SHEBOYGAN AREA
SCHOOL DISTRICT

NOTE: This meeting will be held in the Boardroom.

**Starting/ending times may vary*

Tuesday, November 11, 2025
Starting Time: 6:00 – 6:30 p.m.*
CHAIR: Ms. Robbins, Chair
MEMBERS: Ms. Tasche, Vice Chair
Ms. Wittstock
Ms. Hibl

(A quorum of the Board may be present)

The Curriculum and Instruction Committee meeting will be held in the Board of Education meeting room, 3330 Stahl Road, Sheboygan, Wisconsin on **Tuesday, November 11, 2025, at 6:00 p.m.** The following items will be presented for consideration at that time:

Please note that some Board members may be participating in this Board meeting via teleconference or other remote access technology. Members of the public who attend the meeting will be able to hear any open session dialogue between such members and the Board members present in the Boardroom.

REPORT TO THE CURRICULUM & INSTRUCTION COMMITTEE
AGENDA

2 Min. 1. **LUXEMBOURG FIELDTRIP – Ms. Rachel Ledezma** (Information/Action)

Administration recommends the approval of South High School students to travel to Luxembourg, Germany, March 20-April 1, 2026, to strengthen relationships (academically and culturally) with our sister school as per Policy 2340.

10 Min. 2. **CLASS SIZE REPORT – Ms. Rachel Ledezma** (Information/Discussion)

The Class Size Report will be presented per the format approved by the Board of Education.

1 Min. 3. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 2210 – CURRICULUM DEVELOPMENT – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) of the following revised policy:
- Policy 2210 – Program; Curriculum Development

1 Min. 4. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 2270 – RELIGION IN THE CURRICULUM – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) of the following revised policy:
- Policy 2270 – Program; Religion in the Curriculum

1 Min. 5. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 2271.01 – START COLLEGE NOW PROGRAM – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) of the following revised policy:
- Policy 2271.01 – Program; Start College Now Program

1 Min. 6. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 2416 – STUDENT PRIVACY AND PARENTAL ACCESS TO INFORMATION – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) of the following revised policy:
- Policy 2416 – Program; Student Privacy and Parental Access to Information

1 Min. 7. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 5112 – ENTRANCE AGE – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) of the following revised policy:
- Policy 5112 – Students; Entrance Age

1 Min. 8. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 5113 – OPEN ENROLLMENT PROGRAM (INTER-DISTRICT) – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) of the following revised policy:
- Policy 5113 – Students; Open Enrollment Program (Inter-District)

1 Min. 9. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 5310.01 – EMERGENCY NURSING SERVICES – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) of the following revised policy:
- Policy 5310.01 – Students; Emergency Nursing Services

1 Min. 10. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 5330 – ADMINISTRATION OF MEDICATION/EMERGENCY CARE – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) of the following revised policy:
- Policy 5330 – Students; Administration of Medication/Emergency Care

1 Min. 11. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 5411 – THIRD GRADE PROMOTION AND RETENTION: AT-RISK STUDENTS – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) of the following revised policy:
- Policy 5411 – Students; Third Grade Promotion and Retention: At-Risk Students

1 Min. 12. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 5464 – EARLY GRADUATION – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) of the following revised policy:
- Policy 5464 – Students; Early Graduation

1 Min. 13. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 5505 – ACADEMIC HONESTY – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) of the following revised policy:
- Policy 5330 – Students; Academic Honesty

1 Min. 14. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 5512 – USE OF TOBACCO AND NICOTINE BY STUDENTS – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) of the following revised policy:
- Policy 5512 – Students; Use of Tobacco and Nicotine by Students

1 Min. 15. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 5530 – STUDENT USE OR POSSESSION OF INTOXICANTS, DRUGS, OR PARAPHERNALIA – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) of the following revised policy:

- Policy 5530 – Students; Student Use or Possession of Intoxicants, Drugs, or Paraphernalia

1 Min. 16. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 7440.02 – SMART MONITORING EQUIPMENT – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) of the following revised policy:

- Policy 7440.02 – Property; Smart Monitoring Equipment

1 Min. 17. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 9151 – USE OF CAMERAS AND OTHER RECORDING DEVICES IN LOCKER ROOMS – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) of the following revised policy:

- Policy 9151 – Relations; Use of Cameras and Other Devices in Locker Rooms

1 Min. 18. **INTRODUCTION (FIRST READING) TO DELETE BOARD OF EDUCATION POLICY 5611 – DUE PROCESS RIGHTS – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) to delete the following policy:

- Policy 5611 – Students; Due Process Rights

1 Min. 19. **INTRODUCTION (FIRST READING) TO DELETE BOARD OF EDUCATION POLICY 5710 – STUDENT COMPLAINTS – Ms. Rachel Ledezma** (Discussion/Possible Action)

Administration recommends the introduction (first reading) to delete the following policy:

- Policy 5710 – Students; Student Complaints

EXTENDED TRAVEL, REGIONAL/NATIONAL COMPETITION, AND/OR INTERNATIONAL FIELD TRIP PRE-APPROVAL FORM

Guidelines:
If the field trip meets any of the following criteria, complete this form along with the Estimated Costs Worksheet and route them for approval.

- Over 300 miles round trip
- Includes an overnight stay
- More than 24 hours
- Is a regional or national competition

Deadlines for Approval:
SASD policy requires the Board of Education be informed of all Extended Travel and approve all travel for Regional/National Competitions and International Travel before the trip takes place.

To meet these requirements, please follow these deadlines:

- Identify the date of a Curriculum & Instruction (C&I) meeting that occurs at least 4 weeks before the field trip's departure date.
- The forms must be completed and routed at least 2 weeks before that C&I meeting.
- C&I meetings occur on the second Tuesday of each month.

Routing Instructions:
- Advisor: Email this form and the Estimated Costs Worksheet to your principal, copying the principal's secretary and the secretary for the Assistant Superintendent of Student & Instructional Services, Pam Warriner. Include a brief message in the email stating, "I recommend this field trip."
- Principal: Review the information. If you recommend the field trip, FORWARD the email to the secretary for the Assistant Superintendent of Student & Instructional Services, Pam Warriner. Include a brief message in the email stating, "I recommend this field trip."
- Assistant Superintendent's Secretary, S&I: Review the documents and prepare hard copies for signatures from all remaining approvers.
- Superintendent's Secretary: When all approvals have been attained, email the advisor that the field trip may take place.

Questions? Need help with formatting?
- Call the secretary for the Assistant Superintendent – Student & Instructional Services, Pam Warriner, at 459-3781.

EXTENDED TRAVEL, REGIONAL/NATIONAL COMPETITION, AND/OR INTERNATIONAL FIELD TRIP PRE-APPROVAL FORM

1. Name of Group: Luxembourg Club Trip 2026
2. Date of Application: 10/21/2025
3. Person Making Application: Peter Toutenhoofd/Brian Sommersberger
4. School: Sheboygan South High School

5. Proposed Event: Homestay/immersion/tour experience
6. Destination: Schengen, Luxembourg and Perle, Germany
7. Dates of Travel: March 20-April 1, 2026 (dates may change based on flight costs)
8. Purpose: South students and teachers have the chance to engage with their peers sister school in Luxembourg through a proposed trip. Students will stay with host families, attend school, and explore Luxembourg, with possible day excursions to neighboring countries. This experience will enhance cultural understanding and strengthen the relationship between the two schools for future collaboration.
9. # of students (estimate): 13
10. # of chaperones: 4

11. Is this field trip a regional/national competition? [ ] Yes [X] No
12. If yes, what are the qualifying criteria for participation?

13. Estimated Costs
Use the appropriate worksheet to calculate the cost of the trip. Use the results from the worksheet to complete the section below. The worksheet must be submitted along with this form to the Assistant Superintendent Student & Instructional Services.

A. Total Cost of Trip

# of Students	13
Cost Per Student	1651.30
Total for all Students	21,466.90

# of Chaperones	4
Cost Per Chaperone	2651.30
Total for All Chaperones	10,605.20

Total Cost of Trip	32,072.10

B. Cost by Funding Source

Source			**Total**
Students	($ 900	each	11,700
Chaperones	($0	each	0
Student Group/Fundraising			0
Grants			20,372.10
Building Funds			
District/Central Admin Funds			
Other - specify here:			
Total Cost of Trip			32, 072.10

Continued on next page . . .

14. Use the space below to answer the following questions. Do not submit additional pages. The space below will expand to fit your needs.

a.	What activities will the students be engaged in while on the trip? Students will be hosted by Luxembourgish families and attend school with them from Tuesday - Friday. Students will additionally spend the weekend with host families to take part in activities and tour the area.
b.	How will students demonstrate their learning from this experience? (Please describe specific activities that will take place after the field trip.) Continued participation in the Virtual Luxembourg Exchange Club. Students will also document the trip through photos and journaling. Students will work with the broadcasting club to produce a video and share it with the club and additional students.
c.	How will SASD staff members involved in the field trip use their experiences during this field trip to enhance their classroom activities? Collaborative projects between departments will occur, and student activities will be planned. Teachers will also prepare lessons and activities for the Luxembourg students' visit using knowledge obtained from this experience.
d.	Who will the chaperones be and how were they selected? The Luxembourg Exchange Committee selected chaperones. Selected chaperones are Peter Toutenhoofd, Brian Sommersberger, Amanda Rammer, and Angie Giesler

15. Verify that the appropriate documentation will be provided for this field trip.

a. The school's extended travel rules and a detailed itinerary will be provided to each student and parent/guardian before the trip. X Yes ___ No

b. Parents/guardians will review and complete the following forms, returning them to the school, before the trip takes place:

- Consent for Treatment of Student X Yes ___ No
- Student Travel Notice and Consent form X Yes ___ No
- The Parent/Legal Guardian Exclusion Waiver form (applies only to trips outside the continental US) X Yes ___ No

16. Route this form for approval. Follow the guidelines on the cover page of this form.

For Central Administration Use Only				
Signature	**Title**	**Recommended:**		**Comments**
		Yes	No	
Brian Sommersberger and Peter Toutenhoofd	Advisor	x		per email
Kevin Formolo	Principal	x		via email
	Asst Supt – S&I			
	Superintendent			
	Board of Education			

8/27/13
New Form Number 9/18/14
Updated 10/6/16

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SHEBOYGAN AREA SCHOOL DISTRICT

DATE: November 11, 2025
TO: Sheboygan Area School District Board of Education
Jake Konrath, Superintendent
FROM: Rachel Ledezma, Assistant Superintendent of S&I
SUBJECT: Class Size Report – 2025-2026

The class size report is an annual report to the Board of Education. This report provides an update on current class sizes within our schools to evaluate compliance with Policy# 2312 Class Size, which provides a recommendation for the preferred class sizes across different grade levels and subject areas.

The following schools have no classes above the class size policy:

- Cleveland
- Cooper
- Jefferson
- Longfellow
- Sheridan
- Central High School
- Étude Middle School/High School
- George D Warriner Middle School/High School

CLASS SIZE REPORT SUMMARY FIRST SEMESTER REPORT
2025-2026 School Year

Class Size for Elementary Classes

Criteria for Grade 1: Classes should have enrollments of fewer than 19 students.

	2025-2026
Number of Rooms Meet Criteria for **Grade 1**	17

Criteria for Kindergarten and Grade 2: Classes should have enrollments of fewer than 23 students.

	2025-2026
Number of Rooms Meet Criteria for **Kindergarten**	34
Number of Rooms Meet Criteria for **Grade 2**	27

Criteria for Grade 3-5: Classes should have enrollments of fewer than 28 students.

