School District of Wisconsin Dells

2026-2027

SCHOOL DISTRICT OF
WISCONSIN DELLS
Connect • Inspire • Achieve
Everyone. Every day.

WISCONSIN DELLS MIDDLE SCHOOL HANDBOOK

Student/Parent Handbook

WISCONSIN DELLS MIDDLE SCHOOL

Welcome to Wisconsin Dells Middle School. We strive to connect, inspire and achieve with everyone, every day. We do this by sharing our **wisdom** with others, showing **determination** to achieve our goals, being **mindful** of how we treat each other and staying **safe** by following our CHAMPS plans. – We are WDMS!

Mr. Casey Whitehurst, Principal _____ 253-2467 ext. 2200

Mrs. Brooke Scott, Associate Principal _____ 253-2467 ext. 2195

Ms. Kayley Tibbits, School Counselor _____ 253-2467 ext. 2108

Ms. Mary Popp, School Secretary _____ 253-2467 ext. 2101

Ms. Andrea Grant, Attendance Secretary_____253-2467 ext. 2118

Mr. Terrance Slack, District Administrator _____ 254-7769 ext. 6026

Board Approval:

Student Handbook adopted on 8/10/2026

TABLE OF CONTENTS

Foreword
Mission of the School
Equal Education Opportunity/Anti-Harassment
Nondiscrimination on the Basis of Sex
Sexual Harassment
Staff-Student Boundary Violations
Bullying
Student Hazing
Section 504/ADA Complaint
School Day
Student Rights and Responsibilities
Student Well-Being
Injury and Illness
Homebound Instruction

Section I - General Information

Enrolling in the School
Scheduling and Assignment
Early Dismissal From School
Transfer Out of the School District
Open Enrollment
Withdrawal From School
Immunizations
Student Accidents, Illness, Concussions, and Sudden Cardiac Arrest
Suicide Prevention
Emergency Medical Authorization
Emergency Nursing Services
Use of Prescribed Medications
Asthma Inhalers and Epinephrine Delivery Systems
Use of Non-prescribed Drug Products
CBD Products
Essential Oils
Head Lice
Control of Casual-Contact Communicable Diseases
Direct Contact Communicable Diseases
Students with Disabilities
Service Animals and Other Animals on District Property
Bilingual Students/English Learners
Student Records
Student Fees, Fines and Charges

Student Fund-Raising
Student Valuables
Review of Instructional Materials
Meal Service
Fire Drills, Tornado Drills, Lockdown Drills
Emergency Closings and Delays
Preparedness for Toxic and Asbestos Hazards
Visitors
Use of the Library/Media Center
Use of School Equipment and Facilities
Lost and Found
Student Sales
Use of School Telephones
Use of Cell Phones or Personal Communication Devices
Other Personal Electronic Devices
Staff-Student Communication Using Personal Communication Devices
Weapons
Advertising Outside Activities
Video Surveillance
Safety and Security
Student Intellectual Property Rights

Section II - Academics
Nondiscrimination
Course Offerings
Academic and Career Planning
Program or Curriculum Modifications
Field Trips
Grades, Standards-Based Learning
Promotion, Placement, Retention
Recognition of Student Achievement
Homework
Academic Honesty
Artificial Intelligence
Student Technology Acceptable Use and Safety
Virtual Instruction
Student Assessment
Sincerely Held Religious Beliefs

Section III - Student Activities
School-Sponsored Clubs and Activities
Nonschool-Sponsored Clubs and Activities
School-Sponsored Publications and Productions
Athletics

Student Employment

Section IV - Student Conduct
Attendance
Student Attendance at School Events
Student Behavior
Care of Property
Prohibited Use or Possession of Intoxicants, Drugs, or Paraphernalia
Use of Tobacco/Nicotine Prohibited
Student Code of Classroom Conduct/Removal from Class
Other Forms of Discipline
Suspension and Expulsion
Search and Seizure
Possession of Personal Communication Devices (PCDs)
Student Rights of Expression
Student Dress and Appearance
Student Suggestions and Complaints
Student Due Process Rights

Section V - Transportation
Bus Transportation to School
Bus Conduct
Cameras on School Buses
Penalties for Infractions
Self-Transportation to School

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

FOREWORD

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

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

This handbook summarizes many of the official policies and administrative guidelines of the Board of Education and the District. If any of the policies or administrative guidelines referenced herein is revised after August 10, 2026, the language in the most current policy or administrative guideline prevails. The current policies and guidelines are available on the District's website.

School District of Wisconsin Dells

Multi-Year Strategic Plan

Adopted: 2024

OUR MISSION

Connect. Inspire. Achieve. Everyone, Every Day.

OUR VISION

Academic and Individual Excellence for a Stronger Community.

DISTRICT'S STRATEGIC OBJECTIVES

STUDENT GROWTH AND ACHIEVEMENT

Leverage our Professional Learning Community (PLC) to deepen the implementation and consistency of our guaranteed and viable curriculum.

Connect with all students to understand their passions so we can engage and inspire them to achieve.

PROFESSIONAL GROWTH AND LEADERSHIP

Deepen our commitment to teacher leadership and mentoring to provide comprehensive pathways for all educators to effectively guide and inspire each other.

Provide training for staff to become better facilitators/leaders.

DISTRICT AND COMMUNITY ENGAGEMENT

Conduct an annual review of the current communication process across the district, including direct parent communication, social media, newsletters, etc.

Create expectations of use and train staff to effectively keep families informed.

FACILITIES, FINANCE, AND OPERATIONS

Present an annual comprehensive long-term capital improvement strategy that includes an annual review of Fund-46 to ensure clean, healthy, and safe environments.

This plan should support staff in delivering student-centered services while upholding financial accountability.

OUR BELIEFS

- **We set high academic standards, deliver a guaranteed and viable curriculum in every classroom, and believe all students will be successful.**
- **We value adult learning as it empowers educators to engage in effective and equitable instruction practices that enhance student learning.**
- **We implement evidence-based practices, pursue innovative ideas, and embrace the application of current technologies.**
- **We collaborate with families and partner with local organizations to develop a stronger community for the benefit of all students.**
- **We provide physical environments to facilitate high levels of learning and serve the needs of all students.**

EQUAL EDUCATION OPPORTUNITY/ANTI-HARASSMENT

It is the policy (Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity) of the District to provide an equal education opportunity for all students. The right of a student to be admitted to school and to participate fully in curricular, extra-curricular, student services, recreational or other programs or activities shall not be abridged or impaired based on membership in a Protected Classification defined in Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity or other protected characteristics as well as place of residence within District boundaries, or social or economic background.

Students who have been identified as having an impairment or disability under Section 504 of the Rehabilitation Act or the Americans with Disabilities Act shall be provided with appropriate educational services. Parents who have questions should contact Dawn Sine, Director of Pupil Services, at 608-253- 2467 ext. 2106.

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

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

Any person who believes that Wisconsin Dells Middle School or any staff person has discriminated against them in violation of this policy may file a complaint. A formal complaint can be made in writing to a District Compliance Officer listed below:

Hugh Gaston	Dawn Sine
Director of Technology	Director of Pupil Services
608-253-2467	608-253-2467
hgaston@sdwd.k12.wi.us	dsine@sdwd.k12.wi.us

The complaint procedure is described in Board Policies 2260 - Nondiscrimination and Access to Equal Educational Opportunity and 5517 - Student Anti-Harassment. The policies are available in the School office and on the District's web page.

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

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

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

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

Harassment means behavior toward a student or group of students based, in whole or in part on the membership in a Protected Classification defined in Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity which substantially interferes with the student's school or academic performance or creates an intimidating, hostile or offensive school environment. Harassment also includes "hate speech" directed against a student—the use of language, behavior, or images/symbols that express prejudice against a particular group or groups on the basis of any protected characteristic(s). It also may be in person, writing, or through social media.

Examples of conduct that may constitute harassment include:

A. graffiti containing offensive language;

B. name calling, jokes or rumors;

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

D. Notes or cartoons;

E. Slurs, negative stereotypes, and hostile acts which are based upon another's protected characteristic;

F. Written or graphic material containing comments or stereotypes which is posted or circulated and which is aimed at degrading individuals or members of protected classes;

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

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

NONDISCRIMINATION ON THE BASIS OF SEX

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

Hugh Gaston	Dawn Sine
Director of Technology	Director of Pupil Services
608-253-2467	608-253-2467
hgaston@sdwd.k12.wi.us	dsine@sdwd.k12.wi.us

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

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

It is a violation of this policy for anyone to knowingly making false statements or knowingly submitting false information during the sex discrimination complaint process, including intentionally making a false report of sexual harassment, or submitting a false formal complaint. The School District will not tolerate such conduct, which is a violation of the Student Code of Conduct.

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

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

SEXUAL HARASSMENT

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

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

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

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

Sexual harassment may include, but is not limited to:

A. unwelcome verbal harassment or abuse;

B. unwelcome pressure for sexual activity;

C. threats or insinuations that a person's employment, wages, academic grade, promotion, classroom work or assignments, academic status, participation in athletics or extra curricular programs, activities, or events, or other conditions of employment or education may be adversely affected by not submitting to sexual advances;

D. unwelcome verbal expressions, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls and obscene gestures;

E. sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings or literature, placed in the work or educational environment, that may reasonably embarrass or offend individuals;

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

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

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

I. unwelcome behavior or words directed at an individual because of gender;

Examples are:

1. repeatedly asking a person for dates or sexual behavior after the person has indicated no interest;
2. rating a person's sexuality or attractiveness;
3. staring or leering at various parts of another person's body;
4. spreading rumors about a person's sexuality;
5. letters, notes, telephone calls, texts, or materials of a sexual nature;
6. displaying pictures, calendars, cartoons or other materials with sexual content;

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

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

Hugh Gaston	Dawn Sine
Director of Technology	Director of Pupil Services
608-253-2467	608-253-2467
hgaston@sdwd.k12.wi.us	dsine@sdwd.k12.wi.us

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

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

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

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

STAFF-STUDENT BOUNDARY VIOLATIONS

The School District is committed to maintaining safe, professional, and appropriate physical and behavioral boundaries between students and school employees, volunteers, or other adult members of the school community that occur during outside of school hours.

- Prohibited behavior: Professional boundary violations include any inappropriate physical contact, grooming behaviors, or interactions that breach the professional staff-student relationship.

- Reporting: Any student who experiences or witnesses an inappropriate boundary invasion, or unapproved communication by a school employee or volunteer, must report it immediately to a building administrator.

- Mandatory Parental Notification: If there is reasonable cause to suspect that a student has been the victim or target of staff sexual misconduct, physical

abuse, or an inappropriate boundary violation by a school employee or volunteer, the District will provide immediate and prompt formal notification to the student's parent or legal guardian.

BULLYING

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

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

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

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

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

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

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

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

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

STUDENT HAZING

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

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

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

Students who fail to abide by this policy may be subject to disciplinary action and may be held personally liable for civil or criminal penalties. Disciplinary action for students may include, but is not limited to, suspension and/or expulsion. [Policy 5516 – Student Hazing]

SECTION 504/ADA COMPLAINT

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

Hugh Gaston	Dawn Sine
Director of Technology	Director of Pupil Services
608-253-2467	608-253-2467
hgaston@sdwd.k12.wi.us	dsine@sdwd.k12.wi.us

The complaint procedure is described in AG 2260.01A and AG 2260.01B and is available in the School office and on the District's website.

SCHOOL DAY

The school doors open at 7:30am. Classes begin at 8:00am. Dismissal is at 3:25pm.

