STUDENT/PARENT HANDBOOK

Taylor Prairie School

900 N Parkview Street

Cottage Grove, WI 53527

608-839-8515

TAYLOR PRAIRIE
SCHOOL

2025-2026

Monona Grove School District

mononagrove.org

The Monona Grove Vision and Mission Statement

Our Mission

To be a safe, equitable, and inclusive learning community for everyone.

Our Vision

Engaged learning where equity is prioritized.

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FOREWORD

This student handbook was developed to answer many of the commonly asked questions that you and your parents may have during the course of a school year. This handbook summarizes many of the official policies and administrative guidelines of the Board of Education and the School District. To the extent that the handbook is ambiguous or conflicts with these policies and guidelines, the policies and guidelines shall control. This handbook is effective immediately and supersedes any prior student handbook.

Because the handbook also contains information about student rights and responsibilities, each student is responsible for knowing its contents. Please take time to become familiar with the following information and keep the handbook available for you and your parents' use. It can be a valuable reference during the school year and a means to avoid confusion and misunderstanding when questions arise. Should you have any questions that are not addressed in this handbook, contact your Principal who you will find listed in the Staff Directory section of the handbook. This handbook supersedes all prior handbooks and other written or oral statements regarding any item in this handbook.

This handbook summarizes many of the official policies and administrative guidelines of the Board of Education and the School District. If any of the policies or administrative guidelines referenced herein is revised after June 30, 2025 the language in the most current policy or administrative guideline prevails. The current policies and guidelines are available on the District's website.

This Student/Parent Handbook is based in significant part on policies adopted by the Board of Education and Administrative Guidelines developed by the Superintendent. The Policies and Guidelines are periodically updated in response to changes in the law and other circumstances. Therefore, there may have been changes to the documents reviewed in this Handbook since it was printed. If you have questions or would like more information about a specific issue, contact your school principal.

EQUAL EDUCATION OPPORTUNITY/ANTI-HARASSMENT

It is the policy *(Board Policy 2260 – Nondiscrimination and Access to Equal Educational Opportunity)* of the School District to provide an equal education opportunity for all students. The right of a student to be admitted to school and to participate fully in curricular, extra-curricular, student services, recreational or other programs or activities shall not be abridged or impaired based on the traits of sex (including gender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or any other characteristic protected by Federal or State civil rights laws (hereinafter referred to as "Protected Characteristics") or other protected characteristics as well as place of residence within School District boundaries, or social or economic background.

Students who have been identified as having an impairment or disability under Section 504 of the Rehabilitation Act or the Americans with Disabilities Act shall be provided with appropriate educational services. Parents who have questions should contact Christa Foster at 608-221-7660.

It is also the policy *(Board Policy 5517 – Student Anti-Harassment)* of the School District to maintain an educational environment that is free from all forms of harassment. This commitment applies to all School District operations, programs, and activities. All students, administrators, teachers, staff, and all other school personnel share responsibility for avoiding, discouraging, and reporting any form of harassment. This policy applies to conduct occurring in any manner or setting over which the School District can exercise control, including on school property, or at another location if such conduct occurs during an activity sponsored by the School District.

The School District will not tolerate any form of harassment and will take all necessary and appropriate actions to eliminate it, including suspension or expulsion of students and disciplinary action against any other individual in the School District community. Additionally, appropriate action will be taken to stop and otherwise deal with any third party who engages in harassment against our students.

Any person who believes that Taylor Prairie School or any staff person has discriminated against them in violation of these policies may file a complaint. A formal complaint can be made in writing to a School District Compliance Officer listed below:

Christa Foster
Director of Student Services
Monona Grove School District
5301 Monona Drive
Monona, WI 53716
(608) 221-7660
christa.foster@mgschools.net

The complaint procedure is described in *Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity* and *Policy 5517 – Student Anti-Harassment*. The policies are available on the School District's website.

Due to the sensitivity surrounding complaints of harassment, time lines are flexible for initiating the complaint process; however, individuals should make every effort to file a complaint within thirty (30) days after the conduct occurs while the facts are known and potential witnesses are available. Once the complaint process is begun, the investigation will be completed promptly. (What constitutes promptness will depend on the complexity of the issues, the number of incidents or factual elements, the number of witnesses and documents to be consulted, and the availability of witnesses and other evidence.)

If at any time during the investigation process the investigator determines that the complaint is properly defined as Bullying, under *Board Policy 5517.01 - Bullying*, and not harassment under *Board Policy 5517 – Student Anti-Harassment*, because the conduct at issue is not based on a student's Protected Characteristics, the investigator shall transfer the investigation to the appropriate building principal.

Under no circumstances will the School District threaten or retaliate against anyone who raises or files a complaint.

Our school is committed to an educational environment that is free of harassment of any form. Our school will not tolerate any form of harassment and will take all necessary and appropriate action to eliminate it, including suspension or expulsion of students and disciplinary action against any other individual in the School District community. Additionally, appropriate action will be taken to stop and otherwise deal with any third party who engages in harassment against our students.

Harassment means behavior toward a student or group of students based, in whole or in part on the traits of sex (including gender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or any other characteristic protected by Federal or State civil rights laws (hereinafter referred to as "Protected Characteristics which substantially interferes with the student's school or academic performance or creates an intimidating, hostile or offensive school environment. Harassment also includes "hate speech" directed against a student—the use of language, behavior, or images/symbols that express prejudice against a particular group or groups on the basis of any protected characteristic(s).

Examples of conduct that may constitute harassment include:

A. graffiti containing offensive language;

B. name calling, jokes or rumors;

C. threatening or intimidating conduct directed at another because of the other's protected characteristic (e.g., sex, race, learning disability);

D. notes or cartoons;

E. slurs, negative stereotypes, and hostile acts which are based upon another's protected characteristic;
F. written or graphic material containing comments or stereotypes which is posted or circulated and which is aimed at degrading individuals or members of protected classes;

G. a physical act of aggression or assault upon another because of, or in a manner reasonably related to, the individual's protected characteristic; or

H. other kinds of aggressive conduct such as theft or damage to property, which is motivated by a protected characteristic.

We have a user-friendly online form for filing complaints about ongoing harassment. Students are encouraged to report incidents or harassment to any responsible adult in the school with whom they have confidence and trust and feel comfortable.

NONDISCRIMINATION ON THE BASIS OF SEX

The Board of the Monona Grove School District does not discriminate on the basis of sex in its education program or activity and is required by Title IX and its implementing regulations not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The School District's Title IX Coordinator(s) is/are:

Christa Foster
Director of Student Services
Monona Grove School District
5301 Monona Drive
Monona, WI 53716
(608) 221-7660
christa.foster@mgschools.net

Any inquiries about the application of Title IX and its implementing regulations to the District may be referred to the Title IX Coordinator(s), the Assistant Secretary for the U.S. Department of Education's Office for Civil Rights, or both.

The Board has adopted a grievance process that provides for the prompt and equitable resolution of student and employee complaints alleging any action that is prohibited by Title IX and/or its implementing regulations. The grievance process is included in *Board Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities*. The grievance process specifically addresses how to report or file a complaint of sex discrimination, how to report or file a formal complaint of Sexual Harassment, and how the School District will respond.

It is a violation of this policy for anyone to knowingly making false statements or knowingly submitting false information during the sex discrimination complaint process, including intentionally making a false report of sexual harassment, or submitting a false

formal complaint. The School District will not tolerate such conduct, which is a violation of the Student Code of Conduct.

Neither the Board nor any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, its implementing regulations, or *Board Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities,* or because the individual made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy. Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX, its implementing regulations, or this policy, constitutes retaliation. Retaliation against a person for making a report of sexual harassment, filing a formal complaint, or participating in an investigation, is a serious violation of *Board Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities* that can result in the imposition of disciplinary sanctions, consequences, and/or other appropriate remedies.

All students, parents, and their representatives are advised to review *Board Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities* for more information and detail regarding the School District's commitment to nondiscrimination on the basis of sex.

SEXUAL HARASSMENT

Sexual harassment is prohibited in our school and at school-sponsored activities in accordance with *Board Policy 5517 – Student Anti-Harassment*. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct, or other verbal or physical conduct or communication of a sexual nature when:

A. submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining an education; or

B. submission or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's education; or

C. conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's education, or creating an intimidating, hostile or offensive educational environment.

Sexual harassment may include, but is not limited to:

A. unwelcome verbal harassment or abuse;

B. unwelcome pressure for sexual activity;

C. unwelcome, sexually motivated or inappropriate patting, pinching or physical contact, other than necessary restraint of students by teachers, administrators or other school personnel to avoid physical harm to persons or property;

D. unwelcome sexual behavior or words including demands for sexual favors, accompanied by implied or overt threats concerning an individual's educational status;

E. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's educational status; or

F. unwelcome behavior or words directed at an individual because of their sex or sexual orientation;

Sexual harassment examples include, but are not limited to:

A. repeatedly asking a person for dates or sexual behavior after the person has indicated no interest;

B. rating a person's sexuality or attractiveness;

C. staring or leering at various parts of another person's body;

D. spreading rumors about a person's sexuality;

E. letters, notes, telephone calls or materials of a sexual nature;

F. displaying pictures, calendars, cartoons or other materials with sexual content;

G. a pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another; or

H. remarks speculating about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history.

It is also the policy of the School District that a sexual relationship between staff and students is not permissible in any form or under any circumstances, in or out of the school, in that it interferes with the educational process and may involve elements of coercion by reason of the relative status of a staff member to a student. An inappropriate boundary invasion by a School District employee or other adult member of the School District community into a student's personal space and personal life is sexual harassment.

If you wish to report harassment, please contact either of the School District's Title IX Coordinators listed below:

Christa Foster
Director of Student Services
Monona Grove School District
5301 Monona Drive
Monona, WI 53716
(608) 221-7660
christa.foster@mgschools.net

Any person may report sexual discrimination, including sexual harassment, to the School District's Title IX Coordinator listed above, regardless of whether the person is the alleged victim of the reported conduct. The report may be made in person, by mail, by telephone, or by email. The report may be made at any time, including during non-business hours.

A copy of *Board Policy 2266 - Nondiscrimination of the Basis of Sex in Education Programs or Activities*, including the reporting, investigation, and resolution procedures, is available in the school office and on the District's website. *Board Policy 5517 – Student Anti-Harassment*, as well as *Board Policy 2266*, both contain the complaint procedures and steps for investigating complaints under these policies.

Any person who is unsure about how to submit a complaint of discrimination, harassment, or sexual harassment is encouraged to immediately contact one of the listed Compliance Officers, a Title IX Coordinator, an administrator, or any trusted member of the staff for assistance in filing a complaint.

Retaliation against a person who files a complaint is prohibited by Board policy and Federal law. Any allegation of retaliation should be filed immediately with assurance that it will be taken seriously and fully investigated by the School District.

BULLYING

Bullying is defined as a person willfully and repeatedly exercising power or control over another with hostile or malicious intent. Bullying can be physical, verbal, electronically transmitted, psychological (e.g., emotional abuse), through attacks on the property of another, or a combination of any of these. Examples of bullying include:

A. Physical – hitting, kicking, spitting, pushing, pulling, taking and/or damaging personal belongings or extorting money, blocking or impending student movement, unwelcome physical contact.

B. Verbal – taunting, malicious teasing, insulting, name calling, making threats.

C. Psychological – spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation.

D. "Cyberbullying" – the use of information and communication technologies such as e-mail, cell phone and pager text messages, instant messaging (IM), defamatory personal websites, and defamatory online personal polling websites, to support deliberate, repeated, and hostile behavior by an individual or group, that is intended to harm others.

All complaints about aggressive behavior that may violate this policy shall be promptly investigated. If the investigation finds that aggressive behavior has occurred, it will result in prompt and appropriate discipline, co-curricular sanctions and/or disciplinary action up to and including suspension or expulsion. Individuals may also be referred to law enforcement officials.

Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of bullying is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as bullying.

Making intentionally false reports about bullying for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally making a false report may result in disciplinary action as indicated above.