	2025-2026
Number of Rooms Meet Criteria for **Grade 3**	28
Number of Rooms Meet Criteria for **Grade 4**	18
Number of Rooms Meet Criteria for **Grade 5**	20

First Semester	4K		Kindergarten <23				1st <19				2nd <23				2nd/3rd Grade Split			3rd <28			3rd/4th Grade Split			4th <28			4th/5th Grade Split			5th <28			INSPIRE	Virtual	Total
ELC	**ELC:** 17+15+20+16+16+16+19+20+17+15+18+16+17+18+18+15= **273** + 150(Contracted 4K site) = 323+ 70 (ECSE-3yo) = 493																																	493
Cleveland	10		10				14				15							16						18						25					108
Cooper			16	17			15	15			19	18						18	21					26	25					26	25				241
Etude ES			20	19			18	**19**							28	**29**											19	18	20						190
Grant (AGR)			10	12	13	13	**19**	**19**	**20**		19	19	20					17	15	15				18	18	18				16	18	18			317
Jackson			**23**	21			**25**	**25**			14	15	15					25	25					19	20	20				**29**	**29**				305
Jefferson (AGR)			11	11	12		15	16	16		20	20						21	20					20	21					20	20				243
Lake Co Academy	22	18	22	20			**25**	**25**			**25**	**25**						25	24					24	25					25	25				330
Lincoln-Erdman	20	21	17	15	14		18	18	**19**		20	21	21					22	24	24				**29**	**28**					**30**	**29**			1	391
Longfellow (AGR)			18	17			16	15			19	19						26	26					20	20					24	24				244
Sheb Leadership	7		20				**27**				**24**							21						19						22					140
Madison			16	17	16		14	15	16		14	15	14					26	25					**28**	**28**					26	27		21	1	319
Pigeon River			16	18			**20**	**21**			18	16						25	24					**28**			**29**			**29**				2	246
Sheridan (AGR)			14	12	12	12	15	17	15		20	19	18					12	12	12				21	22					23	24				280
Wilson			18	18	18	19	**20**	**20**	**19**	**22**	21	19	20	**23**				26	25	24				**28**	**28**	**29**				**30**	**30**	**29**			486
Total	98		557				613				585				57			596			0			600			86			623			21	4	4333
Within Policy Kindergarten (1-22 students) Grade 1 (1-18 students) Grade 2 (1-22 students) Grades 3-5 (1-27 students)	22		34				17				27							28						18						20				4333	
Over Policy Kindergarten (23+ students) Grade 1 (19+ students) Grade 2 (23+ students) Grades 3-5 (28+ students)			1				16				4							2						8						9					
Total	**22**		**35**				**33**				**31**				**0**			**30**			**0**			**26**			**0**			**29**					

Central High School

COURSE NAME	NUMBER OF SECTIONS
3D DESIGN FUND (9)	1
ALGEBRA A (19)	1
ALGEBRA B (11)	1
AMER GOVERNMENT (19)	1
AUTO ELEC MECH 1 (12)	1
BIOLOGY 1 (16,18)	2
COR LNG ART 1 (16,18)	2
CORE LNG ART 2 (15)	1
CREATIVE WRIT (16,19)	2
CRIMES IN HIS (18)	1
FIELD TO TABLE (8)	1
FILM AS LIT (15)	1
FOOD SERVICE 1 (16,16)	2
HEALTH 1 (16)	1
HOUSE INTER DES (8)	1
INDIV READ 11A (19)	1
L.I.F.E. (15)	1
LIFETIME FIT (19)	1
LTC ILLUSTRATOR (8)	1
LTC MEASURE (17)	1
LTC SUPPORT 1 (12)	1
MATERIALS PROC (7)	1
PERS FINANCE 1 (17)	1
PHOTOGRAPHY (17)	1
PRE ALGEBRA 1 (6,6,10)	3
PRE ALGEBRA 2 (6)	1
PRECOLLEGE MATH (10)	1
SKILL/STR CCT/INTOR CHLD CARE (4)	1
TEXTILE/FIB ART (7)	1
TRUE CRIME (11,19)	2
US HISTORY 1 (14,18)	2
WGHT TRN/COND 1 (19)	1
WORKPLACE LEARN (9)	1
WORLD HISTORY 1 (14,19)	2
TOTAL NUMBER OF CLASSES WITH UNDER 20 STUDENTS	**43**

Etude High School

COURSE NAME	NUMBER OF SECTIONS
ALGEBRA 1 (18)	1
ANATOMY PHYSIOLOGY (9)	1
ART PORT BUILDING 1 (11)	1
BAND (15)	1
BIOLOGY 1 (16)	1
CINE LANGUAGE (11)	1
ECOLOGY & ART 1 (15, 18)	2
GEOMETRY 1 (16)	1
GREAT WRLD TXT 1 (12)	1
GREAT WRLD SS 1 (12)	1

INTRO COMPUTER SCIENCE (10)	1
MATH SKILLS (5)	1
MODEL UN LA 1 (6)	1
MODEL UN SS 1 (7)	1
PRE CALCULUS (5)	1
US HISTORY 1 (15)	1
WORLD DANCE (10)	1
WORLD LIT (18)	1
TOTAL NUMBER OF CLASSES WITH UNDER 20 STUDENTS	**19**

Warriner High School

COURSE NAME	NUMBER OF SECTIONS
BIOLOGY 1 (8,11)	2
DIGITAL CITIZENSHIP (12,13)	2
ENGLISH 2 (15,18)	2
ENGLISH 3 (13)	1
MAYWOOD ART (14)	1
NATIVE SPECIES OF WI (14,16)	2
PROFESSIONAL COMMUNICATIONS (10,10)	2
PUBLIC SPEAKING (12)	1
STEAM PBL (16)	1
THEORY OF KNOWLEDGE (15)	1
TRANSCENDENTALISM IN NATURE (14,16)	2
US HISTORY 1 (10,16)	2
YMCA (10)	1
TOTAL NUMBER OF CLASSES WITH UNDER 20 STUDENTS	**20**

North High School

COURSE NAME	NUMBER OF SECTIONS
AFRO ASIAN 1 (19)	1
AFRO ASIAN 2 (17)	1
ALGEBRA 2 (18)	1
ALGEBRA BLOCK 1 (11)	1
ALGEBRA BLOCK 2 (18, 14)	2
AP MACROECON (18)	1
AP MICROECON (19)	1
AP PHYSIC 3 (18)	1
AP PHYSIC 4 (18)	1
AP/CAPP CALC 3 (9)	1
AP/CAPP CALC 4 (9)	1
ASTRO/METEO/MAP (18, 14)	2
BOTANY 2 (18)	1
CAPP ADV ALG 1 (19, 19)	2
CAPP CALCULUS 1 (15)	1
CAPP CALCULUS 2 (15)	1
CAPP INTRO ARCH (15)	1
CAPP LEADERSHIP (18)	1

CHEMISTRY 1 (18, 16)	2
CHEMISTRY 2 (18)	1
CHILD DEVEL 2 (19)	1
CHINESE 3A /CHINESE 4A (13) (6)	1
CHINESE 3B / CHINESE 4B (13) (6)	1
CONCERT BAND (17, 17)	2
CONT PRAC HLCR (12, 14)	2
CPSTINE ENG/ARC2 (3)	1
CREATIVE WRIT (12, 16)	2
CULINARY ARTS 1 (18)	1
CULINARY ARTS 2 (15, 10)	2
CULINARY ARTS 4 (12)	1
ECE:CHILDDEV TC (14, 14)	2
ENG 6 CAPP (19)	1
ENGLISH 1 (15)	1
ENGLISH 2 (15, 18)	2
ENGLISH 3 (17, 11, 12)	3
ENGLISH 4 (16, 12, 12)	3
ENGLISH 5 (13)	1
ENGLISH 6 (19, 17, 19, 16)	4
EXPLORING LIT (12)	1
FASHION CONST 1 (18)	1
FASHION CONST 2 (15, 15)	2
FILM AS LIT (18, 16)	2
FITNESS FOUND (7)	1
FRENCH 3A (11)	1
FRENCH 3B (12)	1
GEOLOGY (9)	1
GERMAN 1A (14)	1
GERMAN 1B (14)	1
GERMAN 2A (18)	1
GERMAN 2B (17)	1
GERMAN 3A (12)	1
GERMAN 3B (12)	1
GERMAN 4A / GERMAN 5A (3) (11)	1
GERMAN 4B (11) / GERMAN 5B (3)	1
HOUSE CONST 1 (14, 15)	2
HOUSE CONST 2 (14, 15)	2
HOUSE/INTER DES (17)	1

INTER MATH 1 (12,14)	2
INTER MATH 2 (15, 14, 19)	3
INTERIOR DSGNII (18)	1
JAZZ ENSEMBLE (13, 13, 1, 1)	2
LIFE GUARD TRNG (14)	1
LIFETIME FITNESS (19)	1
MATH LITERACY 1 (10, 8)	2
MATH LITERACY 2 (11, 7)	2
MATH TRADE 1 TC (16, 17)	2
MATH TRADE 2 TC (15, 18)	2
MED TERM TC (15, 17)	2
MSFT OF SP1WORD (8)	1
MSFT OF SP2EXCL (12)	1
NORTHERN LIGHTS (17, 17, 1, 1)	2
PHYSICS 1 (16, 15, 18)	3
PHYSICS 2 (16, 15, 18)	3
PLTW CIV ENG A1 / ADV ENG/ARCH 1 (14)	1
PLTW CIV ENG A2 / ADV ENG/ARCH 2 (14)	1
PLTW PRIN ENGIN (8)	1
PRE ALGEBRA 1 (13, 14)	2
PRE ALGEBRA 2 (13, 14)	2
SENIOR ART (19)	1
SOCIAL MEDIA 1 (19)	1
SPANISH 3A (16)	1
SPANISH 3B (16)	1
SPEECH (10, 19, 19)	3
SPORTS LIT (18)	1
US HISTORY 1 (17, 18, 17, 18)	4
US HISTORY 2 (19, 19, 16)	3
WEB DEV 1 (16)	1
WESTERN CIV 1 (11, 15)	2
WESTERN CIV 2 (13, 14)	2
TOTAL NUMBER OF CLASSES WITH UNDER 20 STUDENTS	**135**

South High School

South High School utilizes a flex-mod schedule. A strength of the scheduling system is that it allows for flexible grouping of students based upon the appropriate instructional delivery model. These groups are defined as large group, medium group, small group, discussion and lab. The number of staff members collaboratively teaching each of those groups varies from one to three depending on the instructional model being used. The enrollment range and number of weekly sections is as follows:

Group	Enrollment Range	Number of Sections
Large	70-100	23
Medium	40-69	75
Small	25-39	720
Discussion	15-24	246

Summary of Classes Over Class Size Policy 2312

Criteria for Grade 1: Classes should have enrollments of fewer than 19 students.

Number of Rooms Over Criteria	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Grade 1	NA	12	21	13	9	16

Criteria for Kindergarten and Grade 2: Classes should have enrollments of fewer than 23 students.

Number of Rooms Over Criteria	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Kindergarten	NA	2	7	2	4	1
Grade 2	NA	4	9	6	11	4

Criteria for Grades 3-5: Classes should have enrollments of fewer than 28 students.

Number of Rooms Over Criteria	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Grade 3	NA	0	0	4	2	2
Grade 4	NA	4	3	0	4	8
Grade 5	NA	3	6	3	1	9

Criteria for Grades 6-8: Classes should have enrollments of fewer than 31 students.

Number of Rooms Over Criteria	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Middle School Grades 6-8	NA	32	32	38	61	49

Criteria for Grades 9-12: Classes should have enrollments of fewer than 31 students.

Number of Rooms Over Criteria	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Etude HS Grades 9-12	NA	0	0	0	0	0
G. Warriner HS Grades 9-12	NA	0	0	0	2	0
North High School Grades 9-12	NA	96	104	71	94	121
Central High School Grades 9-12	NA	0	0	0	0	0

Middle and High Schools with Class Sizes Above Class Size Policy 2312
Total Number of Classes with 30 or more students

Farnsworth

COURSE NAME	NUMBER OF SECTIONS
ACCEL MATH (33)	1
ART 7 (31)	1
ELA 7 (33, 32, 31, 30)	4
ELA 8 (31,30)	2
FAM/CONS SCI 7 (31)	1
LIFE READINESS 8 (32)	1
MATH 7 (32,32)	2
MATH 8 (30, 30)	2
SCIENCE 7 (33, 33, 32, 31, 31)	5
SCIENCE 8 (32, 30)	2
SOCIAL STUDIES 7 (32, 31, 31, 30)	4
SOCIAL STUDIES 8 (31)	1
TOTAL NUMBER OF CLASSES WITH 30 OR MORE STUDENTS	**26**
Over 30 Within Board Policy	
BAND 6 (36)	1
BAND 7 (39)	1
BAND 8 (32)	1
CHORUS 6 (32)	1
CHORUS 7 (44)	1
CHORUS 8 (37)	1
ORCHESTRA 6 (31)	1
ORCHESTRA 7 (31)	1
PHY ED 7 (30)	1
PHY ED 8 (31)	1
TOTAL NUMBER OF CLASSES WITH 30 OR MORE STUDENTS	**10**

Horace Mann

COURSE NAME	NUMBER OF SECTIONS
ART 6 (30)	1
ART 8 (30)	1
MATH 6 (30)	3
SCIENCE 7 (30)	1
SCIENCE 8 (30)	2
SOCIAL STUDIES 7 (30)	2
SOCIAL STUDIES 8 (30)	2
SPANISH LA 6 (31)	1
SPANISH SCI 6 (31)	1
TECH ED 8 (30)	1
TOTAL NUMBER OF CLASSES WITH 30 OR MORE STUDENTS	**15**
Over 30 Within Board Policy	
BAND 6 (36, 31)	2
BAND 7 (54)	1
BAND 8 (54)	1
ORCHESTRA 6 (36)	1
ORCHESTRA 7 (37)	1
ORCHESTRA 8 (33)	1
PHY ED 6 (32, 30)	2
PHY ED 8 (33, 32, 30)	3
TOTAL NUMBER OF CLASSES WITH 30 OR MORE STUDENTS	**12**

Urban

Over 30 Within Board Policy	
ACCEL. MATH (30)	1
ALGEBRA (30)	1
ELA 6 (30,30)	2
ELA 8 (30)	1
MATH 6 (30)	1
SCIENCE 8 (31, 30)	2
TOTAL NUMBER OF CLASSES WITH 30 OR MORE STUDENTS	**8**
Over 30 Within Board Policy	
BAND 6 (47)	1
BAND 7 (58)	1
BAND 8 (39)	1
CHORUS 6 (41)	1
CHORUS 7 (35)	1
ORCHESTRA 6 (42)	1
ORCHESTRA 7 (34)	1
ORCHESTRA 8 (37)	1
PE 6 (35,30)	2
TOTAL NUMBER OF CLASSES WITH 30 OR MORE STUDENTS	**10**