STUDENT RIGHTS AND RESPONSIBILITIES

The rules and procedures of Wisconsin Dells Middle School are designed to allow each student to obtain a safe, orderly, and appropriate education. Students can expect their rights to freedom of expression and association and to fair treatment as long as they respect those rights for their fellow students and the staff. Students will be expected to follow teachers' directions and obey all school rules. Disciplinary procedures will comply with the requirements of State and Federal law.

Parents have the right to know how their child is succeeding in school and will be provided information on a regular basis and as needed, when concerns arise. Many times it will be the responsibility of the student to deliver that information. If necessary, the mail or hand delivery may be used to ensure contact. Parents are encouraged to build a two-way link with their child's teachers and support staff by informing the staff of suggestions or concerns that may help their child better accomplish his/her educational goals.

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, the minor's parents, to submit to or participate in any survey, analysis, or evaluation that reveals information concerning: political affiliations or beliefs of the student or the student's parents; mental or psychological problems of the student or their family; sex behavior or attitudes; illegal, anti-social, self-incriminating, or demeaning behavior; critical appraisals of other individuals with whom respondents have close family relationships; legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers; religious practices, affiliations, or beliefs of the student or the student's parents; or income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program). (Board Policy 2416 – Student Privacy and Parental Access to Information)

Students must arrive at school on time, prepared to participate in the educational program. If, for some reason, this is not possible, the student should seek help from the School Counselor.

STUDENT WELL-BEING

Student safety is the responsibility of the staff. All staff members are familiar with emergency procedures such as fire, tornado, and, emergency intruder drills and accident reporting procedures. Should a student be aware of any dangerous situation or accident, the student must notify a staff person immediately.

All students must have emergency medical information completed, signed by a parent or guardian, and filed in the school office. A student may be excluded from school until this requirement has been fulfilled.

Students with specific health care needs should submit those needs, in writing and with proper documentation by a physician, to the school office.

INJURY AND ILLNESS

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

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

HOMEBOUND INSTRUCTION

The School District may arrange for individual instruction to students of legal school age who are not able to attend classes because of a serious physical or emotional disability.

Parents should contact the principal regarding procedures for such instruction. (Board Policy 2412 - Homebound Instruction)

SECTION I - GENERAL INFORMATION

ENROLLING IN THE SCHOOL

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

Students who are new to Wisconsin Dells Middle School are required to enroll with their parents or legal guardian. When enrolling, the parents will need to bring:

A. a birth certificate or similar document;
B. custody papers from a court (if appropriate);
C. proof of residency; and
D. proof of immunizations and/or an appropriate waiver.

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

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

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

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

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

SCHEDULING AND ASSIGNMENT

Schedules are provided to each student at the beginning of the school year or upon enrolling. The schedule is based upon the student's needs and available class space. Any changes in a student's schedule should be handled through Mary Popp, Administrative Assistant. It is important to note that some courses may be denied because of limited space. Students are expected to follow their schedules. Any variation should be approved with a schedule change.

Foreign students and foreign-exchange students (from recognized and approved student programs) are eligible for admission on the same basis as other non-resident students.

EARLY DISMISSAL FROM SCHOOL

No student will be allowed to leave school prior to dismissal time without a written request signed by the parent, oral request by a person whose signature is on file in the school office or the parent coming to the school office to request the release. No student will be released to a person other than a custodial parent(s) or guardian without a permission note signed by the custodial parent(s) or guardian. (Board Policies 5200 - Attendance and 5230 - Release of Students to authorized Persons).

TRANSFER OUT OF THE DISTRICT

If a student plans to transfer to another school, the parent must notify the Principal. Transfer will be authorized only after the student has completed the arrangements, returned all school materials, and paid any fees or fines that are due. Parents are encouraged to contact Mr. Casey Whitehurst, Principal, for specific details.

OPEN ENROLLMENT

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

WITHDRAWAL FROM SCHOOL

No student under the age of eighteen (18) will be allowed to withdraw from school without the written consent of their parents and completion of any required forms.

IMMUNIZATIONS

Each student must have the immunizations required by the Wisconsin Department of Health and Human Services or must have an authorized waiver. If a student does not have the necessary vaccinations or waivers, s/he may be excluded from school as permitted by law. This is for the safety of all students and staff. Any questions about immunizations or waivers should be directed to the school office. (Board Policy 5320 - Immunizations)

STUDENT ACCIDENTS/ILLNESS/CONCUSSION & SUDDEN CARDIAC ARREST

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

SUICIDE PREVENTION

The School District values the mental health of every student and has counseling and prevention resources available for any student considering self-harm. Students may seek help from any staff member. In addition, students are urged to approach any staff member of their choice if they know of another student who is talking about death by suicide. (Board Policy 5350 – Suicide Prevention, Intervention, and Postvention)

EMERGENCY MEDICAL AUTHORIZATION

The Board requires every student to have an Emergency Medical Authorization Form completed and signed by their parent in order to participate in any activity off school grounds. This includes field trips, spectator trips, athletic and other extracurricular activities, and co-curricular activities. Board Policy 5330 – Administration of Medication/Emergency Care)

The school has made the Emergency Medical Authorization Form available to every parent at the time of enrollment. A student's failure to submit the completed form may jeopardize the student's participation in school activities.

EMERGENCY NURSING SERVICES

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. (Board Policy 5310.01 - Emergency Nursing Services)

USE OF PRESCRIBED MEDICATIONS

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

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

B. The Medication Request and Authorization Form 5330 F1, Form 5330 F1a, and Form 5330 F1b must be filed with the Principal before the student will be allowed to begin taking any medication during school hours. The forms are available in the School office.

All medications to be administered during school hours must be registered with the WDMS office.

Medication that is brought to the WDMS office will be properly secured.

Medication may be conveyed to school directly by the parent.

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

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

Medication MAY NOT be sent to school in a student's lunch box, pocket, or other means on or about his/her person, except for emergency medications for allergies and/or reactions.

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

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

ASTHMA INHALERS AND EPINEPHRINE DELIVERY SYSTEMS

Students, with appropriate written permission from the physician and parent, may possess and use a method dose inhaler or dry powder inhaler to alleviate asthmatic symptoms. (Board Policy 5330 - Administration of Medication/Emergency Care)

Students, who suffer from severe allergic reactions may, possess and use an epinephrine delivery system when the student is required to carry the epinephrine delivery system to prevent the onset of an allergic reaction, and the appropriate written permission from the medical practitioner and completed Parent Consent form have been submitted to the Principal.

Inhalers and epinephrine can be administered by school officials only in accordance with conditions confirmed by the Principal, consistent with the approved plan adopted by the School District and updated annually.

USE OF NONPRESCRIBED DRUG PRODUCTS

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

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

The Nonprescription Drug Product Request and Authorization Form 5330 Fla, 5330 F1b must be filed with the school nurse and Principal before the student will be allowed to begin taking any medication during school hours.

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

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

A. student's name;

B. date;

C. name of medication;

D. dosage and frequency; and

E. special handling and storage directions.

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

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

If a student is found using or possessing a non-prescribed drug product without parent authorization, s/he will be brought to the school office and the parents will be contacted for authorization. The medication will be confiscated until authorization is received.

Any student who distributes a medication of any kind to another student or is found to possess a medication other than the one authorized is in violation of the school's Code of Conduct and may be disciplined in accordance with the drug-use provision of the Code.

CBD PRODUCTS

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

No CBD products will be permitted for use at school.

ESSENTIAL OILS

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

All students are prohibited from using essential oils at school.

HEAD LICE

If a child in the District is found to have lice, the child's parent will be contacted to pick the student up at the parent's earliest convenience. After treatment with an FDA-approved pediculicide/ovicide, treatment by a qualified healthcare provider, or treatment at a clinic specializing in lice and nit removal, and upon returning to school, the child will be examined by the school health staff or principal. The School District practices a policy of "no live lice" as a criterion for return to school. (Board Policy 8451 - Pediculosis)

CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES

Because a school has a high concentration of people, it is necessary to take specific measures when the health or safety of the group is at risk. In order to protect the health and safety of the students, District personnel, and the community at large, the Board shall follow all State statutes and Health Department regulations that pertain to immunization and other means for controlling casual-contact communicable disease spread through normal interaction in the school setting.

In accordance with Board Policy 8450 - Control of Casual-Contact Communicable Diseases, a teacher, nurse, or Principal may send home a student who is suspected of having a communicable disease and will notify the parent of such action and the reason(s) it was taken. School officials may be required to notify local health officials if they suspect a student has a covered communicable disease. School officials will comply with notification requirements of the Department of Health Services in addition to notifying the student's parent.

Examples of such diseases include diphtheria, scarlet fever, strep infections, whooping cough, mumps, measles, rubella, and other conditions indicated by the Wisconsin Department of Health Services.

Any student's removal from school will only be for the contagious period as specified in the school's administrative guidelines.

DIRECT CONTACT COMMUNICABLE DISEASES

In the case of non-casual-contact communicable diseases, the school still has the obligation to protect the safety of the staff and students. In these cases, the person in question will have his/her status reviewed by a panel of resource people to ensure that the rights of the person affected and those in contact with that person are respected. The school will seek to keep students and staff in school unless there is definitive

evidence to warrant exclusion. (Board Policy 8453 - Direct Contact Communicable Diseases)

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

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

MENINGOCOCCAL DISEASE

Public health authorities recommend that teenagers and college-bound students be immunized against a potentially fatal bacterial infection called meningococcal disease, a type of meningitis.

Meningococcal disease refers to any illness caused by bacteria called Neisseria meningitidis, also known as meningococcus [muh-ning-goh-KOK-us]. These illnesses are often severe and can be deadly. They include infections of the lining of the brain and spinal cord (meningitis) and bloodstream infections (bacteremia or septicemia).

These bacteria spread through the exchange of respiratory and throat secretions like spit (e.g., by living in close quarters, kissing). Doctors treat meningococcal disease with antibiotics, but quick medical attention is extremely important. Keeping up to date with recommended vaccines is the best defense against meningococcal disease.

Keeping up-to-date with recommended immunizations is the best defense against meningococcal disease. There are several vaccines that protect against the different types of N. meningitidis bacteria. Three vaccines protect against four of the five types (A, C, Y, and W-135). The Advisory Committee on Immunization Practices (ACIP) recommends children get their first dose of meningococcal vaccine when they are between 11 and 12 years and get a boozer dose when they are 16 years of age. Two vaccines protect against the fifth type of N. meningitidis bacteria, strain B. The ACIP recommends this vaccine be given to people aged 16-23 years. The ideal age to vaccinate is between 16 and 18 years, to provide protection when individuals are at greatest risk of getting meningococcal disease. If a teenager missed getting the vaccine altogether, they should ask their healthcare provider about getting it before graduation, especially if they are about to move into a college dorm or military barracks.

About Meningococcal Disease

There are multiple serogroups of Neisseria meningitidis. Serogroups B, C, and Y cause the majority of disease in the United States. Serogroup W and nongroup able strains cause a small portion of disease. Meningococcal disease is often misdiagnosed as something less serious because early symptoms are similar to common viral illnesses. Symptoms of meningococcal disease may include high fever, severe headache, stiff neck, nausea, vomiting, sensitivity to light, confusion, exhaustion and/or a rash. The disease can progress rapidly and can cause death or permanent disability within 48 hours of initial symptoms.

Rates of meningococcal disease have been declining in the United States since the late 1990s. In 2017, there were about 350 total cases of meningococcal disease reported (incidence rate of 0.11 cases per 100,000 persons). Anyone can get meningococcal disease, but rates of disease are highest in children younger than 1 year old, with a second peak in adolescence. Among adolescents and young adults, those 16 through 23 years old have the highest rates of meningococcal disease.