If a student or other individual believes there has been bullying, regardless of whether it fits a particular definition, the student should report it and allow the administration to determine the appropriate course of action. (*Board Policy 5517.01 - Bullying*)

STUDENT HAZING

Hazing activities of any type are inconsistent with the educational process and may in some circumstances be a violation of State law. The Board prohibits all such activities at any time in school facilities, on school property, and at any School District-sponsored activity or event.

Hazing is defined as performing any act or coercing another, including the victim, to perform any act of initiation into any class, group, or organization that causes or creates a risk of causing mental, emotional, or physical harm. Permission, consent, or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions contained in this policy.

If hazing or planned hazing is discovered, the students involved shall be informed by the discoverer of the prohibitions contained in this policy and shall be ordered to end all hazing activities or planned activities immediately. All hazing incidents shall be reported immediately to the Principal or to the District Administrator.

Students who fail to abide by this policy may be subject to disciplinary action and may be held personally liable for civil or criminal penalties. Disciplinary action for students

may include, but is not limited to, suspension and/or expulsion. *(Policy 5516 – Student Hazing)*

SECTION 504/ADA COMPLAINT

Any person who believes that Taylor Prairie School or any staff person has discriminated against them in violation of the *Board Policy 2260.01 – Section 504/ADA Prohibition Against Discrimination Based on Disability* may file a complaint. A formal complaint can be made in writing to a District Compliance Officer listed below:

Christa Foster
Director of Student Services
Monona Grove School District
5301 Monona Drive
Monona, WI 53716
(608) 221-7660
christa.foster@mgschools.net

The complaint procedure is described in Administrative Guidelines 2260.01A and 2260.01B and are available on the School District's website.

SCHOOL DAY

Information including contact information, office hours and school day hours are available on our website.

ARRIVAL/DISMISSAL PROCEDURES

Playground Supervisors are on duty at 7:20 a.m. Children who walk or are transported by parents should not arrive at school before 7:20 a.m. Parents who work should make child care arrangements if they leave home before this time. Students should hang up backpacks and then go to the playground when they arrive at school. The first bell rings at 7:45. It is important that students are present at that time to enter the building with their class. *Students arriving after 7:45 will be marked tardy.*

Drop Off Procedures

Please follow these guidelines for safety and efficiency reasons:

- Pull all the way forward, by bike racks, in the circular drop off area in front of Taylor Prairie School.
- Have children exit the vehicle from the side closest to the sidewalk.
- Students may proceed to the playground after hanging up their backpacks.
- **DO NOT PARK IN THE CIRCLE**
- On inside recess days students should enter the building and proceed to the cafeteria (4K) or gym (K).
- **DO NOT USE THE BUS LANES IN THE BACK OF THE BUILDING**
- If you are walking your child up, please drop off at the sidewalk.

Pick-Up Procedures

Students must go directly home when dismissed at 2:50 p.m. Children who are transported by parents should be picked up at dismissal. **There is no supervision of students after 2:50 p.m.** To ensure the safety of all children, we ask that you consistently follow these guidelines.

The Taylor Prairie School walk zone is posted on the website under Transportation. All other students are eligible for bus transportation. In order to ensure the children's safety, the following student pick-up procedures were determined through cooperation with the Utica Mutual Insurance Company. For the children to be safe and for these procedures to be effective, everyone must follow them.

- As cars enter the parking lot, they will be routed around the lot to the student pick up area.
- Cars will form a single lane. Please have your "student pick up sign" visible. (receive on Back to School Night)
- Please do not arrive prior to 2:30. This will keep the lane clear for students and staff that need to leave early for appointments.
- When a car reaches the designated spot where the supervisor is located, children will be called to the loading area
- Children will only get in the car at that spot, so supervisors can monitor.
- As the children are loaded in each car, the car will leave the parking lot.
- **Cars parked in the lot will need to wait until the lot is cleared of traffic to leave.** Please plan ahead if you need to leave immediately after school (use the street parking vs the parking lot).

Changes in Dismissal Arrangements

To ensure student safety and clear communication, please call the office by 2:00 p.m. or send a note with your child if there is a change in transportation on a given day, *(e.g. car pickup instead of riding the bus to designated address)*. Students will follow their normal dismissal procedure unless a call or note is received.

INJURY AND ILLNESS

All injuries must be reported to a teacher or to the office staff. If minor, the student will be treated and may return to class. If medical attention is required, the office will follow the School's emergency procedures.

A student who becomes injured or ill during the school day should request permission from the teacher to go to the office. The office staff will determine whether the student should remain in school or go home. No student will be released from school without proper parental permission. *(Board Policy 5340 – Student Accidents/Illness/Concussion & Sudden Cardiac Arrest)*

SECTION I - GENERAL INFORMATION

ENROLLING IN THE DISTRICT

Wisconsin students generally enroll in the School District in which they live. However, the School District will release a resident student who is accepted as a student in another School District under that District's open enrollment program.

Students who are new to Taylor Prairie School are required to enroll with their parents or legal guardian unless the student is eighteen (18) years old. When enrolling, the parents will need to provide:

A. a birth certificate or similar document;

B. custody papers from a court (if appropriate);

C. proof of residency; and

D. proof of immunizations and/or an appropriate waiver.

In some cases, temporary enrollment may be permitted. If that is done, the parents will be told what records are needed to complete the enrollment process.

Students enrolling from another school will have their courses and grades evaluated by the school counseling department. The office staff will assist parents in obtaining the official records from the previous school.

During the enrollment process, a parent (or adult student) may present information to the School District certifying that the parent (or adult student), their child, or a member of the parent's household is a participant in the Safe at Home/Address Confidentiality Program administered by the Wisconsin Department of Justice. In such cases the School District shall use the address designated by the Department of Justice to serve as the student's address for enrollment purposes. The School District shall place a copy of any certification provided by the parent in the enrollment files.

Students experiencing homelessness who meet the Federal definition of homeless may enroll and will be under the direction of the Homeless Liaison with regard to enrollment procedures. *(Board Policy 5111.01 – Homeless Students)*

Students who meet the Federal definition of children and youth in foster care may enroll and will be under the direction of the Local Point of Contact with regard to enrollment procedures *(Board Policy 5111.03 – Children and Youth in Foster Care)*.

Adult students (eighteen (18) years of age or older) may enroll themselves, but if residing with their parents are encouraged to include their parents in the process. Adult students do carry the responsibilities of both the student and parent and are expected to follow all School rules.

SCHEDULING AND ASSIGNMENT

The Principal will assign each student to the appropriate classroom and the program in which the student will be participating. Any questions or concerns about the assignment should be discussed with the Principal.

CELEBRATIONS AND OUTSIDE PARTY INVITATION

Please contact your child's teacher for their guidance on celebrating birthdays at school. We encourage parents to handle birthday party invitations outside the school. However, if you choose to distribute in the school it will only be allowed if ALL students in the classroom are invited.

HOLIDAY CELEBRATIONS

As part of our school and district-wide commitment to equity, we are focused on building community and creating welcoming, inclusive environments where all students feel they belong. We share about ourselves and our families and traditions, gather for all-school assemblies and performances, challenge ourselves on field day, learn from each other in buddy classrooms, and display our creativity at art shows and maker fairs. We are proud of our students, of these activities, and the opportunities they provide us.

We respect the cultural diversity among all our families and take time to learn and share with one another, but we refrain from celebrating holidays at school. Celebrating holidays like Halloween and Valentine's Day are fun traditions for many families, but it is our responsibility to provide space and opportunities for all students. As public schools, we must consider the many viewpoints, opinions, and values of our residents and families and do what is best for all students while they are at school.

EARLY DISMISSAL FROM SCHOOL

No student will be allowed to leave school prior to dismissal time without either a written or oral request by the parent or the parent coming to the school office to request the release. No student will be released to a person other than a custodial parent(s) or guardian without a permission note signed by the custodial parent(s) or guardian. *(Board Policy 5200 - Attendance and Policy 5230 – Release of Students to Authorized Persons)*

OPEN ENROLLMENT

The School District participates in the Wisconsin Public School Open Enrollment Program in accordance with applicable law and the relevant policies and rules of the School District, all as amended from time-to-time. *(Board Policy 5113 – Open Enrollment and Policy 5113.01 – Part-Time Open Enrollment)*

HEALTH ROOM

Wisconsin State Law requires that children must be immunized against diphtheria, pertussis (whooping cough), tetanus, polio, measles, rubella, varicella and Hepatitis B before entering school. Annual vision and hearing screenings are part of the MGSD Health Program for Kindergarten and 2nd grade. We also provide annual vision screenings for 4K, 5th and 8th grades.

Additional health room guidelines can be found on our website.

STUDENT ACCIDENTS/ILLNESS/CONCUSSION & SUDDEN CARDIAC ARREST

The School District believes that school personnel have certain responsibilities in case of accidents, illness, concussions, or sudden cardiac arrest that occur in school. Said responsibilities extend to the administration of first aid by persons trained to do so, summoning of medical assistance, notification of administration personnel, notification of parents, and the filing of accident reports. *(Board Policy 5340 – Student Accidents/Illness/Concussion & Sudden Cardiac Arrest)*

USE OF PRESCRIBED MEDICATIONS

In circumstances where a student must take prescribed medication during the School day, the following guidelines of *Board Policy 5330 – Administration of Medication/Emergency Care* are to be observed.

A. Parents should, with their physician's advice, determine whether the medication schedule can be adjusted to avoid administering medication during school hours.

B. The Medication Request and Authorization Forms must be filed with the Principal before the student will be allowed to begin taking any medication during school hours. The forms are available in the School office and the district website.

C. All medications to be administered during school hours must be registered with the health room.

D. Medication that is brought to the health room will be properly secured.

E. Medication may be conveyed to school directly by the parent.

F. For each prescribed medication, the container shall have a pharmacist's label with the following information:

1. student's name;
2. practitioner's name;
3. date;
4. pharmacy name and telephone;
5. name of medication;
6. prescribed dosage and frequency; and

7. special handling and storage directions.

8. Any unused medication unclaimed by the parent will be destroyed by School personnel when a prescription is no longer to be administered or at the end of a school year.

A log for each prescribed medication shall be maintained which will note the personnel giving the medication, the date, and the time of day. This log will be maintained along with the physician's written request and the parent's written release.

USE OF NONPRESCRIBED DRUG PRODUCTS

Possession, administration, and use of nonprescription drug products shall be in accordance with *Board Policy 5330 – Administration of Medication/Emergency Care*.

Staff and volunteers will not be permitted to dispense nonprescribed drug products to any student without written parental consent.

The Nonprescription Drug Product Request and Authorization Form (available on our website) must be filed with the school nurse before the student will be allowed to begin taking any medication during school hours.

For each nonprescription drug product, the container shall be the original manufacturer's package and the package must list in a legible format the ingredients and recommended therapeutic dose.

The parents request to administer a nonprescription drug product shall contain the following information:

A. student's name;

B. date;

C. name of medication;

D. dosage and frequency;

E. special handling and storage directions;

F. authorization for trained and authorized school staff to administer the medication; and

G. health care practitioner's note authorizing administering medication in a dosage that varies from the label's recommended dosage, if applicable.

Further, only those nonprescription drugs that are provided by the parent or guardian in the original manufacturers' package which lists the ingredients and dosage in a legible format may be administered.

Parents may authorize the school to administer a nonprescribed drug product using a form which is available at the school office. A physician does not have to authorize such medication, but all of the other conditions described above under Use of Prescribed Medications will also apply to nonprescribed medications. The student may be authorized on the request form by their parent to self-administer the medication in the presence of a school staff member. No other exceptions will be made to these requirements.

CBD PRODUCTS

In accordance with *Board Policy 5330 – Administration of Medication/Emergency Care,* students and parents are reminded of the following regulation regarding CBD product use, possession, and distribution on School District property or at school activities:

Lawful, Hemp-derived CBD products may be stored at school in a specific location, in its original packaging and allowed for self-administered use under the supervision of school staff and subject to appropriate physician's certificate and parent/guardian documentation.