North High School

COURSE NAME	NUMBER OF SECTIONS
ADV CAPP COMP (33)	1
ADV DR/PAINT II/3D DESIGN/INTR DIG ART/PORTII (38)	1
ADV ENGLISH 5 (32)	1
ADV ENGLISH 6 (31)	1
AFRO ASIAN 1 (32,32,34,34)	4
AFRO ASIAN 2 (31,31,32,32,34,34)	6
ALGEBRA 1 (31,33)	2
ALGEBRA 2 (33,33)	2
AP/CAPP CALC 1 (34)	1
AP/CAPP CALC 2 (34)	1
AP/CAPP PSY 1 (40,42,43)	3
AP/CAPP PSY 2 (37,41,42)	3
AP/CAPP STAT 2 (31)	1
AP/CAPP US HST 1/ AP/CAPP GOV US (44)	1
AP/CAPP US HST 2/ AP/CAPP GOV US (43)	1
ART FOUND 1 (31,31)	2
ART FOUND 3/ AP STUDIO ART 1 (34)	1
ART FOUND 4/ AP STUDIO ART 2 (36)	1
AUTO ELEC MECH (31)	1
BIOLOGY 1 (31,32,32)	3
BIOLOGY 2 (32,33)	2
BOTANY 1 (32)	1
BOTANY 2 (32)	1
CAPP ACCTG 1 (31)	1
CAPP BIOLOGY 3 (32)	1
CAPP BIOLOGY 4 (32)	1
CAPP PERS FIN (31)	1
CAPP PRE CALC 1 (31)	1
CAPP PRE CALC 2 (31)	1

CHEMISTRY 1 (31,31,32,33)	4
CHEMISTRY 2 (31,34)	2
CHINESE 1A (39)	1
CHINESE 1B (38)	1
COMP EAST RELIG (35)	1
COMP FOR PUB/IS (34,35)	2
COMP WEST RELIG (35)	1
DRAW/PORT/CAPP INT (33)	1
ENGLISH 1 (31,32)	2
ENGLISH 2 (34)	1
ENGLISH 3 (31,32,32,32)	4
ENGLISH 4 (33,34,35)	3
ENGLISH 6 (31)	1
GEOMETRY 1 (31,32,32,32,34)	5
GEOMETRY 2 (31,32,32,33)	4
GRA ART/ADV GRA/GRA DES (31)	1
HEALTH (32,33,33,34,35,35,35,35,35,36)	10
INTRO TO BUS (31,35)	2
ORAL INT COMM (34,35)	2
PERS FINANCE 1 (32,36)	2
PERS FINANCE 2 (31,35)	2
PHILOSOPHY 1 (32)	1
PHYSICS 1 (32)	1
PHYSICS 2 (31,34)	2
POWER MECHANICS (32)	1
SENIOR ART/IND ART (30)	1
SOCIAL MEDIA 1 (32)	1
SPANISH 2A (31,31,31)	3
SPANISH 2B (31,34)	2
US HISTORY 2 (32)	1
WESTERN CIV 1 (31,32,35,35)	4
WESTERN CIV 2 (31,32,33,33,34)	5
TOTAL NUMBER OF CLASSES WITH 30 OR MORE STUDENTS	**121**

Over 30 Within Board Policy	
BLENDED PE (31)	1
CONCERT ORCHESTRA (31,31)	2
FITNESS FOUND (31,31,31,32,32,32,32)	7
INTRAMURALS (31,31,32,32,34)	5
RAIDER ORCH (50)	1
RAIDER ORCH 2 (49)	1
RAIDER STRENGTH (31,32,32	3
SYMPHONIC BAND (33,34)	2
TOTAL NUMBER OF CLASSES WITH 30 OR MORE STUDENTS	**22**

Note: Data Snapshot 11/1/25

2312 - CLASS SIZE

It is the intent of the Board of Education to arrange for class sizes that will provide effective instruction for students and efficient use of staff.

A. ELEMENTARY - Staffing will be based on an average class size of twenty-two (22) students in grades K-5. All students will be under the supervision of a professional staff member. When enrollments are known, the staffing process will begin. A variety of instructional techniques and grouping practices will be considered and utilized to maximize appropriate student placement. These may include, but are not limited to: grade level classes, multi-age classes, combination grades and team-taught classes. Lack of classroom space in a particular facility may also affect grouping patterns.

B. MIDDLE SCHOOL (6-8) - The recommended size for regular classes is twenty-five (25); the suggested maximum is thirty (30).

C. HIGH SCHOOL (9-12) - Regular high school classes shall be scheduled to approach departmental or subject averages and to be within individual class and teacher load maximums as follows:

Department	Recommended Average Class Size by Department or Subject Area	Suggested Maximum Hours Averages Class Size	Suggested Maximum Individual Teacher Daily Student Hours Averages Weekly
Art	24	28	140
Business Education	25	30	150
Typing	30	40	175
Foreign Language	25	30	150
Home Economics	24	30	150
Health Education	25	30	150
Interdepartmental	25	30	150
Industrial Education	24	28	140
Drawing	25	30	150
Language Arts	25	30	150
Mathematics	25	30	150
*Music	25	35	175
Physical Education	35	40	200
Science	25	30	150
Social Studies	25	30	150
**Vocational Education	15	25	125

1. MAXIMUM CLASS SIZES – Maximum individual class sizes may be exceeded to accommodate student needs or to permit large group instruction, teach teaching or other instructional arrangements planned with the instructors involved, so long as the maximum daily averages of student hours per teacher are not exceeded. Class sizes should not cause violation of building codes or safety codes for facility utilization nor exceed the number of student learning stations in laboratories.

2. MIMIMUM CLASS SIZES – Small classes may be scheduled as long as the high school departmental averages and the respective building averages approach recommended levels. When more severely handicapped students are assigned to a class, the principal should attempt to appropriately reduce the total size of the class.

*Chorus, band and orchestra may be larger as suited to performance groups. Small group work and individual lessons are included in departmental class size and a teachers' student-hour averages.

**Capstone courses at the senior level only, not included in the industrial education, business education or other departmental average.

D. STUDENT-TEACHER RATIOS – To attain the above class sizes, projected teacher-student ratios shall be as described below. Half (fifty percent (50%)) of special education students in self-contained integrated units and all 100% special education students in resources units and self-contained orthopedic (physically handicapped) are included in the ratios for all elementary, middle and high schools to reflect inclusion of these students in regular classes.

1. Elementary

   The projected teacher-student ratio for elementary schools on the third Friday in September shall be one (1) to twenty-two (22) including only regular classroom teachers and regular education educational assistants at the ratio of three (3) educational assistants as the equivalent of one (1) teacher. For elementary schools with a projected kindergarten class of fewer than twenty (20) students, the projected teacher-student ratio may be lower than 1:22 if the Superintendent deems an exception necessary to group students and schedule classes to meet student needs per Policy 6152.

2. Middle School

   The projected teacher-student ratio for middle schools on the third Friday in September shall be 1 to 19.0 including only regular classroom teachers to whom students primarily are assigned.

3. High School

   The projected teacher-student ratio for high schools on the third Friday in September shall be one (1) to twenty-two (22) including only regular classroom teachers to whom students are primarily assigned.

E. REPORTING – The administration shall report the current status to class sizes to the Board during the second full month of each semester, including in the report data reflecting compliance with this policy. The annual budget document shall include reports on class sizes and student-teacher ratios by building, for all elementary schools, middle schools, high schools and for the whole District.

F. RECOMMENDED ELEMENTARY CLASS SIZES

The following criteria will be given priority during the building staffing process.

1. Grade 1 classes should have enrollments of fewer than nineteen (19) students.

2. Kindergarten and grade 2 classes should have enrollments of fewer than twenty-three (23) students.

3. Grade 3-5 classes should have enrollments of fewer than twenty-eight (28) students.

4. When additional classroom space is not available, or individual class size exceeds the recommended maximums, the adult to student ratio will be reduced with additional teaching and/or educational assistant staff.

G. SPECIAL CIRCUMSTANCES

When additional class sections are approved for a particular school by Board action in response to specific expressed concerns regarding class size, these added class sections will be staffed outside the teacher/student ratio formula and will remain in place until the student group involved moves through the school or the enrollment drops to normal staffing levels.

Adopted 2/5/13

C&I Attachment #3

Book	Policy Manual
Section	2000 Program
Title	CURRICULUM DEVELOPMENT
Code	po2210*jjh
Status	First Reading
Adopted	October 22, 2013
Last Revised	February 9, 2024

2210 - **CURRICULUM DEVELOPMENT**

The Board recognizes its responsibility for the quality of the educational program of the schools. To this end, a District curriculum plan shall be developed, evaluated, and adopted. The plan shall include overall program evaluation processes that provide for evaluation on a continuing basis and shall provide for the review of the evaluation process at least every five (5) years. The District curriculum plan shall include sequential curriculum plans, which provide an organized set of learning experiences that build upon previously acquired knowledge and skills.

For purposes of this policy and consistent communication throughout the District, curriculum shall be defined to include:

A. learning activities approved by the Board for individuals or groups of students and expressed in terms of specific instructional objectives or class periods;

B. the plan for learning necessary to accomplish the educational goals of the District; and

C. all the planned activities of the schools, including formal classroom instruction and out-of-class activity, both individual and group, necessary to accomplish the educational goals of the District.

The Board directs that the curriculum shall be developed and evaluated by the District Administrator, and that curriculum plans and courses of study incorporated into the curriculum of this District:

A. provide instruction in courses consistent with statute and regulations of the Department of Public Instruction or appropriate State agency;

B. ensure, consistent with 115, Wis. Stats. and other applicable Federal and State laws and regulations, that special learning needs of students are provided for in the context of the regular program or classroom and provide for effective coordination with programs or agencies that are needed to meet those needs that cannot be dealt with in the regular program or classroom;

C. be consistent with and designed to achieve the District's philosophy and goals;

D. incorporate State-recommended performance standards for students as the basis for determining how well each student is achieving curriculum objectives;

E. allow for the development of individual talents and interests, as well as recognize that learning styles of students may differ;

F. provide a strategy for continuous and cumulative learning through effective articulation at all levels, particularly of those skills identified as essential and life-role skills;

G. utilize a variety of learning resources to accomplish the educational goals;

H. encourage students to utilize guidance and counseling services in their academic and career planning;

I. in the elementary grades, provide regular instruction in reading, language arts, social studies, mathematics, science, health, physical education, art, and music;

J. in grades five (5) to eight (8), provide regular instruction in language arts, social studies, mathematics, science, health, physical education, art, and music;

K. in grades nine (9) to twelve (12), provide access to an educational program that enables students each year to study English, social studies, mathematics, science, vocational education, foreign language, physical education, art, and music;

L. provide regular instruction in foreign language in grades seven (7) and eight (8);

M. in one (1) of grades five (5) to eight (8) and in one (1) of grades ten (10) to twelve (12), provide students with the instruction on shaken baby syndrome and impacted babies described in 253.15 (5), Wis. Stats.;

N. incorporate instruction in financial literacy into the curriculum in grades Kindergarten to twelve (12);

O. at least once in grades five (5) to eight (8), and at least once in grades nine (9) to twelve (12), include instruction on the Holocaust and other genocides;

P. provide that, in the social studies curriculum, instruction in the history, culture, and tribal sovereignty of Federally-recognized American Indian tribes and bands located in Wisconsin takes place at least twice in the elementary grades and once in the high school grades; and

Q. ~~provide for multicultural education by including, at each level, courses or units which help students understand the culture and contributions of various ethnic groups comprising American society including, but not limited to, Euro-Americans, African-Americans, Asian-Americans, Hispanic-Americans, and Native Americans.~~

The District Administrator shall make progress reports to the Board periodically.

The District Administrator may propose programming using innovative instructional design as deemed to be beneficial or necessary to the continuing growth of the instructional program and to better promote the District's educational goals. Each such innovative program intended to be part of the required hours of instruction must be consistent with State law and implemented consistent with the District's curriculum as approved by the Board.

The Board encourages, where it is feasible and in the best interests of the District, participation in programs of educational research.

Revised 3/23/21
Revised 12/13/22
Revised 1/23/24

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Legal PI 8.001(6g)

118.01, 118.24, 118.30, 121.01(1)(k) and (L), Wis. Stats.