Meningococcal disease is spread through direct contact with respiratory and/or oral secretions from infected persons (for example, kissing or sharing drinking containers). It can develop and spread quickly throughout the body, so early diagnosis and treatment are very important. Even with immediate treatment, the disease can kill an otherwise healthy young person within hours of first symptoms. Of those who survive, up to 20 percent may endure permanent disabilities, including brain damage, deafness and limb amputations.

Lifestyle factors common among teenagers, college students and military personnel are believed to put them at increased risk of contracting meningococcal disease. These lifestyle factors include crowded living situations (for example, dormitories, sleep-away camps), active or passive smoking and irregular sleeping habits. Teens should avoid sharing eating utensils and drinking out of the same container, since infections may spread through this type of close contact.

STUDENTS WITH DISABILITIES

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

A student can access Special Education services through the proper evaluation and placement procedure. Parent involvement in this procedure is generally required.

More importantly, the school encourages parents to be active participants. To inquire about Special Education programs and services, a parent should contact Dawn Sine at 608-253-1461. (Board Policy 2460 - Programs for Students with Disabilities)

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

SERVICE ANIMALS AND OTHER ANIMALS ON DISTRICT PROPERTY

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

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

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

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

BILINGUAL STUDENTS/ENGLISH LEARNERS

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

To inquire about programs and services for bilingual students and/or English Learners, a parent should contact Dawn Sine at 608-253-1461.

STUDENT RECORDS

The origination and maintenance of appropriate student records are essential to the effective operation of the School District and meeting the educational interests of students. The rights and responsibilities of students, parents and the District with respect to student records are governed by State and Federal law. (Board Policy 8330 - Student Records). Many student records are kept by teachers, counselors and

administrative staff. There are two (2) basic kinds of student records -- directory data and confidential records.

Directory data can be given to any person or organization for non-commercial or non-business purposes when requested, unless the parents of the student object in writing to the disclosure as required under school policy and State and Federal law. Directory data generally includes those student records which identify a student's name, address, telephone number, date and place of birth, photograph, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, date of graduation, or awards received. Directory data also includes a student ID number, user ID, or other unique personal identifier used by the student when accessing or communicating in a district's electronic systems, if, standing alone, it cannot be used to access student education records, (i.e. a pin number, password, or other factor is also needed).

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

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

Parents and students are reminded of: 1) their rights to inspect, review and obtain copies of student's records; 2) their rights to request the amendment of the student's school records if they believe the records are inaccurate or misleading; 3) their rights to consent to the disclosure of the student's school records, except to the extent State and Federal law authorizes disclosure without consent; 4) the categories of student record information which have been designated as directory data and their right to deny the release of such information; and 5) their right to file a complaint with the Family Policy Compliance Office of the U.S. Department of Education.

Consistent with the Protection of Pupil Rights Amendment (PPRA), no student shall be required, as a part of the school program or the District's curriculum, without prior written consent of the student or, if an unemancipated minor, his/her 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 his/her parents;

B. mental or psychological problems of the student or his/her 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 his/her parents; or

H. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program).

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

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

The Family Policy Compliance Office in the U.S. Department of Education administers both Family Educational Rights and Privacy Act (FERPA) and the Protection of Pupil Rights Amendment (PPRA). Parents and/or eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW 20202-4605
Washington, D.C.
www.ed.gov/offices/OM/fpco

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

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

STUDENT FEES, FINES, AND CHARGES

Fees will be charged for the following non curricular activities and programs:

Football, Cross-Country. Volleyball, Basketball, Wrestling, Track and Field, Softball, Baseball, and Golf.

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

Fees may be waived in situations where there is financial hardship. (Board Policy 6152.01 – Waiver of School Fees or Fines)

Students using school property and equipment can be fined for excessive wear and abuse. The fine will be used to pay for the damage, not to make a profit.

Late fines for Library Media Center materials can be avoided when students return checked-out materials promptly. Their use may be needed by others.

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

STUDENT FUND-RAISING

Students participating in school-sponsored groups and activities will be allowed to solicit funds from other students, staff members, and members of the community in accordance with school guidelines (Board Policy 5830 - Student Fund-Raising). The following general rules will apply to all fund-raisers:

- School-level fundraisers must be approved by the Principal.

- Students involved in the fund-raiser are not to interfere with students participating in other activities in order to solicit funds.

- For fundraisers by student clubs and organizations that involve the sale to students food items and/or beverage that will be consumed on campus, the food and/or beverages items to be sold must comply with the current USDA Dietary Guidelines for Americans and the Smart Snack Rules. Each student organization shall be permitted two (2) fundraising exceptions per school year where foods and beverages that are not allowable under the Smart Snack Rules can be sold. If approved,

fundraisers that involve the sale, to students, of food items or beverages to be consumed on School District property shall not compete directly with the sale of reimbursable meals.

- A student will not be allowed to participate in a fund-raising activity for a group in which s/he is not a member without the approval of the student's teacher or counselor.

- No student may participate in fundraising activities off school property without proper supervision by approved staff or other adults.

- House-to-house canvassing by any student is not allowed for any fundraising activity.

- If the fundraising activity will involve students under age twelve (12) such students' parents must provide written permission for the student to participate in the fundraising activity.

- Any fund-raisers that require students to exert themselves physically beyond their normal pattern of activity, such as "runs for .....", will be monitored by a staff member in order to prevent a student from overextending himself/herself to the point of potential harm.

- No student may participate in a fund-raising activity conducted by a parent group, booster club, or community organization on school property without the approval of the Principal.

- Fundraising by students on behalf of school-related organizations whose funds are not managed by the School District may be permitted on school grounds by the District Administrator.

STUDENT VALUABLES

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

REVIEW OF INSTRUCTIONAL MATERIALS

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

Parents have the right to review any instructional materials related to the human growth and development curriculum and may also observe instruction in classes dealing with such subject matter (Board Policy 2414 - Human Growth and Development). Parents' rights to review teaching materials and instructional activities are subject to reasonable restrictions and limits.

MEAL SERVICE

The school participates in the National School Lunch Program and makes lunches available to students for a fee (Board Policy 8500 - Food Services). Ala carte items are available. Students may also bring their own lunch to school to be eaten in the school's cafeteria. No student shall be allowed to leave school premises during the lunch period.

Applications for the school's Free and Reduced-Priced Meal program are distributed to all students (Board Policy 8531 – Free and Reduced-Price Meals). Extra applications can be obtained in the School office.

The following nondiscrimination statement applies to all programs administered by the School District that are funded in whole or in part by the U.S. Department of Agriculture (USDA):

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating based on race, color, national origin, sex (including gender identity and sexual orientation), disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all based on programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication to obtain program information (e.g. Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for

Civil Rights, 1400 Independence Avenue, SW, Mail Stop 9410, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

Any questions you may contact Angela Proeber at: (608) 253-1461, ext. 1032, or by email, aproeber@sdwd.k12.wi.us.

FIRE DRILLS, TORNADO DRILLS, LOCKDOWN DRILLS

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

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

Tornado drills will be conducted during the tornado season using the procedures provided by the State. The alarm system for tornadoes is different from the alarm system for fires. The tornado alarm consists of Administration over the PA system, and the fire alarm consists of a continuous long tone of an alarm system.

Lockdown drills in which the students are restricted to the interior of the school building and the building secured may occur during the school year. The protocol for a school lockdown is no alarm but voice command via administration over the PA system.

EMERGENCY CLOSINGS AND DELAYS

If the school must be closed or the opening delayed because of inclement weather or other conditions, the school will notify the following radio and television stations:

WNNO-AM (960), WNNO-FM (106.9), WMTV, WKOW, or district website at **sdwd.k12.wi.us.**

The district will also use our call-out system to notify families via phone call or text. Parents and students are responsible for knowing about emergency closings and delays. (Board Policy 8220 - School Day)

PREPAREDNESS FOR TOXIC AND ASBESTOS HAZARDS

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

VISITORS

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

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

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

USE OF THE LIBRARY/MEDIA CENTER

The library is available to students throughout the school day. Passes may be obtained from a student's teacher or from the librarian. Books on the shelves may be checked out for a period of 2 weeks and a total of 3 items per checkout. To check out any other materials, contact the librarian.
Requests for reconsideration of school library materials shall be processed in accordance with Board Policy 2522 – Libraries.

USE OF SCHOOL EQUIPMENT AND FACILITIES

Students must receive the permission of the teacher before using any equipment or materials in the classroom and the permission of the Principal to use any other school equipment or facility. Students will be held responsible for the proper use and safekeeping of any equipment or facility they are allowed to use.

LOST AND FOUND

The lost and found is in the common area near the cafeteria. Students who have lost items should check there and may retrieve their items if they give a proper description. Unclaimed items will be given to charity at the close of the school year.

STUDENT SALES

No student is permitted to sell any item or service in school without the approval of the Principal. Violation of this rule may lead to disciplinary action.

USE OF SCHOOL TELEPHONES

Office telephones are not to be used for personal calls. Except in an emergency, students will not be called to the office to receive a telephone call.

Telephones are available in the school for students to use when they are not in class. Students are not to use telephones to call parents to receive permission to leave school. Office personnel will initiate all calls on behalf of a student seeking permission to leave school.

USE OF CELL PHONES OR PERSONAL COMMUNICATION DEVICES

Wisconsin Dells Middle School students may NOT use cell phones and/or other personal communication devices during the school day, 7:30am-3:25pm. Personal communication devices are to be powered off upon entry to the building.

Per School Board Policy (5136 - Personal Communication Devices), at WDMS:

- PCDs must be powered completely off and stored in provided storage boxes within their first hour classroom during school hours.
- The use of a PCD to engage in non-educational related communications is expressly prohibited.

Teachers and/or Principals may allow for the use of such devices if the principal determines that the device's use will be for legitimate medical, school, educational, vocational, or other legitimate purposes.

District network access (wired or wireless) cannot be accessed on personal electronic devices unless pre-authorized by Administration and the District Technology Department. The School District of Wisconsin Dells is not responsible for lost, stolen, or damaged personal electronic devices brought to school.

While students may possess PCDs in school, on school property, during after-school activities (e.g., extra-curricular activities), and at school-related functions, they must be powered completely off (i.e., not just placed into vibrate or silent mode) and stored in designated cell phone boxes during school hours.

Exceptions include

A. **Emergency or Threat:** Student use of a PCD is allowed in the event of an emergency or a perceived threat to address the safety and security of students and staff.
B. **Health Care Management:** Student use is authorized as necessary to manage or support a specific student's health care needs as approved by the District Nurse.
C. **Individualized Education Plans:** Student use is authorized consistent with a student's Individualized Education Program (IEP) or a plan developed under Section 504 of the federal Rehabilitation Act of 1973.
D. **Educational Purposes:** Student use is authorized by a teacher for legitimate educational purposes during instructional time as described above.

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

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

Students may not use a PCD in any way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed, or intimidated. See Policy 5517.01 – Bullying. In particular, students are prohibited from using PCDs to: (1) transmit material that is threatening, obscene, disruptive, or sexually explicit or that can be construed as harassment or disparagement of others based upon membership in a Protected Classification defined

in Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity, or political beliefs; and (2) engage in "sexting" - i.e., sending, receiving, sharing, viewing, or possessing pictures, text messages, e-mails or other materials of a sexual nature in electronic or any other form. Violation of these prohibitions shall result in disciplinary action. Furthermore, such actions will be reported to local law enforcement and child services as required by law.

