Discrimination in Education.

The District's Title IX Coordinator will review sex discrimination grievances. The Title IX Coordinator is a coordinator for all communications concerning sex discrimination. The Title IX Coordinator may be contacted with regard to any questions surrounding sex discrimination at the following address:

Title IX Coordinator- Middle/High School Principal
School District of Wild Rose
P.O. Box 276
Wild Rose, WI 54984

Annually, the District shall provide parents, students, and staff with a copy of this policy, the name and address of the designated Title IX Coordinator to receive complaints and the complaint procedures. Student nondiscrimination statements shall also be included in staff and student handbooks and other published materials distributed to the public describing school activities and opportunities. The complaint procedures shall be included in student and staff handbooks.

Discrimination complaints shall be filed in accordance with established complaint procedures.

GUIDANCE AND COUNSELING SERVICES

The guidance and counseling services in Wild Rose Schools K-12 include testing, pupil appraisal, special needs assessment, and referrals. In grades K-5 services are provided to students and their families by the elementary principal, the school psychologist, and are directed by Bailey Ramich, a Wisconsin State Licensed K-12 counselor.

Working in conjunction, the principal, psychologist, and counselor provide assistance to students, their parents, and their teachers in developing learning competencies and personal/social competencies. In the classroom and in the offices of the principal, psychologist, and counselor, students are aided in directing their own development of self, and how one relates to school, peers, society, conflict and resolution, cultures, lifestyles, change, and occupations/careers.

Personal counseling encompasses the widest range of topics and issues. Students who are experiencing confusion or difficulty in their lives are encouraged to visit with the counselor, the principals, or with the school psychologist.

Scheduling for ACT or SAT or other achievement-oriented tests is done through the high school guidance office. Information on colleges and other post-secondary education, including admission and registration information is also available in the high school guidance office.

Although much is done in the various classrooms in terms of occupational information and outlook, the high school guidance office is a key resource for information on these issues.

DRESS CODE

The primary responsibility for a student's personal appearance and dress rests with the student and his/her parent/guardian. Dress and personal appearances are forms of self-expression. The school expects that students will dress and groom themselves in ways that are appropriate for school activities. The following items are deemed inappropriate to wear to school:

1. Certain body parts must be covered for all students at all times. Clothes must be worn in a way such that genitals, buttocks, breast, and nipples are fully covered with non-transparent (opaque) fabric. There will be no bare midriffs.
2. Items of clothing with suggestive messages or advertising alcohol, tobacco or drugs.
3. Apparel which exposes the midriff, cleavage, and full shoulders.
4. Exposed underwear and exposed clothing which resembles underwear.
5. Outer jackets, caps, bandanas, or other headwear are not permitted to be worn unless authorized by the office.

Students found to be in violation of this policy will be sent home to change. Classes missed as a result of being sent home will be unexcused.

1ST OFFENSE: Students will be asked to correct the violation by changing clothes, turning a shirt inside out, and covering up exposed areas.

2ND OFFENSE: Students will be asked to correct the violation by changing clothes, turning a shirt inside out, and covering up exposed areas. Contact with the parent/guardian will be made by an administrator.

SUBSEQUENT OFFENSES: Students will be asked to correct the violation by changing clothes, turning a shirt inside out, and covering up exposed areas. An administrator will contact the parent/guardian, and a resolution conference will be held with the student, parent/guardian, and administrator.

If the student does not have an appropriate article of clothing at school, the student may be offered an appropriate article of clothing if the school has clothing available.

If the student fails to follow the direction of the staff member/administration, the student will be considered insubordinate and be subject to additional consequences.

Enforcement of Dress Code Policy

Building administration is required to ensure that all staff are aware of and understand the guidelines of this policy. Staff will use reasonable efforts to avoid dress-coding students in front of other students.

HALL PASSES

Students are not permitted in the halls during class periods unless they are accompanied by a teacher or have a pass from an authorized staff member. No students should be in the halls during any period without a pass.

CLOSED CAMPUS

Students are not permitted to leave the school grounds during the school day. This includes the lunch period. Students in grades 6 – 12 shall be in the cafeteria or other areas designated by the building principal during lunch period. Students who must leave the building for an emergency during the noon hour must follow the same procedure as indicated for any other time during the school day. Students violating this school rule will face disciplinary action. Disciplinary action may be suspension or expulsion.

Adopted 8/9/82

Revised 7/30/98

CHECKING OUT OF SCHOOL DURING THE DAY

NOTE: THIS PROCEDURE WILL BE STRICTLY ENFORCED. SO, PLEASE READ CAREFULLY.

Once students arrive at the high school, they are not permitted to leave the school grounds during the day. They will not be allowed during the day to go uptown on personal errands to any of the stores or bank. If a student must leave the building because of an emergency, the parent/guardian must call the high school office giving permission for their child to leave school. When a student becomes ill and must leave school, the student must call his/her parent/guardian from the high school office to be picked up or receive permission to drive home. If a student must leave the building because of an appointment (**haircuts are not excused**) the office must have a phone call/note from the parent/guardian prior to departure. Otherwise, a phone call must be made to the parent/guardian before checking out. All long distance calls must have the charge reversed.

All students must sign the sign out sheet in the principal's office when a blue passport is issued. Failing to follow the proper procedure will be considered an unexcused absence.

TELEPHONE

Students will not be excused from class or study hall to use the phone. **The office telephone will not be used by students who do not have a pass from a classroom teacher.** Also, students will be called from classes only in cases of emergency. However, messages from parents will be received on the office phone and delivered if they are important.

THE CAFETERIA

The school cafeteria is maintained as a vital part of the health program of the school. To encourage good nutrition, a well-balanced lunch is offered at a reasonable price. The lunchroom management and your fellow students will appreciate your cooperation in:

1. Depositing all lunch litter in wastebaskets.
2. Returning all trays and utensils to the dishwashing area.
3. Leaving the table and floor around your place in a clean condition for others.
4. Students should not cut in line.
5. No food may be taken from the cafeteria and/or eaten in the hallways.
6. Courtesy and consideration of your fellow students should be evident at all times.
7. The lunch price in the high school is \$3.30 per day.

FIRE DRILLS

Fire drills at regular intervals are required by law and are an important safety precaution. Directions on the proper exit are posted in each room. Students are asked to follow these rules:

1. **WALK! DO NOT RUN!**
2. Do not talk.
3. Move out away from the building.
4. Obey the classroom teacher's instructions.
5. Students should return to the building and classes following 2 short blasts of the school horn.

SCHOOL VISITORS

Wild Rose students may bring student visitors to school **ONLY** if they get a 24-hour advance approval from the high school principal. Failure to follow this procedure means that the student visitor cannot visit for the day. Please note that requests to bring student visitors will not always be granted. Parents are always welcome to visit and are urged to take an active interest in school functions. People visiting school or parents wanting to see their children must first report to the main office. Students will then be called to the office.

LOCKERS & LOCKS

Each student will be assigned a locker for his or her personal use and is responsible for that locker. Use only the locker assigned to you. Each student is responsible for materials and books in his/her locker.

The high school cannot assume responsibility for loss of property from your locker. Students should not keep valuables or money in their locker. You may buy a lock for your locker in the office. Do not tamper with another locker or give your combination to another person. We strongly recommend that lockers be locked at all times to discourage theft. Only school issued locks are to be used in the school. If a non-school lock is used, it will be cut off without reimbursement.

Lockers are the property of the School District of Wild Rose and are available for the convenience of the students. Therefore, they are not bound by the formal limitations and requirements applicable to law enforcement officers involved in searches. Do not paste stickers on or in your locker, nor write on or abuse in any manner.

SCHOOL DISTRICT OF WILD ROSE

1.41

STUDENT LOCKER AND DESK SEARCHES

A student locker is provided by the school for the convenience of the student to be used solely and exclusively for the storage of outer garments, footwear and school-related materials. Likewise, desks are provided by the school for the convenience of the students to be used solely and exclusively for the storage of school-related materials. No student shall use a locker or desk for any other purpose.

The school locker and desk assigned to a student is the property of the School District of Wild Rose. At no time does the School District of Wild Rose relinquish its possessory control of such lockers or desks. Students are prohibited from putting private locks on their assigned lockers.

Periodic general inspections of lockers may be conducted by the District Administrator, principal, their designee, or canine unit, for any reason at any time, without notice, without student consent, and without a search warrant. Desks are subject to the same search standard as lockers. Searches should be conducted by a least two (2) authorized individuals. The scope of a search must not be excessively intrusive and should take into consideration the age and sex of the student and the severity of the alleged violation involved. Any unauthorized item found in the locker may be removed.

Items removed from the locker or desk may be held by the school for return to the parent(s)/guardian of the student (without liability to the school for safekeeping) unless the inspecting authority suspects that possession or storage of the unauthorized item found in the locker or desk involves a violation of law in which case the suspect material removed from the locker or desk shall be turned over to law enforcement officials. The student and his/her parent/guardian shall be notified by the inspecting authority of items removed from the locker or desk and of the delivery thereof to law enforcement officials in cases of contents so disposed of, and of the parent/guardian's right to obtain other items removed from the locker or desk.

This policy will be published annually in District student and staff handbooks.

Initial Adoption: 05/12/1994

Final Adoption: 06/09/1994

Revised: 07/30/1998

Revised: 07/24/2017

STUDENT AUTOMOBILES

Driving to school is a privilege granted to students by the state, school and parents. Should this privilege be abused, the school has the right to restrict any student from driving to school and parking on school grounds. Please observe the parking area rules, which are:

1. **Students are to park only in the following authorized student parking areas:**
 - A. Parking lot east of the auditorium.
 - B. The area west of and adjacent to the tennis court and softball field.
2. Under no condition will students be permitted to drive their cars during the school day without written permission from the principal.
3. Vehicles should be locked at all times.
4. The parking lot areas are off-limits for students during the school day or hours, except with a pass from the office.
5. School officials reserve the right to search vehicles parked on school premises if there is a reasonable suspicion that the vehicle contains contraband or evidence of a violation.
6. The School District of Wild Rose also reserves the right to conduct random canine searches on school property including the designated parking areas.

Parents will be notified when these rules are violated, with possibility of the student driving to school having this privilege removed and/or detention or suspension. Violation of the Drug Free School Act or Board Policy 3.33 – Alcohol, Tobacco, and Other Drug Abuse Student Policy shall be enforced as per board policy.

The following procedure will be adhered to at the direction of the principal for all violations of the parking or driving regulations:

1. A first offense will result in a warning to the student and communication to the parent that the next infraction will result in suspension of the automobile use privilege for one or more weeks.
2. If a student uses his auto after having that privilege suspended, the student will then be subject to school disciplinary action.

HIGH SCHOOL FEE SCHEDULE

The Administration and the Board of Education reviewed the registration fee structure and the following schedule has been adopted:

Grades 6-12

Material Fee	\$ 10.00
Activity Pass to Home Sports Events	\$ 6.00
Extra-Curricular Fee	\$ 10.00
Athletic Fee	\$ 30.00
Driver Education Fee	\$ 275.00 (Behind the Wheel Phase)
Phy-Ed Uniform (9-12 grade)	\$ 17.00 (S-XLG), \$18.00 (2-XLG)
Lock	\$ 5.50

The material fee of \$10.00 is required of all students in grades 6-12. The activity pass is optional and not required. All students participating in co-curricular activities will be charged a one-time fee of \$10.00. A student who participates in athletics will also have to pay a onetime \$30.00 athletic fee that covers insurance costs.

FVTC DUAL CREDIT

Calculus, College Algebra & Trigonometry, Foods II and Foods Around the World	\$25.00 per course
Foods I (ServSafe Certification w/FVTC)	\$36.00 for course w/certification

TECHNOLOGY EDUCATION

Shop fees for the coming year are as follows:

Woods	\$5.00 per semester
Adobe Photoshop	\$5.00 per semester
Independent Study	\$5.00 per semester
Adventures in Welding	\$20.00 per semester
Safety Glasses	\$4.00 per pair

MUSIC DEPARTMENT FEES

There will be a \$25.00 nonrefundable user fee for the use of any school owned instrument, and a \$12.50 user fee for percussion instruments.

ART FEE

High school art classes will require a \$5.00 basic materials and supplies fee. Additional materials and supplies may be purchased through the art department for larger art projects.

ATHLETIC EVENT TICKET PRICES

Ticket prices for athletic events during the 2023-24 school year will be as follows: \$1.00 for students and \$3.00 for adults.

WILD ROSE MIDDLE/HIGH SCHOOL BEHAVIOR MATRIX

	Across School Settings	Classroom	Office	Hallway/Lobby	Cafeteria/Sports Lobby	Bathroom	Gym & Locker Rooms
Be Respectful	Use appropriate language Use equipment materials appropriately Use electronic devices outside of school hours or if given permission Keep body, hands, feet, objects to self Use appropriate volume	Use appropriate language Voice volume: 2 Stay awake and be an attentive listener Give your best effort	Use appropriate language Respect privacy Wait and ask for help Voice Volume: 2	Use appropriate language Voice Volume: 2 Keep hands, feet, objects to self Be respectful of signs, posters, & decorations Respect others space Be kind to everyone	Follow directions of lunch supervisor Voice Volume: 3 Wait your turn in line Use good manners Use appropriate language Buy/eat your own food	Respect privacy Voice Volume: 1 Use trash cans Flush toilet Wash hands with soap Keep surfaces clean & free of graffiti	Respect privacy Voice Volume: Gym: 4 Locker Room:2 Respect all students abilities Show good sportsmanship at all times
Be Responsible	Expect responsibility for your actions Follow directions 1 st time Follow dress code Be on time or have a pass	Be on time Stay on task Bring materials to class Complete assignments on time Clean up your work space	Have a pass during class time Go directly to & from office	Observe 3 minutes pass time Have a pass during class time Keep locker organized and clean Move towards destination without stopping	Clean up eating area before leaving Use trash/recycling bins Know your lunch account number	Choose appropriate time to use bathroom Return to class promptly Have a pass during class time	Be responsible for your belongings Lock your locker Bring appropriate gym clothes Use proper hygiene
Be Safe	Outerwear & backpacks/bags/purses in locker Move towards destination safely without stopping	Sit appropriately Keep hands and feet to self	Keep hands and feet to self Stay in front of counter, unless you have a medical excuse or to use phone Sit appropriately Follow the dress code	Follow dress code Keep outerwear, backpacks/bags/Purses in locker Walk to destination Keep locker combination to self	Stay in designated area until dismissal Keep hands and feet to self Walk at all times Use lunch tray appropriately	Keep hands and feet to self Wash hands with soap Keep bathroom clean Report problem behaviors	Dress quickly Keep hands and feet to self Use equipment safely Keep your lock combination private

	Bus	Special Events/ Field Trips	IMC	On School Grounds			
Be Respectful	Use appropriate language Voice Volume: 2 Listen to bus driver	Use appropriate language Be an active listener Remain quiet during performances Follow chaperone instructions Use good manners Remember you represent Wild Rose	Use appropriate language Voice Volume: 1 Study, read & use computer quietly Walk quietly Respect all students abilities Follow staff directions	Use appropriate language Keep surfaces clean of graffiti Follow all supervisor directions Show good sportsmanship at all times Remember you represent Wild Rose			
Be Responsible	Obey the rules on the bus Collect belongings before getting on/off the bus Clean up area before leaving Get note for bus change	Stay with class or group Be a good participant Have all necessary items Dress appropriately	Stay focused on work Sign in when enter/sign out when leave Return materials on time to correct location Clean up after yourself	Make transportation arrangements Pick up all your possessions Be a good participant Follow directions the 1 st time			
Be Safe	Remain seated Keep hands, feet and objects to self Follow dress code	Keep hands and feet to self Walk Stay focused on learning Orderly entrance and exit	Keep hands, and feet to self Follow school policy when using the Internet Follow dress code	Keep hands, feet and objects to self Report problem behaviors Use equipment safely Wear appropriate clothes according to weather			

ALCOHOL, TOBACCO, AND OTHER DRUG ABUSE STUDENT POLICY

PHILOSOPHY

The District recognizes that the abuse of alcohol, tobacco, and other drugs, and the problems associated with such abuse are becoming increasingly commonplace in our society. The District recognizes that in many instances a person's use, misuse, or abuse of alcohol, tobacco, and other drugs constitute obstacles in a person's life, education, and work, and can lead to chemical dependencies, addictions, and illnesses. Furthermore, the District recognizes that it is illegal for a person to use or be in possession of controlled substances, alcohol, "lookalikes", and/or paraphernalia associated with drug use. With regard to State Statutes, the District is particularly concerned about such use or possession on school grounds and within Drug Free School Zones.