PI 8.01(2)(k)

C&I Attachment #4

Book	Policy Manual
Section	2000 Program
Title	RELIGION IN THE CURRICULUM
Code	po2270*jjh
Status	First Reading
Adopted	October 22, 2013
Last Revised	July 17, 2024

2270 - **RELIGION IN THE CURRICULUM**

As a public entity, the District must comply with the U.S. Constitution's First Amendment requirement that the District neither establishes religion in the schools nor prohibits students' free exercise of religion according to pertinent interpretation and application of those Constitutional provisions by the Courts. Accordingly, no district employee will promote religion in the classroom or in the District's curriculum, or compel or pressure any student to participate in devotional exercises. Displays of a religious character must conform with Policy 8800 - Religious and Patriotic Ceremonies and Observances, and Policy 8802 - Patriotic Activities and Observances, and AG 8800A - Religious Activities/Ceremonies, and AG 8802 - Care, Custody, and Display of the United States Flag. Instructional activities shall not be permitted to advance or inhibit any particular religion or religion generally. Teachers shall forward requests for religious accommodation in instruction to the Principal.

An understanding of religions and their effects on civilization is essential to the thorough education of young people and to their appreciation of a pluralistic society. To that end, curriculum may include, as appropriate to the various ages and attainments of the students, instruction about the religions of the world.

The Board acknowledges the degree to which religion often is incorporated into certain aspects of the arts, literature, music, and issues of morality. The instructional and resource materials approved for use in the District schools sometimes contain religious references or concern moral issues that have traditionally been the focus of religious concern. That such materials may contain such references, or may concern such issues, shall not, by itself, bar their use by the District. The Board directs that professional staff members employing such materials be neutral in their approach and avoid using them to advance or inhibit religion in any way.

The Board recognizes that religious traditions vary in their perceptions and doctrines regarding the natural world and its processes. The curriculum is chosen for its place in the education of the District's students, not for its conformity to religious principles. Students should 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.

Accordingly, no student shall be exempted from completion of a required course of study on the grounds that components of the instruction interfere with the free exercise of the student's religion. However, if after careful personal review of the program's lessons and/or materials, a ~~parent~~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 a particular class period for specified reasons.

The student will be provided with alternate learning activities during the times of such parent-requested absence.

For the privacy of students whose parents request that they not take part in the particular class period for specified reasons, prior arrangements will be made for the student(s) to go to a supervised location where under the supervision of a staff member the student(s) will be provided with the alternate learning activities during the requested absence.

No classroom teacher shall be prohibited from providing reasonable periods of time for activities of a moral, philosophical, or patriotic theme. No student shall be required to participate in such activities if they are contrary to the religious convictions of the student or his/her parents or guardians.

The District's instructional materials shall not be designed to influence students to accept or reject a particular religious belief or point of view~~ and the District Administrator shall prepare administrative guidelines to that effect~~.

Complaints by students or the public regarding any such course of study will be handled in accordance with Board Policy 9130 - Public Requests, Suggestions, or Complaints. Parents and students shall be provided annual notice regarding the contents of this policy.

See Reference: Policy 8800 - Religious and Patriotic Ceremonies and Observances, and Policy 8802 - Patriotic Activities and Observances
See References: AG 8800A - Religious Activities/Ceremonies, and AG 8802 - Care, Custody, and Display of the United States Flag

Revised 11/26/13
Revised 12/11/18
Revised 10/29/19
Revised 12/10/19
T.C. 7/17/24

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Legal

PI 41

115.28(31), Wis. Stats.

U.S. Constitutional Amendment 1

Book	Policy Manual
Section	2000 Program
Title	START COLLEGE NOW PROGRAM
Code	po2271.01*jjh
Status	First Reading
Adopted	December 11, 2018
Last Revised	March 23, 2021

2271.01 - **START COLLEGE NOW PROGRAM**

The District will permit resident high school students who have completed the 10th grade and who meet eligibility criteria, to take courses at a technical college in the Wisconsin Technical College System for the purpose of earning both high school and postsecondary credit. Students who wish to attend a technical college under this policy must request attendance and, if the student is a minor, must provide written approval from the student's parent. Students must request such attendance from the student's resident School District if attending the District as a non-resident.

General Eligibility Criteria for Students that Have Completed the 10th Grade:

To be eligible to attend courses at a technical college pursuant to this policy, a student:

A. must be in good academic standing;

B. must provide written notification to the Board of the School District in which the student resides of ~~his/her~~the student's intent to attend a technical college under this subsection by March 1st if the student intends to enroll in the fall semester, and by October 1st if the student intends to enroll in the spring semester;

C. must not be ineligible for participation for having failed a previous class under ~~either~~ this program ~~or the Early College Credit Program (Policy 2271)~~ and failing to reimburse the Board for any costs the student is required to pay; and

D. must be admitted to the technical college for attendance.

Undue Financial Hardship

The Board may prohibit a student's attendance if the student is a child with a disability and the Board determines that the cost to the School District of any required additional special services for participation in this program would impose an undue financial burden on the District.

Tuition Payments for Technical College Attendance

The District shall pay to the technical college the cost of a student's tuition for attendance, including any additional costs associated with a student's special services, if applicable, if attendance is permitted, except as follows:

For any course that the Board determines does not meet high school graduation requirements or the Board determines the District provides a comparable course. The student may appeal an adverse decision to the Department of Public Instruction. The Board shall notify the student no less than thirty (30) calendar days prior to the start date of the proposed course if it finds that the course either does not meet high school graduation requirements or is comparable to a course offered in the District.

Other Instructional Costs in Addition to Tuition

The District shall pay all costs for course fees and books that would be paid by a Wisconsin resident attending the technical college, provided that the course is not comparable to a course offered by the District.

Transportation Expenses

The District is not responsible for transporting a student attending a technical college under this policy to or from the technical college that the student is attending.

Reimbursement for Course Failing Grade

If a student receives a failing grade in a course or fails to complete a course, at a technical college for which the Board has made payment, the student's parent ~~or guardian~~, or the student if ~~s/he~~the student is an adult, may be required by the Board to reimburse the Board the amount paid on the student's behalf to the extent permitted by law to do so. For the purposes of this paragraph, a grade that constitutes a failing grade for a course offered in the School District or constitutes a failing grade for a course taken at a technical college under this section.

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Legal 38.12(14), Wis. Stats.

C&I Attachment #6

Book	Policy Manual
Section	2000 Program
Title	STUDENT PRIVACY AND PARENTAL ACCESS TO INFORMATION
Code	po2416*jjh
Status	First Reading
Adopted	October 22, 2013
Last Revised	July 17, 2024

2416 - **STUDENT PRIVACY AND PARENTAL ACCESS TO INFORMATION**

The Board respects the privacy rights of parents and their children.

Surveys Requiring Consent

No student shall be required, as a part of the school program or the District's curriculum, without prior written consent of the student (if an adult, or an emancipated minor) or, if an unemancipated minor, their 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).

The District Administrator shall establish procedures are to provide parents with the opportunity to inspect any materials created by a third party used in conjunction with any such survey, analysis, or evaluation 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.

Parent's Right to Inspect Surveys

Parents have the right to inspect, upon request, any instrument used in the collection of personal information before the instrument is administered or distributed to the student. The parent will have access to the instrument within a reasonable period of time after the request is received by the building principal.

Consistent with parental rights, the Board directs building and program administrators to:

A. notify parents in writing of any surveys, analyses, or evaluations, which may reveal any of the information, as identified in A-H above, in a timely manner, and which allows interested parties to request an opportunity to inspect the survey, analysis, or evaluation; and the administrator to arrange for inspection prior to initiating the activity with students;

B. allow the parents the option of excluding their student from the activity;

C. report collected data in a summarized fashion which does not permit one to make a connection between the data and individual students or small groups of students; and

D. treat information as identified in A-H above as any other confidential information in accordance with Policy 8350 - Confidentiality and Policy 8330 - Student Records.

Student Privacy

For the privacy of students whose parents request that they not take part in the survey, arrangements will be made prior to the time period when the survey will be given, for the student(s) to go to a supervised location where under the supervision of a staff member the student will be provided with an alternate activity.

Personal Information for Marketing or Sale

The Board shall not collect or use personal information obtained from students or their parents for the purpose of marketing or for selling that information. For purposes of this section, "personal information" means individually identifiable information including: a student or parent's first and last name; a home or other physical address (including street name and the name of the city or town); a telephone number; and a Social Security identification number.

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

A. college or other postsecondary education recruitment, or military recruitment;

B. book clubs, magazines, and programs providing access to low-cost literary products;

C. curricular and instructional materials use by elementary and secondary schools;

D. tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;

E. the sale by students of products or services to raise funds for school-related or education-related activities;

F. student recognition programs.

Notice Requirements

The District Administrator is directed to provide notice directly to parents of students enrolled in the District of the substantive content of this policy at least annually at the beginning of the school year, and within a reasonable period of time after any substantive change in this policy. In addition, the District Administrator is directed to notify parents of students in the District, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when the administration of any survey by a third party that contains one or more of the items described in A through H above are scheduled or expected to be scheduled.

The notice shall provide the following:

A. Notice of the specific or approximate dates during the school year when the following activities are scheduled or expected to be scheduled:

   1. activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose)

   2. the administration of any survey by a third party that contains one or more of the items described in A through H above

B. The opportunity for the parents to opt their child(ren) out of participation in any survey involving any of the items above.

~~Parents have the right to inspect, upon request, any instrument used in the collection of personal information before the instrument is administered or distributed to the student. The parent will have access to the instrument within a reasonable period of time after the request is received by the building principal.~~

~~The term "personal information" means individually identifiable information including: a student or parent's first and last name; a home or other physical address (including street name and the name of the city or town); a telephone number; and a Social Security identification number.~~

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

A. ~~college or other postsecondary education recruitment, or military recruitment;~~
B. ~~book clubs, magazines, and programs providing access to low-cost literary products;~~
C. ~~curricular and instructional materials used by elementary and secondary schools;~~
D. ~~tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;~~
E. ~~the sale by students of products or services to raise funds for school-related or education-related activities;~~
F. ~~student recognition programs.~~

Definitions

For purposes of this policy, the term "parent" includes a legal guardian or other person standing in loco parentis (such as grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child).

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Revised 2/22/22
T.C. 8/2/22
T.C. 11/30/23
T.C. 7/17/24

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Legal 20 U.S.C. 1232g, 20 U.S.C. 1232h

C&I Attachment #7

Book	Policy Manual
Section	5000 Students
Title	ENTRANCE AGE
Code	po5112*jjh
Status	First Reading
Adopted	October 22, 2013
Last Revised	February 22, 2022

5112 - **ENTRANCE AGE**

Research in the area of child growth and development has indicated that intellectual measures alone are insufficient evidence of a child's readiness for school. Other important factors need to be considered which include a child's chronological age; physical, behavioral, social and emotional maturity; environment; and individual personality.

A. **Three (3) Year Old Child Needing Special Education Services**

Upon parental request, any child who has attained the age of three (3) and who is suspected of being handicapped, shall be referred to an I.E.P. Team, and after the parent has submitted consent in writing, shall place a child who has been recommended for placement in an appropriate special education program.

B. **Four (4) Year Old Kindergarten**

No child may be admitted to four (4) year old kindergarten in the District unless the child is four (4) years old on or before September 1st in the year ~~s/he~~the child proposes to enter school. There shall be no early admission to four (4) year old kindergarten in the District.

C. **Kindergarten**

To enter kindergarten a child must be five (5) years old on or before September 1st in the year the child proposes to enter school or be currently enrolled in a five (5) year old kindergarten program in another district. The parents/guardians of any child who will not be five (5) years old on or before September 1st in the year the child proposes to enter kindergarten may apply to have their child admitted to kindergarten at the opening of school for that year. The following procedures shall be followed:

1. Parents/guardians must request, in writing, that their child is considered for early entrance to kindergarten. This letter is to be sent to the Principal of the school in which they are seeking early admittance at least ninety (90) days before the start of the school year and shall include a statement of the reason(s) the application is being made. The ninety (90) day requirement may be waived for persons new to the District; however, no early admissions shall be made after the third (3rd) Friday of September.

2. The child will be required to participate in an Early Entrance Screening.

    a. The screening will consider the emotional, social, physical, cognitive and readiness skills. A licensed school psychologist will conduct the individual screening. Other school professionals will be consulted when appropriate. This evaluation will be at no cost to the parents/guardians.

    b. After the screening has been completed, a meeting will be held with the parents/guardians to consider the appropriateness of early entrance into kindergarten. The criteria used by the District in making the decision will be whether or not the child is in the superior range in the areas of social, emotional, physical, and cognitive readiness.

3. Parents/guardians have the right to appeal the early entrance decision to the Assistant Superintendent of Student and Instructional Services.

4. If a student is approved for early entrance into kindergarten, school personnel and parents/guardians will monitor and review placement after six (6) weeks to ensure the student is appropriately placed.

D. **First Grade**

A child must be six (6) years of age on or before September 1st in the year in which ~~s/he~~the student enrolls. ~~A~~The student must also have completed a kindergarten program or ~~must~~ received a waiver of this requirement.

Any student who has not completed a five (5) year old kindergarten program, but seeks to enroll into first grade must receive a waiver of the requirement. The following students are eligible to receive a waiver:

1. Any student who has moved to the District from another state or country where completion of a five (5) year old kindergarten program is a prerequisite to enrollment in first grade and that student has received a waiver of the requirement in ~~his/her~~the prior state or country.

2. Any student who has moved to the District from another state or country that does not require the completion of five (5) year old kindergarten prior to enrollment in first grade.