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

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

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

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

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

> "Sexting" is prohibited at any time on school property or at school functions. Sexting is the electronic transmission of sexual messages or pictures, usually through cell phone text messaging. Such conduct not only is potentially dangerous for the involved students, but can lead to unwanted exposure of the messages and images to others, and could result in criminal violations related

to the transmission or possession of child pornography. Such conduct will be subject to discipline and possible confiscation of the PCD.

OTHER PERSONAL ELECTRONIC DEVICES

Students may not use or possess any technology resources considered Other Personal Electronic Equipment, as defined in Policy 5136.01 - Other Personal Electronic Devices on school property or at any school-sponsored activity without the permission of the principal. This includes, but is not limited to, tablets, earbuds/headphones, gaming devices, cameras, smart glasses (including Meta glasses), and other personal electronic or wearable devices.

Smartwatches may be worn during the school day. However, students may not use smartwatch features to send or receive messages, make or receive calls, take photos or recordings, access the internet, play games, or otherwise communicate during the school day.

Smart glasses, including Meta glasses, and other wearable devices capable of taking photographs, recording audio or video, accessing the internet, or communicating with others may not be worn or used during the school day without prior approval from school administration.

Exceptions may be made when the use of a personal electronic device is required as part of a student's IEP, 504 Plan, health plan, or other school-approved accommodation.

STAFF-STUDENT COMMUNICATION USING PERSONAL COMMUNICATION DEVICES

The School District is committed to maintaining professional and safe boundaries between students and school employees, volunteers, or other adult members of the school community that occur during or outside of school hours. In accordance with state law, all electronic communication between students and district staff or approved volunteers must occur exclusively through transparent, district-monitored educational tools (such as official district email or platforms that archive communication logs and remain accessible to parents and administrators).

Private, unmonitored communication between staff members and individual students on personal social media platforms or unapproved messaging applications is strictly prohibited. All digital communications regarding school-related matters constitute official student or public records and are subject to state retention laws. Any student who experiences or witnesses unapproved communication by a school employee or volunteer must report it immediately to a building administrator.

WEAPONS

The Board of Education prohibits students from possessing, storing, making, or using a weapon in any setting that is under the control and supervision of the District for

the purpose of school activities approved and authorized by the District including, but not limited to, property leased, owned, or contracted for by the District, a school-sponsored event, or in a District vehicle, to the extent permitted by law without the permission of the District Administrator.

The term "weapon" means any object which, in the manner in which it is used, is intended to be used, or is represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons. Weapons include, but are not limited to, firearms (including, but not limited to, firearms as defined in 18 U.S.C. 921(a)(3)), guns of any type whatsoever, including air and gas-powered guns (whether loaded or unloaded), knives, (subject to the exceptions below) razors, with unguarded blades, clubs, electric weapons, metallic knuckles, martial arts weapons, ammunition, and explosives.

The District Administrator is authorized to establish instructional programs on weapons and reporting and dealing with violations of this policy.

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

Policy exceptions include:

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

B. Theatrical props used in appropriate settings.

ADVERTISING OUTSIDE ACTIVITIES

No announcements or posting of outside activities will be permitted without the approval of the Principal. A minimum of twenty-four (24) hours advance notice is required to ensure that the Principal has the opportunity to review the announcement or posting. (Board Policy 9700 – Relations with Non-School Affiliated Groups)

VIDEO AND AUDIO SURVEILLANCE

The Board has authorized the use of video and audio surveillance and electronic monitoring equipment at various school sites throughout the school, including school buses. Any person who takes action to block, move, or alter the location and/or

viewing angle of a video camera shall be subject to disciplinary action. (Board Policy 7440.01 – Video Surveillance and Electronic Monitoring)

SAFETY AND SECURITY

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

A. All visitors must enter through the designated visitor entrance and report to the office when they arrive at school.

B. All visitors are given and required to wear a building pass while they are in the building.

C. The staff is expected to question people in the building whom they do not recognize and who are not wearing a building pass, and to question people who are "hanging around" the building after hours.

D. Students and staff are expected to immediately report to a teacher or administrator any suspicious behavior or situation that makes them uncomfortable.

All outside doors, except the main entrance, are locked during the School day.

Portions of the building that will not be needed after the regular school days are closed off.

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

STUDENT INTELLECTUAL PROPERTY RIGHTS

Students who develop ideas, concepts, or materials which may carry with them intellectual property characteristics may pursue protection of those rights on their own. No School District staff may take steps to claim intellectual property rights relative to any work product created by student(s), except as expressly approved by the School District Administrator and agreed to by participating students prior to the commencement of any projects. The School District does not determine the protectable nature of any particular work. (Board Policy 5870 - Student Production of Goods and Services)

SECTION II - ACADEMICS

NONDISCRIMINATION

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

COURSE OFFERINGS

Agriculture
Art
Music
Physical Education
English/Reading
Family/Consumer Sciences
Foreign Language
History and Social Sciences
Mathematics
Digital Citizenship
STEM
Science
Special Needs/Education

For a more detailed description of the courses offered at WDMS, please see the Office of Curriculum and Instruction website on the SDWD website. In particular, find the link to the Course Curriculum Guides for Middle School.

ACADEMIC AND CAREER PLANNING

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

PROGRAM OR CURRICULUM MODIFICATIONS

The Board recognizes that the regular school program may not be appropriate for all students. Student and parent requests for a program or curriculum modification may be submitted, in writing, in accordance with Board Policy 2451 – Program or

Curriculum Modifications. School counselors are available with further information regarding program or curriculum modifications.

FIELD TRIPS

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

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

GRADES - STANDARDS-BASED LEARNING

Teachers have a standard grading procedure, as well as additional notations that may indicate work in progress or incomplete work. The purpose of a grade is to indicate the extent to which the student has acquired the necessary learning. In general, students are assigned course grades based upon test results, homework, projects, and classroom participation. Each teacher may place a different emphasis on these areas in determining a course grade and will so inform the students at the beginning of the course work.

Course grades will be determined in line with Policy 2623 - Student Assessment and Grading. If a student is not sure how their course grade will be determined, the student should ask the teacher.

The School uses the following grading system: Standards-Based

What is standards-based learning and grading?

Standards-based learning and teaching measures an individual student's performance against a set of criteria established as academic standards and indicates an individual student's level of proficiency in relation to specific standards.

In order to better align to our overall mission as a district, WDMS has shifted to standards-based grading and learning in order to help our students ACHIEVE. The goal of this shift is to truly begin measuring how well each individual student is doing in relation to grade-level standards or skills.

By changing the way we communicate a student's progress, we are able to provide better, more meaningful communication to parents and students. This progress is measured using rubrics, which clearly articulate what different levels of performance look like and provide parents and students valuable information about the student's

progress and also a roadmap for growth. It is a much better way to communicate progress. These rubrics create higher rigor in our classrooms. This increase in rigor better prepares our students for whatever college and/or career path they choose. Many educational researchers consider Standards-Based Grading much more fair to students and best educational practice.

To determine a student's proficiency within each standard, the teachers are creating clearly articulated rubrics to go along with each standard. Each rubric has five levels of proficiency. These levels represent what a student's learning progression would look like.

Indicator	***Description of Indicator***	***Visualization of Indicator***
LEADING	Performance beyond what a standard requires. ***(Complex Content)*** Students add their own ideas, perspective, and style into what they do. Students are confident and are reaching for the next level of proficiency. ***"I can do, show, explain, and extend..."***	
PROFICIENT	The expected level of learning for all students. ***(Target Content)*** Students consistently meet the target proficiency level, and they are ready to move on. ***"I can do, show, and explain..."***	

DEVELOPING	Basic knowledge or skill necessary for learning the target content. ***(Simple Content)*** Students can meet the target proficiency in familiar tasks and situations. ***"I can do and show..."***	
BEGINNING	Partial success with both the simple and target content. ***(Beginning Content)*** Students know what to do to meet the target proficiency level, but may need some extra help. ***"I can do..."***	
UNMET	No success, or not enough evidence to determine placement of learning. ***(No Content)*** Students miss opportunities to demonstrate what they can do because they are often distracted, not participating, or absent. ***"I have not been able to...yet"***	

For many of us when we were in school, our grades were primarily based on our ability to memorize things, which is represented in the beginning and developing levels of our rubrics. We want our students to be able to use what they know to apply, analyze, judge, and create. That's college and career readiness in the 21st century and that is how we are increasing rigor for our students.

The following guideline provides criteria which describe the characteristics of a student who is functioning at different levels of proficiency according to the District's grading system.

A student who receives a **LEADING** should be one who consistently:

A. demonstrates outstanding and ***complex*** scholarship and a high level of achievement of specific knowledge and skills;

B. evidences understanding and proper application of fundamental concepts of the subject area;
C. goes beyond the goals established for the class in achievement and contribution; independently applies knowledge and skills to new situations;
D. frequently demonstrates originality and initiative;
E. expresses himself/herself, both orally and in writing, clearly and effectively.

A student who receives a **PROFICIENT** should be one who frequently:

A. demonstrates ***on target*** scholarship and achievement in the designated subject area and in mastery of specific knowledge and skills;
B. occasionally contributes creatively; consistently applies knowledge and skills independently; demonstrates some originality and initiative;
C. expresses himself/herself, both orally and in writing, clearly and effectively;
D. shows the capability to do advanced work but has not met the complex level yet;
E. maintains a high level of self-discipline and appropriate classroom behavior.

A student who receives a **DEVELOPING** should be one who:

A. demonstrates ***simple*** understanding and achievement of specific knowledge and skills;
B. is responsible and participates in class activities;
C. with help, applies knowledge and skills to new situations but frequently requires Individual direction and supervision;
D. recognizes or recalls specific vocabulary, and can perform basic processes of the subject matter, but has not met the target content yet;
E. usually maintains an acceptable level of self-discipline and appropriate classroom behavior.

A student who receives a **BEGINNING** should be one who:

A. demonstrates ***beginning*** level understanding of the knowledge and skills established by the course of study;
B. seldom completes an undertaking without teacher direction and encouragement and as a result, may have partial success at the developing and proficient level;
C. seldom applies knowledge and skills to new situations; evidences little growth other than that developed through class association; rarely demonstrates originality and initiative; has difficulty expressing self adequately, either orally or in writing; and generally fails to make up work and assessments s/he has missed if absent;
D. is unlikely to be successful in advanced or complex work in the field yet;

E. sometimes demonstrates a low level of self-discipline and/or inappropriate classroom behavior.

A student who receives an **UNMET** should be one who:

A. does not fulfill the course requirements as established by the course of study;
B. generally fails to make up work s/he has missed if absent; does not or cannot apply knowledge and skills to new situations;
C. rejects teacher assistance and leadership; does not demonstrate originality and Initiative; generally does not take part in class activities;
D. does not express himself/herself adequately;
E. may frequently demonstrate a low level of self-discipline and/or inappropriate classroom behavior.

Grading Periods:

- Students shall receive a report card at the end of each trimester indicating their grades for each course of study for that portion of the academic term.

- When a student appears to be at risk of failure, notification will be provided to the parents so they can talk with the teacher about what actions can be taken to improve the student's performance.

PROMOTION, PLACEMENT, AND RETENTION

Board Policy 5410 - Promotion, Placement, and Retention and related guidelines provide the framework for promotion, placement, and retention decisions.

Promotion to the next grade (or level) is based on the following criteria:

A. current level of achievement

B. potential for success at the next level

C. emotional, physical, and/or social maturity

RECOGNITION OF STUDENT ACHIEVEMENT

Students who have displayed significant achievements during the course of the year are recognized for their accomplishments. Areas that may merit recognition include academics, athletics, performing arts, citizenship, and volunteerism. Recognition for such activities is initiated by the staff and coordinated by the principal.