The District believes that, along with parents and other segments of the community, the school has a role to play in helping students to make responsible decisions about the use of alcohol, tobacco, and other drugs.

That role has three aspects:

1. Education: the District wishes to cooperate with all segments of the community in making the means of alcohol, tobacco, and other drug abuse prevention education available to all students in the district.
2. Prevention: the District recognizes its obligation to take all steps to ensure that the school building, grounds, and property are safe and drug free for all students and staff.
3. Intervention and assistance: the District is committed to being a resource to provide students and their families with direct links to services and providers of help for alcohol, tobacco, and other drug issues.

PROHIBITION OF THE USE OF TOBACCO PRODUCTS ON SCHOOL PREMISES

The School District of Wild Rose, pursuant to Section 120.12(20) Wisconsin Statutes, prohibits the use of tobacco products at all times on school premises. School premises includes all property owned by, rented by or under the control of the School District of Wild Rose.

POLICY

To the means and ends in the philosophy, the following policy is adopted by the School District of Wild Rose.

1. The possession, manufacture, sale, use, or delivery of controlled substances, i.e. illegal drugs or lookalikes, Prescription drugs, materials, and substances used as or for inhalants, or the paraphernalia associated with controlled and/or illegal substances by students in school, on school property, or at school-sponsored activities is expressly forbidden. This prohibition does not apply to the authorized use of prescription drugs by a student with the permission of his/her parent/guardian and physician.

Violation of this policy will result in disciplinary action which shall include:
 - a. Violations of local, state, or federal laws will result in referral to law enforcement officials.
 - b. The student will be suspended and may be referred to the Board of Education for expulsion.
2. The possession, sale, use, or delivery of alcohol or tobacco products including electronic cigarettes or electronic tobacco devices is prohibited and will result in suspension for up to five (5) days, and the issue will be referred to the appropriate authorities.
3. The District will adopt curriculum, provide instruction, promote activities, and cooperate with community agencies to provide alcohol, tobacco, and other drug abuse prevention education.
4. The District will designate an ATODA coordinator to act as a primary resource for students and their families to obtain information about agencies where assistance may be found regarding alcohol, tobacco, and other drug abuse and chemical dependency issues.

SCHOOL DISTRICT OF WILD ROSE

1.40

POSSESSION OR USE OF WEAPONS

1. No one shall possess a dangerous weapon in school buildings or on school premises, except as otherwise specifically provided. According to state law, any person who knowingly possesses or goes armed with a dangerous weapon on school premises is guilty of a misdemeanor or a felony, depending upon the seriousness of the offense. A child who violates this law is subject to provisions outlined in Chapter 48 of the Wisconsin Statutes, unless jurisdiction is waived

2. Weapon are defined in two categories:

Articles commonly used or designed to inflict bodily harm and/or to intimidate other persons. Examples include, but are not limited to, firearms, BB guns, look-a-like weapons, knuckles, razors, razor blades, switch blade/butterfly knives, chains, clubs, stars, etc.

3. Law enforcement officers will be contacted as soon as possible if there is time in a given weapon's situation and if there is not an immediate threat to safety. If there is not time or the situation warrants immediate action, school staff will attempt to confiscate the weapon.

4. When a student "is determined to have brought" a weapon to school a referral will be made to the Waushara County Sheriff's Department, and the appropriate county social services department. The student's parents/guardians will be contacted.

5. Any student violating this policy will be subject to disciplinary action, including suspension and/or expulsion. Any student who possesses a firearm at school or under the supervision of a school authority shall be expelled from school for one year, except as otherwise specifically provided by the Board. Exceptions to the one year expulsion shall be made by the Board on a case by case basis and shall be at the sole discretion of the Board.

6. The following weapons are included within the definition of a fire-arm:

- any weapon which will or is designed to or may readily be converted to expel a projectile by the action of an explosive
- the frame or receiver of any weapon described above
- any firearm muffler or fire arm silencer
- any explosive, incendiary, or poison gas
 - (a) bomb
 - (b) grenade
 - (c) rocket having a propellant charge of more than four ounces
 - (d) missile having an explosive or incendiary charge or more than one-quarter ounce
 - (e) mine or
 - (f) similar device
- any weapon which, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter
- any combination of parts either designed or intended for use in converting any device into any destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled.

7. Prohibited firearms include those which may otherwise be legally possessed by Carrying Concealed Weapon (CCW) licensees. This prohibition does not apply where Wisconsin law prohibits a school district from restricting an individual's right to possess a firearm or other weapon in a location covered by this policy (e.g., law enforcement officers possessing a firearm or other weapon on school grounds in the line of duty, while on-duty or off-duty, and retired and qualified out-of-state law enforcement).

8. Students with exceptional education needs who possess a firearm at school or under the supervision of a school authority shall be removed from school and placed in an alternative educational setting for not more than 45 days, In such cases the following must occur:

- the setting must be determined by individuals specified in PI 11 and the student's parents/guardians must be notified of such alternative setting.
- during due process proceedings involving the student placed in an interim alternative educational setting, the student shall remain in the interim alternative educational setting during the pendency of such proceeding, unless the parents and school board agree otherwise.
- Nothing in the IDEA supersedes the provisions outlined in the Gun-Free School Act of 1994 if a student's behavior is unrelated to such student's disability.

9. The following are three exceptions to this policy:

- a. Weapons under the control of the law enforcement and military personnel are permitted;
- b. Weapons that are registered and handled in a legal manner for the purpose of education may be authorized by the principal; and
- c. Weapons properly registered and handled during the community use of school facilities may be permitted.

REF: State Statute 984.60, State Statute 948.61, and State Statute 120.13(c), Wisconsin Act 75,
Wisconsin Administrative Code PI 11, Chapter 44, Section 021(a)3 of Title 18 United States Code

This policy will be published annually in the District student and staff handbooks

Initial Adoption: 05/12/1994

Final Adoption: 06/09/1994

Revised: 12/14/1995

Revised: 07/24/2017

ARTICLES PROHIBITED IN SCHOOL

Problems arise each year because students bring articles to school which are hazards to the safety of others or interfere in some way with school procedure. Such items as toy guns, radios, water pistols, bean shooters, sling shots, knives and other items deemed unnecessary by the administration, if brought to school are undesirable and will be impounded, and if injurious to other students the owner will be disciplined.

SCHOOL DISTRICT OF WILD ROSE

3.47

ELECTRONIC PAGING AND COMMUNICATIONS DEVICE POLICY

This policy is intended to apply to students when they are at school, participating in any school- sponsored activity, and at all other times when the student is subject to the authority and supervision of District officials. At such times and under the conditions established in this policy, students may possess a personal communication device (PCD) such as a cellular telephone or other personal electronic device with communications functions or with recording, photographic, or video imaging capabilities. Students may use such devices only with school permission that has been granted pursuant to this policy.

Building principals are authorized to establish school rules and acceptable use guidelines for students' limited and non-disruptive use of electronic devices for educational, safety, medical, vocational, or other legitimate reasons.

The rules shall permit students at all grade levels to use a personal communications device as needed (e.g., to contact a responsible adult) in any emergency situation that involves an immediate threat to the health, safety, or property of any person. However, when carrying out school emergency response plans an administrator or other staff member may direct students to turn off their personal communication devices so that emergency communication networks are not overwhelmed and so that emergency response efforts are not jeopardized.

Possession and use of a personal communication device by a student under this policy is a privilege. A student who chooses to exercise this privilege does so subject to the following conditions:

- The District is not responsible for the safety or security of personal communication device that students possess or use at school or at a school related activity. Students who possess or use such device(s) do so at their own risk with regard to possible theft, damage, misappropriation of data/equipment or other loss.
- If the District determines that a student has possessed or used such a device in violation of the law, this policy, or a school rule or directive, the student is subject to appropriate school-imposed consequences, such as the possible loss of privileges, suspension, and/or expulsion. The District may also refer certain matters to law enforcement.
- If a District official has reason to suspect or determines that a student has possessed or used a personal communication device in violation of the law, this policy, or a school rule or directive, a District official may temporarily confiscate the device and/or turn the device over to law enforcement.

Parents/guardians are advised that the best way to get in touch with their child during the school day is by calling the school office. Students may use school office phones to contact parents/guardians during the school day.

Students in the various schools have different needs, levels of understanding, and maturity levels. Accordingly, rules regarding student possession and use of personal communications devices and other personal electronic devices may differentiate among students by grade level or on another reasonable basis.

- Grade EC-5 are not permitted to use their personal communication device during the school day from 8:00 AM – 3:21 PM.
- Grades 6-8 before/after school and at lunch, personal communication devices are required to remain in their locker and secured all other times of the day.
- Grades 9-12 before/after school, lunch, and may also access their device during passing times. It is highly recommended that students keep their devices in their locker and secured during class time.

At the discretion of the administrator/classroom teacher/sponsor/advisor/coach:

- Students may use personal communication devices while riding to and from school on a school bus, or other board provided vehicles.
- Students may use personal communication devices while riding the school bus, or other board provided vehicles during school sponsored activities.
- Distracting behavior that creates an unsafe environment will not be tolerated.

Students who violate this policy shall have their personal communication devices confiscated and shall be subject to disciplinary action. Parents/guardians shall be notified and the consequence structure is outlined in the handbook.

Students shall not use personal communication devices:

- To engage in bullying or harassment.
- To communicate test answers, photograph tests, or engage in any other conduct that constitutes or facilitates academic dishonesty.
- To take, disseminate, transfer, or share any images, recordings, or other content that is obscene, lewd, illegal, sexually-explicit, or otherwise inappropriate for the school setting.
- In areas where other people have a reasonable expectation of privacy, including all locker rooms, bathrooms, or other changing areas (except in an emergency).
 - *The use of cellular telephones to take photographs or to receive or transport video images is prohibited at all times in locker rooms, restrooms and other similar private areas.*
- To create, communicate, share, or post recordings or images of any other student or staff member without permission from that student or staff member (except in an emergency).

An exemption to this policy may be allowed for the use or possession of such a device if the Board of Education designee (Building Principal or District Administrator) determines that the device is to be used for or is possessed for a medical, school, educational, vocational, or other legitimate use and permission is granted by the designee in writing.

The Board of Education shall provide each pupil with a copy of this policy annually and shall submit a copy of the regulation to the State School Superintendent, Wisconsin Department of Public Instruction, when the policy is first adopted and upon any future amendments or revisions.

Initial Adoption 05/10/1990
Final Adoption 06/14/1990

Revised 04/08/2004

Legal Review 03/08/2018

Students who use personal communication devices in a manner not in accordance with the Board Policy will forfeit the device to school authorities.

1ST OFFENSE: The staff member will confiscate the device. The staff member will return it to the student at the end of the hour.

2ND OFFENSE: The staff member will confiscate the device and turn it in to the main office. The student will meet with an administrator, contact with the parent/guardian will be made, and the phone will be returned to the student at the end of the day.

SUBSEQUENT OFFENSES: The staff member will confiscate the device and turn it in to the main office. The device will be released to the student's parent/guardian in a student, parent, and administrator meeting to discuss appropriate phone use and further action for habitual offenses.

If the student fails to remit the device or fails to follow the direction of the staff member/administration, the student will be considered insubordinate and be subject to additional consequences.

In addition, the use of any electronic device including cell phones is prohibited at all times in school bathrooms, locker rooms or other dressing areas. Electronic devices with photographic capabilities shall not be used to photograph other students or staff without permission and shall not be used to photograph any items that are or may be considered confidential (eg. Testing materials).

Persons violating the "Locker Room Privacy" policy (7.16) shall be subject to appropriate disciplinary action and/or penalties under state law.

HIGH SCHOOL SCHOOL DANCES

School dances will start at 8:00 p.m. and end no later than 11:00 p.m., with the exception of special dances such as the Junior Prom, Homecoming, and Sno Ball, which will be held between 8:00 p.m. and midnight. Everyone must be out of the building fifteen (15) minutes after the dance ends. Rides must be obtained before this time.

Dances after basketball games will run until 11:30 p.m. The doors will be closed 15 minutes after the basketball game. Anyone planning to attend the dance must arrive before this time.

Doors will be closed at regular school dances at 9:30 p.m. and 10:00 p.m. at special dances such as Junior Prom, Homecoming, and Sno Ball. Students who leave the building will not be permitted to re-enter unless specific permission to leave has been granted by the chaperone. In case of special dances such as the Junior Prom, Homecoming and Sno Ball, students who leave the building will have to pay admission again to re-enter unless permission to leave has been granted by the chaperone.

The chaperones will set standards for the lights and they will see that standards are observed. Exit lights must be on at all times during the dance.

No drinking or smoking will be permitted on the school premises. Anyone found violating this rule will be requested to leave the dance and face possible disciplinary measures. If a chaperone has reason to believe that a person had been drinking before coming to the dance, he/she may be refused admittance.

Only Wild Rose students, alumni and their dates will be in attendance at these gatherings. Permission for out-of-town dates or guests must be secured from the principal.

All sponsors for dances must fill out and complete an activity sheet and return it, at least 1 week in advance of the scheduled event, to the office.

High school dances are open to grade 9-12 students only.

MIDDLE SCHOOL DANCES

Middle school dances are open to grade 6-8 students only and will run **according to time frame set by Board Policy 3.09**

Everyone must be out of the building fifteen (15) minutes after the dance ends. Rides must be obtained before this time. All sponsors for dances must fill out and complete an activity sheet and return it, at least 1 week in advance of the scheduled event, to the office.

TEXTBOOKS

Students are expected to give the very best of care to their books. Students are expected to bring to the attention of the teachers the bad points of the book at the beginning of the year. All books will be examined when they are returned in the spring. Fines will be imposed on books lost or damaged through marking, tearing or excessive abuse ranging up to the value of the book.

ANNOUNCEMENTS & POSTERS

Announcements will be made over the public address system each day at approximately the same time. An announcement to be made should be in the office one day in advance. Announcements must be signed by a club advisor or teacher.

Posters should be approved by the club advisor or particular classroom teacher before they are put around the school building.

No posters should be put on plate glass and only masking tape will be used. No scotch tape should be used for posters.

Clubs or persons that put up posters are responsible for removing them after the activity is completed.

SUBJECT GRADES

Grade of A+	4.33 points
Grade of A	4.0 points
Grade of A-	3.67 points
Grade of B+	3.33 points
Grade of B	3.0 points
Grade of B-	2.67 points
Grade of C+	2.33 points
Grade of C	2.0 points
Grade of C-	1.67 points
Grade of D+	1.33 points
Grade of D	1.0 points
Grade of D-	.67 points
Grade of E	.65 points

GRADING SCALE

A+	100.00 - 98.50
A	98.49 - 94.50
A-	94.49 - 92.50
B+	92.49 - 90.50
B	90.49 - 86.50
B-	86.49 - 84.50
C+	84.49 - 82.50
C	82.49 - 78.50
C-	78.49- 76.50
D+	76.49 - 74.50
D	74.49 - 70.50
D-	70.49- 68.50
F	68.49- 0

BUS RULES

1. Respect students and others.
2. Respect property.
3. Follow bus procedures.
 - a. **Buses run on a schedule; be on time.**
 - b. Stay on the driveway until the bus comes to a complete stop.
 - c. Remain seated while bus is in motion.
 - d. Windows are to be lowered only to the third notch.
 - e. No eating or drinking on the route buses.

ENFORCEMENT OF THE BUS RULES

1. Verbal reprimand.
2. Notification of parents.
3. Notification of appropriate office.
4. Written reprimand.
5. Removal from bus from 1 to 5 days.
6. Removal from bus will be considered if behavior does not change.

Depending on the severity of the problem, other action may be taken.

STUDENT BUSES TO CO-CURRICULAR EVENTS

Buses to co-curricular events is a privilege extended by the Wild Rose School Board. Students are asked to stay within the following rules - Windows may be opened two notches. However, it is strictly against the rules to throw anything out. Also, students are to keep the noise down to a reasonable level and obey the bus driver and chaperone at all times. Anyone found in violation of the bus rules may be denied the privilege of riding co-curricular buses.