3. Any student who, at the discretion of the ~~building principal~~Principal, in consultation with the first-grade teacher(s) of the District, determines that, notwithstanding that the student has not completed a five (5) year old kindergarten program, the student has demonstrated sufficient aptitude in all core competencies normally required of kindergarten students in the District upon completion of the kindergarten program.

4. The Principal shall perform any required testing to establish the student's academic capabilities and shall prepare a written evaluation that either grants or denies the waiver and provides an explanation as to the decision.

E. **Appeal of Denial of Waiver**

The parents of any student denied a waiver under this section by the ~~building principal~~Principal may appeal that decision to the District Administrator by submitting a written request to the District Administrator within ten (10) calendar days of the decision of the ~~p~~Principal. The decision of the District Administrator is final.

F. **Initial Entry**

Children entering the District for the first time must comply with state law. Students must have an immunization record or a properly submitted waiver on file at the school. Any student who does not have the proper immunizationrecords or appropriate waiver within thirty (30) days of enrollment may be excluded or permitted to remain in school pursuant to Policy 5320 - Immunization.

Any student, and/or ~~his/her~~the student's parent(s), who enters the District for the first time must disclose prior or pending school expulsions at the time of enrollment.

G. **Verification of Residence**

Verification of a parent's residence shall be required at the time the child registers in a District school. Verification of residence may also be required at any other time at the discretion of the District Administrator.

H. **Early Admission**

The District shall prescribe procedures, conditions, and standards for early admission to five (5) year old kindergarten, and first grade.

The District does not allow early entrance to four (4) year old kindergarten.

Revised 2/26/19
Revised 10/25/19
Revised 12/10/19

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Legal Wis. Stats 118.14, 118.15, 120.12(25)

C&I Attachment #8

Book	Policy Manual
Section	5000 Students
Title	OPEN ENROLLMENT PROGRAM (INTER-DISTRICT)
Code	po5113*jjh
Status	First Reading
Adopted	October 22, 2013
Last Revised	August 22, 2023

5113 - **OPEN ENROLLMENT PROGRAM (Inter-District)**

The District will participate in the Wisconsin Public School Open Enrollment Program in accordance with applicable law and the relevant policies and rules of the District, all as amended from time-to-time.

DEFINITIONS

The following definitions will apply to the District's Open Enrollment Program.

A. **Nonresident District**

A school district located in Wisconsin which is not a student's district of residence.

B. **Nonresident Student**

A student who does not reside within the geographic boundaries of the District and who seeks admission to this District under the Open Enrollment Program.

C. **Tuition Student**

A nonresident student who attends school in the District and pays tuition in accordance with State law.

D. **Full-Time Enrollment**

A student is enrolled for the entire school day and receives all required education in this District.

E. **Class Size**

The District's determination of the maximum number of students who can be accommodated properly in a particular classroom without jeopardizing the quality of the instructional program and mitigating circumstances for a particular school, class, or program, including enrollment projections established by the District Administrator.

F. **Program Size**

The enrollment or size restrictions in a specific program within a class or building. The District reserves the exclusive right to establish program size and to limit enrollment based upon the capability to properly allocate available resources, create and maintain a proper learning environment, and comply with contracts, grants, and applicable laws and regulations.

G. **Resident Student**

A student who is a resident of this District and is consequently entitled to attend school in this District in accordance with Policy 5111 - Eligibility of Resident/Nonresident Students.

Full-time Open Enrollment

A. **Annual Space Determinations**

During a January meeting, the Board shall establish the availability of space by determining the number of regular education and special education spaces in the schools, programs, classes, or grades. In setting space availability, the Board may choose to set no limitations or may set limits on availability using the following criteria:

1. District practices, policies, procedures, or other factors regarding class size ranges for particular programs or classes.

2. District practices, policies, procedures, or other factors regarding faculty-student ratio ranges for particular programs, classes, or buildings.

3. Enrollment projections, which account for factors that include but are not necessarily limited to, likely short and long term economic development in the community, housing starts, current and future needs for special programs, laboratories, or other initiatives.

   In establishing current enrollment numbers for open enrollment availability purposes, the Board does not guarantee open enrollment approvals to any non-resident students.

B. **Processing of Open Enrollment Applications**

A parent of a nonresident student may submit an application to attend school in the District during the applicable regular open enrollment period or through the alternative open enrollment process. The application must be submitted using the form designated by the Wisconsin Department of Public Instruction.

Upon receipt of an application, the District Administrator shall confirm that the application is complete or request that it be completed before being further considered.

Parents shall be notified of the determination on their applications on or before the first Friday following the first Monday in June following receipt of the application, or within the timeframe otherwise established by law. If approved, the parent shall be notified of the approval and the specific assignment within the District. If, upon enrollment, the student is appropriately placed in a different grade level, the student shall be so assigned unless applications for that grade level have been denied or there is no longer space available at that grade level.

Any notice of a decision to deny shall include the following:

1. Specific reason(s) for denial and whether the student has been placed on the waiting list.

2. Notice of the parents' right to appeal, the address to send the appeal, and information on where to locate the form required for appeal.

Application of Space Determinations and Random Selection Process

If there are more applications than spaces, the Board will fill the available spaces by random selection. Random selection shall be conducted among the student applications for each grade level. The order of grade level selection shall also be randomly determined. The following considerations will be included in the random selection process:

1. Preferences

   a. If the Board has not guaranteed approval in its determination of space availability to currently attending students, it shall grant preference to such students in the random selection process.

   b. If the Board has not guaranteed approval in its determination of space availability to the siblings of currently attending students, it shall grant preference to such students in the random selection process.

      If in any selection process there are more students eligible for preferred treatment than there are spaces available, the Board shall conduct random selection from among the students granted preference. Both currently attending students and siblings of currently attending students who are not guaranteed approval shall be granted equal preference.

2. The sibling of a student selected in the random selection process shall be granted preference to any spaces available that the sibling has applied for, but the sibling may not be approved if there are no remaining

spaces for the sibling.

3. The District will establish a numbered waiting list of all applicants. When all available slots have been filled by randomly selecting names from all applicants, the remaining names will be drawn randomly and placed on the waiting list in order of selection, with those students granted a preference under this policy to be included first on the waiting list in random order followed by any other student applicants in random order.

   After the date specified in 118.51(3)(a)3., Wis. Stats., the nonresident school board may approve applications it had initially denied if any of the following cause spaces to become available:

   a. A parent notifies the nonresident school board that the student will not attend the nonresident school district.

   b. A parent fails to provide the notification accepting open enrollment as required in 118.51(3)(a)6., Wis. Stats.

   c. The Board determines that additional spaces have become available since its determination at the January Board meeting.

   The District shall notify the parent of a student accepted from the waiting list of that student's eligibility to attend the District, unless the student has already enrolled in a different nonresident school district or has since become a resident of the District. The notice shall state the following:

   a. the school or program the student has been assigned to;

   b. a date, at least ten (10) calendar days from the date of the notice, by which the parent must accept the open enrollment approval. Failure to timely accept shall be considered rejection and the approval shall be considered rescinded.

C. **Decisional Criteria for Nonresident Applications**

Decisions on nonresident open enrollment applications will be based only on the following criteria:

1. Space availability as defined in this policy.

2. Whether an applicant for a pre-kindergarten, four (4) year old kindergarten, early childhood or school operated day care program resides in a district which offers the program for which application is made.

3. Whether the nonresident student has been expelled from any school district within the current school year or the two (2) preceding school years, or is pending any disciplinary proceeding, based on any of the following activities:

   a. Conveying or causing to be conveyed any threat of false information concerning an attempt to alleged attempt being made or to be made to destroy school property by means of explosives.

   b. Engaging in conduct while at school or under school supervision that endangered the health, safety, or property of others.

   c. Engaging in conduct while not at school or while not under the supervision of a school authority that endangered the health, safety, or property of others at school or under the supervision of a school authority or of any school employee or Board member.

   d. Possessing a dangerous weapon (as defined in 939.22(10), Wis. Stats.) while on school property or under school supervision.

   Notwithstanding the Board's acceptance of a nonresident student's application, the Board may withdraw acceptance if, prior to the beginning of the first school year in which the nonresident student will attend a school in the District, the student is determined to fall under paragraph C. 3.

   The Board may request a copy of a nonresident student's disciplinary records from the resident school board.

The resident board shall provide to the nonresident board a copy of any expulsion order or findings, a copy of any pending disciplinary proceedings, a written explanation of said proceeding, the length of the expulsion or possible outcomes of a pending proceeding, and/or such records as permitted by law.

4. Whether the special education program or related services described in the nonresident student's Individualized Education Program ("IEP") are available in the District. Whether a service is available depends on whether existing staff in the District are qualified to provide the service or whether the District has facilities and/or equipment required for the service. A service is not available in the District if that service is currently provided to resident students through contract with a third party. Whether a service is available is not a function of whether there is space available in any program or service. A service may be unavailable even if no space limitations have been established.

5. Whether there is space available in the District to provide the special education or related services identified in the nonresident student's IEP, after consideration of class size limits, student-teacher ratios, and enrollment projections.

6. Whether the nonresident student has been referred to the nonresident student's resident board under 115.777(1), Wis. Stats. or identified by the nonresident student's resident school board under 115.77(1m)(a), Wis. Stats., but not yet evaluated by an individualized education program team.

7. If a nonresident student's IEP is developed or changed after starting in the District, and it is then discovered that the District does not have necessary programs available or does not have space in special education program, the District may notify the student's parent and the student's resident board. If such notice is provided, the nonresident may be transferred to their resident school district.

8. If the Board has made a determination that a nonresident student attending the District under the Open Enrollment Program is habitually truant from the District during either semester of the current school year. the Board may prohibit the student from attending in the succeeding semester or school year, after complying with the requirements of PI 36.09(2).

   The habitual truancy determination shall be made on the sole basis of enrollment in the nonresident district. Open enrollment may not be denied based on the student's truancy from any other district.

D. **Reapplication Procedures**

   The Board will not require accepted nonresident students to reapply under the open enrollment policy as long as the student is continuously enrolled in the District.

E. **Transportation**

   The parents of a student attending a nonresident school district will be solely responsible for providing transportation to and from the school site.

   The Board will permit a neighboring district to bus resident students from within its boundaries for attendance at the nonresident neighboring district. The District Administrator shall develop procedures for implementing this provision.

ALTERNATIVE APPLICATION PROCEDURES

The parent of a nonresident student who wishes to attend a school in the District may apply at any time throughout the year by submitting an application under the alternative application procedure if the student satisfies at least one (1) of the statutory criteria and has not applied to more than three (3) nonresident school districts. (See AG 5113 and AG 5113B – Open Enrollment for Students with Disabilities.)

Applications from a nonresident student under the alternative application procedures received after the Board's January meeting, at which it sets open enrollment space availability numbers for the subsequent year, may be approved for the current year if the Board has not imposed a space limitation for the student's current year grade level and also has not imposed a space limitation for the subsequent school year in the student's subsequent grade level. Alternative applications received prior to the 3rd Friday in September may be approved if the Board has approved all applications for that grade level that were received during the regular period, including the offer of enrollment to applicants placed on the waiting list, if any.

DELEGATION TO DISTRICT ADMINISTRATOR

The Board delegates to the District Administrator the authority to approve or deny open enrollment applications including under the alternative procedures consistent with the criteria in this policy and based on the Board's space determinations approved in January of each year.

ANNUAL REVIEW

The Board shall review its Open Enrollment Program annually.

General Provisions

A. A ~~S~~student, who has been accepted under this program, who has not met the academic prerequisites for participation in a particular program in which the student wishes to enroll shall not be placed in that program.

B. The District's Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity shall apply to all applicants under this program. In addition, the District will not discriminate on the basis of an applicant's intellectual, academic, artistic, athletic, or other ability, talent, or accomplishment, or based on a mental or physical disability, except as provided for in statue authorizing this program.

Application of Emergency Orders

All timelines or other procedures described in this policy and in any implementing administrative guidelines are subject to modification in the event that the State of Federal government issues emergency or other temporary orders affecting any of the subject matter of this policy. The policy automatically incorporates the contents of any such order or proclamation, including any subject matter of this policy. The policy automatically incorporates the contents of any such order or proclamation, including any discretionary authority provided, and delegates by policy and authority to exercise that discretion to the District Administrator.

Revised 11/25/14
Revised 12/13/16
Revised 12/10/19

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Legal 118.51, Wis. Stats.

Wis. Adm. Code Ch. P.I. 36

C&I Attachment #9

Book	Policy Manual
Section	5000 Students
Title	EMERGENCY NURSING SERVICES/PLAN
Code	po5310.01*jjh
Status	First Reading
Adopted	October 22, 2013
Last Revised	December 12, 2017

5310.01 - **EMERGENCY NURSING SERVICES/PLAN**

To provide for the health and safety of students, the District shall develop an emergency nursing services plan (also known as protocols) that are incorporated into the District's administrative guidelines. This plan shall be in accordance with statutory requirements for the provision of emergency nursing services and shall include the following requirements:

A. The school nurse has developed and reviewed all relevant policies providing for the provision of emergency nursing services to students in cooperation with other School District personnel and representatives from community health agencies and services designated by the Board upon the recommendation of the nurse.