Special Awards

Mary Nate (Established 1976)

The Mary Nate Award is a prestigious award, dating back to 1976, that has been given to two 8th grade students who have exhibited outstanding citizenship characteristics in these areas:

1. Cooperation
2. Friendliness
3. Participation in Activities
4. Positive Attitude
5. Healthy Habits
6. Compassion Towards Others
7. Scholastic Achievement/Responsibility
8. Respect for Self/Peers/Teachers

Roxanne Bartz (Established 2018)

The Roxanne Bartz Award is a prestigious award given to two students in the 8th grade in memory of Roxanne Bartz - a passionate teacher that taught in the Wisconsin Dells School District for over 20 years. The award is given to students who have exhibited excellence in:

1. Character
2. Positive Attitude
3. Work Ethic
4. Improvement
5. Performing Arts

HOMEWORK

The assignment of homework can be expected. Student grades will reflect the completion of all work, including outside assignments. Homework is also part of the student's preparation for standardized tests and graduation. (Board Policy 2330 - Homework)

Homework will not generally be used for disciplinary reasons but only to enhance the student's learning.

ACADEMIC HONESTY

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

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

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

The unauthorized use of Artificial Intelligence tools to generate or complete academic work shall constitute a violation of the District's policy on academic honesty. (See Policy 5505 - Academic Honesty)

All student use of AI technology must comply with the requirements and standards set forth in Policy 7540.08 - Artificial Intelligence (AI).

STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY

Students are encouraged to use the school's technology resources for educational purposes. Use of such resources is a privilege, not a right. Students must conduct themselves in a responsible, efficient, ethical, and legal manner. Users are required to refrain from actions that are illegal (such as libel, slander, vandalism, harassment, theft, plagiarism, inappropriate access, and the like) or unkind (such as personal attacks, invasion of privacy, injurious comment, and the like). Unauthorized or inappropriate use, including any violation of the District's policies and administrative guidelines, may result in cancellation of the privilege, disciplinary action consistent with the School's rules, and civil or criminal liability. Smooth operation of the School's network relies upon users adhering to the District's policies and administrative guidelines. Prior to accessing the Internet at school, students must sign the Student Technology Acceptable Use and Safety Agreement each year.

Violation of the Student Technology Acceptable Use and Safety Agreement may result in disciplinary consequences up to and including expulsion from the District, civil liability and/or referral to law enforcement.

The School District reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the School District.

Users have no right or expectation to privacy when using District Technology Resources (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity when using the District's computer network and/or Internet connection).

Expectations for Responsible Artificial Intelligence (AI) Use

> Students are strictly prohibited from inputting Personally Identifiable Information (PII), confidential student or staff data, or any non-public school

records into any AI tool or service that has not been explicitly approved and contracted with by the District.

Students are expected to adhere to principles of transparency, proper citation, and responsible use of AI in all academic and school-related activities. Students must disclose the use and extent of AI assistance on any submitted work as required by staff.

Students are prohibited from using technology and/or AI to bully, harass, threaten, impersonate, create, or distribute deceptive or harmful content, including deepfake or synthetic media that falsely depicts another person. AI may not be used for academic dishonesty, privacy violations, or any conduct that materially disrupts the educational environment. Violations of this policy will result in disciplinary action consistent with Policy 5500 - Student Codes of Conduct and other applicable Board policies.

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

Cyberbullying includes, but is not limited to the following:

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

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

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

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

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

Students shall not access social media for personal use from the School District's network but shall be permitted to access social media for educational use in accordance with their teacher's approved plan for such use.

ARTIFICIAL INTELLIGENCE

Students may use AI tools for academic purposes when specifically and clearly permitted by their teacher(s). If a student has any questions about whether they are permitted to use AI tools for a specific class assignment, they should ask their teacher(s).

Instruction

Students shall receive age-appropriate instruction about responsible AI use, digital citizenship, privacy, and the risks/limitations of AI prior to using AI.

Academic Standard and Authorized Use

Students are expected to develop their own knowledge, skills, and understanding of course material rather than relying solely on AI tools and they should ask their teacher(s) when they have questions and/or need assistance. Students may use AI tools for academic purposes when specifically and clearly permitted by their teacher(s). The use of AI must be properly disclosed and cited in accordance with the established guidelines and not be employed to undermine authentic learning or learning objectives for the course or assignment.

Academic Misconduct and Consequences

Unauthorized use of AI tools will be considered a form of plagiarism, unauthorized collaboration, or misrepresentation of AI-generated content as original work and any student found using these tools without permission or in a prohibited manner will be disciplined in accordance with the Student Handbook or Policy 5500 - Student Code of Conduct and Policy 5505 - Academic Honesty.

Students are strictly prohibited from inputting Personally Identifiable Information (PII), confidential student or staff data, or any non-public school records into any AI tool or service that has not been explicitly approved and contracted with by the District.

Behavioral Prohibitions: Students are prohibited from using technology and/or AI to bully, harass, threaten, impersonate, create, or distribute deceptive or harmful content, including deepfake or synthetic media that falsely depicts another person. AI may not be used for academic dishonesty, privacy violations, or any conduct that materially disrupts the educational environment. Violations of this policy will result in disciplinary action consistent with Policy 5500 - Student Codes of Conduct and other applicable Board policies.

Use of AI to Generate any Synthetic Intimate Representation

Any student suspected of using AI or other technological means to create a synthetic intimate representation will be referred to law enforcement in addition to any disciplinary action imposed by administration. Synthetic Intimate Representation means a representation generated using technological means that uses an identifiable person's face, likeness, or other distinguishing characteristic to depict an intimate representation of that person, regardless of whether the representation includes components that are artificial, legally generated, or generally accessible, and that is so realistic that a reasonable person would believe it depicts conduct of the identifiable person.

VIRTUAL INSTRUCTION

Students engaged in classes conducted in a virtual/online environment are considered, for conduct purposes, to be in attendance at school. Policies, rules, and expectations for student conduct while at school, or under the supervision of school authorities while at a school-sponsored activity, also apply to students when engaged in online learning activities.

Conduct that is not permitted at school is also not permitted during online learning in a virtual classroom setting. (Board Policy 5500.01 – Conduct in Virtual Classroom)

STUDENT ASSESSMENT

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

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

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

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

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

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

SINCERELY HELD RELIGIOUS BELIEFS

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

If after careful personal review of the program's lessons and/or materials, a student, or parent of a minor student, indicates to the school that either the content or activities conflict with the student's or parent's religious beliefs or value system, the school will honor a written request for the parent's child to be excused from particular class periods for specified reasons.

The student will be provided with alternate learning activities during the times of such adult student or parent requested absence. (Board Policy 2270 – Religion in the Curriculum and Board Policy 2240 – Controversial Issues in the Classroom)

SECTION III - STUDENT ACTIVITIES

SCHOOL-SPONSORED CLUBS AND ACTIVITIES

Students have the opportunity to broaden their learning through curricular-related activities. A curricular-related activity may be for credit, required for a particular course, and/or contain school subject matter.

The school has many student groups that are approved by the Board of Education. Authorized groups include: Math 24, Chess Club and Student Council.

Extra-curricular activities do not reflect the school curriculum, but are made available to students to allow them to pursue additional worthwhile activities such as recreational sports, drama, and the like.

All students are permitted to participate in the activities of their choosing, as long as they meet the eligibility requirements. (Board Policy 2430 – District-Sponsored Clubs and Activities)

All District-sponsored club communications, including flyers or posters to be displayed on school property, shall be limited to the club's name, meeting date, time, location, and subject to administrative approval.

NON SCHOOL-SPONSORED CLUBS AND ACTIVITIES

Nonschool-sponsored student groups organized for religious, political, or philosophical reasons may meet during non instructional hours. The application for permission can be obtained from the Principal. The application must verify that the activity is being initiated by students, attendance is voluntary, no School staff person is actively involved in the event, the event will not interfere with School activities, and nonschool persons do not play a regular role in the event. School rules will still apply regarding behavior and equal opportunity to participate.

Membership in any fraternity, sorority, or any other secret society as prescribed by law is not permitted. All groups must comply with School rules and must provide equal opportunity to participate.

No non district-sponsored organization may use the name of the School or the School mascot or logo. (Board Policy 5730 – Equal Access for Non District-Sponsored Clubs and Activities)

SCHOOL SPONSORED PUBLICATIONS AND PRODUCTIONS

The Board of Education sponsors student publications and productions as a means by which students learn, under adult direction/supervision, the rights and responsibilities inherent when engaging in the public expression of ideas and information in our democratic society. (Board Policy 5722 - School-Sponsored Publications and Productions)

Regardless of their status as non-public or limited-purpose public forums, the Board prohibits publications, productions and advertisements that:

A. Promote, favor, or oppose any candidate for election or the adoption of any bond issue, proposal, or question submitted at any election;

B. Fail to identify the student or organization responsible for the publication/performance;

C. Solicit funds for non-school organizations or institutions when such solicitations have not been approved by the Board.

ATHLETICS

A variety of athletic activities are available in which students may participate provided they meet eligibility requirements that may apply. The following is a list of activities currently being offered. For further information, contact the Athletic Director.

Fall:
Cross-Country
Football
Volleyball

Winter:
Boys Basketball
Girls Basketball
Wrestling

Spring:
Baseball
Softball
Track
Golf

Academics:
Student Council
Yearbook

All students are permitted to participate in the activities of their choosing, as long as they meet the eligibility requirements.

CO-CURRICULAR CODE OF CONDUCT FOR
WISCONSIN DELLS MIDDLE SCHOOL
2026-2027 School Year

I. PHILOSOPHY

The philosophy of the Wisconsin Dells Middle School and the School District of Wisconsin Dells Athletic Department is that athletics can be extremely beneficial for students of all ages. They have the opportunity to learn many things that stretch beyond the physical and help them to become well-rounded human beings and an important part of society**.**

At the Middle School level, athletics and the student athletes are often caught in the crossfire between being too competitive or not competitive enough. One thing that we all should agree on is that middle school students should have a handful of key elements stressed to them through our athletic program.

A. **SKILL DEVELOPMENT:** Middle school students need to learn how to do things correctly at an early age, and for some students this is their first attempt at organized athletics. The fundamentals of the specific sport and a repetition of those fundamentals should be a large part of their practice time.

B. **WORK HABITS:** Middle school students must begin to understand that hard work and proper work habits are very important. Even the very best players must continue to work hard to maintain those good habits in order to remain at their high level of ability.

C. **ATTITUDE:** Middle school students are at an age when attitude, specifically respect for authority, cooperation and leadership, can be a problem. Student attitudes about co-curricular activities must be shaped before they reach varsity or junior varsity level competition. A proper attitude should be a focal point with student athletes, and it must also be modeled by coaches and parents.

D. **FUN:** It may be difficult for some coaches, parents and other adults to understand, but most students choose to participate in co-curricular activities to have fun and be with their friends. Oftentimes winning and losing is secondary and soon forgotten after the game.

If we can keep these four key elements in mind, the athletic program at WDMS will be a success. To stay within the middle school philosophy, we must allow student athletes to explore new things and discover their own interests, abilities and successes. Every student should be allowed to participate and the program focus

should be on making each student a better athlete and person, instead of winning and losing.

Students attending WDMS may participate in the school athletic program. Seventh and eighth grade students may compete in: football, cross-country, volleyball, basketball, wrestling, track & field, softball, baseball, and golf. **Sixth grade students may participate in: cross-country, wrestling, and golf.** WDMS also offers students several different clubs and organizations they can choose to participate in.

This code is written so as to apply to all school sponsored co-curricular activities that are not part of the regular school curriculum.