A minimum of 20 paying spectators or less at the discretion of the principal, (excluding cheerleaders/poms) is required to justify a spectator bus. The fee for riding the spectator bus is \$3.00. The fee for adults not acting in an official supervisory capacity shall be \$5.00.

BEHAVIOR AT EXTRACURRICULAR EVENTS

Behavior during an extracurricular activity or event that is contrary to rules and regulations of said activity or event as established by Administration and Wild Rose School Board will result in a loss of extracurricular participation or privilege for a period of five weeks from the date of the infraction, at the discretion of the Middle School / High School Principal.

SENIOR CLASS TRIPS

Senior class trips will require School Board approval.

CLUBS & CLASS PURCHASES

A purchase order must be signed by your advisor, treasurer and principal before any purchase can be made at any retail store for any activity.

IMC USE

1. The IMC is a place where research is to be done.
2. Students may have their privilege of using the IMC revoked for talking or causing a commotion in the area.
3. Students must pay all fines before they may receive their report card.
4. If a student loses a book he will pay the replacement cost of the book.
5. Students are not to leave the IMC for any reason whether it be to the bathroom, a locker, or a classroom without permission.

STUDY HALL RULES

1. Study halls are for students to do their work.
2. Talking to other students or "working" in groups is not be tolerated unless they have a pass from a teacher. Study halls will be quiet at all times.
3. Only one (1) person is allowed to go to the bathroom at a time and the teacher must excuse the student from the room.
4. Students are not permitted to leave the study hall. The study hall shall be considered like a class and operate under the same rules.
5. Students are not to be dismissed to the IMC from the study hall unless they have a project that deems the use of IMC materials.
6. Students are not to sign out to the IMC and go to their lockers or bathroom. If a student must go to the bathroom from the IMC he is to return to the study hall and check out through the study hall and remain in the study hall the rest of the period.
7. Students are to bring enough materials with them to keep busy for the entire period. Hall passes to their lockers are forbidden.
8. Students must obtain passes to leave study hall prior to the period involved. Students may not leave study hall to seek a pass to leave study hall.

These rules are designed to make the study hall a nice place to study and create some uniformity from hour to hour. Both the students and the teachers must work to see that this goal is achieved.

HONOR ROLL

An Honor Roll is compiled and published in the local newspapers at the end of each report card period. Drivers Education will not be counted in determining the Honor Roll. Any "D" or "F" in a full time course disqualifies a person from the Honor Roll. At the close of each quarter, the principal will survey the grades achieved by the students for that period. Those students achieving a grade point average of B+ (3.33 points) based on the system listed below will be placed on the Honor Roll. Full point value will be given for classes that meet every day and one half point value will be given classes which meet every other day.

HIGH SCHOOL HONORS STUDY HALL Students who were on the honor roll for the previous quarter may be granted honors study hall privileges. Students who have achieved Honors Study Hall may go to the designated areas ONLY during their study hall. They may not go back to their lockers or sport locker. These privileges may be revoked at any time at the discretion of the administration.

DISCIPLINARY PROCEDURES

Good discipline is required to maintain the best possible learning environment. Middle/High school students are expected to follow all school rules and behave appropriately in and out of classes.

A key to effective learning is good home – school communication. When a need arises, parents and/or guardians may be contacted by phone or invited in for conferences. In addition, students may be placed on detention by the administrator. Teachers and administrators will make special effort to call home when chronic or severe disciplinary action is required.

DRESS CODE VIOLATION CONSEQUENCES

1ST OFFENSE: Students will be asked to correct the violation by changing clothes, turning a shirt inside out, and covering up exposed areas.

2ND OFFENSE: Students will be asked to correct the violation by changing clothes, turning a shirt inside out, and covering up exposed areas. Contact with the parent/guardian will be made by an administrator.

SUBSEQUENT OFFENSES: Students will be asked to correct the violation by changing clothes, turning a shirt inside out, and covering up exposed areas. An administrator will contact the parent/guardian, and a resolution conference will be held with the student, parent/guardian, and administrator.

If the student does not have an appropriate article of clothing at school, the student may be offered an appropriate article of clothing if the school has clothing available.

If the student fails to follow the direction of the staff member/administration, the student will be considered insubordinate and be subject to additional consequences.

PERSONAL COMMUNICATION DEVICE VIOLATION CONSEQUENCES

1ST OFFENSE: The staff member will confiscate the device. The staff member will return it to the student at the end of the hour.

2ND OFFENSE: The staff member will confiscate the device and turn it in to the main office. The student will meet with an administrator, contact with the parent/guardian will be made, and the phone will be returned to the student at the end of the day.

SUBSEQUENT OFFENSES: The staff member will confiscate the device and turn it in to the main office. The device will be released to the student's parent/guardian in a student, parent, and administrator meeting to discuss appropriate phone use and further action for habitual offenses.

If the student fails to remit the device or fails to follow the direction of the staff member/administration, the student will be considered insubordinate and be subject to additional consequences.

CATEGORY A

Tardies
Gum Chewing
Offensive language
Running
Teasing
Horseplaying
Inappropriate displays of affection
Cheating

MINIMUM

*To be handled by
individual teacher

MAXIMUM

*Call to parent/guardian
is made, either at home or
work place

CATEGORY A – DETENTION

1. 3 tardies.
2. Vandalism.
3. Swearing or obscenities.
4. Insubordination or disobedience to school personnel.
5. Unexcused absence from a class.
6. Disrupting class.
7. Other misbehavior deemed by the principal to be deserving of a detention.

MINIMUM: 2 hour detention MAXIMUM: 5 day out-of-school suspension

After 5 detentions a student will move into Category C and each offense thereafter will remain in Category C. Also, depending on severity of problem student may move into Category C.

CATEGORY B

Missing detention	*2 hour detention	*5 day out-of-school suspension
Extortion, unauthorized selling, & forgery		
Disorderly conduct/disturbing class		
Skipping class		
Refusal to follow direction, disrespect		
Insubordinate behavior		

CATEGORY B – IN-SCHOOL SUSPENSION

1. Failure to serve detention because of work, classes or obligation deemed acceptable by the principal.
2. Truant from school.
3. Other misbehavior deemed by the principal to deserving of an in-school suspension.

After 5 in-school suspensions a student will move into Category C except for truancy.

CATEGORY C

Fighting, assault, violence	*1 day out-of-school suspension	*possible expulsion
Theft, vandalism		
Alcohol/drug use or possession		
Sexual misconduct or harassment		
Smoking		
Weapons		
Threatening Faculty or Staff Members		
Profanity toward Faculty or Staff Members		

Chronic problems in categories will be moved to the next category. Law enforcement will be contacted for any violations of the law.

CATEGORY C – OUT-OF-SCHOOL SUSPENSION

1. First offense, one day out-of-school suspension.
2. Second offense, two days out-of-school suspension.
3. Third offense, three days out-of-school suspension. Meeting with parent/guardian to discuss possible recommendation of expulsion.
4. Fourth offense, five days out-of-school suspension. Recommendation of expulsion.

***Length of suspension for each offense may be increased up to five days.**

***Any serious violation of school rules or violation of any state and federal laws may be grounds for consideration of ex**

DETENTION

Detention will be served after school on Wednesdays from 3:40 – 5:30 p.m. Students will be notified via mail.

Any student failing to attend an assigned detention will be placed on the Obligation List. Any student who is on the Obligation List will not be allowed into any co-curricular activities (prom, dances, homecoming athletic contests, field trips, or other activities of a reward nature. After serving the detention(s) the student's name will be removed and privileges will be reinstated. Unexcused detentions still carry the in-house penalty.

Students will not be allowed to leave the detention area for any reason other than an emergency.

Students will bring ample study materials to detention to keep busy the entire time. Any student who does not do so will be assigned materials deemed appropriate by the detention supervisor. In addition, students will be expected to complete the discipline packets given to them.

Students will not be allowed to sleep, eat, drink, talk, to leave their seat during the detention period.

Students must be prompt in reporting to detention. Students arriving late will not be allowed in and will be dealt with as a failure to attend.

IN-SCHOOL SUSPENSION

The in-school suspension is designed to be a more severe penalty than a detention but less severe, from an academic standpoint, than an out-of-school suspension.

A student assigned to an in-school suspension is to report to the office at 8:27 a.m. and will spend the entire day there under the supervision of the office staff.

Students will be furnished daily assignments by the teaching staff. To receive credit for the assignment the student must complete it and have it in the teacher's mailbox by the end of the day. Failure to do so will result in a zero for the assignments. Assignments which are not adaptable outside the classroom such as labs, Phy. Ed., shop, etc., will be made up on the basis of one day make-up time for each day out of class. Assignments delayed by, or completed during the in-house suspension will receive one grade lower than would normally be given.

Except for emergencies, the student will be provided one visit to the lavatory in mid-morning, noon, and mid-afternoon.

There will be no talking, moving around the room, sleeping, or any other activity taking place other than completing assignments made by staff members or supervisors. Failure to adhere to in-house regulations will result in reassignment of in-house suspension or out-of-school suspension.

Any student on in-house suspension will be ineligible to participate in extracurricular activities on the days the suspension is served.

Examples of infractions that may result in in-house suspension are: truancy, disrespectful behavior, failure to attend assigned detentions, other behaviors as are deemed appropriate by the principal.

SUSPENSION

A student may be suspended from school for: continued non-compliance of school regulations; use or possession of tobacco products on school property; use or possession of non-prescription drugs on school property, use or possession of alcoholic beverages on school property; disrespectful behavior; conduct that endangers the health, safety, or property of others; other behavior as deemed appropriate by the principal.

A suspended student will receive zeros on all assignments and tests missed during the suspension period with the exception of major grading period examinations.

A suspended student will not be allowed to attend or participate in any school function or activity for the duration of the suspension.

Parents will be notified as soon as possible following the suspension.

Any student suspended from school will be informed of the reasons for the suspension and given the opportunity to reply. He/she will have the right of due process and will be granted a hearing upon request of the parent/guardian.

EXPULSION

A student may be expelled by the School Board if the student has repeatedly refused or neglected to obey the rules, or the student engaged in conduct while at school or while under the supervision of a school authority which endangers the property, health or safety of others. The provisions of Wisconsin Statute will be followed.

8TH GRADE GRADUATION

Eighth grade graduation is a privilege, not a right. Any student who is suspended from school for a violation of Category C during the final five days of school will not be allowed to participate in the promotion ceremony.

ENTRANCE REQUIREMENTS TO HIGH SCHOOL

Pupils advancing from seventh to eighth grade or being admitted to high school from the Wild Rose Middle School will have shown, through their academic achievement, the ability to perform at the next level. Those students whose ability or performance has been questionable will have their case reviewed by a panel consisting of the principal, teachers in the subject areas of Math, English, Science and Social Studies and any specialist teachers, i.e., LD or Reading, the student may have.

If there is unanimous agreement of the panel that it would be in the student's best interest, it will be recommended that he/she be retained. The recommendation then must have the consent of the parents. If there is not unanimous agreement of the panel, or if the parents choose to override the recommendation, the student will automatically pass on to the next grade level.

GRADE LEVEL ATTAINMENT

To become a sophomore, a student must be beginning their second year of high school, and have earned 4 or more high school credits.

To become a junior, a student must be beginning their third year of high school, and have earned 9 or more high school credits.

To become a senior, a student must be beginning their fourth year of high school, and have earned 14 or more high school credits.

SCHOOL DISTRICT OF WILD ROSE

4.02

REQUIREMENTS FOR HIGH SCHOOL GRADUATION

118.33 High School Standards (1)(a) except as provided in paragraph (d), and (e), a school board may not grant a high school diploma to any pupil unless the pupil has earned:

1. Graduation Requirements: 23 credits shall be required for graduation. To be eligible for a Wild Rose High School Diploma a student must successfully complete the following:
 - A. Four credits of English
 - B. Three credits of Mathematics
 - C. Three credits of Social Studies
 - D. Three credits of Science
 - E. Physical Education (1.5 credits)
 - F. Health Education (.5 credits)
 - G. Career Choices class (.5 credit)
 - H. Personal Living Skills (.5 credit)
 - I. Completion of classroom phase of Drivers Education (non credit)
2. An additional 7 credits selected from any combination of vocational education, foreign languages, fine arts, and other courses are required for graduation.
3. All high school students are required to complete a civics exam as pursuant to Wis. State Statute 118.33.
4. No more than 3 correspondence courses (2 credits) will be accepted to meet graduation requirements. Correspondence courses are intended to be used as a method of credit recovery with administrative approval and not as a substitution for regular classes. Exceptions to this policy are subject to Board approval.

5. The student has been enrolled in a Board-based activity, or alternative education program, for each class period of each school day during the high school grades.

APPROVED HIGH SCHOOL PROGRAMS AND ACTIVITIES

Except as otherwise provided by law and/or Board policy, students shall be enrolled in a class or participating in a board-approved program or activity. Approved programs or activities for secondary school students beyond the actual classroom setting are as follows:

- A. Cooperative vocational education programs
- B. Work study programs
- C. College, university and vocational school courses
- D. Approved independent study programs
- E. Consortium programs
- F. Approved field trips and assemblies
- G. Approved co-curricular activities
- H. Apprenticeships
- I. Community service
- J. Homebound instruction
- K. Approved alternative programs, including program or curriculum modifications for individual students.

6. In high school 6 full time subjects (required courses inclusive) constitute a minimum load each semester regardless of the total accumulated credits.

Recommended course load:

9 th Grade	6.5 credits
10 th Grade	6.5 credits plus Driver Education (classroom)
11 th Grade	6.5 credits
12 th Grade	6 credits

7. A student shall officially graduate from high school the semester he/she completes the graduation requirements. A student who graduates early shall be allowed to participate in the high school graduation ceremony. Students that complete the graduation requirements while maintaining a minimum grade point average of 3.33 shall be designated Honors graduates.

Seniors deficient in the required numbers of credits as prescribed by the Wild Rose Board of Education and the Wisconsin Department of Public Instruction will not receive a diploma or be allowed to participate in the high school graduation ceremony.

Students who complete a High School Equivalency Degree Program (HSED) will not receive a diploma from the School District of Wild Rose or be allowed to participate in the high school graduation ceremonies.

Students who complete an educational program designed to result in the attainment of a certificate of attendance shall be eligible to participate in graduation ceremonies.

8. The district administrator shall be responsible for the general supervision and management of the graduation of students under this policy. The high school principal shall determine whether a student has satisfied the criteria in this policy. If a student has satisfied the policy criteria and the requirements of any other District policy applicable to high school graduation, the student may be graduated and awarded a diploma. The high school principal shall present a list of all students recommended to be awarded a diploma to the School Board for approval.

The district administrator shall develop, review and recommend policies so that the schools of the District can help prepare students to satisfy the criteria in this policy and to otherwise implement this policy.

The district administrator shall develop practices and procedures to inform students and parents/guardians of the policy requirements and to inform students and parents/guardians of the academic progress of students.

9. **A high school diploma may also be granted to a veteran who meets all of the following criteria, even if he/she does not satisfy the diploma requirements outlined above and notwithstanding the graduation requirements of section 118.33 (1) of the state statutes: (1) is at least 65 years old, (2) attended high school in the school district or attended high school in Wisconsin and lives in the School District of Wild Rose, (3) left high school before receiving a high school diploma to join the U.S. armed forces during a war period (including, among others, World War II, the Korean Conflict, Vietnam War and Persian Gulf War), and (4) served on active duty under honorable conditions in the U.S. armed forces or in forces incorporated as part of the U.S. armed forces. The school board may award, upon request, a high school diploma to a person who has died, but who, before dying, satisfied the requirements 1-4. Further, a high school diploma may be granted to a person who already received a high school equivalency diploma after serving on active duty, if the person meets the criteria as described in 1-4 above.**

The School District shall not discriminate on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap.

Legal References: Wis. Stat. 118.33
Wis. Stat. 118.30 – Pupil Assessment
PI 18.05 – Wisconsin Administration Code

Revised 07/09/1998	Revised 06/14/2007	Revised 12/14/2015
Revised 05/10/2001	Revised 07/24/2008	Revised 06/08/2017
Revised 08/08/2002	Revised: 04/27/2009	
Revised 07/24/2003	Revised: 04/10/2014	

INDEPENDENT STUDY

Students who have demonstrated ability to carry on unsupervised work and wish to pursue a topic at more depth may submit a proposal and upon approval by the supervising teacher and administration will be enrolled in independent study. Maximum of one credit per year may be acquired in this manner.