   Such Board policies, consistent with the District's emergency nursing services plan, provide for the management of illness (see Policy 5310 - Health Services, Policy 5335 - Care of Students with Chronic Health Conditions, Policy 8450 - Control of Casual Contact Communicable Diseases, and Policy 8453 - Direct Contact Communicable Diseases), accidental injury (see Policy 5340 - Student Accidents/Illnesses/Concussion & Sudden Cardiac Arrest), and the administration of medication and emergency care (see Policy 5330 - Administration of Medication/Emergency Care). These Board policies and their respective protocols and administrative guidelines shall be incorporated into the District's emergency nursing services plan.

B. The District's emergency nursing services plan and the District's administrative guidelines shall include specific protocols for dealing with student accidental injury, illness, and administration of medication at all school-sponsored activities, including but not limited to curricular, co-curricular and extra-curricular activities, and a method to record each incident of service provided.

C. Arrangements shall be made with a licensed physician to serve as medical advisor for the District's emergency nursing services plan.

   The District Administrator shall annually designate the District's medical advisor.

D. The District shall make emergency nursing services available during the regular school day, including summer or interim school, and during all school-sponsored student activities.

   The emergency nursing services plan shall indicate how such services shall be made available by the District during such times. The District may provide for such emergency nursing services through District staff or through outside services such as local emergency response resources.

E. The District's emergency nursing services plan and administrative guidelines shall specify how the District is providing for student emergency information, equipment, supplies, and space for the emergency nursing services that are appropriate and readily accessible to facilitate the provision of such services consistent with the services developed through this policy.

F. The nurse shall review and evaluate the District's emergency nursing services each year, including a review of the policies referenced above, and shall report to the Board regarding such services.

   At any time deemed necessary and appropriate, the nurse shall bring proposed revisions of any policies to the District Administrator, who will review them and forward them to the Board for consideration.

~~To provide for the protection of the students, the District shall make available emergency nursing services during the regular school day and during all school sponsored student activities.~~

~~The District shall provide for the management of illness (Policy 5310, Policy 5335, Policy 8450, and Policy 8453), accidental injury (Policy 5340 and Policy 5341), and the administration of medication and emergency care (Policy 5330). The policies shall include protocols for recording all administration of emergency nursing services.~~

~~The District Administrator shall develop guidelines that will provide student emergency information cards, equipment, supplies, and space for the emergency nursing services that are appropriate and readily accessible to facilitate the provision of such services consistent with the services developed through this policy. The District Administrator shall also identify a licensed physician to serve as medical advisor.~~

~~The District shall make available emergency student information, first aid supplies, and appropriate and accessible space for the rendering of emergency nursing services.~~

~~This policy and the additional policies providing for the provision of emergency nursing services to students has been developed and reviewed by the school nurse in cooperation with other School District personnel and representatives from community health agencies and services designated by the Board upon the recommendation of the nurse. The nurseshall review and evaluate emergency nursing services each year, including a review of the policies referenced above, and shall report to the Board regarding such services and bring proposed revisions of any policies to the District Administrator who will review and forward such revisions to the Board for consideration.~~

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Legal Wis. Stat.121.02(1)(g)

PI 8.01(2)(g)

C&I Attachment #10

Book	Policy Manual
Section	5000 Students
Title	ADMINISTRATION OF MEDICATION/EMERGENCY CARE
Code	po5330*jjh
Status	First Reading
Adopted	October 22, 2013
Last Revised	August 26, 2025

5330 - **ADMINISTRATION OF MEDICATION/EMERGENCY CARE**

The Board shall not be responsible for the diagnosis and treatment of student illness. The administration of medication to a student during school hours will be permitted only when failure to do so would jeopardize the health of the student, the student would not be able to attend school if the medication were not administered during school hours, or a student with disabilities requires medication to benefit from the student's educational program.

For purposes of this policy, the following definitions shall be used:

"Practitioner" shall include any physician, naturopathic doctor, dentist, podiatrist, optometrist, physician assistant, and advanced practice nurse prescriber or physician's assistant who is licensed in any state.

"Medication" shall include all drugs, including those prescribed by a practitioner and any nonprescription drug products.

"Administer" means the direct application of a nonprescription drug product or prescription drug, whether by injection, ingestion, or other means, to the human body.

"Nonprescription drug product" means any non-narcotic drug product which may be sold without a prescription order and which is prepackaged for use by consumers and labeled in accordance with the requirements of State and Federal law.

Administration of Prescription Drug Products by School Staff

Before any prescribed medication may be administered to any student during school hours, the Board shall require written instructions from the child's practitioner accompanied by the written authorization of the parent. Such documentation shall be kept on file in the school office. Prescription medication must be provided in the original container with the prescription label showing the name and telephone number of the pharmacy, the student's name, the name of the physician, the name of the drug, and the dosage to be administered.

All prescription medication shall be secured and appropriately stored (allowing for quick access and retrieval before, during, and after school hours), unless the medication is an emergency medication that the student is authorized to carry by Administration and self-administer by authorization of both the student's parent(s) and practitioner, and the possession of such medication by the student in school is not prohibited by law or regulation.

Administration of Nonprescription Drug Products by School Staff

Nonprescription drug products may be administered to any student during school hours only with the prior written consent of the parent. Such documentation shall be kept on file in the school office. Substances that are not FDA-approved (i.e., natural products, food supplements) will require the written instruction of a practitioner and the written consent of the parent. Nonprescription drugs that are provided by the parent may be administered by school staff only if the nonprescription drugs are supplied in the original manufacturer’s package, which lists the ingredients, recommended therapeutic dosage in a legible format, and the student's name. Any dosage of nonprescription medication other than that listed on the medication's packaging must be authorized in writing by a medical practitioner.

Student Possession of Medication

Students are prohibited from possessing, using, carrying, or distributing in school, at school-sponsored events, or on school

grounds any drugs or other products which, even though not defined as a drug, are used or marketed for use for medicinal purposes, such as to relieve pain or to relieve the symptoms of an underlying medical condition (including aspirin, ibuprofen, dietary supplements, CBD oil products, etc.).

The provisions of this policy are to be viewed together with Board Policy 5530 - Student Use or Possession of Intoxicants, Drugs, or Paraphernalia.

CBD Products at Schools

No CBD products are permitted for use at school or at school-sponsored events.

Use of Essential Oils

Avoid the broad and general application of aromatic substances in the classroom (including essential oils).

General Provisions

Parents may administer medication at school or at school-sponsored events.

No student is allowed to provide or sell any type of medication to another student. Violations of this rule will be considered violations of Policy 5530 - Student Use or Possession of Intoxicants, Drugs, or Paraphernalia.

Any bus driver, staff member, or volunteer, authorized in writing by the District Administrator or a principal, is immune from liability for their acts or omissions in administering medication including, but not limited to, glucagon, an opioid antagonist, and epinephrine, unless the act or omission constitutes a high degree of negligence and, in the case of any staff member or volunteer who administers an opioid antagonist, the staff member or volunteer contacts emergency medical services as soon as practicable after administrating the drug to report the suspected overdose. Such immunity does not apply to health-care professionals.

The Board shall permit the administration by staff of any medication requiring a delivery method other than oral ingestion when both the medication and the procedure are prescribed by a practitioner and the delivery is under the supervision of a licensed nurse, provided that the staff member has completed any necessary training and that staff member voluntarily agrees to deliver the medication. No staff member, other than a health care professional, may be required to administer medications that are administered by means other than oral ingestion.

Any staff member or volunteer who, in good faith, renders emergency care to a student is immune from civil liability for their acts or omissions in rendering such emergency care.

Any Administrator or principal who authorizes an employee or volunteer to administer a nonprescription drug product or prescription drug to a student is immune from civil liability for the act of authorization unless it constitutes a high degree of negligence or the administrator or principal authorizes a person who has not received the required Department of Public Instruction training to administer the nonprescription drug product or prescription drug to a student. School nurses, as District employees, are regulated by the Wisconsin Nurse Practice Act and are therefore not necessarily immune from civil liability.

Any time a student, or a group of students, participates in a school event not on District premises, District staff responsible for organizing and/or supervising the event will take steps so that Emergency Medical Information Forms, Health Plans, or Section 504 Plans are available in the event of an emergency. This includes, and is not limited to, all school-sponsored or school-related activities, including music trips, athletic trips, field trips, and academic contests. This does not include student spectators at events.

The school nurse(s) providing services or consultation on the District’s Emergency Nursing Services Plan have provided assistance in the development of this policy and will also provide a periodic review of the written instructions, consent forms, and the Medications Administration Daily Log(s).

Opioid Antagonist Plan

The District's Emergency Nursing Service Plan shall state whether and to what extent the District or individual schools will retain opioid Antagonists for use in the event an authorized employee or volunteer observes an apparent overdose.

Stock Epinephrine

The Board intends to adopt and maintain a plan for managing students with life-threatening allergies so as to permit each school to obtain a school prescription for stock epinephrine and to permit each school nurse and designated school personnel to administer it. Accordingly, the Board directs the school nursing staff, in consultation with the District Administrator, to develop a plan that meets the following:

A. specifies those designated school personnel who have agreed to receive training and who will be trained and authorized to perform the functions of the plan;

B. identifies the specific training program that will be implemented to prepare each school nurse and designated school personnel to identify the signs of anaphylaxis and to provide or administer stock epinephrine accordingly;

C. delineates the permissible scope of usage to include providing District-owned stock epinephrine to students who have a prescription on file with the school in the event the student is experiencing an anaphylactic event and/or administering stock epinephrine to such students, and/or administering stock epinephrine treatment to any student, regardless of whether the student has a prescription on file or the staff member so trained is not aware of whether the student has a prescription on file, but believes, in good faith, the student is suffering from anaphylaxis, provided that the staff member immediately contacts emergency medical services;

D. identifies the number and type of stock epinephrine each school will keep on-site and identifies a member of the nursing staff or other school official who will be responsible for maintaining the stock epinephrine supply;

E. is approved by a physician licensed in the State of Wisconsin;

F. notes that the school and any school nurse or designated school personnel who provide or administer stock epinephrine under this plan are immune from civil liability for any harm that may result, regardless of whether there is a parental or medical provider authorization, unless the administration was a result of gross negligence or willful or wanton misconduct;

G. is published on the District's website or the website of each school.

Revised 7/22/14
Revised 2/24/15
Revised 12/12/17
Revised 9/25/18
Revised 8/24/21
Revised 1/23/24

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Legal

118.29, Wis. Stats.

118.291, Wis. Stats.

118.292, Wis. Stats.

118.2925, Wis. Stats.

121.02, Wis. Stats.

PI 8.01(2)(g)

Wis. Admin. Code N 6.03

2009 Wisconsin Act 160

C&I Attachment #11

Book	Policy Manual
Section	5000 Students
Title	THIRD GRADE PROMOTION AND RETENTION: AT-RISK STUDENTS
Code	po5411*jjh
Status	First Reading
Adopted	June 24, 2025

5411 - **THIRD GRADE PROMOTION AND RETENTION: AT-RISK STUDENTS**

Introduction

This policy governs the promotion of students from 3rd grade to 4th grade in accordance with 118.33, Wis. Stats. The policy applies to all students being considered for promotion from 3rd to 4th grade, effective on September 1, 2027.

The District intends to make promotion decisions based on a thorough and equitable process that considers individual student needs in reading. For any student who has not completed their personal reading plan by the end of 3rd grade, a team will determine whether retention or promotion to 4th grade, with intensive instructional support, progress monitoring, and supports to remediate the identified areas of deficiency, is in the student's best interest. The determination process will consider relevant factors such as reading proficiency, social and emotional development, and available supports.

Definitions

"Personal Reading Plan" means a reading plan provided for five (5) year-old-kindergarten to third grade students that are identified as at risk based on a universal screening assessment or diagnostic assessment, in accordance with 118.016(5), Wis. Stats.

"Limited English-Proficient Student" means a student whose ability to use the English language is limited because of the use of a non-English language in the student's family or the student's daily, non-school surroundings, and who has difficulty in performing ordinary classwork in English as a result of such limited English proficiency.

"Completed" - means ~~a student who has "completed" their personal reading plan if the student's parent(s)and the District agree that the student has met the goals outlined in the personal reading plan and the student scores at grade-level in reading on a summative assessment.~~a 3rd grade student who has a personal reading plan is considered to have completed the personal reading plan if the student's parent and the student's school agree that the student has met the goals outlined in the personal reading plan and the student scores at grade-level in reading on a summative assessment, as defined by the Department of Education (DPI).

Promotion of Third Grade Students with Personal Reading Plans

For any student who has not completed their personal reading plan by the end of the student's third grade year, the District will engage in a process to determine whether to promote that student to the fourth grade. The District will not promote a student from third to fourth grade who has not completed their personal reading plan by the end of third grade unless the District, in consultation with the student's parent(s), believes retention is not in the best interest of the student.