DIRECT CONTACT COMMUNICABLE DISEASES

In the case of direct contact communicable diseases, the school still has the obligation to protect the safety of the staff and students. In these cases, the person in question will have their status reviewed by a panel of resource people to ensure that the rights of the person affected and those in contact with that person are respected. The school will seek to keep students and staff in school unless there is definitive evidence to warrant exclusion. *(Board Policy 8453 – Direct Contact Communicable Diseases)*

Direct contact communicable diseases include sexually transmitted diseases, AIDS (Acquired Immune Deficiency Syndrome), ARC-AIDS Related Complex, HIV (Human Immunodeficiency Virus), Hepatitis B, and other diseases that may be specified by the Wisconsin Department of Health Services.

As required by Federal and State law, parents may be required to have their child's blood checked for HIV and HBV, and other blood-borne pathogens when the child has bled at school and students or staff members have been exposed to the blood. Any testing is subject to laws protecting confidentiality.

STUDENTS WITH DISABILITIES

The Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act provide that no individual will be discriminated against on the basis of a disability *(Board Policy 2260.01 – Section 504/ADA Prohibition Against Discrimination Based on Disability)*. This protection applies not just to the student, but to all individuals who have access to the School District's programs and facilities.

A student can access Special Education services through the proper evaluation and placement procedure. Parent involvement in this procedure is generally required. More importantly, Taylor Prairie School encourages parents to be active participants. To inquire about Special Education programs and services, a parent should contact Kelsy Dieckhoff at 608-839-8515. *(Board Policy 2460 – Programs for Students with Disabilities)*

The School District is committed to identifying, evaluating, and providing a free appropriate public education ("FAPE") to students within its jurisdiction who are disabled within the definition of Section 504, regardless of the nature or severity of their disabilities.

SERVICE ANIMALS AND OTHER ANIMALS ON DISTRICT PROPERTY

Students, parents, and other members of the public may be accompanied at school by a service animal in accordance with Federal and State law and *Board Policy 8390 – Animals on District Property*.

Other animals permitted in schools and elsewhere on School District property shall be limited to those necessary to support specific curriculum-related projects and activities as approved by the principal.

An emotional support animal is not granted the same access to school buildings and classrooms, as service animals. The School District is not required to grant students' requests that they be permitted to bring an emotional support animal to classes or on school grounds for any purpose.

Therapy dogs which meet the certification and documentation requirements in *Board Policy 8390 – Animals on District Property* may be allowed limited access to the schools to perform their educational purpose as determined by the principal.

BILINGUAL STUDENTS/ENGLISH LEARNERS

The School District recognizes that there may be students enrolled whose primary language is not English. The School District provides appropriate identification and transition services for bilingual students and English Learners (ELs). The purpose of these services is to develop English language skills that will enable the students to function successfully and complete the School District's required curriculum. *(Board Policy 2260.02 – Services for Bilingual Students/English Learners)*

To inquire about programs and services for bilingual students and/or English Learners, a parent should email translator@mgschools.net or contact Jade Sachs at 608-316-1356.

STUDENT RECORDS

The origination and maintenance of appropriate student records are essential to the effective operation of the School District and meeting the educational interests of students. The rights and responsibilities of students, parents and the School District with respect to student records are governed by State and Federal law *(Board Policy 8330 – Student Records).* Many student records are kept by teachers, counselors, and administrative staff. There are two (2) basic kinds of student records - directory data and confidential records.

Directory data can be given to any person or organization when requested, unless the parents of the student object in writing to the disclosure as required under school

policy and State and Federal law. Directory data is specified in *Board Policy 8330 – Student Records* and includes:

a student's name;

address;

telephone number;

date and place of birth;

photograph;

major field of study;

participation in officially recognized activities and sports;

height and weight, if a member of an athletic team;

dates of attendance;

date of graduation;

or degrees received.

Directory data also includes a student ID number, user ID, or other unique personal identifier used by the student when accessing or communicating in a School District's electronic systems, if, standing alone, it cannot be used to access student education records, (i.e. a pin number, password, or other factor is also needed).

If parents and eligible students do not submit such written notification to the School District, directory data may be utilized by the District Administrator in District-wide publications, on the cable television educational access channel, or on the School District's website. The directory data used will be properly verified and approved by the District Administrator.

Student records are generally considered confidential under State and Federal law and may not be released to third parties unless the student's parent(s) consent in writing. However, there are exceptions to confidentiality, and requests for records within these exceptions may be granted without a parent's written consent. If you have questions about the confidentiality of student records and/or the release of student records to third-parties, please contact the principal or consult the *Board Policy 8330 - Student Records* and associated Administrative Guidelines.

Parents and students are reminded of: 1) their rights to inspect, review and obtain copies of students records; 2) their rights to request the amendment of the student's school records if they believe the records are inaccurate or misleading; 3) their rights to consent to the disclosure of the student's school records, except to the extent State and Federal law authorizes disclosure without consent; 4) the categories of student record information which have been designated as directory data and their right to deny

the release of such information; and 5) their right to file a complaint with the Family Policy Compliance Office of the U.S. Department of Education.

Consistent with the Protection of Pupil Rights Amendment (PPRA), no student shall be required, as a part of the school program or the School District's curriculum, without prior written consent of the student (if an adult, or an emancipated minor) or, if an unemancipated minor, the student's parents, to submit to or participate in any survey, analysis, or evaluation that reveals information concerning:

A. political affiliations or beliefs of the student or their parents;

B. mental or psychological problems of the student or their family;

C. sex behavior or attitudes;

D. illegal, anti-social, self-incriminating or demeaning behavior;

E. critical appraisals of other individuals with whom respondents have close family relationships;

F. legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;

G. religious practices, affiliations, or beliefs of the student or their parents; 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).

Consistent with the PPRA and Board policy, parents may inspect any materials used in conjunction with any such survey, analysis, or evaluation. Please contact the principal to inspect such materials.

Further, parents have the right to inspect, upon request, a survey or evaluation created by a third party before the survey/evaluation is administered or distributed by the school to the student. The parent will have access to the survey/evaluation within a reasonable period of time after the request is received by the building principal.

The Family Policy Compliance Office in the U.S. Department of Education administers both Family Educational Rights and Privacy Act (FERPA) and Protection of Pupil Rights Amendment (PPRA). Parents and/or 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 20202-4605
Washington, D.C.
www.ed.gov/offices/OM/fpco

Informal inquiries may be sent to the Family Policy Compliance Office via the following email addresses:

FERPA@ED.Gov; and
PPRA@ED.Gov.

ARMED FORCES RECRUITING

The School must provide at least the same access to the high school campus and to student directory data as is provided to other entities offering educational or employment opportunities to those students. "Armed forces" means the armed forces of the United States and their reserve components and the United States Coast Guard.

In accordance with Federal and State law, the school shall release the names, addresses, School District assigned e-mail addresses, and telephone listings of secondary students to a recruiting officer for any branch of the United States Armed who requests such information. A secondary school student, or parent of the student, may request in writing that the student's name, address, School District assigned e-mail address, and telephone listing not be released without prior consent of the parent(s)/eligible student.

The Board shall ensure that students and parents are notified of the provisions of the opportunity to deny release of directory data. Public notice shall be given regarding right to refuse disclosure to any or all directory data including in the armed forces of the United States and the service academies of the armed forces of the United States. *(Board Policy 8330 – Student Records)*

If parents and eligible students do not submit such written notification to the School District, directory data may be utilized by the District Administrator in School District-wide publications, on the cable television educational access channel, or on the School District's website. The directory data used will be properly verified and approved by the District Administrator.

STUDENT FEES, FINES, AND CHARGES

Fees or charges are determined by the cost of materials, freight/handling fees, and add-on fees for loss or damage to school property *(Board Policy 6152 – Student Fees, Fines, and Charges).* The school and staff do not make a profit.

Students using school property and equipment can be fined for excessive wear and abuse. Fees may be waived in situations where there is financial hardship.

Students who fail to pay fines, fees, or charges may be denied participation in graduation ceremonies. *(Board Policy 5460 – Graduation Requirements)*

For additional information, please see our website.

SCHOOL NUTRITION

Good nutrition is important, especially at the school age stage of development. You can support this by providing a nutritious breakfast and lunch or taking part in our district hot lunch program. *School Nutrition Board Policy #8500*

Children who carry a cold lunch may purchase milk tickets or bring another beverage. Please do not send soda as we are encouraging healthy choices during lunch. Children are encouraged to try new foods, to prevent waste, to taste everything, and to drink their milk.

Parents are welcome to join their children for lunch. Please let the office know by 8:15 a.m. if you will be purchasing a lunch ticket.

The kitchen staff coordinates snack, lunch and milk sales. All students are given a debit account card. Students present this card when receiving their lunch and the amount is deducted from their account. We urge parents to deposit money into their accounts on a regular basis. Parents can pay by check or online through Infinite Campus. (Please note: There is a bank fee charged for any checks written to the school that are returned due to insufficient funds.) Questions? Call the School Nutrition Director at 608-316-1911. **Updated lunch and breakfast prices are listed on the website on the menu calendar.**

Parents have the responsibility to deposit lunch money into their child's food service account as needed. Taylor Prairie School does not assume the responsibility for lost lunch cards. Students without a lunch or who have an insufficient account balance will be offered the option of receiving a lunch ticket on loan (with payment expected the following day) or calling a parent.

Free and Reduced Meals

Each year a new application form for eligible households must be filled out for free/reduced meals. Applications will be available online in August or in the school office. Be sure to list all of your children on ONE APPLICATION. Return the application as soon as possible. The District Office cannot process an application that is not signed, does not list the household income, the TOTAL household monthly income, names of household members, or does not include social security numbers. Application approvals are delayed if any required information is missing. School Nutrition Page

Morning Breakfast Break

The school nutrition program will offer a "Morning Breakfast Break". A morning breakfast will consist of milk, juice or fruit and a nutritious item. Current breakfast prices can be found on the menu calendar. *Students with free/reduced status will be offered a full breakfast at no cost.* Students may also choose to bring their own breakfast. Suggested breakfast items are fruit, raisins, crackers, bagels, cheese, yogurt, juice box, popcorn, carrot and celery sticks, peanut butter sandwich, fruit roll-ups, nuts (please no peanuts in the shell), and granola bars. "**Peanut-free**" rooms will be required to bring non-peanut items.

Negative Account Balances

Students will be permitted to purchase meals from the District's food service using either cash on hand or a food service account. A student may be allowed to incur a

negative food service account balance subject to the following conditions.

Students may be permitted to accumulate negative food service account balance as determined by the Superintendent. The Superintendent shall determine the manner of determining permissible account balances by grade level. A student shall not be permitted to purchase a la carte items without sufficient account balance or cash on hand.

Students who are receiving free or reduced price meals will be permitted to purchase a USDA approved meal if the student has the necessary funds with him/her to purchase the meal, regardless of whether the student has a negative account balance.

This policy and any implementing guidelines shall be provided in writing to all households at the start of each school year and to households transferring to the school or School District during the school year. The policy and implementing guidelines will also be provided to all District staff with responsibility for enforcing the policies.

The food-service program may participate in the "Farm to School Program" using locally grown food in school meals and snacks.

No foods or beverages, other than those associated with the District's School Nutrition program, are to be sold during school nutrition hours.

The District's food service program shall serve only food items and beverages determined by the School Nutrition Department to be in compliance with the current USDA Dietary Guidelines for Americans and USDA Smart Snacks in School nutrition guidelines. Any competitive food items and beverages that are available for sale to students a la carte in the dining area between midnight and thirty (30) minutes following the end of the school day shall also comply with the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition guidelines, and may only be sold in accordance with Board Policy 8550. Foods and beverages unassociated with the food-service program may be vended in accordance with the rules and regulations set forth in Board Policy 8540.

The Superintendent is responsible for administrative guidelines, implementing the School Nutrition program in accordance with the adopted nutrition standards and shall provide a report regarding the District's compliance with the standards at one of its regular meetings annually. The Superintendent shall assure that the District's vendors and/or Food Service Management Contractor is provided a copy of this policy and any implementing guidelines and that any pertinent agreements are consistent with this policy and any implementing guidelines.

STUDENT VALUABLES

Students are encouraged not to bring items of value to school. Items such as jewelry, expensive clothing, electronic equipment, and the like, are tempting targets for theft and extortion. The school cannot be responsible for their safe-keeping and will not be liable for loss or damage to personal valuables.