II. ATHLETIC POLICIES and PROCEDURES

In order to instill good sportsmanship, respect for rules and authority, teamwork, team discipline, as well as eliminate disruptive behavior in the locker room, on the training field, on the playing field, on trips and on and off school grounds, the following rules are established:

A. All athletes must have a physical examination and a WIAA green exam card and/or a brown alternate year card on file in the Activities Office before they may attend any practices or participate.

B. All athletes must have a parent or legal guardian attest to parental permission and sign an insurance certification.

C. The athletic fee must be paid before participation can begin.
•Students who qualified for free or reduced-price meals in the preceding school year or who have submitted an application and have been approved for free or reduced-price meals for the upcoming school year may pay reduced fees, as specified.

i.	Full Priced	$30.00
ii.	Reduced-Priced	$21.00
iii.	Free Meals	$15.00

• Parents of students who are living in severe economic distress may request a private meeting with the athletic director to request that fees be waived.
• The annual 6-12 athletic participation fee maximum per family shall be $100

D. All athletes and their parents/guardians must sign the athletic code sheet and it must be on file in the Activities Office before participation can begin.

E. All athletes must comply with the disciplinary rules of individual coaches.

F. All athletes are to refrain from the use of profanity, both in practice and competition.

G. Student participants must ride TO away games with the team. Pursuant to district policy 8640 - Transportation for Field and Other District-Sponsored Trips, all students are expected to ride in the appropriate vehicle for the trip to and from each co-curricular activity. A special request must be made to the coach by the parent/guardian, in writing to allow an exception.
**Follow specific program/coaches' guidelines on how they wish to document the request to ride home with a parent/guardian.

H. Students will not be allowed to begin participating in another activity until all of their equipment has been turned in and/or fines paid from all previous activities.

I. Any student who resides in the School District of Wisconsin Dells but attends another school district or who is homeschooled will be eligible for competition in a sport that is offered in the School District of Wisconsin Dells provided the following:
(1) The district/school in which they are currently enrolled does not offer the sport in which they are interested in participating in.
(2) The student must be present at all practices and competitions in a timely manner.
(3) It shall be the responsibility of the parent/guardian of the student in these cases to provide an academic report card at the times grades are monitored for students who reside in the School District of Wisconsin Dells.
(4) All other terms and conditions of this Wisconsin Dells Middle School Co-Curricular Code of Conduct shall be followed by students who are enrolled in another school or district.

III. **ELIGIBILITY GUIDELINES:** All athletes must retain academic eligibility to participate in athletics and/or school sponsored activities. For Wisconsin Dells Middle School students, academic eligibility will be determined by grades being checked at the mid-term (4 ½ week mark) and at the end of each term.

Midterm GRADE CHECK: Midterm grade checks to determine athletic eligibility will occur on the next school day following the end of midterm date. Any student with an UNMET (U) grade (either work habits or content knowledge) at any designated grade check period as listed above will become academically ineligible to compete in games/events as follows:

A. 1 Unmet = 1 missed contest/game
B. 2 Unmets = 2 missed contests/games
C. 3 or more Unmets = 3 missed contests/games

*Eligibility grade checks to determine athletic eligibility may be changed at the discretion of the building principal.

TRIMESTER GRADE CHECK: Term grade checks to determine athletic eligibility will occur one week after the end of a term. Any student with an **UNMET** (U) grade (either work habits or content knowledge) at any designated grade check period as listed above will become academically ineligible to compete in games/events as follows:

A. 1 Unmet = 1 missed contest/game
B. 2 Unmets = 2 missed contests/games
C. 3 or more Unmets = 3 missed contests/games

*Eligibility grade checks to determine athletic eligibility may be changed at the discretion of the building principal.

A. Once the suspension is successfully served, the ineligible student will become immediately eligible following the suspension.

B. During the academic suspension, students are allowed to and are expected to practice every day with the team and attend all team meetings, functions, etc. They cannot play in any interscholastic games/events.

C. If any behavior problems arise in school, class, or on the bus, students may be held out of practice, performances, or competition at the discretion of the principal, assistant principal and/or activities director.

IV. SCHOOL ATTENDANCE

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

B. Compulsory Student Attendance.

1. As stated in Wisconsin State Statute 118.15, all children between six (6) and eighteen (18) years of age shall attend school regularly during the full period and hours, religious holidays excepted, that the school is in session. All students must attend until the end of the term, quarter or semester of the

school year in which the child becomes eighteen (18) years of age unless they fall under an exception outlined in the District's Administrative Guidelines. A child who is enrolled in five (5) year-old kindergarten shall attend school regularly, religious holidays expected, during the full period and hours that kindergarten is in session until the end of the school term.

2. Attendance is also defined as participation in the various forms of distance learning including video conference, satellite, Internet or other electronic information and telecommunications technologies. Discuss these alternatives with your counselor since the approval of the coursework may be required prior to enrollment in a distance learning program.

3. Students who miss more than half a class period are considered absent for that period.

A. Submitting Excuse for Absence .

1. As stated in Wisconsin State Statute 118.15, a child may not be excused for more than ten days in a school year.

2. A parent of a student who is absent shall provide a written, dated, signed or verbal statement indicating the reason for and the time period of the absence. This statement must be submitted prior to the absence if the absence is foreseeable. If the absence is not foreseeable, the statement must be provided prior to the student's readmission to school. The statement shall be submitted to the school office and filed in the student's school record. The District reserves the right to verify statements and investigate absences from school.

B. Excused Absences. The following absence reasons are not counted as part of a student's state allocated ten days per school year:

1. *Physical or Mental Condition.* Any child who is excused by the school board or school board designee because the child is temporarily not in proper physical or mental condition to attend a school program but who can be expected to return to a school program upon termination or abatement of the illness or condition. The school attendance officer may request the parent or guardian of the child to obtain a written statement from a licensed physician, dentist, chiropractor, optometrist, psychologist,

physician assistant, or nurse practitioner, or certified advanced practice nurse prescriber or Christian Science practitioner living and residing in this state, who is listed in the Christian Science Journal, as sufficient proof of the physical or mental condition of the child. An excuse under this paragraph shall be in writing and shall state the time period for which it is valid, not to exceed 30 days.

*Notes for medical excused absences will be accepted up to 2 weeks following the date of the absence. Any note submitted after a 2 week period will not be accepted and the absence will not be medically excused.

2. *Obtaining Religious Instruction.* Students may wish to obtain religious instruction outside the school during the required school period. The time period or periods of absence shall be determined by the Principal. Such absences must be at least 60 minutes but not more than 180 minutes per week. Requests for absence under this paragraph shall be denied if the student fails to attend religious instruction after requesting to be absent from his or her regular school. The supervisor of such religious instruction shall report monthly, to the principal of the school regularly attended, the names of the students who attended such weekly religious instruction. See Policy 5223 - Religious Instruction for further details. (Located on the district web page)

3. *Program or Curriculum Modification.* Students may be excused from regular school attendance to participate in a program or curriculum modification leading to high school graduation or a high school equivalency diploma as provided by state law.

4. *High School Equivalency – Secure Facilities.* A student may be excused from regular school attendance to participate in a program leading to a high school equivalency diploma in a secured correctional facility, a secured child caring institution, a secure detention facility, or a juvenile portion of a county jail. The student and his/her parent or guardian must agree that the student will continue to participate in such a program.

5. *Child at Risk.* The student is a "child at risk" as defined under State law and is participating in a program at a technical college on either a part-time or full-time basis leading to high school graduation, as provided under state law.

6. *Professional or other necessary appointments (e.g., medical, dental, and legal) that cannot be scheduled outside of the school day.* Documentation/verification of the appointment from the facility, including time of appointment, required.

(1) Attend the funeral of a relative.

(2) Legal proceedings that require the student's presence.

(3) Observe a religious holiday consistent with the student's creed or belief.

(4) Quarantine of the student's home by a public health officer. Documentation by public health officer required.

7. To work at home due to the absence of the student's parents. Absences under this section shall not exceed ten days nor be granted to any student younger than 14 years of age. Meeting and approval by the school counselor and school administration before absences occur is required.

8. College Visits.

9. Special circumstances as determined and approved by the building administration.

E. Parent Excused Absences. The following absence reasons are counted towards a student's allocated ten days per school year.

1. Vacations-Parents are strongly encouraged not to take their child out of school for vacations. When a family vacation must be scheduled during the school year, the parents must complete a Pre-planned Absence form, available from the school office and on the district website. Forms must be filled out by the student's teacher(s), signed by the parent, and returned to the school office before the absences occur. School administration may communicate with parents further as needed.

2. Illness with no medical verification requiring student to not attend school.

3. Any other personal reason not specified in the previous section.

F. Excessive Absences. Parent(s)/guardian(s) shall be notified in writing when a student has accumulated five absences. Written notification will also be sent if a child reaches his/her ten allocated absences for the school year. This shall be done whether the absences are excused or truant, unless the student is under doctor's treatment and a written statement from a physician or licensed practitioner is on file.

G. Truant Absences. Truant absences are counted towards a student's ten allocated days of absences. A student will be considered truant for the following reasons:

1. He or she is absent part or all of one or more days from school during which the school attendance officer, principal, or a teacher has not been notified of the legal cause of such absence by the parent or guardian of the absent student. A student will also be considered truant if he or she has been absent intermittently for the purpose of defeating the intent of the Wisconsin Compulsory Attendance statute – Sec. 118.15, Wis. Stat.

2. He or she has been absent for more than ten school days in the school year, and the absence reason is not included in the absences not counted towards a student's ten allocated days.

Any student recorded as truant according to the procedures and any definitions previously, may result in any or all of the following consequences: conference with administration, detention, Saturday School, revocation of Pride Pass (high school students), suspension, referral to law enforcement, recommendation for expulsion.

Students who are determined to be truant will be referred for a truancy citation in accordance to the local truancy ordinance and/or referred to the department of social services in accordance to the county truancy ordinance.

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

H. Truancy Plan:

1. Phone message sent to parent/guardian the day of the absence. Additional contact by school staff may be made. Students in grades 6-12 will receive written notification for every truant absence.

2. School counselors, teachers, administration meets with student, when applicable, to discuss absences.

3. Parent meeting required with administration when student is nearing habitual truancy. Wisconsin State Statute 118.16 defines habitual truancy as a pupil who is absent from school without an acceptable excuse for part or all of 5 or more days on which school is held during a school semester. See Habitual Truancy section for more details.

4. Police referral.

5. Home visit by Police Liaison Officer, administration, and school counselor if deemed necessary by the school.

6. Habitual truancy referral to applicable jurisdiction. Student work permits and/or driver's licenses may be revoked when applicable.

I. Habitual Truancy. The building principal or designee shall serve as the school attendance officer for each school in the district. The school attendance officer shall handle all matters relating to school attendance and truancy. The school attendance officer shall notify the parent/guardian of a student, by registered or certified mail, when the child initially becomes a habitual truant. In accordance with Wisconsin State Statute 118.16, the notice shall include the following.

1. a statement of the parent's/guardian's responsibility, under s. 118.15, to cause the child to attend school regularly.

2. a statement that the parent/guardian or child may request program or curriculum modifications for the student under s. 118.15 and that the student may be eligible for enrollment in a program for students at risk.

3. a request that the parent/guardian meet with the appropriate school personnel to discuss the student's truancy. The notice shall include the name of the school personnel with whom the parent/guardian should meet, a date, time and place for the meeting and the name, address and telephone number of a person to contact to arrange a different date, time or place. The date for the meeting shall be within five (5) school days after the date that the notice is sent, except that with the consent of the student's parent/guardian the date for the meeting may be extended for an additional five (5) school days

4. a statement of the penalties that may be imposed on the parent/guardian if he or she fails to cause the student to attend school regularly as required under s. 118.15.