In reaching the decision to promote or retain the student, the District will carefully consider all relevant factors, including but not limited to:

A. Whether a team of interested individuals, including the parent(s) of the student and school representatives who have knowledge of the reading instruction, supports, and interventions provided to the student, believe promotion is in the best interest of the student;

B. All relevant and available data demonstrating the student's response or progress to reading instruction and intervention, and data demonstrating the student's progress towards meeting personal reading plan goals;

C. Whether or which alternatives to retention can help support the student to achieve reading proficiency;

D. Any other factor(s) relevant in deciding whether to retain or promote a student;

E. Those factor(s) or conditions considered elsewhere in District policy or administrative guidelines pertaining to student promotion and retention;

G. Whether the student is eligible for an exception contained under this policy;

H. The potential long-term adverse risks of retention.

Based on the comprehensive evaluation of factors above, the District will make one of the following determinations:

A. Promotion: Promotion to fourth grade with applicable supports and services is more appropriate than retention to third grade.

B. Promotion: The student's non-completion of their personal reading plan was not primarily due to the student's lack of reading proficiency.

C. Promotion: The District recommends retention with applicable supports and services but the student's parent(s) do not agree with the District's recommendation.

D. Retention: The District determined that, in consultation with the student's parent(s), retention with applicable supports and services is more appropriate than promotion to fourth grade.

Promoting Students with Incomplete Personal Reading Plans

If the District promotes a third-grade student who has not completed their personal reading plan by the end of third grade, the District shall conduct all of the following post-promotion requirements:

A. In the following and subsequent school year(s) provide intensive instructional services, progress monitoring, and supports to remediate the identified areas of deficiency until the student scores at grade level in reading on a summative assessment;

B. Notify the student's parent(s), in writing, that the student did not complete their personal reading plan, including a description of the instructional services and supports that will be provided to the student to remediate the identified areas of deficiency; and

C. Provide the student with an intensive summer reading program each summer until the student scores at grade-level in reading on a summative assessment.

Exceptions to Post-Promotion Requirements

The following are good cause exceptions. Any student who meets one or more of the following good cause exceptions may be exempt from the promotion policy, the intensive summer reading program, and/or the intensive reading intervention requirements:

A. The student is identified as a Limited-English Proficient student as per the definition included in this policy;

B. The student has an individualized education plan (IEP) that indicates that neither taking the universal reading screener nor the State summative assessment in reading is appropriate for the student;

C. The student scores as proficient in reading on the alternative Statewide standardized summative assessment;

D. The student has an IEP or Section 504 plan under the Rehabilitation Act of 1973 that indicates that the student has received intensive intervention in reading for more than two (2) years if the student continues to demonstrate a deficiency in reading and was previously retained in 5K, grades one, two, or three;

E. The student has received intensive reading interventions for two (2) or more school years, continues to demonstrate a deficiency in reading, and was previously retained in 5K, grades one, two, or three for a total of two (2) years.

Mid-Year Enrollment/Transfers

Any student who enrolls as a third-grade student late in the school term without any accompanying record of a personal reading plan shall be promoted to fourth grade under the criteria that the student did not have a personal reading plan in effect at the end of third grade.

If a student transfers into a school enrolled as a fourth-grade student and the provided records indicate the student may have met requirements to be retained in third grade (e.g., incomplete personal reading plan), the District shall provide all supports and services that the student would have otherwise received as a post-promotion requirement including intensive instructional services, progress monitoring and supports to remediate the identified areas of deficiency, parent notification, and an intensive summer reading program each summer until the ~~pupil~~student scores at grade-level in reading on a summative assessment.

Parental Notification

No later than fifteen (15) days after the reading readiness assessment is scored, the Board shall provide the results of the reading readiness assessment, in writing containing at least all of the following information to the student's parent in the parent's native language:

A. the student's score on the reading readiness assessment;

B. the student's score in each early literacy skill category assessment by the assessment;

C. the student's percentile rank score on the reading readiness assessment, in available;

D. the definition of "at-risk" and the score on the reading readiness assessment that would indicate the student is at-risk;

E. a plain language description of the literacy skills the reading readiness assessment is designed to measure.

If the diagnostic assessment indicates that a student is at-risk, the board shall include information about how to make a special education referral under 115.777, Wis. Stats., with the diagnostic assessment results provided.

If the Board is required to assess a student's early literacy skills using a diagnostic assessment, the Board shall provide all of the following, in writing, to the student's parent:

A. a description of the common indicators and characteristics of dyslexia;

B. information about appropriate interventions and accommodations for students with characteristics of dyslexia.

The Board shall post its early literacy remediation plan (including the parent notification policy) on the School District website.

If a student is identified as at risk based on a universal or diagnostic assessment, the Board shall:

A. provide a copy of the student's personal reading plan to the student's parent and obtain a copy of the personal reading plan signed by the student's parent (acknowledgement rather than consent);

B. after ten (1) weeks of providing the student with the interventions in the student's personal reading plan, notify the student's parent of the student's progress, as determined under the student's personal reading plan.

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Legal 118.33(5m)(a), Wis. Stats.

118.016(4)(5), Wis. Stats.

C&I Attachment #12

Book	Policy Manual
Section	5000 Students
Title	EARLY GRADUATION
Code	po5464*jjh
Status	First Reading
Adopted	October 22, 2013

5464 - **EARLY GRADUATION**

The Board ~~of Education~~ acknowledges that some students are pursuing educational goals which include graduation from high school at an earlier date than their designated class.

Application for early graduation will be submitted to the high school ~~p~~Principal in accordance with school regulations. The ~~principal~~District may honor this request if all conditions for graduation are met and the student fulfills the graduation requirements. The high school Principal shall make the final decision regarding an application for early graduation.

The student may participate in the graduation ceremonies with ~~his/her~~the student's designated class. If the student will be participating in any District activities or programming, including the District's graduation ceremony, then the student must abide by all Board policies and school rules.

C&I Attachment #13

Book	Policy Manual
Section	5000 Students
Title	ACADEMIC HONESTY
Code	po5505*jjh
Status	First Reading
Adopted	March 12, 2024
Last Revised	June 24, 2025

5505 – **ACADEMIC HONESTY**

The Board values honesty and expects integrity in the District's students. Violating academic honesty expectations erodes the trust between teachers and students as well as compromises the academic standing of other students. So that each student learns the skills being taught, and is judged solely on their own merits, the Board prohibits any student 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 any manner.

All school work submitted for the purpose of meeting course requirements must be the individual student's original work or the original work of a group of students for group projects. It is prohibited for any student to unfairly advance their own academic performance or that of any other student. Likewise, no student may intentionally limit or impede the academic performance or intellectual pursuits of other students.

Academic dishonesty includes, but is not limited to:

A. plagiarism (of ideas, work, research, speech, art, music, etc.);

B. forgery of another's work;

C. presenting the results that are the product of an artificial intelligence (AI) platform as one's own where the use of AI was not specifically allowed by the teacher as part of the assignment.

D. downloading or copying information from other sources and presenting it as one's own;

E. using language translation work of someone else or using technology when the expectation is doing one's own translation;

F. copying another person's work;

G. allowing another person to copy one's own work;

H. stealing another person's work;

I. doing another person's work for them;

J. distributing copies of one's work for use by others;

K. distributing copies of someone else's work for use by others for academic gain or advantage;

L. intentionally accessing another's work for the purpose of presenting it as one's own for academic gain or advantage;

M. distributing or receiving answers to assignments, quizzes, tests, assessments, etc.

N. distributing or receiving questions from quizzes, tests, assessments, etc.

Use of Artificial Intelligence/Natural Language Processing Tools for School Work

In order to ensure the integrity of the educational process and to promote fair and equal opportunities for all students, except as outlined below, the use of Artificial Intelligence (AI) and Natural Language Processing (NLP) tools (collectively, "AI/MLP tools") is strictly prohibited for the completion of school work. The use of AI/NLP tools, without the express permission/consent of a teacher, undermines the learning and problem-solving skills that are essential to academic success

and that the staff is tasked to develop in each student. Students are encouraged to develop their own knowledge, skills, and understanding of course material rather than relying solely on AI/NLP tools and they should ask their teachers when they have questions and/or need assistance. Unauthorized use of AI/NLP tools is considered a form of plagiarism and any student found using these tools without permission or in a prohibited manner will be disciplined in accordance with the Student Code of Conduct. (See Policy 7540.08 - Artificial Intelligence (AI))

Notwithstanding the preceding, students can use AI/NLP tools in the school setting if they receive prior permission/consent from their teacher, so long as they use the AI/NLP tools in an ethical and responsible manner. Teachers have the discretion to authorize students to use AI/NLP tools for the following uses:

A. Research assistance: AI/NLP tools can be used to help students quickly and efficiently search for and find relevant information for their school projects and assignments.

B. Data analysis: AI/NLP tools can be used to help students to analyze, understand, and interpret large amounts of data, such as text documents or social media posts. This can be particularly useful for research projects or data analysis assignments - e.g., scientific experiments and marketing research.

C. Language translation: AI/NLP tools can be used to translate texts of documents into different languages, which can be helpful for students who are learning a new language or for students who are studying texts written in a different language.

D. Writing assistance: AI/NLP tools can provide grammar and spelling corrections, as well as suggest alternative word choices and sentence structure, to help students improve their writing skills. Proper citation when using AI/NLP tools is required when AI/NLP generated content is incorporated into any work product.

E. Accessibility: AI/NLP tools can be used to help students with disabilities access and understand written materials. For example, text-to-speech software can help students with specific learning disabilities or visual impairments to read texts and AI-powered translation tools can help students with hearing impairments understand spoken language.

Staff and Administration have the responsibility for monitoring students' work for compliance with this policy.

When enrolled in Advanced Placement (AP), International Baccalaureate (IB), Early College Credit Programs (ECCP), or any other third-party, District-sponsored programming, students are expected to follow the corresponding policies and guidelines regarding the use if AI/NLP.

All teachers, beginning in the elementary grades, will educate students as to what constitutes academic dishonesty and what is acceptable and unacceptable behavior in District schools regarding academic integrity.

Students who violate this policy are subject to disciplinary consequences.

Teachers are authorized, in consultation with their Principal, to apply appropriate consequences for violations of this policy. Disciplinary consequences for significant violations may include removal from the class with a failing grade, removal from student leadership positions, elimination of honors recognition, loss of membership in honor organizations, as well as other disciplinary consequences appropriate to the nature of the violation.

Parents shall be contacted as soon as practicable to report any alleged acts of academic dishonesty by their child.

Repeated violations of this policy at the high school level will result in additional disciplinary consequences, up to and including suspension and expulsion.

Student and/or parent appeals of disciplinary consequences resulting from violation of this policy may be made within five (5) business days to the Principal whose decision shall be final. If the Principal was the staff member responsible for the disciplinary consequence being appealed, then student and/or parent appeals should be directed within five (5) business days to the District Administrator whose decision shall be final.

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Legal 118.01, 118.164, 120.12, Wis. Stats.

C&I Attachment #14

Book	Policy Manual
Section	5000 Students
Title	USE OF TOBACCO AND NICOTINE BY STUDENTS
Code	po5512*jjh
Status	First Reading
Adopted	October 22, 2013
Last Revised	January 23, 2024

5512 - **USE OF TOBACCO AND NICOTINE BY STUDENTS**

The Board recognizes that the use of tobacco products as well as other nicotine delivery systems, such as electronic smoking devices, are a health, safety, and environmental hazard for students, staff, visitors, and school facilities. The Board is acutely aware of the serious health risks associated with the use of these products, both to users and non-users, and that their use or promotion on school grounds and at off-campus school-sponsored events is detrimental to the health and safety of students, staff, and visitors. The Board also believes accepting tobacco industry gifts or materials will send an inconsistent message to students, staff, and visitors.

It shall be a violation of this policy for any student of the 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, including smoking as defined in this policy, at any time on school property or at off-campus, school-sponsored events. The Board authorizes the District Administrator to take reasonable measures related to the Board's expectation that the promotion and display of tobacco and related products on school property or at off-campus, school-sponsored events is prohibited.

It shall be a violation of this policy for the District to solicit or accept any contributions, gifts, money, curricula, or materials from the tobacco industry or from any tobacco products retailer. This includes, but is not limited to, donations, monies for sponsorship, advertising, promotions, loans, or support for equipment, uniforms, and sports and/or training facilities. It shall be a violation of this policy to participate in any type of service funded by the tobacco industry while in the scope of employment for the District.

Exceptions

It shall not be a violation of this policy for tobacco products, tobacco-related devices, imitation tobacco products, or lighters to be included in instructional or work-related activities in school buildings if the activity is conducted by a staff member or an approved visitor and the activity does not include smoking, chewing, or otherwise ingesting the product.

The prohibition on the use of other products containing nicotine including, but not limited to, nicotine patches and nicotine gum may be removed when a parent or "adult" 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 Policy 5330 - Administration of Medication/Emergency Care.

Instruction in the history and purpose of traditional tobacco that has been used as a part of faith and tradition in the Native American and American Indian communities is an exception to this policy. Nothing in this policy is intended to infringe upon the legitimate exercise of cultural beliefs or ceremonial representations. In the event of a potential conflict between the Board's policy prohibiting the use or possession of nicotine containing products and a student's exercise of cultural traditions, the administration shall consult with appropriate community representatives to apply this policy in a manner that respects such cultural significance.