REVIEW OF INSTRUCTIONAL MATERIALS

Any parent who wishes to review instructional materials or observe classroom instruction should contact the Principal to make the appropriate arrangements.

Parents also have the right to review any instructional materials related to the human growth and development curriculum and may also observe instruction in classes dealing with such subject matter. *(Board Policy 2414 – Human Growth and Development)*

Parents' rights to review teaching materials and instructional activities are subject to reasonable restrictions and limits.

FIRE DRILLS, TORNADO DRILLS, LOCKDOWN DRILLS

The school has a comprehensive School Safety Plan *(Board Policy 8420 – School Safety)* that includes specifications for fire drills, tornado drills, and lockdown drills.

The school complies with all fire safety laws and will conduct fire drills in accordance with State law. Specific instructions on how to proceed will be provided to students by their teachers, who are responsible for safe, prompt, and orderly evacuation of the building.

Tornado drills will be conducted during the tornado season using the procedures provided by the State. The alarm system for tornadoes is different from the alarm system for fires.

Lock down drills in which the students are restricted to the interior of the school building and the building secured may occur during the school year.

EMERGENCY CLOSINGS AND DELAYS

If the school must be closed or the opening delayed because of inclement weather or other conditions, the district will notify families via email, phone message, information will also be shared on local news stations and our website.

Parents and students are responsible for knowing about emergency closings and delays. *(Board Policy 8220 – School Day/School Closure)*

PREPAREDNESS FOR TOXIC AND ASBESTOS HAZARDS

The School is concerned for the safety of students and attempts to comply with all Federal and State Laws and Regulations to protect students from hazards that may result from industrial accidents beyond the control of school officials or from the presence of asbestos materials used in previous construction. A copy of the School District's Toxic Hazard Policy and asbestos management plan will be made available for inspection at the School District office upon request. *(Board Policy 8431 – Preparedness for Toxic Hazards and Policy 8431.01 – Asbestos Management)*

VISITORS/VOLUNTEERS

Visitors, particularly parents, are welcome at the School. In order to properly monitor the safety of students and staff, each visitor must report to the office upon entering the school to register and obtain a pass. Any visitor found in the building without a pass shall be reported to the Principal and/or law enforcement.

If a person wishes to confer with a member of the staff, they should call for an appointment prior to coming to the school, in order to prevent any loss of instructional time. Visitors' access to classrooms and instructional activities are subject to reasonable restrictions and limits. Please consult with the Principal regarding these restrictions. Students may not bring visitors to school without first obtaining written permission from the Principal. *(Board Policy 7440 – Facility Security and Policy 9150 – School Visitors)*

In accordance with 120.13(35), Wis. Stats., the District Administrator has the authority to establish conditions for entering or remaining in a School District building, prohibit the entry of any person to a school of this School District, or to require a visitor to leave when there is reason to believe the presence of such person would be or is detrimental to the good order of the school. If such an individual refuses to leave the school grounds or creates a disturbance, administrators are authorized to request from the local law enforcement agency whatever assistance is required to remove the individual.

Volunteers share their time, skills, and interests with the students at school. Formal training is not needed to volunteer. Whether it is an hour a week or an hour a month, volunteers enhance the climate of our school and assist students and teachers. These partnerships become a continuing exchange of information and are activities that benefit all children. When volunteering in the school, please check in at the office and pick up your Visitor tag. For the safety of our children, the board has enacted a policy that a criminal background check will be conducted for all volunteers who work with students in an unsupervised capacity *(Board Policy 8120 - Volunteers).*

PARENT CONFERENCES

Student progress is communicated through a combination of conversations, written reports and the parent-teacher conferences. Parent-Teacher conferences are held in the fall and in early spring of each school year. The purpose of the conference is to provide an opportunity to discuss your child's progress, goals and special needs with his/her teacher. These conferences are a very important part of the school year and an effort should be made to attend. Teachers are available during a block of time and each child is assigned a 15-minute conference time.The short time that you spend in a conference may prove to be the most valuable time you spend at school..

Parents are welcome to call their child's teacher anytime during the school year to request additional conferences. Staff email addresses are listed on the district website www.mononagrove.org under the Taylor Prairie School's page. On occasion, your child's teacher may also call you regarding your child's progress. Please refer to the "Elementary Student Calendar" for the date of parent conferences for the current school year.

CLASSROOM COMMUNICATION

In an effort to be more cost effective and go paperless, most classroom communication is sent electronically with the use of email or the Infinite Campus system. For that reason, it is critical that you keep your email address up-to-date in the school information system. If you do not have access to the internet, it is important that you

inform the classroom teacher and the office that you require paper copies. The Seesaw application is also used as a communication tool to share photos and student work.

CLASSROOM CONCERNS

Your child's teacher is the best source of information about individual classroom procedures and your child's progress. If you have a question or concern about your child's progress or classroom, please contact the teacher directly, prior to contacting the principal. By addressing concerns, directly to the teacher, we hope to strengthen teacher/parent communication, relationships, and understanding about your child's needs as well as classroom and school procedures.

CHILD CUSTODY

In most cases, when parents are divorced, both parents continue to have equal rights where their children are concerned. If you have a court order limiting the custody, communication or visitation rights of one parent, please bring a copy to the school office. Unless the court order is on file, we must provide equal rights to both parents.

USE OF CELL PHONES OR PERSONAL COMMUNICATION DEVICES

PCDs, with cameras or any other recording capabilities, may not be activated or utilized at any time in any school situation where a reasonable expectation of personal privacy exists. These locations and circumstances include, but are not limited to, locker rooms, shower facilities, rest/bathrooms, and any other areas where students or others may change clothes or be in any stage or degree of disrobing or changing clothes. The District Administrator and building principals are authorized to determine other specific locations and situations where use of a PCD is absolutely prohibited.

Students shall have no expectation of confidentiality with respect to their use of PCDs on school premises/property.

Students may not use a PCD in any way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed, or intimidated. See *Board Policy 5517.01 – Bullying*. In particular, students are prohibited from using PCDs to:

1. transmit material that is threatening, obscene, disruptive, or sexually explicit or that can be construed as harassment or disparagement of others based upon their race, color, national origin, sex (including sexual orientation/gender identity), disability, age, religion, ancestry, or political beliefs; and

2. engage in "sexting" - i.e., sending, receiving, sharing, viewing, or possessing pictures, text messages, e-mails or other materials of a sexual nature in electronic or any other form. Violation of these prohibitions shall result in disciplinary action. Furthermore, such actions will be reported to local law enforcement and child services as required by law.

Students are also prohibited from using a PCD to capture, record, and/or transmit test information or any other information in a manner constituting fraud, theft, cheating, or academic dishonesty. Likewise, students are prohibited from using PCDs to receive such information.

Possession of a PCD by a student at school during school hours is a privilege that may be forfeited by any student who fails to abide by the terms of this policy, or otherwise abuses this privilege.

Violations of this policy may result in disciplinary action and/or confiscation of the PCD. The building principal will also refer the matter to law enforcement or child services if the violation involves an illegal activity (e.g., child pornography, sexting). Discipline will be imposed on an escalating scale ranging from a warning to an expulsion based on the number of previous violations and/or the nature of or circumstances surrounding a particular violation. If the PCD is confiscated, it will be released/returned to the student's parent after the student complies with any other disciplinary consequences that are imposed, unless the violation involves potentially illegal activity in which case the PCD may be turned over to law enforcement. A confiscated device will be marked in a removable manner with the student's name and held in a secure location in the building's main office until it is retrieved by the parent or turned over to law enforcement. School officials will not search or otherwise tamper with PCDs in District custody unless they reasonably suspect that the search is required to discover evidence of a violation of the law or other school rules. Any search will be conducted in accordance with *Board Policy 5771 - Search and Seizure*. If multiple offenses occur, a student may lose their privilege to bring a PCD to school for a designated length of time or on a permanent basis.

A person who discovers a student using a PCD in violation of this policy is required to report the violation to the building principal.

Students are personally and solely responsible for the care and security of their PCDs. The Board assumes no responsibility for theft, loss, or damage to, or misuse or unauthorized use of, PCDs brought onto its property. *(Board Policy 5136 – Personal Communication Devices)*

"Sexting" is prohibited at any time on school property or at school functions. Sexting is the electronic transmission of sexual messages or picture, usually through cell phone text messaging. Such conduct not only is potentially dangerous for the involved students, but can lead to unwanted exposure of the messages and images to others, and could result in criminal violations related to the transmission or possession of child pornography. Such conduct will be subject to discipline and possible confiscation of the PCD.

WEAPONS

The Board prohibits students from possessing, storing, making, or using a weapon in any setting that is under the control and supervision of the District for the purpose of school activities approved and authorized by the District including, but not limited to, property leased, owned, or contracted for by the District, a school-sponsored event, or in a District vehicle, to the extent permitted by law.

The term "weapon" means any object which, in the manner in which it is used, is intended to be used, or is represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons. Weapons

include, but are not limited to, firearms (including, but not limited to, firearms as defined in 18 U.S.C. 921(a)(3)), guns of any type whatsoever, including air and gas-powered guns (whether loaded or unloaded), knives (subject to the exceptions below), razors with unguarded blades, clubs, electric weapons (as defined in 941.295(1c)(a), Wis. Stats.), metallic knuckles, martial arts weapons, chemical agents, ammunition, and explosives.

The Superintendent will refer any student who violates this policy to the student's parents or guardians and may also make a referral to law enforcement. The student may also be subject to disciplinary action, up to and including expulsion.

Policy exceptions include:

A. weapons under the control of law enforcement personnel while on duty, or qualified former law enforcement officers, off duty law enforcement officers, or out-of-state law enforcement officers;

B. items pre-approved by a principal as part of a class or individual presentation under adult supervision, including, but not limited to Hunters' Education courses, if used for the purpose and in the manner approved (working firearms, except those protected at all times by a cable or trigger lock, and live ammunition will never be approved); and

C. theatrical props used in appropriate settings.

Any student who has reason to believe that a person has or will violate this policy shall report to the Superintendent or the supervisor of the activity immediately. The report should include as much detail as possible concerning the person(s) involved, the weapon, the location of the person(s), and how this information was obtained.

No student is to confront the person possessing the weapon, but a staff member has the option of confronting the person if the staff member believes the risk of injury to self or others is minimal or if immediate action is necessary to prevent injury to any person. Policy 5772 – Weapons Prohibited for Students

VIDEO AND AUDIO SURVEILLANCE

The Board has authorized the use of video and audio surveillance and electronic monitoring equipment at various school sites throughout the school, including school buses. Any person who takes action to block, move, or alter the location and/or viewing angle of a video camera shall be subject to disciplinary action. *(Board Policy 7440.01 – Video Surveillance and Electronic Monitoring)*

SAFETY AND SECURITY

The safety of our students requires the following precautions that are conducted in accordance with *Board Policy 7440 – Facility Security* and the School Safety Plan:

A. All exterior doors to every school building shall be locked during the instructional day, to the extent practicable, preventing entry into the building, and all visitors

to the school building during those times will be directed to a single entrance into the building. This entrance shall be the entrance closest to the main office. Visitors must identify themselves and the purpose of their visit to the school through the intercom system.

B. All persons other than students and building staff shall check in with the main office of the building and shall complete a visitor log. Each visitor shall be given a visitor tag that shall be worn at all times while in the building.

C. All visitors are expected to sign out prior to departing the building.

D. Outside of instructional times, no person other than a staff member may be in any school building except for attendance at a public function (such as a sporting event) or based on an approved facility use request pursuant to Policy 7510 - Use of District Facilities.

E. All School District employees are to wear photo-identification badges while on School District property.

SECTION II - ACADEMICS

NONDISCRIMINATION

All courses, including Career and Technical Education courses, are available without discrimination based on race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including gender status, change of sex or gender identity), or physical, mental, emotional, or learning disability, any other characteristic protected by law in any of student programs, activities, and employment ("Protected Classes").