CORRESPONDENCE COURSES

Students have an opportunity to enroll in correspondence courses in order to make up deficiencies or to enrich their educational opportunities. See the Guidance counselor for more information.

POST SECONDARY APPLICANTS

Students planning to attend post high school institutions, (Vocational Training School, Colleges, Nursing Training School, etc.) must, with their parents, assume the responsibility of meeting entrance requirements of the school of their choice. Write the school of your choice for the specific entrance requirements. The Wild Rose School and staff is most willing to assist in the process of determining a 4 year schedule that will meet particular requirements.

FINANCIAL AIDS

This material will be distributed to all interested seniors as soon as it becomes available each fall. The completion of application forms is the responsibility of the family. Eligibility is determined by federal agencies and the post-secondary schools involved.

COLLEGE ENTRANCE REQUIREMENTS

Graduation from Wild Rose High School does not automatically prepare a pupil for entrance in whatever post high institution he/she desires to enter. Most schools have special pre-requisites which demand a particular preparation. In general however, the majority of colleges require approximately the same units for entrance in the liberal arts branches. For special fields of study or technical branches, very specific additional requirements may be set up.

It is important that if a pupil has definitely decided on a certain college, he secures from that college a statement of the minimum requirements for entrance, together with any added recommendations which would aid the pupil in planning his high school course of study. Students should write for this information early in their high school career.

When no definite decision has been made, the pupil and advisor would do well to prepare the student for meeting what seems to be basic requirements. The following list is suggested for those who are indecisive about after high school plans.

ADMISSIONS TO SCHOOLS, COLLEGES, AND UNIVERSITIES

Suggested basic courses: (9th-12th grade inclusive)

1. Three (3) years of Mathematics: Algebra I, Geometry, Algebra II
2. Three (3) years of Social Studies
3. Three (3) years of Science: Biology, Chemistry, Physics, or Environmental Science
4. Four (4) years of English
5. Two (2) years of Foreign Languages

REMEMBER: The student must meet entrance requirements for the school, college, or university of his choice. The above is a basic suggested program. Students should consult the post school of their choice.

ALSO: There are special requirements for special majors and courses. Therefore, check carefully.

FOX VALLEY TECHNICAL COLLEGE REQUIREMENTS

Post high school career programs are available to high school graduates. Detailed information on the suggested high school courses to take are different for almost every trade and detailed information can be obtained by contacting a Student Service Counselor who can help also.

ELECTOR REGISTRATION INFORMATION

To vote in Wisconsin you must be registered. You may register at your municipal clerk's office before the election or YOU CAN REGISTER AT YOUR POLLING PLACE ON ELECTION DAY. To register at the polling place, make sure you have proper identification indicating your address.

To be eligible to vote in Wisconsin you must have lived in the state at least ten days, and meet the following requirements:

- *be a U.S. citizen at least 18 years old
- *are not currently serving prison time or on probation for a felony offense
- *not have been found by a court to be incapable of understanding the objective of the electoral process
- *not make or benefit from a bet or wage depending on the result of an election.

Early College Credit Program (ECCP) & Start College Now (SCN)

Early College Credit Program (ECCP): Per Wisconsin State statute, 118.55, identified as Act 59, Wisconsin public and private high school student's who meet certain requirements are allowed to take one or more courses at an institution of higher education for high school and/or college credit. Under this section, "institution of higher education" means an institution within the University of Wisconsin System, a tribally controlled college, or a private, nonprofit institution of higher education located in the state.

Under the ECCP, the costs of courses are shared among the institution of higher education (IHE), the school district (or private school), the state, and in some cases, the pupil's family. Please be mindful of the application dates to institutions of high education and deadlines for intended enrollment notification to the Wild Rose School Board. For additional information on the Early College Credit Program, please reference the School District of Wild Rose Policy 3.56 sec. I, and see the School Counselor for additional information and forms.

Start College Now (SCN): Per Wisconsin State statute, 38.12(14), Start College Now (SCN) at Fox Valley Technical College is a program designed to introduce high school students to the world of higher education. In addition to getting a first-hand view of the college experience, students who successfully complete their SCN courses earn college credit for their effort. These credits may be applied toward a degree at Fox Valley Technical College or at many other colleges in Wisconsin. In conjunction with their high school counselor, approved SCN students select courses from the SCN Course Guide. They complete all requirements and register for classes, just like all other college students. SCN students are impacted by the same benefits, requirements, and restrictions as all other students attending the college. They must be aware of and comply with college attendance, grading (per the class syllabus), and refund policies.

Please be mindful of the application dates to institutions of high education and deadlines for intended enrollment notification to the Wild Rose School Board. For additional information on Start College Now, please reference the School District of Wild Rose Policy 3.56 sec.II, and see the School Counselor for additional information and forms.

WILD ROSE HIGH SCHOOL CURRICULUM
FRESHMEN

REQUIRED

<u>Credit</u>	<u>Course</u>
1	English 9
1	Social Studies
½	Fitness For Life
1	Physical Science
1	Mathematics (either)
	A. Algebra I
	B. Algebra IA

ELECTIVE

<u>Credit</u>	<u>Course</u>
.5	3D Game Development
.5	Adobe Photoshop
.5	American Enterprise
.5	Animate It
1	Art I
.5	Artistic Crafts IA
.5	Artistic Crafts IB
.5	Art Glass
.5	Basic Accounting
.5	Business Communications
.5	Computer Aided Design
.5	Creating Wealth
1	Digital Art I
.5	Drawing and Painting
.5	Foods 1 (Dual Credit with FVTC)
.5	Foods 2 (Dual Credit with FVTC)
1	High School Band
1	High School Choir
1	High School Music Theory
.5	Interior Design
.5	Introduction to Sewing & Textiles
.5	Intro to Web Design
.5	On the Job Apps
.5	Personal Finance
.5	Principles of Law
.5	Small Business Accounting
1	Spanish I
.5	Sports and Entertainment Management
.5	Wildcat Products
.5	Women in Woodworking
.5	Woods 1
.5	Woods 2

SOPHOMORES

REQUIRED

<u>Credit</u>	<u>Course</u>
1	English 10
1	Biology
	Driver Education (Classroom Phase)
½	Health
½	Physical Education
½	Career Choices
1	Math

ELECTIVE

<u>Credit</u>	<u>Course</u>
.5	Advanced Strength & Conditioning
.5	Advanced Personal Fitness
½	Adventures in Welding
1	Algebra IB
1	Algebra II

ELECTIVE

<u>Credit</u>	<u>Course</u>
.5	Art II
.5	Artistic Crafts IIA and IIB
1	Chemistry (with instructor permission)
.5	Construction Trades
.5	Corporate Accounting
.5	Design Your Own Home
1	Digital Art II
.5	Engineering 101
.5	Foods Around the World (Dual credit with FVTC)
1	Geometry
.5	Individual Sports in Physical Education
.5	Intro to Personal Fitness
.5	Intro to Strength & Conditioning
.5	Merchandise Accounting
.5	Multicultural Literature
1	Spanish II

ELECTIVE

<u>Credit</u>	<u>Course</u>
1	Statistics
1/2	Team Sports in Physical Education
1/2	Video Production - WRTV
	Any 9 th Grade Electives

WILD ROSE HIGH SCHOOL CURRICULUM
JUNIORS

REQUIRED

<u>Credit</u>	<u>Course</u>
1	English 11
1	U.S. History
½	Physical Education
1	Math
1	Science

ELECTIVE

<u>Credit</u>	<u>Course</u>
1	Advanced Biology
1	Advanced Chemistry
.5	Career and Technical Education
1	Chemistry
.5	Child Development
1	College Algebra and Trigonometry
1	Independent Study Shop
1	Environmental Science
.5	Furniture Building
1	Independent Study Art
.5	Modern World History
.5	Outdoor Adventures in Physical Education
1	Physics
1	Publications
1	Spanish III
1	Spanish IV
0	Teaching Assistant
1	Transition to Technical Math
.5	Work Experience
1	Youth Apprenticeship
	Any 9th or 10th Grade Elective

SENIORS**REQUIRED**

<u>Credit</u>	<u>Course</u>
1	Practical English or AP English
1	Social Problems
½	Personal Living Skills

ELECTIVE

<u>Credit</u>	<u>Course</u>
1	Advanced Physics
1	Advanced U.S. History
1	Calculus (Dual Credit with FVTC)
1	Independent Study English
1	Independent Study FCS
1	Spanish IV
	Any 9th, 10th, or 11th grade elective where you have the prerequisite and haven't previously earned a credit in that course

CO-CURRICULAR CODE

The School District of Wild Rose has established the following code for co-curricular activities. This code is in effect for all students participating in co-curricular activities in grades 6 – 12 and is continuous. Participation in co-curricular activities is a privilege. The privilege may be withdrawn at any time and such a decision is solely the prerogative of school administration.

Statement of Philosophy

The following information has been prepared for the benefit of the participants, the parents/legal guardians and the coaches/advisors, in an effort to keep the co-curricular program a contributing and worthwhile part of the total school program. All coaches/advisors of the co-curricular activities desire that participation be an enriching and healthful experience in which physical, mental and social growth shall be stimulated through interscholastic competition. A better understanding of the aims, objectives and educational values of the program will be realized by a careful reading and discussion of this material by the student and parent/legal guardian.

Participation on Wild Rose co-curricular activities are an integral part of the Wild Rose High School curriculum, which is a privilege and should elicit great pride in both the student and his/her family. While our number one goal as a school district is to provide a sound academic experience for all of our students, co-curricular activities provide unique opportunities for students to promote their mental, physical, social and emotional development. By providing a strong co-curricular program, Wild Rose High School extends the privilege of enriching the mind and body to any student meeting district, Wisconsin Interscholastic Athletic Association (WIAA), and any applicable governing body's requirements. You are committing to following the established rules. Co-Curricular participants who comply with this code of conduct demonstrate a desire to dedicate themselves to self-improvement as well as to enhance the best interests of fellow teammates, advisors/coaches and school. If accepted, this privilege carries certain responsibilities, and this co-curricular code presents these responsibilities.

Timeline: The co-curricular code is enforced twelve (12) months a year.

Issue Resolution Chain

Communication among or between athletes, parents, and coaches is encouraged and becoming ever more necessary. The following steps should be followed to enhance this communication.

1. Students should bring the concern directly to the coach/advisor. Coaches/advisors are to work with the student to create a time and location that will work for this type of conversation.
2. If the student needs support, a parent, teammate, or athletic director can be present for the conversation with the coach/advisor, helping the student be their own advocate.
3. If a resolution still cannot be achieved after steps one and two, the parents, student, and coach may meet with the Athletic Director, whom will take a more active role in helping to resolve the issue.

If a parent brings a complaint to the Athletic Director, they will be directed back to the coach/advisor first. Students will be encouraged to advocate for themselves and work with the coach/advisor to solve problems. When necessary, the Athletic Director will work with the student to develop strategies to approach coaches appropriately.

Appropriate Concern an Athlete/Parent may Address with Wild Rose Coaching Staff and/or Advisors

1. Treatment of the athlete mentally or physically
2. Ways to help the athlete improve his/her performance and skill level
3. Concerns about the athlete's behavior in school/practice/contents/events

Areas That are Not Appropriate for Parents to Discuss with Wild Rose Coaching Staff and/or Advisors

1. An individual's playing time
2. Team strategy
3. Play selection
4. The make-up of the teams that are playing
5. Other members of the team
6. Other parents and other coaches

I. Middle School Academic Eligibility

Participants of all middle school co-curricular activities are required to maintain acceptable academic standards as follows:

- A. Any student failing one subject and not maintaining at least a 1.67 average (on a 4.0 scale) will be ineligible, OR any student failing more than one subject will be ineligible for one-half of the remaining games on the schedule at the time of the grades coming out. If an odd number of games remain, the games ineligible will be rounded UP.
- B. To regain eligibility, the student will have the chance to get an updated grade from each of their teachers two days prior to the possible re-eligibility date. Failure to meet the requirements in section "A" above at this time will result in loss of eligibility for the entire season.

High School Academic Eligibility

Participants of all co-curricular activities are required to maintain acceptable academic standards as follows:

- A. Any student failing one subject and not maintaining at least a 1.67 (C-) average will be ineligible a minimum of 15 school days and until the "F" has been raised to a passing mark or a 1.67 average is achieved. The coach or advisor will be responsible for verifying renewed eligibility.
- B. Any student failing more than one subject will be ineligible until the fifth week of the following grading period when deficiency notices are distributed. To become eligible, the student must meet the requirement listed in section "A" above.
- C. Fall Sports-The minimum ineligibility period shall be the lesser of:
 - 1) 21 consecutive calendar days beginning with the date of earliest allowed competition (game) in a sport or
 - 2) One-third of the maximum number of games/meets in a sport (rounded up if one-third results in a fraction.)
- D. The student must be enrolled as a full-time student. This requires that the student be enrolled in 6 subjects plus Phy. Ed. or as approved by the administration.

A grading period is defined as a quarter of the school year. Each time report cards are distributed a grading period will end. Eligibility will be based on the grades of the immediate preceding quarter. Only quarterly grades apply to initial eligibility. Semester grades will have no bearing for this purpose.

II. Eligibility for Participation

- A. The co-curricular code will be enforced year around. Any violations occurring in the summer months and/or out of season will be dealt with during the earliest season of student involvement. A student will not be able to participate in a sport solely to fulfill violation requirements unless he/she completes the entire season.
- B. Because athletic and co-curricular activities encourage and require sound physical conditioning, the following criteria will be applied, in addition to those criteria listed previously, for all co-curricular participation.

There is to be no:

- 1. Use, possession, buying, or selling of controlled substances, street drugs, and performance enhancing substances (PES)
- 2. Use or possession of tobacco products
- 3. Use or possession of smoking devices (electronic cigarettes, Vaping, i.e. Juul)
- 4. Inappropriate use of prescribed drugs and/or over-the-counter drugs
- 5. Use or possession of non-prescribed drugs
- 6. Use or possession of alcoholic beverages
- 7. Persistent or multiple violations of training regulations (established by the coach)
- 8. Conduct which is in violation of the law

The School District of Wild Rose and the WIAA are opposed to the use of anabolic-androgenic steroids and other performance enhancing substances (PES). Coaches will be required to devote time each year to provide educational material and prevention information regarding the risks and potential adverse effects of PES.

Coaches, teachers, sports medicine staff, and administrators who ignore or encourage the use of PES, provide and/or sell PES to athletes (including indirect distribution through a third party) shall be in violation of board policy and subject to disciplinary action.

- C. If a student is involved in more than one activity at the time the student is found to be in violation of the code, all penalties will be enforced for all activities in which the student is involved. A violation of the co-curricular code shall be applied to athletics and non-athletic activities for each infraction. (A violation of the co-curricular code shall be enforced at the first opportunity when the student participates in a non-athletic activity and also when the student participates in an athletic activity.)

Violations of the above regulations will result in the following actions:

1. First Violation

Middle School First Violation

Athletics:

Boys Basketball	two games
Girls Basketball	two games
Wrestling	two dual or 1 multi-school meet
Football	one game
Volleyball	one match
Track	one meet
Cheerleading	one game

Other Co-Curricular Activities:

Forensics	one match
Musical/Play	may not participate in next play or musical

Any class officer, club officer, or student senate member found to be in violation of the co-curricular code while in office will be removed from office.

High School First Violation

Athletics:

Boys Basketball	two games
Girls Basketball	two games
Wrestling	two dual or 1 multi-school meet
Baseball	two games
Track	two meets
Football	one game
Volleyball	two matches
Cross Country	one meet
Golf	one meet
Girls Softball	two games
Boys Soccer	two games
Girls Soccer	two games
Cheerleading	one game for football two games for basketball two meets for wrestling
Pom Poms	one game for football two games for basketball

Other Co-Curricular Activities:

High Quiz Bowl	one match
Forensics	one match
Dance Court	Removal from court
Musical/Play	may not participate in the next scheduled performance following the violation

Any class officer, club officer, or student senate member found to be in violation of the co-curricular code while in office shall be removed from office.