Response to Policy Violations

Separate from disciplinary sanctions imposed for violations of this policy, the District shall address violations of this policy by students with the application of supportive disciplinary practices designed to promote recovery and reduction of tobacco and nicotine addictions and dependence. See AG 5512 - Use of Tobacco and Nicotine by Students.

The District recognizes the use of in-school or out-of-school suspension for tobacco and nicotine addiction increases the likelihood of negative educational outcomes, and thereby discourages exclusionary practices for students who violated this policy, including suspension and expulsion.

Policy Specific Definitions

The term "any time" means during normal school and non-school hours: twenty-four (24) hours a day, seven (7) days a week.

The term "electronic smoking device" means any product containing or delivering nicotine or any other substance, whether natural or synthetic, intended for human consumption through the inhalation of aerosol or vapor from the product. The term electronic smoking device includes, but is not limited to, devices manufactured, marketed, or sold as e-cigarettes, e-cigars, e-pipes, vape pens, mods, tank systems, JUUL, or under any other product name or descriptor. The term electronic smoking device includes any component part of a product, whether or not marketed or sold separately including, but not limited to, e-liquids, e-juice, cartridges, and pods.

The term "imitation tobacco product" means any edible non-tobacco product designed to resemble a tobacco product, or non-edible, non-tobacco product designed to resemble a tobacco product that is intended to be used by children as a toy. Examples of imitation tobacco products include, but are not limited to, candy or chocolate cigarettes, bubble gum cigars, shredded bubble gum resembling chewing tobacco, pouches containing flavored substances packaged similarly to snuff, shredded beef jerky in containers resembling snuff tins, plastic cigars, and puff cigarettes.

The term "off-campus, school-sponsored event" means any event sponsored by the school or School District that is not on school property including, but not limited to, sporting events, day camps, field trips, entertainment seminars, dances, or theatrical productions.

The term "school property" means all facilities and property, including land (whether owned, rented, or leased by the District) and all vehicles owned, leased, rented, contracted for, or controlled by the District used for transporting students, staff, and visitors.

The term "smoking" means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. This specifically includes marijuana and hemp plant-derived substances, whether or not legally sold in Wisconsin, including CBD products, Delta 8 THC, Delta 9 THC, or any other variation thereof. "Smoking" also includes carrying or using an activated electronic smoking device.

The term "supportive disciplinary practices" means disciplinary practices that incorporate opportunities for students to understand the root causes of their behavior, develop positive coping strategies, and support efforts to cease the problematic conduct.

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.

The term "tobacco products retailer" means retailers whose primary business is to sell tobacco and/or tobacco-related products.

The term "tobacco industry" means manufacturers, distributors, or wholesalers of tobacco products, electronic smoking devices, or tobacco-related devices; this includes parent companies and subsidiaries.

The term "tobacco industry brand" means any corporate name, trademark, logo, symbol, motto, selling message, recognizable pattern of colors, or any other indication of product identification identical or similar to those used for any brand of tobacco product, company, or manufacturer of tobacco products.

Revised 12/11/18
Revised 12/10/19
Revised 3/23/21
Revised 2/22/22
T.C. 8/2/22

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Legal	111.321, Wis. Stats. 120.12(20), Wis. Stats. 20 U.S.C. 6081 et seq. 20 U.S.C. 7182

C&I Attachment #15

Book	Policy Manual
Section	5000 Students
Title	STUDENT USE OR POSSESSION OF INTOXICANTS, DRUGS, OR PARAPHERNALIA
Code	po5530*jjh
Status	First Reading
Adopted	October 22, 2013
Last Revised	March 12, 2024

5530 - **STUDENT USE OR POSSESSION OF INTOXICANTS, DRUGS, OR PARAPHERNALIA**

The Board recognizes 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, the schools should strive to prevent drug abuse and help drug abusers by educational, rather than punitive, means.

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

A. all dangerous controlled substances as so designated and prohibited by Wisconsin statute;

B. all derivates of hemp, except CBD products permitted by the school (see Policy 5330 - Administration of Medication/Emergency Care);

   This includes Delta-8-THC, Delta-9-THC, Delta-10-THC, Delta-11-THC, THC-0, and all other forms that cause psychosis; in all forms of delivery (i.e., inhalation, ingestion, injection, etc.).

C. all chemicals which release toxic vapors;

D. all alcoholic beverages;

E. any prescription or patent drug, except those for which permission to use in school has been granted pursuant to Board policy;

F. "look-alikes";

G. anabolic steroids;

H. any misuse of over-the-counter drugs or medications;

I. any other illegal substance so designated and prohibited by law.

J. any substance, no matter its chemical composition, that is represented as or packaged in such a manner so as to give the appearance that the substance is a drug otherwise defined in this policy.

The Board prohibits the use, possession, concealment, or distribution of any drug and any drug-paraphernalia at any time on District property or at any District-related event.

The District Administrator shall prepare guidelines for the identification, amelioration, and regulation of drug use in the schools, including education, prevention, and standards of conduct. Education shall be intended to develop awareness of: drug abuse, including prescription drug abuse, and prevention; the relationship between highway safety and the use of alcohol and controlled substances, including prescription drugs; and the relationship between youth suicide and the use of alcohol and controlled substances, including prescription drugs.

Revised 10/24/17

Revised 12/11/18

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Legal 118.01(2)(d), Wis. Stats.
118.24(2)(f), Wis. Stats.
118.257, Wis. Stats.
125.09(2), Wis. Stats.
Drug-Free Schools and Communities Act of 1986 as amended
20 U.S.C. 3171 et seq., 3224A

C&I Attachment #16

Book	Policy Manual
Section	7000 Property
Title	SMART MONITORING EQUIPMENT
Code	po7440.02*jjh
Status	First Reading
Adopted	December 12, 2017
Last Revised	May 28, 2024

7440.02 - **SMART SENSOR AND MONITORING ~~EQUIPMENT~~TECHNOLOGY**

In order to protect students and faculty, promote security and protect the health, welfare and safety of students, staff and visitors, the Board authorizes the use of smart sensor and electronic monitoring equipment on school property, and in school buildings and school buses. Smart senor and monitoring technology uses devices that can sense, collect, and process a variety of environmental information. Information obtained through smart sensor devices may be used to identify intruders and persons breaking the law, Board policy, or the Student Code of Conduct (i.e., it may be used as evidence in disciplinary actions and criminal proceedings).

The monitoring of actions and behavior of individuals who come onto school property is a significant factor in maintaining order and discipline and protecting students, staff, visitors, and school and student property. Smart sensor monitoring systems serve to complement other means being employed in the District to promote and foster a safe and secure teaching and learning environment for students and staff. The Board recognizes that the use of a smart sensor monitoring system does not replace the need for the ongoing vigilance of the school staff assigned by the building principal to monitor and supervise the school building. Rather, the smart sensor monitoring system serves as an appropriate and useful tool with which to augment or support the in-person supervision provided by staff. The building principal is responsible for verifying that due diligence is observed in maintaining general campus safety and security.

The District Administrator is responsible for determining where to install and operate fixed-location smart sensor monitoring equipment in the District. The determination of where and when to use smart sensor equipment will be made in a nondiscriminatory manner. Smart sensor equipment may be placed in designated areas in school buildings (e.g., school hallways, restrooms, classrooms, locker rooms, entryways, the front office where students, employees, and visitors are permitted to freely come and go, gymnasiums, cafeterias, libraries).

Any person who takes action to block, move, or alter the location of a smart sensor shall be subject to disciplinary action.

Any information obtained from smart sensor monitoring systems may only be used to support the orderly operation of the ~~School~~ District's schools and facilities, and for law enforcement purposes, and not for any other purposes. As such, information obtained through the use of smart sensor equipment may be used as evidence in any disciplinary proceedings, administrative proceedings or criminal proceedings, subject to Board policy and ~~regulations~~administrative guidelines.

Smart sensor technology is to be implemented in accordance with this policy and ~~the~~any related guidelines. The Board will not accept or tolerate the improper use of smart sensor ~~equipment~~and monitoring technology and will take appropriate action in any cases of wrongful use of ~~this policy~~such technology.

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C&I Attachment #17

Book	Policy Manual
Section	9000 Relations
Title	USE OF CAMERAS AND OTHER RECORDING DEVICES IN LOCKER ROOMS
Code	po9151*jjh
Status	First Reading
Adopted	October 22, 2013

9151 - **USE OF CAMERAS AND OTHER RECORDING DEVICES IN LOCKER ROOMS**

The Board ~~of Education~~ recognizes the importance of protecting the privacy interests of the District's students and is committed to safeguarding students' privacy in the locker room facilities.

As required by law, the Board establishes ~~the following~~this locker room privacy policy.

To protect the privacy of students, non-staff access to locker rooms for the purpose of interviewing or seeking information from any student in the locker room is prohibited. No member of the media is allowed access to school locker rooms before, during, or after any school athletic event or practice. Coaches and student athletes may be available for interviews outside the locker room, consistent with school rules.

The following recording devices will be permitted in the locker room and for the particular use described:

A. Audio tape recorders may be used by staff or students for otherwise appropriate purposes, provided the recording is purely audio and contains no video or still photo component.

B. Video recording devices of any type may be used in the locker room provided that no students are present in the locker room when the recording device is being used.

Parents may enter the locker room on a limited basis, with prior approval of the coach or teacher. The parent is not permitted to interview or seek information from any student or use a recording device to record or transfer images. A "recording device" means a camera, a video recorder, cell phone with video and/or photograph capabilities, or any other device that may be used to capture, record or transfer images.

No images of a nude or partially nude person in the locker room may be captured, recorded, or transferred under any circumstances by any individual.

To protect the privacy of the District's students, parents, other adult residents of the community, and any public that may utilize the locker room facilities, no person may use a cell phone to capture, record, or to transfer a representation of a nude or partially nude person in ~~the locker room~~a locker room in the School District or in use for District purposes.

Furthermore, the Board believes that safety is of the utmost importance. Therefore, notwithstanding the provisions of this policy, if necessary, emergency rescue personnel will be permitted into the locker room and will be given access to any tools necessary to do their job.

District officials may refer any violations of this policy to law enforcement for possible criminal prosecution who violate State law.

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Legal	175.22, 942.08, 942.09, Wis Stats.

C&I Attachment #18

Book	Policy Manual
Section	5000 Students
Title	DUE PROCESS RIGHTS
Code	po5611*jjh
Status	First Reading
Adopted	October 22, 2013

~~5611 **DUE PROCESS RIGHTS**~~

~~The Board of Education 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 the District Administrator. This conference will serve as the opportunity for the student to respond to the charges against him/her. 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.~~

B. ~~Students subject to expulsion:~~

   ~~Prior to expelling a student, the Board must hold a hearing. A student and his/her parent must be given written notice of the intention to expel and the reasons therefor, at least five (5) days prior to the date of the hearing. The hearing is the opportunity for the student and his/her 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 his/her parent may appeal the expulsion consistent with Chapter 120.13, Wis. Stats.~~

~~The District Administrator shall establish procedures to ensure that all members of the staff use the above guidelines when dealing with students. In addition, this statement of due process rights should be placed in all student handbooks in a manner that will facilitate understanding by students and their parents.~~

C&I Attachment #19

Book	Policy Manual
Section	5000 Students
Title	STUDENT COMPLAINTS
Code	po5710*jjh
Status	First Reading
Adopted	October 22, 2013
Last Revised	March 23, 2021

~~5710 - **STUDENT COMPLAINTS**~~

~~The Board recognizes that, as citizens, students have the right to request redress of complaints. Further, the Board believes that the inculcation of respect for lawful procedures is an important part of the educational process. Accordingly, individual and group complaints should be provided for and appropriate appeal procedures implemented.~~

~~The Board or its employees will hear the complaints of the students of this District provided that such complaints are made according to procedures established by the District Administrator. Multiple policies provide complaint procedures available to students which include but may not be limited to:~~

A. ~~Policy 5517.01 - Bullying;~~

B. ~~Policy 2260.01 - Section 504/ADA Prohibition Against Discrimination Based on Disability;~~

C. ~~Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity;~~

D. ~~Policy 5517 - Student Anti-Harassment; and~~

E. ~~Policy 9130 - Public Requests, Suggestions, or Complaints.~~

~~If a student has a complaint which does not appear to fit any of the above categories or another adopted policy of the Board, the student should present the complaint to the student's Principal or the District Administrator for review and response.~~

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Legal

118.13 Wis. Stats.

P.I. 9, 41, Wis. Adm. Code

Fourteenth Amendment, U.S. Constitution

20 U.S.C. 1681, Title IX of Education Amendments Act

20 U.S.C. 1701 et seq., Equal Educational Opportunities Act of 1974

29 U.S.C. 794, Rehabilitation Act of 1973

42 U.S.C. 12101 et seq., The Americans with Disabilities Act of 1990

42 U.S.C. 2000 et seq., Civil Rights Act of 1964

Vocational Education Program Guidelines for Eliminating Discrimination and Denial of Services, Department of Education, Office of Civil Rights, 1979