ACADEMIC AND CAREER PLANNING

Academic and career planning services, including individualized support and access to software tools and staff assistance, is provided to students in grades 6 to 12. The mission of academic and career planning is to provide a comprehensive plan, which will be developed and maintained by a student, that includes the student's academic, career, personal, and social goals and the means by which the student will achieve those goals both before and after high school graduation. *(Board Policy 2411 – School Counseling and Academic and Career Planning)*

FIELD TRIPS

Field trips are academic activities that are held off school grounds. There are also other trips that are part of the school's co-curricular and extra-curricular program. No student may participate in any school-sponsored trip without parental consent. *(Board Policy 2340 – District-Sponsored Trips)*

Attendance rules, the Student Code of Conduct, and the Search and Seizure policy apply to all field trips.

HOMEWORK

The assignment of homework can be expected. "Homework" shall refer to those assignments to be prepared outside of the school by the student or independently while in attendance at school.

The District establishes the following standards for the assignment of homework:

A. Homework should be a properly planned part of the curriculum to extend and reinforce the learning experience of the school.

B. Homework should help students learn by providing practice in the mastery of skills, experience in data gathering, and integration of knowledge, and an opportunity to remediate learning problems.

C. Homework should help develop the student's sense of responsibility by providing an opportunity for the exercise of independent work and judgment.

D. The number, frequency, and degree of difficulty of homework assignments should be based on the ability and needs of the student and take into account other activities which make a legitimate claim on the student's time.

E. As a valid educational tool, homework should be assigned with clear direction and its product carefully evaluated.

F. The schools should recognize the role of parents/guardians by suggesting ways in which families can assist the school in helping a student carry out assigned responsibilities. However, a student's ability to complete a homework assignment should not be dependent upon parental or other adult involvement.

G. Homework should always serve a valid learning purpose; it should never be used as a punitive measure. *(Board Policy 2330 - Homework)*

ACADEMIC HONESTY

Honesty and integrity are expected at all times. Students are prohibited from presenting someone else's work as their own, using artificial intelligence platforms in place of one's own work, providing unauthorized assistance to another student, and cheating in all its forms.

All school work submitted for the purpose of meeting course requirements must be the individual student's original work. Also, no student may intentionally limit or impede the academic performance or intellectual pursuits of other students.

Students who engage in cheating or academic dishonesty are subject to disciplinary consequences. *(Board Policy 5505 – Academic Honesty)*

STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY

Students are encouraged to use the school's technology resources for educational purposes. Use of such resources is a privilege, not a right. Students must conduct themselves in a responsible, efficient, ethical, and legal manner. Users are required to refrain from actions that are illegal (such as libel, slander, vandalism, harassment, theft, plagiarism, inappropriate access, and the like) or unkind (such as personal attacks, invasion of privacy, injurious comment, and the like). Unauthorized or inappropriate use, including any violation of the School District's policies and administrative guidelines, may result in cancellation of the privilege, disciplinary action consistent with the School's rules, and civil or criminal liability. Smooth operation of the School's network relies upon users adhering to the School District's policies and administrative guidelines. Students and families must read through, review, and agree to the Device Expectations and Responsibilities for Students and Families document each school year. Acceptance of the student handbook includes acceptance of the device expectations and responsibilities.

Violation of the Device Expectations and Responsibilities for Students and Families may result in disciplinary consequences up to and including expulsion from the School District, civil liability and/or referral to law enforcement.

The School District reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the School District and no user shall have any expectation of privacy regarding such materials.

Use of School District technology resources to engage in “cyberbullying” is prohibited. ""Cyberbullying" involves the use of information and communication technologies to support deliberate, repeated, and hostile behavior by an individual or group, which is intended to harm others."

Cyberbullying includes, but is not limited to the following:

1. posting slurs or rumors or other disparaging remarks about a student or school staff member on a web site or on weblog;

2. sending e-mail or instant messages that are mean or threatening, or so numerous as to drive up the victim's cell phone bill;

3. using a camera phone to take and send embarrassing and/or sexually explicit photographs/recordings of students or school staff;

4. posting misleading or fake photographs of students or school staff members on web sites.

To the extent permitted by the First Amendment, instances of cyberbullying off school grounds that disrupt the school environment or interfere with the learning process will be considered violations of the Student Code of Conduct. *(Board Policy 7540.03 – Student Technology Acceptable Use and Safety)*

STUDENT ASSESSMENT

To measure student progress, students will be tested in accordance with State standards and School District policy. *(Board Policy 2623 – Student Assessment)*

Additional group tests are given to students to monitor progress and determine educational mastery levels. These tests are used to help the staff determine instructional needs.

Classroom tests will be used to assess student progress and assign course grades. These are selected or prepared by teachers to assess how well the students have achieved specific objectives.

Vocational and interest surveys may be given to identify particular areas of student interest or talent. These are often given by the school counseling staff.

If necessary, intelligence tests, speech and language evaluations, individually administered achievement tests, and other special testing services are available to students needing these services.

Depending on the type of testing, specific information and/or parent consent may need to be obtained. The assessment program will not violate the rights of consent and privacy of a student participating in any form of evaluation.

SINCERELY HELD RELIGIOUS BELIEFS

Our curriculum is chosen for its place in the education of the District's students, not for its conformity to religious principles. It is expected that students will receive unbiased instruction in the schools, so they may privately accept or reject the knowledge thus gained, in accordance with their own religious tenets if any.

If after careful personal review of the program's lessons and/or materials, a student, or parent of a minor student, indicates to the school that either the content or activities conflict with the student's or parent's religious beliefs or value system, the school will honor a written request for the parent's child to be excused from particular class periods for specified reasons.
The student will be provided with alternate learning activities during the times of such adult student or parent requested absence. *(Board Policy 2270 – Religion in the Curriculum* and *Board Policy 2240 – Controversial Issues in the Classroom)*

SECTION III - STUDENT ACTIVITIES

SCHOOL-SPONSORED PUBLICATIONS AND PRODUCTIONS

The Board sponsors student publications and productions as a means by which students learn, under adult direction/supervision, the rights and responsibilities inherent when engaging in the public expression of ideas and information in our democratic society.

For purposes of this policy, "school-sponsored student media" shall include both student publications and productions. "Student publications" shall include any written materials, (including, but not limited to, banners, flyers, posters, pamphlets, notices, newspapers, playbills, yearbooks, literary journals, books, and t-shirts and other school-sponsored clothing), as well as material in electronic or on-line form (including, but not limited to, websites, web logs ("blogs"), video or audio clips, and newsletters or announcements transmitted by e-mail, wireless broadcast or other similar distribution/dissemination). "Student productions" shall include vocal and theatrical performances, impromptu dramatic presentations, or any electronic media (including, but not limited to, radio and television programs, podcasts, and other video or audio productions that are recorded for re-broadcast or broadcast in real time using any available broadcast technology). Further, the term "publication" shall include distribution and dissemination of a student publication; and the term "performance" shall include presentation and broadcast of a student production.

The following speech is unprotected and prohibited in all school-sponsored student publications and productions: speech that is defamatory, libelous, obscene or harmful to juveniles; speech that is reasonably likely to cause substantial disruption of or material interference with school activities or the educational process; speech that infringes upon the privacy or rights of others; speech that violates copyright law; speech that promotes activities, products or services that are unlawful (illegal) as to minors as defined by State or Federal law; and speech that otherwise violates school policy and/or State or Federal law. The Board authorized the administration to engage in prior review and restraint of school-sponsored publications and productions to prevent the publication or performance of unprotected speech.

Regardless of their status as non-public or limited-purpose public forums, the Board prohibits publications, productions and advertisements that promote, favor, or oppose any candidate for election or the adoption of any bond issue, proposal, or question submitted at any election.

SECTION IV - STUDENT CONDUCT

ATTENDANCE

The School District requires all students to attend school regularly in accordance with the laws of Wisconsin and *Board Policy 5200 - Attendance.* The school's educational program is predicated upon the presence of the student and requires continuity of instruction and classroom participation. The regular contact of students with one another in the classroom and their participation in a well-planned instructional activity under the guidance of a competent teacher are vital to this purpose.

Attendance Procedures

School attendance laws of the state of Wisconsin require that children must attend school regularly. By state law, regular school attendance is the joint responsibility of the parents and the school. School authorities must enforce the law as cited in Statute 118.15. Parents, at the same time, have the responsibility to see that regular school attendance is maintained.

You can help by making school a top priority. By building the habit of daily attendance, you will help your child see that school is important.

Please call the school office (608-839-8515), email tps.attendance@mgschools.net, or enter absence in Infinite Campus by 7:45 a.m. each day if your child will not be able to attend school or will be late. Please give the following information: name of student, grade, name of teacher, length of and reason for absence. Your call is important to help us protect the safety of your child and to ensure accurate attendance records. If a student is absent and we do not receive a call from home, we will call your home/work or emergency contact numbers to verify the absence as part of our safe arrival procedures.

When students are tardy, they must check in at the office before proceeding to class. Please do not drop off your child in front of the school or take your child directly to his/her classroom**. Remember that school begins at 7:45 a.m. Students arriving after that time will be marked tardy.**

Parents will be notified if their child has been absent or tardy an excessive number of times.

Compulsory Student Attendance

All children between six (6) and eighteen (18) years of age shall attend school regularly during the full period and hours, religious holidays excepted, that the school is in session. All students must attend until the end of the term, quarter, or semester of the school year in which the child becomes eighteen (18) years of age unless they fall under an exception outlined in the *Board Policy 5200 - Attendance.* A child who is enrolled in five (5) year-old kindergarten shall attend school regularly, religious holidays excepted, during the full period and hours that kindergarten is in session until the end of the school term.

Excuse for Absence

A parent of a student who is absent shall provide either a written or oral notification stating the reason for and the time period of the absence. This statement must be submitted prior to the absence if the absence is foreseeable. If the absence is not foreseeable, the statement must be provided prior to the student's readmission to school. The statement shall be submitted to the School Attendance Officer [end of and filed in the student's school record. The School District reserves the right to verify statements and investigate absences from school.

Release of Students to Authorized Persons

If only one (1) parent is permitted to make educational decisions or to approve absences of the student by Court order, the responsible parent shall provide the school with a copy of the Court order. Absent such notice, the school will presume that the student may be released into the care of either parent.

No student who has a medical disability which may be incapacitating may be released without a person to accompany the student.

No student shall be released to anyone who is not authorized by a parent with authority to do so.

Excused Absences

A student shall be excused from school for the following reasons:

Physical or Mental Condition

The student is temporarily not in proper physical or mental condition to attend a school program. If the absence exceeds five (5) days, the inability of the student to attend school due to a physical or mental condition must be certified in writing by a licensed physician, dentist, chiropractor, optometrist or psychologist or Christian Science practitioner living and residing in Wisconsin, who is listed in the Christian Science Journal. The time period for which the certification is valid may not exceed thirty (30) days.

Obtaining Religious Instruction

Students may wish to obtain religious instruction outside the school during the required school period. Such absences must be at least 60 minutes but not more than 180 minutes per week. A student must be properly registered and a copy of such registration must be filed with the principal. The supervisor of the religious instruction must report monthly to the District the names of the students who are attending the weekly instruction. The supervisor of such religious instruction shall report monthly, to the principal of the school regularly attended, the names of the students who attended such weekly religious instruction.

The District will assume no liability for a student while attending religious instruction nor will it provide transportation for such instruction. See Board Policy 5223 – Absences for Religious Instruction for further details.

Permission of Parent or Guardian

The student may be excused by their parent or guardian before the absence for any or no reason. A student may not be excused for more than ten (10) days under this paragraph and must complete any course work missed during the absence. Examples of reasons for being absent that should be counted under this paragraph include, but are not limited to, the following:

- professional and other necessary appointments (e.g., medical, dental, and legal) that cannot be scheduled outside the school day
- to attend a funeral
- legal proceedings that require the student's presence
- college visits
- job fairs
- vacations

Parents are encouraged not to take their child out of school for vacations. When a family vacation must be scheduled during the school year, the parents should discuss the matter with the Principal and the student's teacher(s) to make necessary arrangements.

Religious Holiday

The student wishes to observe a religious holiday consistent with the student's creed or belief.

Suspension or Expulsion

The student has been suspended or expelled.

Virtual Access

The student is unable to access virtual instruction programming due to a temporary disruption in the student's access to necessary technological systems (i.e. internet outage, computer failure, software malfunction, etc.) as communicated by the student's parent.