2. Second Violation

Athletics:

A second suspension will result in a forty-five (45) day suspension. The suspension shall be 45 school days to be applied during a sports season. The suspension will continue until the team is eliminated from competition or the regular season ends for individual sports. If the sports season ends prior to the completion of the suspension, the suspension will be applied to the next sports season the student-athlete chooses to participate in. During the Fall Sports Season all practices, scrimmages, and games will be counted towards the completion of the suspension prior to the first day of school.

Other Co-Curricular Activities:

A second suspension will result in the removal from the activity for the remainder of the season or the upcoming season.

3. Third Violation

A third violation will result in exclusion from participation in all co-curricular activities for one calendar year from date of assessment of penalty.

4. Fourth Violation

Automatic suspension from all co-curricular activities for the remainder of the student's high school career.

III. Felony Charge or Conviction

Any student charged and/or convicted of a felony shall, upon the filing of felony charges, become ineligible for all further participation until the student has paid his/her debt to society and the courts consider the sentence served (including probation, community service, etc.).

IV. Conduct Unbecoming of an Athlete/Co-Curricular Participant

Participants are often ambassadors and role models for the District. As such they must conduct themselves in a way which does not bring discredit to themselves and/or the District. Certain conduct not previously listed in this policy can result in a violation of this policy under this provision.

-Penalty to be decided upon after consultation between the Coach/Advisor, Athletic Director, and Principal.

V. Process for Reporting and Investigating Code Violations

The following steps will be in place for reporting and investigating any code violations. All code violations must be reported to Athletic Director or Administration.

Methods for making a report of a code violation (Written documentation is the preferred method).

1. Self-referral by the offending individual
2. Coaches, advisors, staff members, administration or law enforcement officials may report an infraction.
3. Any person may report an infraction. The person making the report must be willing to speak with administration.
4. Any form of media may be used to obtain information regarding code violations (i.e.: Facebook, Twitter, Instagram, Snapchat, digital photos/videos, etc.)
5. School personnel may access law enforcement records to aid in the investigation
 - a. Violations of the co-curricular code will be reported to the Athletic Director/Administration
 - b. Once the AD/Administration has received the report, the AD/Administration will investigate the report and meet with the student as soon as possible
 - c. After the AD/Administration has met with the student, a decision will be made and, if necessary, consequences will be enforced
 - d. Immediately following the meeting, the AD/Administration will inform the student of the consequences and discuss the appeal process

- e. The Ad/Administration will notify the student's parent/legal guardian of the report of a violation, the meeting held with the student, and any consequences
- f. The decision of the AD/Administration will be made in writing to the student and the parents/legal guardians

CO-CURRICULAR APPEAL PROCEDURE

- A. Following disciplinary action or suspension, a student and/or his/her parents/guardian (hereafter referred to as appellants) may formally appeal the decision in writing to the Middle School/High School Principal within fourteen (14) days from the first day ineligibility takes effect.
- B. Within three (3) days of receipt of such written appeal, the Principal, by registered mail, shall inform the appellant(s) of the specific details relating to:
 - 1. violation or infraction
 - 2. date of the violation or infraction
 - 3. period of the penalty
 - 4. other pertinent information
- C. After the appeal and the response, a meeting before the co-curricular council will be established by the Principal no later than seven (7) days after the receipt of the written appeal. The meeting with the co-curricular council is not a hearing.
 - 1. The sole purpose of the appeal to the co-curricular council is to determine whether the student is or is not in violation of the co-curricular code.
 - 2. The appellant(s) may speak and present other evidence on his/her/their behalf at said meeting.
 - 3. Proceedings of the meeting, including the decision, will be put in writing, a copy of which will be mailed to the appellant(s).
- D. If not satisfied with the decision, the appellant(s) may request, in writing through the Principal, a meeting before the District Administrator, the Principal, and the Athletic Director within fourteen (14) days of the mailing of the outcome of the original meeting. This meeting is not a hearing.
 - 1. The meeting shall be established by the Principal no later than seven (7) days after the receipt of the written appeal.
 - 2. The appellant(s) may speak and present other evidence.
 - 3. Members of the co-curricular council may be present to speak and give evidence on its behalf.
 - 4. Proceedings of the meeting, including the decision, which shall be made within three (3) days, will be put in writing and a copy mailed to the appellant(s) and members of the co-curricular council.
- F. The decision of the School District Administration is final.

SELECTION OF CO-CURRICULAR COUNCIL

- A. The Co-Curricular Council shall be appointed by the Principal at the beginning of each school year.
- B. The School Board designates the members of the Co-Curricular Council as having legitimate educational interests in viewing student confidential police records.
- C. The Co-Curricular Council will be comprised of the following members:
 - 1. Head Coach - Boys Athletics
 - 2. Head Coach - Girls Athletics
 - 3. Head Coach – Middle School Athletics
 - 4. Two Non-Athletic Advisors
- D. Any advisor or coach involved with the activity in which the appellant is being disciplined will be excluded from the council and replaced by another advisor/coach from the same category.

The School District of Wild Rose shall not discriminate on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital status, sexual orientation, or physical, emotional, learning disability or handicap, or any other legally protected category.

Ineligibility Procedures - Athletics

During a Period of Academic Ineligibility:

1. The student-athlete shall be allowed to continue to participate in practice.
2. The student-athlete shall be allowed to be present on the sidelines, on the bench, in the dugout or in the immediate team area during home contests.
3. The student-athlete shall not be allowed to travel with the team to away contests.
4. The student-athlete shall not be allowed to wear school issued clothing or uniforms during games.

During a Suspension Due to a Violation of the Co-Curricular Code:

First Offense

1. The student-athlete shall be allowed to continue to participate in practice.
2. The student-athlete shall not be allowed to be present on the sidelines, on the bench, in the dugout, or in the immediate team area during a contest. A minimum separation of at least two bleachers is required for indoor sports.
3. The student-athlete shall not be allowed to wear school issued clothing or uniforms during games.

Second Offense

1. The student athlete shall not be allowed to continue to practice with the team during the period of suspension if the suspension is for the remainder of the season. If the suspension is not for the remainder of the season the student-athlete shall be allowed to return to participation in practice 10 practices prior to regaining eligibility.
2. The student-athlete shall not be allowed to be present on the sidelines, on the bench, in the dugout, or in the immediate team area during a contest. A minimum separation of at least two bleachers is required for indoor sports.
3. The student-athlete shall not be allowed to travel with the team to away contests.
4. The student-athlete shall not be allowed to wear school issued clothing or uniforms during games.

PERMISSION AND ACKNOWLEDGEMENT

My son/daughter, _____ has my permission to participate in co-curricular activities at Wild Rose Middle/High School for the _____ school year.

This permission agreement must be signed annually by the parent/legal guardian and student before the student can participate in a co-curricular activity at Wild Rose Middle/High School. The signed agreement needs to be returned to the Athletic Director, coach, or advisor where it will be kept on file.

My signature is acknowledgment that I have read and understand the rules as set forth in this co-curricular code.

Parent/Legal Guardian - Print

Date

Parent/Legal Guardian - Signature

Student – Print

Date

Student - Signature

Adopted 08/13/1984
Revised 06/08/2000
Revised 08/09/2001
Revised 10/21/2003
Revised 06/14/2007
Revised 10/29/2007
Revised 08/14/2014
Revised 03/08/2018
Legal Review 03/08/2018
Revised 08/08/2019
Revised 05/04/2020

NONDISCRIMINATION ON THE BASIS OF HANDICAP/DISABILITY

Federal and Wisconsin Statutes prohibit discrimination against qualified handicapped/disabled persons, including both students and staff members, by school districts receiving federal financial assistance. This includes all programs or activities of the school district receiving federal funds regardless of whether the specific program or activity involved is a direct recipient of federal funds.

The School District of Wild Rose does not discriminate against individuals, including all students, staff and as identified below, on the basis of age, sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability or handicap, or any other protected class status under state and federal law in its education programs or activities.

For the purposes of this policy, a qualified individual with disabilities shall be one who satisfies the definition set forth in Section 504 of the Rehabilitation Act of 1973 and its implementing regulations; i.e. (1) has or (2) has had a physical or mental impairment which substantially limits a major life activity, or (3) is regarded as having such an impairment. Eligibility decisions regarding a particular student will be made on an individual basis. Students may be disabled under this policy even though they do not require services pursuant to the Individuals with Disabilities Education Act.

To ensure compliance with Federal and Wisconsin Statutes, the School District of Wild Rose will:

- Prohibit discrimination against qualified handicapped/disabled persons in any aspect of School District employment solely on the basis of disability.
- Make facilities, programs and activities accessible, usable and open to qualified handicapped/disabled persons.
- Ensure that students who are handicapped/disabled are identified, evaluated, and provided with appropriate educational services.
- Provide free appropriate education at elementary and secondary levels, including nonacademic and extracurricular services and activities to qualified handicapped/disabled persons.
- Prohibit exclusions of any qualified handicapped/disabled person solely on the basis of handicap/disability from participation in any preschool education or day care program or activity or any adult education or vocational program or activity.
- Provide each qualified handicapped/disabled person with the same health, welfare, and other social services as are provided other persons.

Grievances Relating to Alleged Discrimination on the Basis of Handicap/Disability:

1. If possible, resolution of complaints should be handled on an informal level. This complaint should be addressed to the building principal where the student attends school. A complaint should be filed in writing or verbally, containing the name and address of the person filing it, and briefly describing the alleged violation. A complaint should be filed within 10 business days after the complainant becomes aware of the alleged violation. The building principal will meet with the complainant to address the complaint within 10 business days.
2. If there is no resolution of the matter, a formal complaint shall be filed with the District Section 504 Coordinator, who is the Elementary Principal, within 10 days of the informal meeting with the building principal. An investigation, as may be appropriate, shall follow a filing of a complaint. The investigation shall be conducted by the Section 504 Coordinator or his/her designee. These rules contemplate informal but thorough investigations, affording all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint.

Complaints should be addressed to:

Elementary Principal
P.O. Bo 119
825 Mt. Morris St.
Wild Rose, WI 54984
920-622-4204

3. A written determination as to the validity of the complaint and a description of the resolution, if any, shall be issued by the Section 504 Coordinator and a copy forwarded to the complainant no later than 20 business days after its filing.
4. The Section 504 Coordinator shall maintain the files and records of the School District relating to the Complaints filed.
5. If the complainant remains unsatisfied, he/she may appeal through a signed, written statement to the Board of Education within five business days of his/her receipt of the Section 504 Coordinator's response. In an attempt to resolve the grievance, the Board of Education shall meet with the concerned parties and their representatives within 20 business days of the receipt of such an appeal. A copy of the Board's written disposition of the appeal shall be sent by the Board Secretary to each concerned party within 10 business days of this meeting by certified mail.
6. If at any point, the grievance has not been satisfactorily resolved, further appeal may be made in writing to the U.S. Department of Education, Office for Civil Rights, Region V, 111 North Canal Street, Chicago, IL 60606.

The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of a Section 504 complaint with the responsible federal department or agency. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies.

These rules shall be construed to protect the substantive rights of interested persons, to meet appropriate due process standards, and to assure that the recipient complies with Section 504 and its implementing regulations.

Legal References: Wisconsin State Statutes 115, 118.13, 111.31, and 111.34
Title IX; Education Amendment of 1972
Title VI, Civil Rights Act of 1964, 1991
Section 504, Rehabilitation Act of 1973
Americans with Disabilities Act of 1990 and Amendments 2008
Individuals with Disabilities Education Act 2004 (2006, 2008 regulations)

Initial Adoption: 05/28/1987
Final Adoption: 06/11/1987
Revised: 11/15/1993
Revised: 12/13/1993
Revised: 07/26/2001
Revised: 05/10/2010
Revised: 08/18/2015
Revised: 12/14/2015
Revised: 07/24/2017

Legal Review 07/28/2023

EQUAL EDUCATIONAL OPPORTUNITIES – PUPIL NONDISCRIMINATION

The right of a pupil to participate fully in classroom instruction, co-curricular activities, pupil services, recreational or other activities shall not be abridged or impaired because of sex, age, race, color, religion, national origin, handicap or disability, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability or handicap, military service, or any other protected category by law.

The School District is committed and dedicated to the task of providing the best education possible for every pupil in the District for as long as the pupil can benefit from attendance and the pupil's conduct is compatible with the welfare of the entire pupil body.

Nondiscrimination policies shall be printed in the pupil handbook, course selection book, enrollment materials, and published annually in the newspaper, to make pupils and parents/guardians aware of their rights.

Concerns regarding alleged violations of this policy shall be referred to the following:

Title VI: Middle School/High School Principal

Section 504: Elementary Principal

Title IX: Students: Middle School/High School Principal

Employees: District Administrator

Discrimination complaints shall be filed in accordance with established complaint procedures.

Initial Adoption 05/28/1987

Final Adoption 06/11/1987

Revised 07/09/1992

Revised 07/09/2001

Revised 05/10/2010

Revised 03/08/2018

Legal Review 03/08/2018

Revised 08/07/2023

STUDENT NONDISCRIMINATION COMPLAINT AND GRIEVANCE PROCEDURE

The School District of Wild Rose does not discriminate against individuals, including all students, staff, and as identified below, on the basis of age, sex, race, color, religion, national origin, handicap or disability, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap, military service, or any other protected category by law in its education programs or activities.

Student Nondiscrimination Complaint Procedures

The School District encourages informal resolution of complaints under this policy. If any person believes that the School District, or any part of the school organization, has failed to follow the law and rules of 118.13, Wis. Stats., or in some way discriminated against pupils on the basis listed above, he/she may bring or send a complaint to the 504 Coordinator at 825 Mt. Morris St., P.O. Box 119 Wild Rose, WI 54984 or call 920-622-4204.

The following procedures shall be followed in addressing the complaint(s):

- Step 1. A person who believes he/she has a valid basis for a grievance under Section 504 or the IDEA shall prepare and file a written statement of the complaint, including evidence/documentation supporting the need for additional services and/or the inadequacy of the services provided for the child, with the 504 District Coordinator of the School District. The complaint will be acknowledged within forty-five (45) days, in writing.
- Step 2. The 504 District Coordinator will investigate the complaint and provide a written reply to the complainant on behalf of the Board of Education within ninety (90) days of receipt of the complaint unless the parties agree to an extension of time.
- Step 3. If a complainant wishes to appeal a negative determination by the Board, the complainant may appeal directly to the State Superintendent within thirty (30) days of the decision on behalf of the Board of Education. Appeals should be addressed to: State Superintendent, Wisconsin Department of Public Instruction, 125 S. Webster Street, P.O. Box 7841, Madison, Wisconsin 53707-7841. Appeals relating to the identification, evaluation, educational placement or the provision of a free appropriate public education of a child with a disability under State or Federal law shall be resolved through procedures authorized by Chapter 115, Subchapter V., Wis. Stats.

Discrimination complaints may also be filed with the federal government at: Office Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison Street, Suite 1475, Chicago, Illinois 60661.

Initial Adoption: 05/28/1987

Final Adoption: 06/11/1987

Revised: 07/09/1992

Revised: 07/09/2001

Revised: 05/10/2010

Revised: 03/08/2018

Legal Review 03/08/2018

Revised: 08/07/2023

SEXUAL HARASSMENT

The School District of Wild Rose School Board feels it is imperative to maintain a school environment that encourages optimum human growth and development.

The School District of Wild Rose does not tolerate sexual harassment in any form and will take all necessary and appropriate action to eliminate it up to and including discipline of offenders.

The School District of Wild Rose recognizes the private, sensitive nature of sexual harassment incidents and the emotional and social complexities surrounding such issues. Every effort will be made to consider the sensitivities of the parties involved and protect the victim from repercussions.

Any employee or student who feels that she/he has been subjected to sexual harassment is encouraged to contact her/his immediate supervisor or the Gender Equity Coordinator. The Middle School/High School Principal is hereby appointed the Gender Equity Coordinator.