5. The School District of Wisconsin Dells encompasses five counties: Columbia, Sauk, Juneau, Adams, and Marquette. Each county adopts its own truancy plan. In addition, the City of Wisconsin Dells (in which Wisconsin Dells High School resides) has established its own municipal truancy ordinance. Every reasonable effort will be made to work with students and parents/guardians in promoting student attendance in school. Once a student has been identified as truant or habitually truant and appropriate procedures have been completed, the school district will follow the truancy plan adopted by the City of Wisconsin Dells and/or the student's county of residence. Such a referral may result in, but not necessarily limited to, any of the following per local or county ordinance. (Listed below are consequences outlined as a part of the County Truancy Plan of Sauk County, and are used here as an example of the types of sanctions that may be a result of a student's truancy)

(1) a citation to appear in court;

(2) a forfeiture of $50.00-$150.00, depending on the number of violations, not to exceed $500.00 in any given semester;

(3) a referral to social services.

For more information on truancy and habitual truancy, refer to policy 5200. (Located on the district web page)

J. Any student who misses more than 5 days of school during a sports season will be required to miss one contest (game) and meet with the Assistant Principal and Activities Coordinator. Any student who misses more than 10 days of school during a sports season will be required to miss an additional game and meet with the Assistant Principal and Activities Coordinator. A season will be defined as fall, winter, and spring, and the length of the season will be the first day of practice through the last game.

1. If any student accumulates a total 15 days missed (truant or non-excused days missed) at any point during the school year they are ineligible for all extracurricular activities for the remainder of the school year because it is now time to focus on school and academics only.

*Notes for medical excused absences will be accepted up to 2 weeks following the date of the absence. Any note submitted after a 2 week period will not be accepted and the absence will not be medically excused.

V. **VIOLATION REPORTING PROCEDURES**

It is the official policy of the School District of Wisconsin Dells that violations of the Code shall be reported to the Activities Director and/or Associate Principal.

A. Any individual who wishes to report a Co-Curricular Code of Conduct violation must complete and submit a signed and dated Co-Curricular Code of Conduct Violation Report form to the Activities Director and/or Associate Principal. Violations must be reported within 30 calendar days of occurrence. Each report must state the kind of violation, the place of the violation, and the time and date of the violation.

The district will provide an opportunity for the student alleged to have violated the Co-Curricular Code of Conduct to be heard prior to any penalty being enforced.

B. Any co-curricular code violation that occurs on school property and is investigated and confirmed by administration at any time during the current school year (all school related functions) will be reported to the Activities Director by school administration.

C. Pursuant to Wisconsin Statute §118.127, a school district may use law enforcement officers' records obtained pursuant to s. 938.396(1)(c)3 as the sole basis for taking disciplinary action against a pupil under an athletic code.

I. VIOLATIONS

A. MINOR VIOLATIONS

1. Minor violations include, but are not limited to: profanity or insubordination to any adult or school personnel, unsportsmanlike penalties, ejection from any contest as a spectator and/or student athlete competing in competition, academic cheating, inappropriate use of social media. Anything that represents the individual, Athletic Department or the School District of Wisconsin Dells in a negative manner.

2. Violation of Team Rules. **Coaches have complete authority to administer consequences for violations of team rules. However, Team Rules shall not have consequences greater than those spelled out in this Code.

3. Willful, persistent, or disruptive behavior, which is contrary to the philosophy of the School District of Wisconsin Dells. This behavior shall be called Conduct Unbecoming of an Athlete.

Penalties for Minor Violations:

1st Offense: Conference with student, parent, coach, Associate Principal or Principal, and Athletic Director.

2nd Offense: The penalty will be determined on a case by case basis per an administrative meeting.

3rd Offense: Considered a Major Violation and the penalty for a first offense major violation (no self-referral) will be imposed.

B. MAJOR VIOLATIONS

1. The use, possession, or distribution of alcohol, controlled substances, or non-prescribed medications, performance enhancing drugs, or any drug paraphernalia. The use, possession, or distribution of any tobacco product, e-cigarette, or vape device, all derivatives of hemp, including Delta-8-THC,

Delta-9-THC, Delta-10-THC, Delta-11-THC, THC-0, and all other forms that cause psychosis; in all forms deliver (i.e. inhalation ingestion, injection, etc.) except those permitted by the school in accordance with Board Policy 5330 - Administration of Medications/Emergency Care.

2. Possession, use (sniffing or huffing) or distribution of any hazardous substance with intent to induce intoxication or elation, to stupefy the central nervous system.

3. Guilt by Association: Students involved in any and all school activities will not be present at events primarily where underage consumption takes place, use of illegal drugs is taking place, and/or illegal activities are taking place. The purpose of this rule is to keep our student athletes away from underage consumption, use of illegal drugs, and illegal activities.

4. Violation of any law regarding stealing, vandalism, sex offenses, domestic violence, hazing, harassment, battery or any other criminal offense where one was cited or referred by law enforcement.

Penalties for Major Violations:

***1. Athletic Activities*:**

(A) **1st Offense:**

(1) The student will be suspended for 15% of the entire athletic season provided that the student self-referred.

(2) Self-referral is only available for a first offense. Self-referral: Penalties can be reduced through a self-referral made by the parent and/or student. A self-referral must be made in writing to the Activities coordinator by 4:00 p.m. within two business days following the infraction. Business days are considered to be Monday through Friday year-round, unless it is a holiday. In the event that a self-referral results in a decimal, any number .5 or greater will be rounded up.

(3) If the student does not self-refer, they will be suspended for 25% of the entire athletic season.

(4) In order to initiate the self-referral, a student and/or parent must do so prior to school personnel being advised of the infraction and prior to any questioning of the infraction by school personnel.

(5) There is no self-referral available for incidents that occur on school grounds or any school event.

(B) **2nd Offense:**

(1) Suspension from athletic activities for 50% of the entire season.

(C) **3rd Offense:**
(1) Suspension from all athletic activities for one calendar year.

(2) The student will be required to complete an AODA screening assessment by a licensed AODA professional and abide by any recommended services after the screening. The assessment will be the responsibility of the student. The school district is not responsible for scheduling or payment of the assessment. Documentation of the completed assessment and summary must be submitted to the Activities coordinator. Failure to complete the assessment will result in the student-athlete remaining ineligible.

(D) 4th Offense:
(1) Suspension from all athletic activities for the duration of a student's High School career.

% of Contests	*7*	*8*	*9*	*10*	*11*	*12*	*13*	*14*	*15*	*16*	*17*	*18*	*19*	*20*	*21*	*22*	*23*	*24*	*25*	*26*
15%	1	1	1	2	2	2	2	2	2	2	3	3	3	3	3	3	3	4	4	4
25%	2	2	2	3	3	3	3	4	4	4	4	5	5	5	5	6	6	6	6	7
50%	4	4	5	5	6	6	7	7	8	8	9	9	10	10	11	11	12	12	13	13

*Athletic or Activity suspensions cannot be served simultaneously with academic or major code violation and cannot be served on the same day in which a suspension occurs.

*In the event a student is expelled, the code violation cannot be served during the suspension leading up to the expulsion hearing and during the expulsion period.

State Felony and Federal Criminal Conduct Requirements:
Athletes are prohibited from being charged with a state felony or a federal crime by prosecutors. (Felony includes juvenile delinquency petitions alleging conduct that if committed by an adult would constitute a felony).

Athletes charged with a state felony or a federal crime will be immediately suspended from practice and competition/events. The suspension from practice and competition/events shall continue pending the criminal/juvenile proceeding. Athletes

suspended from practice and competition/events pursuant to this section are ineligible for recognitions for the season during which the suspension occurs. If the athlete is convicted of a felony or adjudicated delinquent for conduct which if committed by an adult would constitute a felony or is convicted of a federal crime (regardless of whether said conviction arises from a plea agreement, a no contest plea, or by any other procedure), the athlete will be suspended from participation in all extracurricular activities for one calendar year from the date he/she was originally charged. Additionally, any awards earned by the student since the date he/she was originally charged will be revoked. If the athlete is not convicted of a felony (or is not adjudicated delinquent for conduct which if committed by an adult would constitute a felony) or is not convicted of a federal crime, the Athletic Director and/or Administrator will review the facts and circumstances of the case to determine if the athlete is subject to other violations of the Code of Conduct for Athletes and any penalties associated therewith. An athlete convicted of a felony (or adjudicated delinquent for conduct which if committed by an adult would constitute a felony) or convicted of a federal crime shall also be subject to the following:

a. The athlete must go through a social/behavioral/AODA assessment at the expense of the student and follow the recommendations of the assessment.

b. Prior to reinstatement, the athlete and parent/guardian must meet with the Athletic Director and the Athletic Review Board to petition for reinstatement.

c. The athlete may not earn a letter and is ineligible to receive any individual award, such as Captain, MVP, All conference, or senior awards.

1. Guilt by Association

(A) **1st Offense:** The student will be placed on a probation list for one (1) calendar year. If there are no further violations during the one (1) year period, the probation will be dropped. If there is a violation within the one (1) year period, the student's penalty will be the first offense for a major violation as set forth in Section V.

(B) **2nd Offense:** The student's suspension shall default to the second offense of the major violations as set forth in Section V.

(C) **3rd Offense:** The student's suspension shall default to the third offense of the major violations as set forth in Section V.

(D) **4th Offense:** The student's suspension shall default to the fourth offense of the major violations as set forth in Section V.

(E) No self-referral is allowed under this condition.

2. *Major Violations:* *Non-Athletic Activities:*

(A) **1st Offense:**

(1) Suspension from all activities for 15 school days provided that student self-referred.

(2) The student will be removed from all leadership positions: President, VP, Secretary, Treasurer, etc.

(3) If the student does not self-refer, they will be suspended for 30 school days.

(B) **2nd Offense:** Suspension from all activities for 60 school days.

(C) **3rd Offense:** Suspension from all activities for one calendar year.

(D) **4th Offense:** Suspension from all activities for the duration of a student's High School career.

3. Students wishing to join an activity must join and participate beginning with the first official day of the season. A student wishing to join after the first day of a season can do so at the discretion of the Head Coach, through the second week of the season. After the second week of the season, students will not be allowed to join an activity. If unusual circumstances warrant, the Athletic Director will give input on the issue.

4. Violators of the Code or academically ineligible students must attend all practices, games, events, etc. while serving their penalty. If they do not, they are considered ineligible and as having not served any part of their suspension. It is understood that if a student is academically ineligible, they will not be allowed to travel to away events when dismissal from school occurs.

5. Any remaining percentage of suspensions not served shall be recalculated and applied toward the next co-curricular activity(ies) the student participates in.

6. Students who violate the Code are also subject to the Student Code of Conduct, rules and regulations of the WIAA and other governing organizations, state statutes, and local ordinances.

**WIAA stipulates that if any of the acts identified in the code of conduct results in the student being suspended for one or more WIAA tournament competitions, the minimum penalty is immediate disqualification of the student for the remainder of the total tournament series in that sport.*

7. In order for a suspension to be regarded as successfully completed, the suspended student must complete the season of the activity during which the suspension was served. If the student does not complete the season, or is otherwise dismissed from the

activity for any reason, the suspension will not be considered to have been served and will be transferred in full to the next activity.

8. Violators of the co-curricular code who violated Major Violation rules #1, 2, or 4 will not be awarded a Varsity letter or certificate during the season of the violation, and additionally is ineligible to receive any individual award/recognition, such as Captain, MVP, and will forfeit nomination for All conference, All Area, All State recognition, including any senior or athletic department awards. If a major violation occurs out of season, the athlete would not be eligible for any awards the subsequent following season.