A student may be excused from school, as determined by the School Attendance Officer, for the following reasons:

A. Quarantine

Quarantine of the student's home by a public health officer.

B. Illness of an Immediate Family Member

The illness of an immediate family member.

C. Emergency

An emergency that requires the student to be absent because of family responsibilities or other appropriate reasons.

Truancy

A student will be considered truant if he or she is absent part or all of one or more days from school during which the School Attendance Officer, Principal, or a teacher has not been notified of the legal cause of such absence by the parent or guardian of the absent student. A student will also be considered truant if the student has been absent intermittently for the purpose of defeating the intent of the Wisconsin Compulsory Attendance statute. (118.15, Wis. Stats.)

When a student is truant, the School Attendance Officer shall ensure that all applicable provisions of the School District's Truancy Plan are carried out.

Unexcused Absences

Unexcused absences demonstrate a deliberate disregard for the educational program and are considered a serious matter. The Principal will determine on a case-by-case basis the appropriate methods to deal with unexcused absences. The following methods may be considered:

- Counseling the student;
- Requiring the student to make-up lost time;
- Requiring the student to make-up course work and/or examinations, as permitted under this Guideline;
- Conferring with the student's parents;
- Referring the student to an appropriate agency for assistance.

Administrative action to address unexcused absences shall be in accord with due process as defined in the Student Code of Conduct and other applicable Board Policies.

Late Arrival and Early Dismissal

It is necessary that a student be in attendance throughout the school day in order to benefit fully from the educational program of the District.

The Board recognizes, however, that from time-to-time compelling circumstances require that a student be late to school or dismissed before the end of the school day.

As an agent for the education of the children of this School District, the Board shall require that the school be notified in advance of such absences by either a written (including email) or personal (phone or face-to-face) request of the student's parent, who shall state the reason for the tardiness or early dismissal.

No student who has a medical disability which may be incapacitating may be released without a person to accompany the student.

No student shall be released to anyone who is not authorized such custody by the parents.

Habitual Truancy

A student is considered a habitual truant if he or she is absent from school without an acceptable excuse for part or all of five (5) or more days on which school is held during a school semester.

When a student initially becomes a habitual truant, the School Attendance Officer shall ensure that all applicable provisions of the School District's Truancy Plan are carried out.

Parent/Guardian Responsibilities

It is the responsibility of the student's parent or guardian to ensure that their child attends school regularly. Parents are expected to provide a notice for all absences.

Student Responsibilities.

Students are required to attend all classes and other school activities on their daily schedule, unless they have been excused from school.

Students Leaving School During the School Day

As a general rule, no staff member shall permit or cause any student to leave school prior to the regular hour of dismissal except with the knowledge and approval of the Principal and with the knowledge and approval of the student's parents.

Make-Up Course Work and Examinations

Students who are absent from school, whether the absence was excused or unexcused, shall be permitted to make up coursework and examinations missed during the absence when they return to school. It is the student's responsibility to contact his/her teachers to determine what coursework and examinations must be made up. Teachers shall have the discretion to assign substitute coursework and examinations. Teachers shall also have the discretion to specify where and when examinations and coursework shall be completed, including outside regular school hours. The time for completing the work

shall be commensurate with the length of the absence, unless extended by the principal based upon extenuating circumstances.

Tardiness
Students who are not in their homeroom or in class when the late bell rings are considered tardy.

STUDENT BEHAVIOR

A major component of the educational program is to prepare students to become responsible citizens by learning how to conduct themselves properly and in accordance with established standards.

Expected Behaviors

Each student shall be expected to:

abide by Federal, State, and local laws as well as the rules of the school;

respect the civil rights of others;

act courteously to adults and fellow students;

be prompt to school and attentive in class;

work cooperatively with others when involved in accomplishing a common goal regardless of the other's ability, sex, sexual orientation, race, or ethnic background;

complete assigned tasks on time and as directed;

help maintain a school environment that is safe, friendly, and productive;

act at all times in a manner that reflects pride in self, family, and the school.

Taylor Prairie School has adopted academic achievement and behavioral competence by teaching the expectations for appropriate behavior in all areas of the school environment. Classroom teachers and staff will be working through the year to familiarize students with behavioral expectations and teach what is appropriate behavior within specific school settings (classroom, hallways, cafeteria, bathroom and playground).

CARE OF PROPERTY

Students are responsible for the care of their own personal property. The school will not be responsible for the loss of personal property. Valuables such as jewelry or irreplaceable items should not be brought to school. The school may confiscate such items and return them to the student's parents.

The Board authorizes the imposition of fines for the loss, damage, or destruction of School District-owned, borrowed or leased equipment, computing devices, school records, apparatus, musical instruments, library materials, textbooks, and for damage to School District buildings or facilities. Therefore, if a student damages or loses school property, the student or their parents will be required to pay for the replacement or damage. If the damage or loss was intentional, the student will also be subject to discipline according to the Code of Conduct, and may be referred to law enforcement. *(Board Policy 5513 – Care of District Property)*

PROHIBITED USE OR POSSESSION OF INTOXICANTS, DRUGS, OR PARAPHERNALIA

The administration and staff recognize that the misuse of drugs is a serious problem with legal, physical, and social implications for the entire school community.

As the educational institution of this community, our school strives to prevent drug abuse and help drug abusers by educational, rather than punitive, means.

For purposes of this policy, "drugs" shall mean:

- all dangerous controlled substances as so designated and prohibited by Wisconsin statute;
- all derivatives of hemp, including Delta-8-THC, Delta-9-THC, Delta-10-THC, Delta-11-THC, THC-O, and all other forms that cause psychosis; in all forms of delivery (i.e. inhalation, ingestion, injection, etc.) ( ) except those permitted by the school in accordance with *Board Policy 5330 – Administration of Medications/Emergency Care*;
- all chemicals which release toxic vapors;
- all alcoholic beverages;
- (any prescription or patent drug, except those for which permission to use in school has been granted pursuant to Board policy;
- "look-alikes;"
- essential oils and oil like products that may be mistaken for a drug;
- anabolic steroids;
- any other illegal substances so designated and prohibited by law.

The use, possession, concealment, or distribution of any drug, drug look-alike, and any drug-paraphernalia at any time on school property or at any school-related event is prohibited. Disciplinary sanctions, up to and including expulsion and referral for prosecution, will be imposed on students who violate the school's drug abuse guidelines. *(Board Policy 5530 – Student Use or Possession of Intoxicants, Drugs, or Paraphernalia)*

USE OF TOBACCO/NICOTINE IS PROHIBITED

The Board is committed to providing students, staff, and visitors with a tobacco and smoke-free environment. The negative health effects of tobacco and nicotine use for both users and non-users, particularly in connection with second hand smoke, are well-established. In addition, students less than eighteen (18) years of age are generally prohibited by law from purchasing or possessing cigarettes and other tobacco products.

It shall be a violation of School District policy for any student of the School District to possess, use, consume, display, promote, or sell any tobacco products, tobacco industry brand, tobacco-related devices, imitation tobacco products, or electronic smoking or vaping devices, regardless of content, at any time on school property or at off-campus, school-sponsored events. Specifically, in policy the term "tobacco product" means any product containing, made, or derived from tobacco or that contains nicotine, whether synthetic or natural, that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product, including but not limited to, cigarettes; electronic smoking devices; cigars; little cigars; cheroots; stogies; periques; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; pouches, snuff; snuff flour; cavendish; plug and twist tobacco; fine-cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco, and other kinds and forms of tobacco. *(Board Policy 5512 – Use of Tobacco and Nicotine by Students)*

The use of other products containing nicotine, such as nicotine patches and nicotine gum is also prohibited except when a student provides documentation from a licensed medical practitioner that the student's use of non-tobacco nicotine products is being medically supervised for the cessation of a nicotine addiction and the student complies with *Board Policy 5330 - Administration of Medication/Emergency Care.*

STUDENT CODE OF CLASSROOM CONDUCT

The school is committed to maintaining an orderly and safe academic atmosphere. Teachers are expected to create a positive learning environment and to maintain proper order in the classroom. Students are expected to behave in the classroom in a manner that allows teachers to effectively carry out their lessons and allows students to participate in classroom learning activities. Students are also expected to abide by all rules of behavior established by the school and their classroom teachers.

Such rules of behavior include a prohibition on knowingly making false statements or knowingly submitting false information during a sex discrimination complaint process, including intentionally making a false report of sexual harassment, or submitting a false formal complaint. Providing false information is a violation of the Student Code of Conduct.

To ensure adherence to these expectations and principles, the Board has adopted a Code of Classroom Conduct, which applies to all students. *(Board Policy 5500 – Student Code of Classroom Conduct)*

Grounds for Removal of a Student from Class

Disturbances that interrupt the learning process cannot be permitted by any teacher. A teacher may temporarily remove a student from the teacher's class if the student violates the Code of Classroom Conduct. Additionally, the student may be removed from the class for a longer period of time at the discretion of the Principal. A student removed from class may also be placed in an alternative education setting.

Removal of a student from class for violating the Code of Classroom Conduct or placement of the student in an alternative educational setting does not prohibit the school from further disciplining the student for the conduct that caused removal or placement including, but not limited to, suspending or expelling the student.

It is neither possible nor necessary to specify every type of improper or inappropriate behavior for which a teacher may remove a student from class. Provided below, however, are examples of reasons a student may be removed from class. A teacher may remove a student from class for conduct or behavior that:

A. would result in suspension or expulsion under the Board's policies and procedures;

B. violates the behavioral rules and expectations of the school;

C. is dangerous, disruptive or unruly. Such behavior includes, but is not limited to, the following:

1. possession or use of a weapon or look-alike or other item that might cause bodily harm to persons in the classroom;

2. being under the influence of alcohol or controlled substances or otherwise violating the District alcohol and drug policy;

3. behavior that interferes with a person's work or school performance or creates an intimidating, hostile, harassing, or offensive classroom environment;

4. arguing, taunting, baiting, inciting or encouraging an argument or disruption or group posturing to provoke altercations or confrontations;

5. disruption or intimidation caused by gang or group symbols or gestures, or gang or group posturing to provoke altercations or confrontations;

6. pushing, striking, or other inappropriate physical contact with a student or staff member;

7. 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;

8. using dress or appearance in a manner that presents a danger to health or safety, causes interference with work, or creates classroom disorder;

9. restricting another person's freedom to properly utilize classroom facilities or equipment;

10. repeated classroom interruptions, confronting staff argumentatively, making loud noises, or refusing to follow directions;

11. throwing objects in the classroom;

12. repeated disruptions or violations of classroom rules, or excessive or disruptive talking;

13. behavior that causes the teacher or other students fear of physical or psychological harm;

14. willful damage to or theft of school property or the property of others; or

15. repeated use of profanity.

D. interferes with the ability of the teacher to teach effectively. Such conduct includes, but is not limited to, the following:

1. repeated reporting to class without bringing necessary materials to participate in class activities; or

2. possession of personal property by school rules or otherwise disruptive to the teaching and learning of others.

E shows disrespect or defiance of the teacher, exhibited in words, gestures or other behavior; or

F. is inconsistent with class decorum and the ability of others to learn. Such behavior includes, but is not limited to, sleeping in class, blatant inattention, or other overt or passive refusal or inability to engage in class activities.

Procedure for Student Removal from Class

When a student is removed from class, the teacher shall send or escort the student to the Principal and inform the Principal of the reason for the student's removal from class. The teacher shall provide the Principal with a written explanation of the reasons for the removal of the student within twenty-four (24) hours of the student's removal from class.

The Principal will generally give the student an opportunity to briefly explain the situation. The Principal shall then determine the appropriate educational placement for the student.

Student Placement

The Principal shall place the student, who has been removed from a class by a teacher, in one of the following alternative educational settings:

A. an alternative education program approved by the Board under State law;

B. another instructional setting, time-out, in-school suspension, or out-of-school suspension; or

C. the class from which the student was removed if, after weighing the interests of the student, the other students in the class, and the teacher, the Principal determines that readmission to the class is the best or only alternative.