REGULATIONS:**A. DEFINITIONS:**

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature. Sexual harassment also includes, but is not limited to, unwelcome sexual flirtations, advances or propositions, verbal abuse of a sexual nature, subtle pressure or requests for sexual activities, unnecessary touching of an individual, graphic verbal commentaries about an individual's body, sexually degrading words used to describe an individual, a display in the workplace of sexually suggestive objects or pictures, sexually explicit or offensive jokes, or physical assault. Sexual harassment can take the form of any unwanted sexual attention, ranging from leering, pinching, patting, verbal comments, and subtle or expressed pressure for sexual activity.

Besides the anxiety caused by sexual demands on the recipient, there is the implicit message from the alleged offender that noncompliance will lead to reprisals. Such reprisals may include, but are not limited to, harassment escalation, poor work assignments, unsatisfactory job or academic evaluations, sabotage of the victim's work, difference in academic treatment, sarcasm, threatened demotion or nonpromotion, denial of benefits or raises, and ultimately loss of a job or passing grade.

B. STUDENT HARASSMENT BY STUDENTS:

Any student who feels she/he has been subjected to sexual harassment by another student may contact a teacher, counselor, principal or the Gender Equity Coordinator.

The Gender Equity Coordinator will investigate and mediate the complaint and will meet separately with each individual involved in the complaint. A group session between the parties involved in the complaint may be held in an effort to resolve the complaint on an informal basis, unless the complainant objects.

Informal mediation shall continue for a period of no more than 30 days or until resolution is achieved if that is less. At the informal stage, the hope is to sensitize the alleged offender to the effects of such behavior and to eliminate the improper behavior. When the Gender Equity Coordinator can resolve the complaint informally, no disciplinary action will be taken, provided that the complaint filed against the alleged harasser is the first sexual harassment complaint filed against the alleged harasser.

Following the period of 30 days, should mediation efforts fail or in the event that the alleged offender does not follow through with the resolution agreed upon, and the complaint remains unresolved, the complainant may contact the District Administrator for further resolution. The District Administrator shall process the matter under the District complaint procedure.

A confidential record of the proceedings in the informal procedure will be maintained. The privacy of the complainant and the person accused of sexual harassment will be kept strictly confidential to the greatest extent allowed by law.

C. STUDENT HARASSMENT BY EMPLOYEES OR PRIVATE CITIZENS:

Any student who feels she/he has been subjected to sexual harassment by a School District of Wild Rose employee or private citizen may contact her/his principal or the Gender Equity Coordinator. Such allegations will be handled under the appropriate complaint procedures or reported to the appropriate authorities.

D. EMPLOYEE HARASSMENT COMPLAINTS:

Employees who wish to file a complaint regarding a violation of this policy should follow the District's complaint procedure outlined in this policy. Employees who are accused of sexual harassment shall be informed that they have a right to representation if and when their supervisors believe that the nature and circumstances of the accusations could lead to disciplinary action.

E. COMPLAINT PROCEDURE:

The School District of Wild Rose has established the following complaint procedure:

- Step 1: All complaints shall be presented in writing to the Gender Equity Coordinator. The complaint should include the specific nature of the harassment and corresponding dates and also include the name, address and phone number of the complainant. The attached form shall be used for providing a written complaint.
- Step 2: The Gender Equity Coordinator shall thoroughly investigate the complaint, notify the person who has been accused of harassing conduct, permit a response to the allegation, and arrange a meeting to discuss the complaint with all concerned parties within ten (10) working days after receipt of the written complaint, if deemed appropriate. The Gender Equity Coordinator shall give a written answer to the complaint within fifteen (15) working days after receipt of the written complaint.
- Step 3: If the complainant is not satisfied with the answer of the Gender Equity Coordinator, he or she may submit a written appeal to the District Administrator indicating with particularity the nature of disagreement with the answer and reason underlying such disagreement. Such appeal must be filed within ten (10) working days after receipt of the Gender Equity Coordinator's answer. The District Administrator shall arrange a meeting with the complainant and other affected parties, if requested by the complainant, at a mutually agreeable time to discuss the appeal. The District Administrator shall give a written answer to the complainant's appeal within ten (10) working days after receipt of the appeal.
- Step 4: If the complainant is not satisfied with the answer, a complaint may be filed with the School Board within ten (10) working days after receipt of the Step 3 answer. The School Board shall, within thirty (30) working days, conduct a meeting at which the complainant shall be given an opportunity to present the complaint. The School Board shall review the matter as deemed appropriate and shall give a written answer to the complaint within thirty (30) working days following completion of the meeting.

F: REPORTING REQUIREMENTS:

All principals and employees who receive sexual harassment complaints shall report such complaints to the Gender Equity Coordinator for purposes of monitoring compliance with applicable regulations and statutes.

G. NON-RETALIATION:

This policy also prohibits retaliation against employees who bring sexual harassment charges or assist in investigating charges. Any employee or student bringing a sexual harassment complaint or assisting in the investigation of such a complaint will not be adversely affected in terms and conditions of employment, nor discriminated against or discharged because of the complaint.

H. CORRECTIVE ACTION:

In determining the action to take in response to a finding of sexual harassment, the School District of Wild Rose will take into account the following factors:¹

1. The nature and seriousness of harassment.
2. Whether the harassment was repeated or isolated.
3. The attitude of the harasser, that is, whether the harasser is contrite or belligerent.
4. The harasser's overall work record.

Progressive discipline will be considered and utilized relative to the merit of the complaint and assessed proportionately to the seriousness of the events.

(1) Progressive discipline for employees may include the following:

- a. Informal deposition/mediation
- b. Counseling
- c. Verbal warning
- d. Written warning
- e. Suspension with pay
- f. Suspension without pay
- g. Consideration of termination of employment

(2) Progressive discipline for students may include the following:

- a. Informal deposition/mediation
- b. Counseling
- c. Verbal warning
- d. Written warning – copy of warning/letter to parents
- e. Detention
- f. In-school suspension
- g. Out of school suspension
- h. Consideration of expulsion

¹ WASB Legal Services Membership Legal Notes , September, 1993

I. EDUCATION:

1. Each employee in the school district will receive a copy of this policy and administrative rules on sexual harassment.
2. Each employee will be given information explaining the importance of the policy and the District's strong disapproval of sexual harassment.
3. Posters will be placed in each workplace advising employees to "tell someone" if they feel they are being harassed.
4. An inservice for supervisors will be presented in which an understanding of sexual harassment is developed and the importance of vigilance is underscored.
5. Notice of this policy will be incorporated in staff and student handbooks.

The School District of Wild Rose shall not discriminate in standards or rules of behavior or disciplinary measures on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability or handicap or any other protected class status under state or federal law.

Any person, student or employee, who believes he/she has been sexually harassed may file a complaint in accordance with the above procedures established for dealing with discrimination.

Initial Adoption 01/09/92
Final Adoption 02/13/92
Revised 06/11/92
Revised 01/13/94
Revised 07/26/01
Revised 06/07/17

ANIMALS IN THE SCHOOL

3.54

*Animals may be brought in the classroom for educational purposes in the Wild Rose School District. They must be appropriately housed, humanely cared for and properly handled. Persons bringing animals into the school must receive prior permission from the principal.

Teachers must assume primary responsibility for the humane, proper treatment of any animal in the classroom.

Only the teacher or students designated by the teacher are to handle the animals.

If animals are to be kept in the classroom on days when classes are not in session, the teacher must make arrangements for their care and safety.

Animals are not to be transported on school buses without the approval of the school administration.

All experiments using live animals must have prior approval by the school administration.

*Animals (all living species such as birds, frogs, etc.)

ANNUAL FERPA, CHILD FIND (IDEA and 504) NOTICES

Student Records Notice (state and federal law) – The Federal Family Educational Rights and Privacy Act (FERPA) requires school districts to provide annual notice of student and parents rights regarding student records; the existence of the Student Records Policy (3.15) and where copies can be obtained; and, of the opportunity to file a complaint with the Family Policy and Regulations Office of the Department of Education.

Parents/guardians/adult students have the legal right to request a review and/or copy of the contents of the permanent school records of their children. They may also request the amendment of the student's records if it is believed that the records are inaccurate, misleading, or otherwise in violation of the student's privacy rights. Such a review and/or request for an amendment must be made by scheduling an appointment with the principal. If copies are requested, there will be a charge based on actual cost. If the District decides not to amend the record, the District will notify the parent, guardian or adult student of the decision and the right to a hearing regarding their request. Additional information regarding the hearing procedure will be provided in the event of a hearing request.

Directory Data Notification

If a School Board has designated directory data in accordance with 118.125 of the Wisconsin State Statutes, the School District of Wild Rose must notify parents, legal guardians or guardians ad litem of the categories of information, which the Board has designated as directory data, which may be released without the prior consent of the parent, legal guardian or guardian ad litem.

The School District of Wild Rose defines directory data as a student's name, address, participation in officially recognized activities and athletics, weight and height of members of athletic teams, degrees and awards, and school of most recent attendance.

Upon request, the School District of Wild Rose may release a student's name, address and telephone number to requesting agencies (such as State technical colleges, State colleges and universities, alumni reunion committees, and the United States Military Services).

Upon request, student's name, address, participation in officially recognized activities and athletics, weight and height of members of athletic teams, photographs, degrees and awards, and school of most recent attendance may also be released to publications sponsored by the School District of Wild Rose, area newspapers, and appropriate private and public sponsored magazines.

Parents or guardians of minor children and adult students have the right to consent to the disclosure of personally identifiable information contained in their student records, except as allowed by state and federal law.

In accordance with the law, the School District of Wild Rose forwards upon request student records to another school without consent for purposes related to the student's enrollment or transfer.

Student records shall be made available to the School District of Wild Rose employees who are required by the state to hold a teacher's license, Board designated police liaison officers, and to other school district officials only if they have a legitimate educational or safety interest in the records. Employees and district officials have a legitimate educational or safety interest in the record if the individual needs to review an education record in order to provide educational service or to fulfill some aspect of his or her professional responsibilities.

Administrators have the discretion to refuse the release of the individual student phone numbers and addresses for the safety of the student.

IF PARENTS OR GUARDIANS DO NOT WISH TO HAVE ANY OR ALL OF THE CATEGORIES OF INFORMATION RELEASED, THEY MUST NOTIFY THE SCHOOL IN WRITING WITHIN 14 DAYS OF THIS NOTICE BEING PROVIDED. Directory data shall be considered public information and may be released to appropriate persons and media in accordance with Board of Education policy unless the parent(s) or adult students refuse the release in writing by notifying their respective school principal.

Parents/guardians may file a complaint with the Family Policy and Regulations Office of the Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20201 if they feel their rights have been violated.

Child Find and Student Services – The School District of Wild Rose must locate, identify, and evaluate all resident children with disabilities, including children with disabilities attending private schools, regardless of the severity of their disabilities. The school district has a special education screening program to locate and screen all children with suspected disabilities who are residents of the School District of Wild Rose and who have not graduated from high school. Upon request, the School District of Wild Rose will screen any resident child who has not graduated from high school to determine whether a special education referral is appropriate. A request may be made by contacting Mr. Matt Wilbert, Elementary Principal at 920-622-4204 or by writing her at P.O. Box 119, Wild Rose, WI 54984.

Children, ages three to twenty-one, suspected of having a disability should be referred to the Elementary Principal, who in turn will see that all necessary evaluations are conducted. Evaluations will be completed by the IEP (Individual Education Program) team members after parental permission has been secured. The IEP team will determine if the child has a disability and is in need of special education services. An appropriate placement will be made by the IEP team including parent(s)/guardian(s) and appropriate required school personnel. All procedures followed in the identification and provision of service to children with a disability will be conducted in accordance with state and federal laws and regulations.

Programs have been designed to improve and expand educational opportunities for students including homebound instruction, gifted and talented enhanced opportunities, and children at risk, following compulsory school attendance guidelines as stated in Wis.Stat. 118.15. Parents(s)/guardian(s) may request, in writing, program or curriculum modifications to a child's current academic program, a school work training or work study program, enrollment in an alternative public school or program or in any nonsectarian private school or program located in the School District of Wild Rose which complies with certain federal requirements, and enrollment in any public educational program located outside the District pursuant to a contractual agreement between the school districts in accordance with state and federal laws and regulations. Requests shall be directed to the school principal. A written decision of a request will be provided within 90 days, except a decision will be rendered within 30 days if a child has been evaluated and determined to be a child with a disability. A child's parent or guardian may request the school board to review any decision made.

CODE OF CLASSROOM CONDUCT**Code Philosophy/Scope**

The School District of Wild Rose is committed to maintaining a favorable academic atmosphere. Teachers are expected to create a positive learning climate for students in their classrooms and to maintain proper order. Students are expected to behave in the classroom in such a manner that allows teachers to effectively carry out their lesson plans and students to participate in classroom learning activities. Students are also expected to abide by all rules of behavior established by the Board, administration and their classroom teachers.

Student behavior that is dangerous, disruptive or unruly or that interferes with the teacher's ability to teach effectively will not be tolerated. Any student who engages in such behavior may be subject to removal from class and placement as outlined below. In addition the student may be subject to disciplinary action in accordance with established Board policies and school rules. As per Wis. Statute 120.13(1)(a) and 1997 Wisconsin Act 325 the School District of Wild Rose has developed and adopted this code of classroom conduct.

This code of classroom conduct applies to all students in grades EC – 12.

ELEMENTARY SCHOOLS**1. Student Removal from Class**

A teacher may remove a student from class for the following reasons:

- a. **Dangerous, disruptive or unruly behavior or behavior that interferes with the ability of the teacher to teach effectively.** This type of behavior includes the following but may not be limited to the following:
- ❖ *possession or use of a weapon or other item(s) that might cause bodily harm to persons in the classroom*
 - ❖ *suspicion of being under the influence and/or possession of alcohol or other controlled substances or controlled substance analogs, or otherwise in violation of district student alcohol and other drug policies*
 - ❖ *behavior that interferes with a person's work or school performance or creates an intimidating, hostile or offensive classroom environment including fighting, taunting, baiting, inciting and/or encouraging a fight or disruption*
 - ❖ *disruption and intimidation caused by the use of gang or group symbols or gestures, gang or group posturing to provoke altercations or confrontations*
 - ❖ *pushing or striking a student or staff member*
 - ❖ *obstruction of classroom activities or other intentional action taken to attempt to prevent the teacher from exercising his/her assigned duties*
 - ❖ *interfering with the orderly operation of the classroom by using, threatening to use or counseling others to use violence, force, coercion, threats, intimidation, fear or disruptive means*
 - ❖ *dressing or grooming in a manner that presents a danger to health or safety, causes interference with work or creates classroom disorder*
 - ❖ *restricting another person's freedom to properly utilize classroom facilities or equipment*
 - ❖ *repeated classroom interruptions, confronting staff argumentatively, making loud noises or refusing to follow directions*
 - ❖ *throwing objects in the classroom*
 - ❖ *repeated disruption or violation of classroom rules*
 - ❖ *excessive or disruptive talking, noise making*
 - ❖ *behavior that causes the teacher or other students fear of physical or psychological harm*
 - ❖ *physical confrontations or verbal/physical threats.*
- b. **Other behavior as outlined below (not inclusive):**
- ❖ *willful damage to school property*
 - ❖ *defiance of authority (willful refusal to follow directions or orders given by the teacher)*
 - ❖ *purposefully and repeatedly reporting to class without bringing necessary materials to participate in class activities*
 - ❖ *possession of personal property prohibited by school rules and otherwise disruptive to the teaching and learning of others*
 - ❖ *use of profanity*

MIDDLE SCHOOL HIGH SCHOOL

2. Student Removal from Class

A teacher may remove a student from class for the following reasons:

a. Dangerous, disruptive or unruly behavior or behavior that interferes with the ability of the teacher to teach effectively. This type of behavior includes the following but may not be limited to the following:

- ❖ *possession or use of a weapon or other item(s) that might cause bodily harm to persons in the classroom*
- ❖ *suspicion of being under the influence and/or possession of alcohol or other controlled substances or controlled substance analogs, or otherwise in violation of district student alcohol and other drug policies*
- ❖ *behavior that interferes with a person's work or school performance or creates an intimidating, hostile or offensive classroom environment*
- ❖ *fighting*
- ❖ *taunting, baiting, inciting and/or encouraging a fight or disruption*
- ❖ *disruption and intimidation caused by gang or group symbols or gestures, gang or group posturing to provoke altercations or confrontations*
- ❖ *pushing or striking a student or staff member*
- ❖ *obstruction of classroom activities or other intentional action taken to attempt to prevent the teacher from exercising his/her assigned duties*
- ❖ *interfering with the orderly operation of the classroom by using, threatening to use, or counseling others to use violence, force, coercion, threats, intimidation, fear or disruptive means*
- ❖ *dressing or grooming in a manner that presents a danger to health or safety, causes interference with work or creates classroom disorder*
- ❖ *restricting another person's freedom to properly utilize classroom facilities or equipment*
- ❖ *repeated classroom interruptions, confronting staff argumentatively, making loud noises or refusing to follow directions*
- ❖ *throwing objects in the classroom*
- ❖ *repeated disruption or violation of classroom rules*
- ❖ *excessive or disruptive talking*
- ❖ *behavior that causes the teacher or other students fear of physical or psychological harm*
- ❖ *physical confrontations or verbal/physical threats.*

b. Other behavior as outlined below (not inclusive):

- ❖ *willful damage to school property*
- ❖ *defiance of authority (willful refusal to follow directions or orders given by the teacher)*
- ❖ *possession of personal property prohibited by school rules and otherwise disruptive to the teaching and learning of others*
- ❖ *use of profanity*

A student with a disability may be removed from class and placed in an alternative educational setting only to the extent authorized by the state and federal laws and regulations.