Parent/Guardian Notification Procedures

The Principal shall provide the parent or guardian of a student removed from class-with written notice of the removal and the reason(s) for the removal. The notification shall be made as soon as practicable, but no later than two (2) school days after the student's removal from class. The notice shall also include the reasons for the student's removal and the placement made by the Principal. If the removal from class and change of educational placement involves a student with a disability, the parent notification shall be made consistent with State and Federal laws and regulations applicable to disabled students.

If the student removed from a class is subject to disciplinary action up to and including suspension or expulsion for the particular classroom conduct and/or other disciplinary incidents the parent shall also be notified of the disciplinary action in accordance with legal and policy requirements.

Students with Disabilities

A student with a disability under the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act, and 115.758, Wis. Stats., may be removed from class and placed in an alternative educational setting only to the extent authorized under the laws.

Definitions

"Student" means any student enrolled in the District, an exchange student, or a student visitor to the District's schools.

"Teacher" means a person holding a license or permit issued by the State Superintendent whose employment by a school district requires that the teacher hold that license or permit.

“Class” or “classroom” means any class, meeting or activity which students attend, or in which they participate while in school under the control or direction of the School District. This definition of “class” includes, without limitation, regular classes, special classes, resource room sessions, labs, library time, counseling groups, assemblies, study halls, lunch, or recess. “Class” also includes regularly scheduled School District-sponsored extracurricular activities, either during or outside of school hours. Such activities include, by example and without limitation, School District sponsored field trips, after-school clubs, and sporting activities.

OTHER FORMS OF DISCIPLINE

The Monona Grove School District is focused on practices to build and sustain positive and safe school communities. Taylor Prairie School has adopted a school-wide positive behavior intervention and support approach that includes restorative practices with the goal of creating positive school cultures. Restorative Practices is a system of principles and processes that build and sustain a culture of respect, responsibility and accountability. This is achieved through emphasizing the importance of trusting relationships as central to building community and repairing relationships when harm has occurred. Restorative Practices include interventions when harm or conflict has occurred, as well as practices that help to prevent harm and conflict by building a sense of belonging, safety, and shared social responsibility throughout the school community. These include community circles, relationship building practices, and social emotional learning.

The goal of our school-wide positive behavior intervention and support approach is building a solid foundation of proactive, prevention-based practices that support the development of a school culture that will meet the social-emotional and behavioral needs of the members of the school community. It is to be expected though that some students may require additional behavior support and behavior intervention at times. The system works to respond to harm, conflict, and behavioral challenges as they occur both inside and outside the classroom.

School sites may have their own additional interventions and strategies with the same goals:

- Support should focus on being productive and educational.
- Practices should limit removal from the classroom or school community.
- Students should have the chance to reflect upon and learn from their mistakes.

Some Responsive Practices may include:

- Restorative Conversations
- Restorative Conference
- Accountability Plans
- Responsive Circles

Progressive interventions and responses may be used in order to address one-time and repeated behaviors, in order to minimize the impact on the school environment, to prevent future incidents, and to address inappropriate behavior in a way that is fair, consistent, and promotes positive change and safety of the school community.

Other interventions may include:

- Classroom and building agreements will be cooperatively established, reviewed, and enforced.
- Conflict resolution and problem-solving skills will be taught.
- Positive behavior will be recognized and encouraged.
- Causes for misbehavior will be analyzed to facilitate prevention of behavior problems.
- Alternative approaches for dealing with the child's behavior will be developed based on the analysis of causes as well as the effectiveness of previous approaches.
- Logical and natural consequences for behavior will be applied.
- Communication among staff, students, and parents will be ongoing.
- The effectiveness of behavior plans will be continually monitored, evaluated and revised as necessary

SUSPENSION AND EXPULSION

Board Policy 5610 – Suspension and Expulsion authorizes the use of suspension and/or expulsion as follows:

A. Suspension

1. Duration and Grounds for Suspension

The Principal or a person designated by the Principal may suspend a student for up to five (5) school days or, if a notice of expulsion hearing has been sent, for up to fifteen (15) consecutive school days or ten (10) consecutive school days if the student is eligible for special education services under Chapter 115, Wis. Stats., if the suspension is reasonably justified and based upon any of the following misconduct:

a. Noncompliance with school or School Board rules;

b. Knowingly conveying any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives;

c. Conduct by the student while at school or while under the supervision of a school authority that endangers the property, health or safety of others;

d. Conduct while not at school or while not under the supervision of a school authority that endangers the property,

health or safety of others at school or under the supervision of a school authority;

e. Conduct while not at school or while not under the supervision of a school authority that endangers the property, health or safety of any employee or School Board member of the School District in which the student is enrolled.

f. Under paragraphs c, d, and e above, conduct that endangers a person or property includes making a threat to the health or safety of a person or making a threat to damage property.

The District Administrator, or any Principal or teacher designated by the District Administrator, shall suspend a student if the student possessed a firearm while at school or while under the supervision of a school authority.

The suspension period applies to "school days." Thus, a suspension period does not include weekend days or vacation days.

2. Suspension Procedure

Prior to being suspended, on the day of the alleged infraction or as soon thereafter as is practicable, the student will be advised orally or in writing of the reason for the proposed suspension and given an opportunity to explain their conduct.

The Principal, within their discretion, may also inform the student's parents or guardian of the reason for the proposed suspension prior to suspending the student.

3. Notice of Suspension

The parent or guardian of a suspended minor student shall be given prompt written notice of the suspension and the reason for the suspension by mail and by sending a copy of the notice home with the student. Oral notice may also be given to the student's parent or guardian; however, it will be confirmed in writing.

4. Sending a Student Home on the day of the Suspension

Generally, the student should remain in school on the day of the suspension until school is dismissed for the day. Except as provided below, if the situation requires that the student be removed from the premises before school is dismissed, the Principal shall attempt to contact the student's parent or guardian to request that the parent/guardian pick up the student. If the parent/guardian is unable to pick up the student, the student should remain under the school's supervision until school is

dismissed, or in the event law enforcement is involved, under law enforcement supervision.

5. Opportunity to Complete School Work

A suspended student shall not be denied the opportunity to take any quarterly, semester or grading period examinations or to complete course work missed during the suspension period. Such work shall be completed pursuant to the procedures established by the School Board.

6. Reference to the Suspension in the Student's Record

The student's suspension from school shall be entered in the student's record as required by the rules adopted by the School Board concerning the content of student records.

The suspended student or the student's parent or guardian may, within five (5) school days following the commencement of the suspension, have a conference with an, who shall be someone other than a Principal, administrator or teacher in the suspended student's school, to discuss removing reference to the suspension from the student's records.

Reference to the suspension in the student's school record shall be removed if the administrator finds that:

- The student was suspended unfairly or unjustly;
- The suspension was inappropriate, given the nature of the alleged offense; or
- The student suffered undue consequences or penalties as a result of the suspension.

The administrator shall make a finding within fifteen (15) days of the conference.

7. Co-Curricular or Extra-Curricular Participation

A student's participation in co-curricular or extra-curricular activities during a suspension shall be determined on a case-by-case basis.

B. Expulsion

1. Grounds for Expulsion

The School Board may expel a student only when it is satisfied that the interest of the school demands the student's expulsion and it finds that the student:

- Repeatedly refused or neglected to obey the rules established by the School District;

- Knowingly conveyed or caused to be conveyed any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives;

- Engaged in conduct while at school or while under the supervision of a school authority that endangered the property, health or safety of others;

- Engaged in conduct while not at school or while not under the supervision of a school authority that endangered the property, health or safety of others at school or under the supervision of a school authority or endangered the property, health or safety of any employee or School Board member of the School District in which the student is enrolled; or

- Was at least sixteen (16) years old and had repeatedly engaged in conduct while at school or while under the supervision of a school authority that disrupted the ability of school authorities to maintain order or an educational atmosphere at school or at an activity supervised by a school authority and that such conduct did not otherwise constitute grounds for expulsion.

Under this section, conduct that endangers a person or property includes threatening the health or safety of a person or threatening to damage property.

2. Expulsion for Bringing a Firearm to School

The School Board shall expel a student from school for not less than one (1) year whenever it finds that the student brought a firearm to school or, while at school or while under the supervision of a school authority, possessed a firearm, unless the Board finds that the punishment should be reduced based upon the circumstances of the incident. Any such finding by the Board shall be in writing.

3. Expulsion Hearing

Prior to expelling a student, the School Board shall provide the student with a hearing. Prior written notice of the expulsion hearing must be sent separately both to the student and their parent(s) or guardian(s) if the student is a minor; otherwise just to the student. The notice will comply with the requirements of State law.

The student, or the student's parent if the student is a minor, has the right to request a closed hearing or the Board may choose to close the hearing. The student and, if the student is a minor, the student's parent or guardian may be represented at the hearing by counsel.

4. Expulsion Order

   The Board shall reduce its decision to writing in the form of a written order. If expulsion is ordered, the order must state the length of time that the student is to be expelled. The order should also state specific findings of fact and conclusions of law in support of the decision.

5. Student Records

   The student's expulsion from school shall be entered in the student's record as required by the rules adopted by the School Board concerning the content of student records.

Discipline of Disabled Students

Students with disabilities will be entitled to the rights and procedures afforded by the Individuals with Disabilities Education Act (I.D.E.A.) and the Americans with Disabilities Act (A.D.A.).

SEARCH AND SEIZURE

Search of a student and their possessions, including vehicles, may be conducted at any time the student is under the jurisdiction of the Board, if there is a reasonable suspicion that the student is in violation of law or school rules. A search may also be conducted to protect the safety of others or as otherwise permitted by law.

Desks and lockers are public property and school authorities may make reasonable regulations regarding their use. The School District retains ownership and possessory control of student desks and lockers and the same may be searched at random by school personnel at any time. A showing of reasonable cause or suspicion is not a necessary precondition to a search under this paragraph. Students shall not have an expectation of privacy in lockers, desks, or other school property as to prevent examination by a school official.

All computers located in classrooms, labs, and offices of the School District are the School District's property and are to be used by students, where appropriate, for educational purposes. The School District retains the right to access and review all electronic, computer files, databases, and any other electronic transmissions contained in or used in conjunction with the School District's computer system, network, and electronic mail. Students should have no expectation that any information contained on such systems is confidential or private.

Review of such information may be done by the School District with or without the student's knowledge or permission. The use of passwords does not guarantee confidentiality, and the School District retains the right to access information in spite of a password. A student's refusal to permit such access may be grounds for disciplinary action.

No strip searches will be conducted by any employee of the School District, but may be conducted by law enforcement officials, if deemed necessary.

The Principal may arrange for a breath test for blood-alcohol to be conducted on a student whenever a staff member or chaperone has individualized reasonable suspicion to believe the student has consumed or is under the influence of an alcoholic beverage while on school premises or while participating in a school-sponsored activity. If the student refuses to take the test, the Principal will inform the student that refusal to participate implies admission of guilt leading to disciplinary action consistent with this handbook.

Anything that is found in the course of a search that may be evidence of a violation of school rules or the law may be taken and held or turned over to the police. The school reserves the right not to return items which have been confiscated. *(Board Policy 5771 – Search and Seizure)*

STUDENT RIGHT OF EXPRESSION

Our school recognizes the right of students to express themselves. With the right of expression comes the responsibility to do it appropriately. Students may distribute or display, at appropriate times, non-sponsored, noncommercial written material and petitions; buttons, badges, or other insignia; clothing, insignia, and banners; and audio and video materials. All items must meet the following school guidelines:

A. A material cannot be displayed if it:
   1. is obscene to minors, libelous, indecent, or vulgar;
   2. advertises any product or service not permitted to minors by law;
   3. intends to be insulting or harassing;
   4. intends to incite fighting or presents a likelihood of disrupting school or a school event; or
   5. presents a clear and present likelihood that, either because of its content or manner of distribution or display, it causes or is likely to cause a material and substantial disruption of school or school activities, a violation of school regulations, or the commission of an unlawful act.

B. Materials may not be displayed or distributed during class periods, or during passing times between classes. Permission may be granted for display or distribution during lunch periods and after school in designated locations, as long as exits are not blocked and there is proper access and egress to the building.