When a student is removed from class, the teacher shall send the student to the building principal or designee and inform him/her of the reason for the student's removal from class. A written explanation of the reasons shall be given to the principal or designee within 24 hours of the student's removal from class.

The principal shall inform the student of the reason(s) for the removal from class and shall allow the student the opportunity to present his/her version of the situation. The principal shall then determine the appropriate educational placement for the student who has been removed from a class by a teacher.

The parent/guardian of a minor student shall be notified of the student's removal from class as outlined below.

3. Placement Procedures

a. The building principal or designee shall place a student who has been removed from a class by a teacher in one of the following alternative educational settings:

- (1) The class from which the student was removed if, after weighing the interests of the removed student, the other students in the class and the teacher, the principal or designee determines the readmission to the class is the best or only alternative.
 - (2) Another class in the school or another appropriate place in the school.
 - (3) Another instructional setting.
 - (4) An alternative education program approved by the Board (if available). State law defines this as an instructional program approved by the school board that utilizes successful alternative or adaptive school structures and teaching techniques and that is incorporated into existing, traditional classrooms or regularly scheduled curricular programs or that is offered in place of regularly scheduled curricular programs.
- b. When making placement decisions, the building principal or designee shall consider the following factors:
- ❖ the reason the student was removed from class (severity of the offense)
 - ❖ the type of placement options available for students in that particular school and any limitations on such placements (costs, space availability, location)
 - ❖ the estimated length of time of placement
 - ❖ the student's individual needs and interests
 - ❖ whether the student has been removed from a teacher's class before (repeat offender)
 - ❖ the relationship of the placement to any disciplinary action (e.g., if student suspension from school is required as a result of the student's conduct is the placement applicable before and/or after the suspension?)

The principal or designee may consult with other appropriate school personnel as the principal or designee deems necessary when making or evaluating placement decisions. A student's parent/guardian may also be consulted regarding the student placement decisions when determined by the principal or designee to be in the best interests of the persons involved or required by law.

- c. All placement decisions shall be made consistent with established Board policies and in accordance with state and federal laws and regulations.
- d. The parent/guardian of a minor student shall be notified of a student's placement in an alternative educational setting as outlined below.

4. Parent/Guardian Notification Procedures

- a. The building principal or designee shall notify the parent/guardian of a minor student, in writing, when a teacher has removed a student from a class for offenses stated in the code of classroom conduct. This notification shall include the reasons for the student's removal from class and the placement decision involving the student. The notice shall be given as soon as practicable after the student's removal from a class and placement determination.
- b. If the removal from class and change in educational placement involves a student with a disability, parent/guardian notification shall be made consistent with state and federal laws and regulations.
- c. If the student removed from a class is also subject to disciplinary action for the particular classroom conduct (i.e., suspension or expulsion), the student's parent/guardian shall also be notified of the disciplinary action in accordance with legal and policy requirements.

SCHOOL DISTRICT OF WILD ROSE

4.08

ACCOMMODATING A STUDENT'S RELIGIOUS BELIEFS

The Wild Rose Board of Education recognizes that reasonable accommodations with regard to examinations, preplanned classroom activities and other academic requirements may have to be made from time to time of a student's sincerely held religious beliefs.

Parents/guardians may make requests regarding the above to the building principal. All requests must be made in writing and signed by the student's parent or guardian. The building principal shall be responsible for reviewing and acting upon requests for student exemption from classroom and/or curriculum activities. Should an exemption be granted, alternate classroom will be assigned. If a request is denied, the parent or guardian may appeal the building principal's decision in accordance with the School district of Wild Rose Discrimination Complaint Procedures.

Although students may be exempt from specific classroom activities or portion of established curriculum as provided herein, students are strongly encouraged to participate fully in all classroom and curriculum activities. The curriculum in the Wild Rose

School District is designed to provide students with a balanced and well-rounded education. Therefore, it is important for students to participate in all aspects of the curriculum.

Students, parents and teachers shall be informed annually of this policy and applicable procedures.

LEGAL REF.: Sections 118.01(2)(d)2c, 118.019(1)(d)
PI 9 and PI 41 of the Wisconsin Administrative Code

Initial Adoption: November 11, 1999

Final Adoption: December 9, 1999

School District of Wild Rose

1.47

Parents and Students Rights Regarding District Programs, Activities, and Student Surveys

Parents/guardians may inspect, upon request, any instructional material used as part of the educational curriculum for students. In addition, parents/guardians may deny their child's participation in certain District educational programs or activities in accordance with state and federal laws and regulations. Specifically, parents/guardians may:

- (1) Request that their child not participate in 4th, 8th or 10th grade state assessments.
- (2) Request that their child not participate in instruction in human growth and development or instruction in certain health-related subjects (physiology and hygiene, sanitation, the effects of controlled substances and alcohol upon the human system, symptoms of disease and the proper care of the body.)
- (3) Request that their child not participate in any survey administered or distributed to students in the schools that reveals information concerning any of the following:
 - a. political affiliations or beliefs of the student or the student's parent;
 - b. mental and psychological problems of the student or the student's family;
 - c. sex behavior or attitudes;
 - d. illegal, anti-social, self-incriminating or demeaning behavior;
 - e. critical appraisals of other individuals with whom students have close family relationships;
 - f. legally recognized privileged or analogous relationships such as those of lawyers, physicians and ministers;
 - g. religious practices, affiliations or beliefs of the student or student's parent; or
 - h. income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program.

Parents/guardians may inspect, upon request, any survey containing items related to any of the above information and any survey created by a third party, any instructional materials used in connection with any such survey, or any instructional material used as part of the educational curriculum for the student. **If a survey containing any of the above information is funded in whole or in part by any program administered by the U.S.**

Department of Education, written consent shall be obtained from the student or, in the case of a minor student, the student's parent/guardian before the student participates in the survey.

- (4) Request that their child not participate in any activities involving the collection, disclosure or use of personal information collected from students for the purpose of marketing or selling that information, or otherwise providing that information to others for that purpose. "Personal information" includes individually identifiable information such as a student's or parents' first and last name, address, telephone number or Social Security identification number. Upon request, parents/guardians may inspect any instrument used in the collection of personal information from students for marketing or selling purposes before the instrument is administered or distributed to students.

This provision does not apply to the collection, disclosure or use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for, or to, students or educational institutions such as the following:

- a. College or other postsecondary education recruitment or military recruitment.
- b. Book clubs, magazines and programs providing access to low-cost literary products.
- c. Curriculum and instructional materials used by elementary and secondary schools.
- d. Tests and assessments used by elementary and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.
- e. The sale by students of products or services to raise funds for school-related or education-related activities.
- f. Student recognition programs.

(5) Request that their child not participate in any non-emergency, invasive physical examination or screening that is: (a) required as a condition of attendance, (b) administered by the school and scheduled by the school in advance, and (c) not necessary to protect the immediate health and safety of the student, or of other students. "Invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion or injection in the body, but does not include a hearing, vision or scoliosis screening.

Parents/guardians shall be informed at the beginning of the school year of the specific or approximate dates during the school year when activities outlined in items (3), (4) and (5) are scheduled to take place (if known) and shall be given the opportunity to request that their child not participate in such activities. If the need to conduct a survey arises during the school year parents/guardians shall receive a minimum two weeks advanced notice.

Parents/guardians shall make any of the above requests, in writing, to the building principal or designee. Survey inspection requests should be made prior to the date in which the survey is scheduled to be administered to students. All requests will be judged individually based upon state and federal guidelines. The principal or designee shall respond to such requests in a timely manner.

These rights shall also be extended to students who are 18 years of age or emancipated minors within the school district.

The District shall inform parents/guardians of this policy at the beginning of each school year.

The School District shall not discriminate on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap, or any other protected class status under state or federal law.

Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-4605

Reference: Board Policy 1.33 Copyright Policy
Board Policy 3.15 Student Records Policy
Board Policy 3.35 Equal Educational Opportunities – Pupils
Board Policy 4.03 Selection of Instructional Materials
Board Policy 4.04 Curriculum – General
Board Policy 4.07 Selection of Human Sexuality Materials Initial
Adoption: 07/24/2003
Final Adoption: 08/14/2003
Revised: 07/24/2017

VIDEO SURVEILLANCE

The School District of Wild Rose Board of Education has authorized installation of a video camera system in school building(s) and on school grounds. This system will be used for the purpose of maintaining a safe and orderly educational environment, for identifying disciplinary issues, for minimizing theft and vandalism, and for enforcing school policies and rules.

The video camera system shall be used according to the following guidelines:

- A. The video camera system will not be continuously monitored except when specifically authorized by the District Administrator, and only in compliance with state or federal law.
- B. Only individuals authorized by the District Administrator or building principal(s) may view recordings.
- C. The video camera system is to be used as a resource only for investigations. Should a video recording become part of a student disciplinary action, the recording will become part of student's behavioral record, subject to the District's records policy and procedures as well as state and federal law. The District reserves the right to provide copies of recordings to law enforcement agencies as deemed appropriate by the District Administrator and in compliance with appropriate state and federal laws.
- D. Except as provided in item Paragraph (c) above, video recordings will be maintained for a minimum of twenty-one (21) calendar days.
- E. Video cameras are authorized for use in the following areas where the public, students and staff have no reasonable expectation of privacy (common areas) to include but not limited to: entrances, hallways, commons, cafeterias, gymnasiums, parking lots, athletic fields, general office areas, auditorium, and the exterior of the buildings. Video cameras will not be used in any area where the public, students or staff have a reasonable expectation of privacy, including restrooms, locker rooms, and health rooms.
- F. The District will post signs at all main entrances to the building(s) as well as where deemed appropriate on school grounds stating that video surveillance cameras are in use but not continuously monitored.

Other common areas of District buildings and grounds may be subject to limited term video surveillance with the written authorization of the District Administrator. Such approval will be granted only in situations where the District Administrator has reason to believe that a safe and orderly educational environment is at risk or to monitor areas where the theft and vandalism are believed to be occurring. Video surveillance will be used in accordance with the guidelines set forth in paragraphs (A) through (F) listed above.

This policy shall be distributed through student and employee handbooks, district newsletters, on facility use request forms, and by other reasonable means.

The School District shall not discriminate on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap.

Cross-reference: 7.11 Use of Video Camera on the School Bus
7.16 Locker Room Privacy Policy

Initial Adoption: 07/24/2008

Final Adoption: 08/14/2008

LOCKER ROOM PRIVACY POLICY

The School District of Wild Rose believes that it is important to maintain the privacy of the students and staff that use our locker rooms for both curricular and co-curricular activities. Due to our concerns for the safety and privacy of our students and staff, access to our locker rooms shall be restricted as outlined in this board policy.

- 1) Access to team locker rooms shall be restricted to students, student athletes, coaches, administrators, officials, medical personnel, emergency personnel, and other team personnel as directed by the classroom teacher or by the coach of the team/class using the locker room.
- 2) Representatives from the media will not be allowed to conduct interviews in the locker rooms before or after contests while students are using the locker rooms.
- 3) Parents are not allowed to enter the locker rooms immediately before a contest, during a contest, or immediately after a contest without the coach's approval.
- 4) Cell phones and other electronic equipment capable of recording video images are prohibited from being used in the locker rooms except for a purpose directly related to the athletic activity.
- 5) It shall be a violation of board policy to use a cell phone or other electronic device to capture, record, or transfer a representation of a nude or partially nude person in the locker room.
- 6) It shall be the coach's discretion to allow other individuals in the locker room as they determine may be appropriate to the given situation.
- 7) The administration reserves the right to assign school employees other than the teacher or coach to supervise the locker rooms as needed.

The School District shall not discriminate on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap.

Ref: 3.47 Electronic Paging and Communications Devices Prohibited
7.15 Video Surveillance

Initial Adoption: 07/24/2008

Final Adoption: 08/14/2008

ACADEMIC HONESTY

The School District of Wild Rose believes that academic integrity and honesty are essential to the pursuit of academic excellence and character development. All school work that is submitted for the purpose of meeting course or class requirements shall be the original effort of the individual student. Any act of dishonesty or deception that unfairly, improperly, or illegally improves a grade on an assignment, test, or other course work is prohibited.

Academic dishonesty includes but is not limited to:

Cheating on Exams

1. Copying from others.
2. Storing or using notes, formulas, equations, or other information in a programmable calculator or other electronic device without the explicit review and permission of the teacher.
3. The possession or use of a communication device such as a cell phone, pager, PDA, or other electronic transfer to send or obtain unauthorized information.
4. Taking an exam for another student or allowing someone else to take an exam for you.
5. Asking another person to give you improper assistance.
6. Soliciting or accepting money or any other benefit in return for giving another student improper assistance.

7. Providing others or receiving information about all or part of an exam, including answers prior to an exam. (e.g., telling someone in a subsequent period what was on an exam, or receiving this information)
8. Possessing or using a “cheat sheet” (a piece of paper with answers, formulas, information, or notes of any kind) that is not specifically authorized by the teacher.
9. Altering a graded exam and resubmitting it for a higher grade without the explicit authorization of the teacher.
10. Working together on a take-home exam, unless specifically authorized by the teacher.
11. Gaining or providing unauthorized access to exams or exam materials.

Simply having possession of any unauthorized or prohibited information during an exam is an act of academic dishonesty and will be dealt with as such regardless of the actual use of the specific information or material.

Plagiarism

1. Giving or receiving improper assistance on an assignment meant to be individual work.
2. Including in any graded assignment any materials not based upon your own research and writing. Including but not limited to:
 - A. Using the services of a commercial term paper company.
 - B. Using the services of another student, parent or others.
 - C. Copying part or all of another person’s paper and submitting it as your own work for an assignment.
3. Providing research paper(s) to another student or other students.
4. Submitting substantial portions of the same academic work for credit in more than one course without consulting both teachers (self-plagiarism).
5. Failing to use quotation marks where appropriate.
6. Failing to properly acknowledge paraphrased materials via textual attribution, footnotes, endnotes and/or bibliography.
7. Making up data or fudging data to suit your needs.
8. Citing non-existent sources (articles, books, etc.)

Other

1. Misrepresenting your academic accomplishments, transcripts, or tampering with computer records.
2. Deceiving a teacher or making up false excuses to obtain special consideration on an exam or a deadline extension for an exam or paper.
3. Failing to stop work on an exam when the time allocated has expired.
4. Forging a signature
5. Hoarding or damaging library materials.

Responsibilities of Parents, Students, Staff, and Administration

1. Parents will be expected to communicate with their child the importance of moral and ethical behavior and encourage their child to exhibit academic honesty throughout the school year.
2. Students will sign an academic honesty pledge and adhere to the guidelines by completing all of their work honestly.
3. Teachers will:
 - A. Review the Academic Honesty Policy with students during the first week of each semester and enforce the policy in all instances.
 - B. Prepare students for tests on test days, inform students if unannounced tests will be used during the course, and carefully proctor tests.
 - C. Teachers will clearly specify whether work is to be completed individually or cooperatively.
 - D. Score tests and assignments and secure grade books so grades are private and safe.
4. Administrators will communicate the Academic Honesty Policy to parents and students annually by including a copy of this policy in the “Back to School Newsletter” and student handbooks. The principal shall support appropriate disciplinary actions as specified in this policy.