Students who are unsure whether or not materials they wish to display meet school guidelines may present them to the Principal twenty-four (24) hours prior to display.

Distribution or display by any student of prohibited nonschool-sponsored material or in violation of the school's approval process will be halted, and the student(s) involved will be subject to disciplinary action.

STUDENT DRESS AND APPEARANCE

The school recognizes that each student's mode of dress and appearance is a manifestation of personal style and individual preference. The school will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices interfere with the educational program of the schools.

Most student attire is acceptable as long as it is adequate for outside play, does not present a health or safety problem or cause disruption of educational activities. Under Board Policy 5511, student dress and grooming should not create a disturbance, present a safety risk, cause damage to property or interfere with achievement, High heeled shoes, flip-flops or other shoes without backs are not recommended for safe work and play. We suggest that your child wear rubber-soled shoes, and pants or shorts on days with scheduled physical education classes. We also discourage wheeled backpacks. Shoe skates, roller skates, or skateboards are not allowed in school.

Winter Clothing

Please be sure that your child has proper winter clothing - hats, mittens or gloves, boots, snow pants. All clothing should be labeled with your child's name. We do go outside for recess unless the temperature drops below -10 (windchill). We ask that you make sure your child brings the proper clothing to school to keep them warm and dry. Students need to bring a pair of shoes in addition to their boots. If you need assistance obtaining winter gear, please contact someone from our student services team. *Emails: robin.marsden@mgschools.net or kelsy.dieckhoff@mgschools.net* .

The following guidelines are used in regard to winter recess:

These temperatures include windchill.

- **10+ Degrees: Outdoors**
- **-10 to +10 Degrees: Supervisor's Call**
- **Below -10 Degrees: Indoors**

The school has established appropriate dress and appearance guidelines as are necessary to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes.

Accordingly, the school prohibits student dress or appearance practices that:

A. present a hazard to the health or safety of the student or to others in the school, including by way of communicating threats of harm or depictions of harmful conduct directed at others;

B. interfere with school work, create disorder, or disrupt the educational program, including dress that promotes or depicts illegal activity, such as illegal drug use, underage alcohol consumption, or similar activities;

C. cause excessive wear or damage to school property;

D. prevent the student from achieving their own educational objectives because of blocked vision or restricted movement.

Such guidelines shall also apply to the dress requirements for members of the athletic teams, bands, and other school groups when representing the school at a public event. A uniform or specific dress requirement may be enforced for students when representing the school.

In enforcing the dress code, the following procedures shall be used:

A. the principal shall serve as the initial arbiter of student dress and grooming in their building;

B. before taking action to enforce dress code requirements, including by requiring that a student remove, cover, or otherwise conceal the item or depiction at issue, the principal shall determine whether the item constitutes protected speech in so far as the item independently makes a statement of a discernable nature to the observer by depiction, words, or combination of the two that does not require separate explanation.

Expressive dress may not be protected speech if it involves:

A. Obscenity

B. Language or depictions intended to incite violence or foment hatred of others

Dress that is otherwise protected speech may still be prohibited if it is likely to cause a substantial disruption to the educational environment. This may include dress that includes the use of vulgarity, discriminatory language including racial or ethnic slurs, negative stereotypes, violence, or other communication when the clear intent is to invoke strong reactions in observers so as to impair the ability of teachers and/or students to engage in educational pursuit.

No protected speech may be prohibited on the basis of disagreement by school officials with the specific point of view expressed if the topic is otherwise permitted (e.g. permitting depictions of support for one political party, but prohibiting depictions of support for the other).

Students who violate the foregoing rules will not be admitted to class and may be subject to additional consequences.

If the clothing cannot be removed or concealed, the student may be sent home after contact is made with the student's parent/guardian. *(Board Policy 5511 – Dress and Appearance)*

STUDENT DUE PROCESS RIGHTS

The Board recognizes the importance of safeguarding a student's constitutional rights, particularly when subject to the District's disciplinary procedures.

To better ensure appropriate due-process is provided a student, the Board establishes the following guidelines:

A. Students subject to suspension:

The suspended student, and if a minor, the parent of the suspended minor student shall be given prompt notice of the suspension and the reason for the suspension. The student or the student's parents may within five (5) school days following the beginning of the suspension, have a conference with an Administrator. This conference will serve as the opportunity for the student to respond to the charges against the student. If the Administrator finds that the student was suspended unfairly or unjustly or that the student suffered undue consequences as the result of suspension, the student's record shall be expunged. *(Board Policy 5610 – Suspension and Expulsion)*

B. Students subject to expulsion:

Prior to expelling a student, the Board must hold a hearing. A student and their parent must be given written notice of the intention to expel and the reasons therefore, at least five (5) days prior to the date of the hearing. The hearing is the opportunity for the student and their parent to appear with a representative or legal counsel before the Board to answer the charges. The Board will keep written minutes of the hearing. The hearing will be closed. The student and/or their parent may appeal the expulsion consistent with 120.13, Wis. Stats. *(Board Policy 5610 – Suspension and Expulsion)*

SECTION V - TRANSPORTATION

BUS TRANSPORTATION TO SCHOOL

It is important to remember that the school's rules apply at school, on school property, at school-sponsored events, and on school transportation.

The school bus is considered to be an extension of the classroom; therefore, the School District requires students to conduct themselves while on the bus in a manner consistent with established standards for classroom behavior. The School District has developed a set of bus rider rules.

In cases when a student's behavior is unsafe, the bus driver may notify an administrator (or designee) at the student's school. Similar to the classroom, repeated or severe inappropriate/unsafe behaviors will receive more intensive consequences. When appropriate, administration will involve caregivers to help problem solve and resolve behavior concerns. In some cases, a student can be suspended from school transportation for infractions of school bus rules. Guidelines for proper notification of parents/guardians and due process have been established.

The District shall not discriminate in standards and rules of behavior or disciplinary measures on the basis of sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotion or learning disability. Discrimination complaints shall be processed in accordance with established procedures.

All buses are equipped with video cameras for the primary purpose of supporting a safe environment.

The following rule applies to any school-sponsored transportation by bus:

Students on the Bus

1. No eating on the bus, unless you have a specific medical plan/need. (on a very limited basis there may be food on buses for evening or overnight activities, preapproved)
2. Stay seated when the bus is in motion.
3. Keep hands and head inside the bus at all times.
4. Keep aisles clear.
5. Keep hands, feet, and objects to self.
6. Use school appropriate language.
7. Cell phones/electronic devices:
    a. May be used as long as content and use is school appropriate
    b. Volume needs to be off or headphones need to be used

Guardian Must Knows

1. Students will ride on their assigned buses.

2. Guest ridership is prohibited.
3. Students will get on and off the bus at their assigned stop for am/pm routes.
4. Riders are expected at the bus pick-up point five (5) minutes prior to the scheduled pick-up time and shall help keep the bus on schedule. The bus will stop only if the students are at the designated pick-up point.
5. Transporting animals or glass articles is prohibited.
6. Transporting rollerblades, skates, scooters or skateboards is prohibited, unless fully enclosed in a backpack.
7. If applicable, students will be seated in their assigned seats.

Bus Safety

1. Riders should stay off the roadway at all times as well as practice safe behaviors to other riders and to passerby's vehicles while waiting for the bus. Students will walk on sidewalks and if no sidewalk is available the student will walk on the side of the road facing traffic to get to the bus stop.

2. Riders should wait until the bus has come to a complete stop and the driver has signaled them before moving towards the bus. Riders should be in single file before entering the bus. If children must cross the roadway to get to the bus, they may cross the road only after the bus driver has signaled that it is safe to cross.

3. After getting off the bus and checking to be sure that no traffic is approaching, and after receiving the signal from the driver, riders may cross the road. Riders should cross the road 10 feet in front of the bus so that the driver can see them cross, among other safety reasons. Riders should be alert to the danger signal, a steady blast of the horn, from the driver. Should that danger signal be sounded, the students should return to curbside (the right hand side/door side of the bus).

4. Students will remain in the bus in case of road emergency, unless directed to do otherwise by the driver.

Co-Curricular and Special Activity Trips

The above rules and regulations apply to any trip under District-sponsorship. However, in certain circumstances, with permission, and under the supervision of chaperones, food and beverages will be permitted. The riders are responsible for picking up any litter that results from food and beverages.

Bus conduct on co-curricular and special activity trips is the responsibility of the supervising chaperones.

Riders making a co-curricular or special activity trip must return on the same bus, unless written authorization from parents/guardians has been presented to the supervising employee in advance of the activity.

Bus transportation is provided for all eligible students. The Monona Grove School District partners with Nelson's Bus Service.

Monona Grove Board of Education

Elizabeth Cook, President

Rachelle Miller, Vice-President

Janice Stone, Clerk

Phillip Haven, Treasurer

Dr. Eric J. Hartz, Member

Stephanie Lehmann, Member

Susan Manning, Member

Elsa Beuthling, Student Representative

(See District website for contact information)

MGSD Board Information

"Engaged learning where equity is prioritized."

APPENDIX I

Monona Grove District Office

5301 Monona Drive, Monona, WI 53716 Phone: 608-221-7660 Fax: 608-221-7688

Superintendent's Office

Dr. Tanya Fredrich, Superintendent 608-316-1917

Tish Masarik, Admin. Assistant 608-316-1917

Information & Strategy

Katy Byrnes Kaiser, Director, 608-316-1960

Emily Hayhurst, Communications Specialist 608-316-1912

Chad Kliefoth, Technology Coordinator 608-316-1925

Katy O'Shea, District Registrar, 608-316-1920

Teaching & Learning

Angie Fassl, Director of Elementary Teaching & Learning 608-316-1921

Rob Meyer, Director of Elementary Teaching & Learning 608-316-1935

Marilyn Gilbertson, Admin. Assistant 608-316-1914

Amy Kersten, Data & Assessment Specialist 608-316-1906

Greg Benz, Career & Tech Ed Coordinator 608-316-1398

Student Services

Christa Foster, Director 608-316-1908

Shelby Steel, Asst. Director of Student Services & Equity 608-316-1926

Kendra Atkinson, Special Education Coordinator 608-316-1907

Toni Rieder, Admin. Assistant 608-316-1905

Jade Sachs, Bilingual Resource Specialist 608-316-1356

Kristin Sobocinski, Deputy Superintendent 608-316-1916

Business Services

Karen Puccio, Business Services Specialist 608-268-6918

Lauri Slattery, Accounting Specialist, 608-316-1918

Natalie Dix, Accountant 608-316-1913

Jessica Haefner, Payroll Specialist 608-316-1359

William Miller, Facilities Supervisor 608-316-1910

Heidi Stroess, Aquatics Supervisor 608-316-1384

Human Resources

Carrie Nemesi, HR Generalist 608-316-1915

Maria Shelton, Senior HR Generalist 608-316-1938

Kristin Ostrander, Benefit Specialist 608-316-1901

School Nutrition

Margaret Sanna, School Nutrition Director 608-316-1911

Dana Hoffman, Asst. Director 608-839-8592

Terri O'Neil, Admin Assistant 608-316-1894

Transportation

Nelson's Bus Company 608-221-8417

Building Administrators

Monona Grove High School Phone: (608)221-7666, Fax: (608)221-7690

Mitch McGrath, Principal

Melissa Rosol, Associate Principal

Jason Kling, Associate Principal

Joe Schneider, Associate Principal/Athletic Director

MG21 Charter School Phone: (608)316-1924, Fax: (608) 221-7662

Rebecca Fox-Blair, Director

Glacial Drumlin School Phone: (608)839-8437, Fax: (608)839-8414

Kris Langer, Principal

Emily Koch, Associate Principal

Tyler Zaspel, Associate Principal

Winnequah School Phone: (608)221-7677, Fax: (608)221-7694

John Hagen, Principal

Dan Hillgartner, Associate Principal

Granite Ridge School Phone: (608)839-8980, Fax: (608)839-9345

Reed Foster, Principal

Allison Friberg, Associate Principal

Cottage Grove School Phone: (608)839-4576, Fax: (608)839-4439

Jesse Starr, Principal

Taylor Prairie School Phone: (608)839-8515, Fax: (608)839-8323

Emily Foster, Principal