Procedures for Handling Violations of the Academic Honesty Policy in Grades 6-12

The teacher has the primary authority in the classroom and is responsible for investigating any alleged violation of the academic honesty policy, determining the circumstances, and in most cases, for taking appropriate disciplinary action as per board policy. The teacher may seek assistance from the building principal as needed. The teacher will enforce violations of the Academic Honesty Policy in the course in which the infraction occurs.

First Violation:

When a teacher has evidence or acquired information that a violation of the academic policy may have occurred he or she shall immediately investigate the matter to determine the facts, including a private conference with the individual student.

If the violation is not verified the teacher shall review the policy with the student.

If the violation is verified:

1. The teacher shall inform the student that they will lose credit (receive a zero) for the assignment, quiz, test, report, or marking period/semester examination.
2. The teacher shall contact the parent or guardian to discuss the violation and document the parental contact.
3. The teacher shall complete a discipline referral and forward to the building principal.
4. At the discretion of the building principal, the student may be subject to further disciplinary action and referral may be made to the proper authorities if a violation of the law has occurred.
5. At the teacher's discretion the student may be allowed to complete the work in question for half-credit of the grade received on the work.

Second and Subsequent Violations:

If a second violation of the academic honesty policy is verified in the same course during the school year the student will receive an "F" in the course in which the subsequent violation occurs. At the discretion of the building principal, the student may be subject to further disciplinary action and referral may be made to the proper authorities if a violation of the law has occurred.

A second violation of the Academic Honesty Policy shall result in removal from National Honor Society. Class officers and/or Student Senate members shall be removed from office for the remainder of the school year.

The School District of Wild Rose shall not discriminate on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, emotional, or learning disability or handicap.

Initial Adoption: 07/24/2008

Final Adoption: 08/14/2008

**SCHOOL DISTRICT OF WILD ROSE
ACADEMIC HONESTY PLEDGE**

1. I will do my own work. I will not copy another person's work and turn it in as my own. I will not seek unfair assistance from another student, parent, computer program, or any other unauthorized source on a project that was meant to be completed on my own.
2. I will adhere to the rules while taking a test. I will not talk to another student, look at another student's paper, or allow others to see my paper.
3. I will not consult unauthorized material or information (notes, calculator, ipod, cell phone, PDA, etc.) during tests unless my teacher gives me permission.
4. I will not plagiarize. I understand that plagiarism is using words or ideas of other authors in my papers without giving those authors credit. I will not take material from the Internet or another student's electronic files and use it as my own.
5. I will not communicate exam information or answers during or following an exam.
6. I will follow the teacher's directions regarding whether it is acceptable to give, receive, or ask for help on homework.

Student Name (Print)

Date

Signature of Student

BULLYING PREVENTION

The School District of Wild Rose is committed to providing a safe, secure, and respectful learning environment for all of our students and staff while at school, on school buses, and at school-sponsored activities. Bullying behavior can have a harmful social, physical, psychological, and academic impact on the bullies, the victims, and the bystanders. We believe that a comprehensive bullying prevention program that includes ongoing education, a procedure to report bullying or harassment, and enforcement of school district policies, are key to maintaining a safe school environment.

Definition:

Bullying is defined as any hostile or aggressive behavior directed at another individual(s) that is intentional and involves an imbalance of power between the bully and the bullied. This behavior typically is repeated over time.

Bullying can take many forms including, but not limited to physical or verbal assaults, nonverbal or emotional threats or intimidation, social exclusion and isolation, extortion, and the use of a computer or telecommunications to send embarrassing, slanderous, threatening, or intimidating messages.

Bullying is a form of victimization and is not necessarily a result of or a part of an ongoing conflict. Bullying can also be characterized by teasing, put-downs, name-calling, cruel rumors, false accusations and hazing.

Prohibitions:

Behavior that is considered to be bullying as defined in this policy shall be prohibited provided this behavior takes place at school, during any school sponsored event, on school buses or other school vehicles used on occasion to transport students, or through the use of school equipment in the case of cyber bullying. Bullying will not be tolerated from student to student, from student to adult, from adult to student, or between adults.

Complaint Procedures:

It is the responsibility of students and staff to report acts of bullying.

Students are encouraged to make a report to the adult supervising the activity if they believe they are being bullied or observe another individual being bullied. Students may also report such behaviors to a teacher, guidance counselor, or administrator.

Any adult authorized to maintain student discipline is expected to intervene and stop such inappropriate behavior if they receive a report or observe this behavior taking place. Staff members are encouraged to refer such matters to the administration if they do not believe they are able to resolve bullying behavior.

All reports shall be taken seriously. Reports received verbally or in writing shall be recorded and documented. An investigation to determine the facts shall take place as soon as possible in order to determine the validity and seriousness of the report.

Filing a report in good faith will not affect the status of the individual. The school staff or administrator will provide support to students or coworkers to protect against any possible retaliation for making such a report. The school district shall keep the complaint confidential to the extent possible to protect both parties until such a time as the misconduct is confirmed and sanctions are imposed.

Sanctions and Support:

Programs designed to prevent bullying behavior and redirect students from continuing to bully shall be considered and implemented. These programs may take many forms and can include classroom activities and instruction.

Students found to be in violation of this policy may be referred for counseling and may be subject to disciplinary action up to and including suspension, expulsion, and referral to law enforcement officials for possible legal action as necessary.

Employees found to have participated in bullying behavior, or failing to intervene or report such behavior when they become aware of bullying behavior will be considered to be in violation of this policy. Employees may be subject to disciplinary action if they are found to be in violation of this policy.

Notice of this policy shall be made annually by inclusion in student and employee handbooks.

The School District of Wild Rose shall not discriminate on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, emotional, or learning disability or handicap.

Initial Adoption: 06/28/2007

Final Adoption: 07/12/2007

Revised: 08/12/2010

SCHOOLS ACCEPTABLE USE POLICY COMPUTERS AND INTERNET PERMISSION POLICY

The School District of Wild Rose provides students and staff members access to computers and the internet as a means to further educational goals and objectives.

Some materials accessible via the internet may contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. While our intent is to make safe and secure internet access available to further educational goals and objectives, students may find ways to access other materials as well. We believe that the benefits to students from access to the internet exceeds any disadvantages. Ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and informational resources. To that end, the School District of Wild Rose supports and respects each family's right to decide whether or not to have access to the internet. Within reason, freedom of speech and access to information will be honored. Our school district has taken measures to prevent access to inappropriate information. However, we cannot control all the information available on the internet.

- I. An internet filter shall be in place on the school district computer network that protects against the access by both adults and minors to visual depictions that are obscene or child pornography. Access to visual depictions that are harmful to minors shall also be restricted. The school district also reserves the right to limit access to sites or materials determined to be inappropriate or harmful.

Under the CIPA (Children's Internet Protection Act), a "minor" is an individual who has not attained the age of 17 and a "technology protection measure" is a specific technology that blocks or filters Internet access to the prohibited material.

When making judgments about what Internet access has to be filtered or blocked, school officials should keep in mind the following federal law definitions:

- A. The term "child pornography" includes any visual depiction, including any photograph, film, video, picture, or computer or computer-generated image or picture, whether made or produced by electronic, mechanical or other means, of sexually explicit conduct where:
1. the production of such visual depiction involves the use of a minor engaging in sexually explicit conduct;
 2. such visual depiction is, or appears to be, of a minor engaging in sexually explicit conduct;
 3. such visual depiction has been created, adapted or modified to appear that an identifiable minor is engaging in sexually explicit conduct; or
 4. such visual depiction is advertised, promoted, presented, described or distributed in such a manner that conveys the impression that the material is or contains a visual depiction of a minor engaging in sexually explicit conduct.
- B. The term "harmful to minors" includes any picture, image, graphic image, file or other visual depiction that, with respect to minors:
1. taken as a whole, appeals to a prurient interest in nudity, sex or excretion;
 2. depicts, describes or represents in a patently offensive way, an actual or simulated sexual act or sexual contact, actual or simulated normal perverted sexual acts, or a lewd exhibition of the genitals; and
 3. taken as a whole, lacks serious literary, artistic, political or scientific value.

- C. The term “obscene” has the meaning given such term in section 1460 of Title 18 of the United States Code.

An administrator, supervisor, or other authorized person may have the filtering system disabled by the computer technician to provide unfiltered access if it is determined that an adult is conducting bona fide research or for other lawful educational interests.

II. The following guidelines define appropriate technology use:

1. Students are responsible for good behavior on the computer, just as they are at home, classroom or a school hallway. Communication on the internet is public in nature. School rules for behavior and communication apply.
2. Access to the internet is a privilege not a right. Access entails responsibility.
3. The District reserves the right to review files and internet communication including internet account accessed with school equipment without the user’s permission, advance notice or warning at any time for any purpose to maintain integrity and insure that users are using the system responsibly. Users should not expect that files stored on District computers will be private.
4. Any use of the internet and computers shall be for the exchange of information in order to enhance education and research.
5. Obey software licensing and copyright laws. It is against the law to copy other people’s software.
6. Do not spread computer viruses, or intentionally destroy any person’s files.
7. Do not damage any computers or any equipment or system.
8. **NEVER GIVE OUT PERSONAL INFORMATION SUCH AS YOUR HOME ADDRESS OR TELEPHONE NUMBER.** Use the school address instead. Internet users may not post private information about a person or post personal information about themselves on the internet including, but not limited to addresses, telephone number, identification numbers, account numbers, access codes, or passwords.
9. Be familiar with these rules and how to use the internet before getting on line. If you have any questions about these rules, please ask your teacher/supervisor for assistance.

The following are examples of behaviors not permitted (non-inclusive list):

- ❖ sending, downloading, storing, or printing of offensive information
- ❖ harassing, insulting, abusive, intimidating, attacking or frightening others, or threatening to inflict injury or physical harm to that person or their property
- ❖ damaging or modifying computers, computer systems or computer networks
- ❖ violating copyright laws
- ❖ using unauthorized passwords or hacking
- ❖ trespassing in other users folders, works, or files
- ❖ vandalizing the data of another user
- ❖ employing the network or internet for commercial purposes
- ❖ posting anonymous messages
- ❖ using obscene language
- ❖ sending a message to a person using obscene, lewd, or profane language or suggesting any lewd or lascivious act.
- ❖ posting private information about yourself or another person or posting personal contact information about yourself or others.
- ❖ sending repeated messages with the intent to harass that person.

- III. Students are prohibited from using e-mail, chat rooms, blogs or social networking sites for personal correspondence. They may only use e-mail as part of curriculum-based classroom activities under staff supervision. Instruction will be provided each year to students regarding appropriate online behavior including the appropriate interaction with other individuals on social networking websites, chat rooms, blogging, and cyberbullying.
- IV. Students shall be allowed to access the internet under the supervision of staff. Staff members are expected to guide students to access materials on the internet that have an educational value. All users, students, and adults, are required to report any sites that contain any inappropriate materials or materials harmful to minors to the immediate supervisor and to the district computer technician. This includes any text, audio segment, picture, image, graphic image file, or other visual depiction that is deemed inappropriate or harmful to minors, or lacks serious literary, artistic, political, or scientific value to minors.
- V. Student Sanctions: Enforced progressively in grades 6-8 and grades 9-12
 - ❖ Violations may result in the temporary or permanent loss of internet access as well as other disciplinary or legal action.
 - 1st offense: Range: 10 to 45 school days
 - 2nd offense: Range: 45 to 90 school days
 - 3rd offense: Range: 90 to 180 school days
 - 4th offense: Permanent loss of privileges while enrolled at school
 - ❖ Additional disciplinary action may be determined at the building level in line with existing practice regarding inappropriate language or behavior. If the misconduct is serious enough, the discipline issued in response to such misconduct may be non-progressive in nature.
 - ❖ When applicable, law enforcement agencies may be involved.
 - ❖ In all cases, restitution for damages and/or materials will be assessed.

All penalties will be administered by the building principal and are subject to review by the administrative team. The District reserves the right to discipline students above and beyond the consequences as listed.

The School District of Wild Rose does not discriminate on the basis of sex, race, religion, national ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap, or any other legally protected status.

Cross Reference: 8.12 – The Use of Laptop Computers by Staff
 3.61– Bullying Prevention Policy
 3.59 – Creation and Maintenance of Internet Web Pages

Initial Adoption	10/3/1996
Final Adoption	10/10/1996
Revision	06/08/2000
Revision	11/08/2001
Revision	03/13/2008
Revision	03/13/2009
Revision	12/15/2015
Revised	03/08/2016

Legal Review	03/08/2018
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**SCHOOL DISTRICT OF WILD ROSE
SCHOOL SPONSORED TRANSPORTATION RELEASE**

This is to certify that _____ has my permission to ride (to – from both) the
(student)
_____ on _____ at _____.

I certify that I am personally transporting the above named student or have arranged for transportation with an adult (non-student) of my choosing for this student.

Reason for not riding the bus _____

I understand that the School District of Wild Rose Co-Curricular Participation Code requires that students ride the bus to and from all events and a departure from this requirement will release the School District of Wild Rose from all liability for any adverse results that may occur.

I hereby release the School District of Wild Rose and all its officers and employees from any and all liability resulting from the transport of the above-named student by myself or another adult to and/or from the above contest. I understand that the School District of Wild Rose has not verified whether the adult that I have authorized to provide transportation has a valid driver's license, a safe driving record, has vehicle insurance, or inspected the vehicle for safety. I understand that neither I nor any adult acts as an agent of the District of Wild Rose in transporting the student to and/or from the above contest.

This form must be on file in the high school office prior to the time of departure from school on the day of the contest.

(Parent or Guardian) (Principal or Coach)

Date _____ Approved – Not Approved

02/24/2009

FAMILY ACCESS

The School District of Wild Rose has implemented Skyward's Family Access system. A link to this system can be found under the Parents drop down menu on the school website: www.wildroseschools.org. The family access system will allow you to view your child's or children's attendance, grades, food service balance, schedule, progress, assignments, and emergency information.

In order to use family access, you will need to obtain a login and password. By signing and returning the form below, you will authorize the district to create your login and provide you with your password. The login is predetermined by the Skyward software and cannot be changed; however, you may change your password after you log in the first time.

If you have any questions or concerns regarding this access, or you wish to obtain your login information, please contact the School Secretary at (920) 622-4201.

You will only need to return this form if you forgot or do not know your password.

-----DETACH AND SEND LOWER PORTION-----

Student Name: _____

Parent/Guardian Name: _____

Address: _____

Email (Home): _____

Email (Work): _____

Parent/Guardian Name: _____

Address: _____

Email (Home): _____

Email (Work): _____

(Please Check Appropriate Box)

☐ Please email to the respective email address(es) above. - RECOMMENDED

☐ Please mail my password(s) to _____

☐ No password is required - I waive this service.

Signature: _____ Date: _____

Return to: School District of Wild Rose
P.O. Box 276
Wild Rose, WI 54984
Phone: (920) 622-4201

**OVER-THE-COUNTER MEDICATION CONSENT FORM
FOR WILD ROSE SCHOOL DISTRICT**

Student Name: _____ DOB: _____ Grade: _____

Parent/Guardian to complete this form and provide the over-the-counter medication (non-prescription) in the original manufacturer's package. The package must list the active ingredients and recommended therapeutic dosage. If a dosage is requested that is higher than the recommended therapeutic dosage it must be accompanied by the written approval of the student's health care provided as well as the parent/guardian's permission.

Name of Over-the-Counter Medication: _____

Reason to Administer: _____

Dose and Route: _____

Frequency/ Time to be given: _____

Start Date: _____ Stop Date: _____

Possible Side Effects: _____

I hereby give permission to school personnel to administer the over-the-counter medication listed above, to my child, according to the directions provided on this form. I agree to hold the Wild Rose School District and school personnel harmless in any and all claims arising from the administration of this medication at school.

Signature of Parent/Guardian _____ Date _____

Wild Rose Middle/High School
PO Box 276
Wild Rose, WI 54984
Tele: 920-622-4201
Fax: 920-622-4801

Wild Rose Elementary School
PO Box 119
Wild Rose, WI 54984
Tele: 920-622-4204
Fax: 920-622-4601