II. **PROCEDURE FOR APPEAL**

Due Process is a procedure, which the courts of law recognize as a necessary part of any rules and regulations. It requires a notice of charges, a presentation of evidence at a hearing, a decision based upon the evidence, and an appeal process in the event that an individual feels a wrong decision has been made. The appeals process outlined hereafter is the procedure for a student and his/her parents to follow in appealing decisions relating to eligibility. Appeals may not be made for academic ineligibility. It should be understood that students and parents are expected to follow the due process steps in the event legal action should be initiated at some later date. Students are not eligible to participate during the appeal process.

After the Activities coordinator reaches a decision, parents will be notified by telephone, email, or fax, or letter whichever is most convenient. Parents may appeal the decision in writing; to the Activities coordinator within seven (7) days from the date they are notified that their child is ineligible.

After an appeal has been received, a date for a hearing with the Co-Curricular Review Board will be established by the Activities coordinator no later than seven (7) days after receipt of the written appeal. Present at the hearing shall be the Co-Curricular Review Board, the student, his/her parent(s) or guardian(s), and other persons as deemed necessary by the Activities coordinator. The Co-Curricular Review Board shall consist of three non-involved faculty members, one non-involved Head Coach, and one non-athletic activity advisor, and shall be chaired by the Activities coordinator. The student will be provided with an opportunity to testify and present other evidence on his/her behalf at the hearing. The decision reached after the hearing will be put in writing and a copy will be mailed within three (3) days to the student and his/her parent(s) and/or guardian(s).

Appeals Process Flow Chart
Decision of A.D.

Decision by Co-Curricular Review Board

Approved by SDWD Board of Education on: 7-8-2024

STUDENT EMPLOYMENT

The school recognizes that employment can provide valuable life skills and financial support. However, a student's primary responsibility is their education. If a student believes that they must maintain a job in addition to going to school, the student is encouraged to first make contact with their school counselor for support and to discuss any applicable state labor laws or work permit requirements.

SECTION IV - STUDENT CONDUCT

ATTENDANCE

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

Compulsory Student Attendance

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

Excuse for Absence

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

Release of Students to Authorized Persons

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

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

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

Excused Absences

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

Physical or Mental Condition

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

Obtaining Religious Instruction

Students may wish to obtain religious instruction outside the school during the required school period. The time period or periods of absence shall be determined by the School Principal. Such absences must be at least 60 minutes but not more than 180 minutes per week. Requests for absence under this paragraph shall be denied if the student fails to attend religious instruction after requesting to be absent from regular school. The supervisor of such religious instruction shall report monthly to the principal of the school regularly attended, the names of the students who attended such weekly religious instruction. *See* Policy 5223 - Absence for Religious Instruction for further details.

Religious Holiday

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

Permission of Parent or Guardian

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

- Professional and other necessary appointments (e.g., medical, dental, and legal) that cannot be scheduled outside the school day
- To attend a funeral

- Legal proceedings that require the student's presence
- Vacations

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

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

Suspension or Expulsion
The student has been suspended or expelled.

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

A. Quarantine
    a. Quarantine of the student's home by a public health officer.
B. Illness of an Immediate Family Member
    a. The illness of an immediate family member.
C. Emergency
    a. An emergency that requires the student to be absent because of family responsibilities or other appropriate reasons.
D. Sounding Taps
    a. A student in grades 6-12 may be excused for the purpose of sounding "Taps" during a military honors funeral for a deceased veteran.

Truancy

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

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

Unexcused Absences

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

Counseling the student;

Requiring the student to make-up lost time;

Requiring the student to make-up course work and/or examinations, as permitted under this Guideline;

Conferring with the student's parents;

Suspending the student from school;

Referring the student to an appropriate agency for assistance.

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

Late Arrival and Early Dismissal

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

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

As an agent for the education of the children of this School District, the Board shall require that the school be notified in advance of such absences by:

written (including email) **OR**

personal (phone or face-to-face)

request of the student's parent, who shall state the reason for the tardiness or early dismissal. Justifiable reasons shall be determined by the School Attendance Officer.

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

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

Habitual Truancy

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

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

- **Parent/Guardian Responsibilities**
  It is the responsibility of the student's parent or guardian to ensure that their child attends school regularly. Parents are expected to provide an excuse for all absences.

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

Students Leaving School During the School Day

No staff member shall permit or cause any student to leave school prior to the regular hour of dismissal except with the knowledge and approval of the principal and with the knowledge and approval of the student's parents.

No student will be released to any government agency without proper warrant or written parental permission except in the event of an emergency as determined by Principal.

Make-Up Coursework and Examinations

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

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

Tardiness

Middle School students who are tardy to school must report to the main office to sign in. Teachers will require a pass from the office for a student entering the class late.

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

When a teacher detains a student after class, s/he shall issue a late pass for the student's next class.

Teachers are requested to refer cases of chronic tardiness to the principal.

Tardy Policy

This policy outlines expectations for student punctuality, defines different types of tardies, and details the consequences for not adhering to these guidelines. Our goal is to promote responsibility and ensure students are present and ready to learn.

Definition

A student is considered tardy to class if they are not in their assigned classroom when it is the official start time of the specific period.

Consequences for Tardiness

Consequences for tardiness are designed to be progressive, meaning they will increase with the number of unexcused tardies accumulated within a given month.

- **1st Tardy:** Verbal warning directly from the teacher.
- **2nd Tardy:** Verbal warning from teacher and a Talking Points message will be sent home.
- **3rd Tardy:** 15 minute detention over the lunch/recess hour and the associate principal will contact home.
- **4th Tardy:** 30-minute lunch/recess detention.
- **5th Tardy:** Two 30-minute lunch/recess detentions.
- **6th Tardy:** One 30-minute after school detention.
- **7+ Tardies:** Further disciplinary action, including potential in-school suspension (ISS), out-of-school suspension (OSS), and/or truancy citation recommendation at the discretion of the school administration.

No more than **one** unexcused tardy in the school week leading up to a dance or student will not be permitted to attend the dance.

STUDENT ATTENDANCE AT SCHOOL EVENTS

The school encourages students to attend as many school events held after school as possible, without interfering with their school work and home activities. Enthusiastic spectators help to build School spirit and encourage those students who are participating in the event. (Board Policy 5855 - Student Attendance at School Events)

However, in order to ensure that students attending evening events as nonparticipants are properly safe-guarded, it is strongly advised that students be accompanied by a parent or adult chaperone when they attend the event.

- The school will not be able to supervise unaccompanied students nor will it be responsible for students who arrive without an adult chaperone.

- The school will continue to provide adequate supervision for all students who are participants in a school activity.

STUDENT BEHAVIOR

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

Expected Behaviors

Each student shall be expected to:

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

- Respect the civil rights of others;

- Act courteously to adults and fellow students;

- Be prompt to school and attentive in class;

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

- Complete assigned tasks on time and as directed;

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

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

Each of the behaviors described below may subject the student to disciplinary action including, but not limited to, suspension and/or expulsion from school and/or referral to the district school resource officer.

1. Possession or use of a weapon or look-alike or other item that might cause bodily harm to persons.

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

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

4. Arguing, taunting, baiting, bullying, cyber-bullying, inciting or encouraging an argument or disruption or group posturing to provoke altercations or confrontations.

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

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

7. Interfering with the orderly operation of the classroom by using, threatening to use or counseling others to use violence, force, coercion, threats, intimidation, fear, or disruptive means.

8. Dressing or grooming in a manner that presents a danger to health or safety, causes interference with work, or creates classroom disorder.

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

10. Repeated classroom interruptions, confronting staff argumentatively or directing profanity to a staff member, making loud noises, or refusing to follow directions.

11. Throwing objects in the classroom.

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

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

14. Willful damage to or theft of school property or the property of others.

15. Repeated use of profanity.

16. Using tobacco.

17. Failure to report knowledge of a weapon, bullying or threat of violence.

18. Purposely setting a fire.

19. Gambling.

20. Plagiarism and falsification of identification or school documents.

21. Issuing a false alarm or false report.

22. Trespassing.

23. Persistent absence or tardiness.

24. Unauthorized use of School or personal property.

25. Assisting another person to violate a School rule.

26. Inappropriate public displays of affection.

27. Violation of specific classroom or activity rules.

28. Possession of a radio, portable television, electronic toy, cell phone, recording device or any other electronic equipment without the permission of the principal.

29. Violation of bus rules.

30. Refusal to accept discipline.

31. Criminal conduct.

PERSONAL CONDUCT TOWARD OTHERS

Every individual is entitled to courtesy and consideration from fellow students and instructors. He/she must earn this courtesy and consideration by extending the same respect for the individual to every person who he/she meets in the course of the day. The same type of courtesy should be extended to visitors, speakers, and performers who appear during the year.

Actions which endanger the health, safety, and welfare of others, damage private or public property, or impede or obstruct the learning process, (arson, false fire alarm, bomb threats, etc.) are not characteristic of a mature responsible citizen and will not be tolerated, resulting in disciplinary action.

CARE OF PROPERTY

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

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

PROHIBITED USE OR POSSESSION OF INTOXICANTS, DRUGS, OR PARAPHERNALIA

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

As the educational institution of this community, 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:

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

- all derivatives of hemp, including Delta-8-THC, Delta-9-THC, Delta-10-THC, Delta-11-THC, THC-O, and all other forms that cause psychosis; in all forms of delivery (i.e. inhalation, ingestion, injection, etc.) except those permitted by the school in accordance with Board Policy 5330 – Administration of Medications/Emergency Care;

- all chemicals which release toxic vapors;

- all alcoholic beverages;

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

- "look-alikes":

- essential oils and oil like products that may be mistaken for a drug;

- anabolic steroids;

- any other illegal substances so designated and prohibited by law.

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

USE OF TOBACCO/NICOTINE IS PROHIBITED

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

It shall be a violation of School District policy for any student of the School District to possess, use, consume, display, promote, or sell any tobacco products, tobacco industry brand, tobacco-related devices, imitation tobacco products, or electronic smoking or vaping devices, regardless of content, at any time on school property or at off-campus, school-sponsored events. Specifically, in policy the term “tobacco product” means any product containing, made, or derived from tobacco or that contains nicotine, whether synthetic or natural, that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product, including but not limited to, cigarettes; electronic smoking devices; cigars; little cigars; cheroots;

stogies; periques; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; pouches, snuff; snuff flour; cavendish; plug and twist tobacco; fine-cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco, and other kinds and forms of tobacco. (Board Policy 5512 – Use of Tobacco and Nicotine by Students)

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

STUDENT CODE OF CLASSROOM CONDUCT

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

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

Grounds for Removal of a Student from Class

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

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

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

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

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

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

1. possession or use of a weapon or look-alike or another item that might cause bodily harm to persons in the classroom;
2. being under the influence of alcohol or controlled substances or otherwise violating the District alcohol and drug policy;
3. behavior that interferes with a person's work or school performance or creates an intimidating, hostile, harassing, or offensive classroom environment;
4. arguing, taunting, baiting, inciting or encouraging an argument or disruption or group posturing to provoke altercations or confrontations;
5. disruption or intimidation caused by gang or group symbols or gestures, or gang or group posturing to provoke altercations or confrontations;
6. pushing, striking, or other inappropriate physical contact with a student or staff member;
7. interfering with the orderly operation of the classroom by using, threatening to use or counseling others to use violence, force, coercion, threats, intimidation, fear, or disruptive means;
8. dressing or grooming in a manner that presents a danger to health or safety, causes interference with work, or creates classroom disorder;
9. restricting another person's freedom to properly utilize classroom facilities or equipment;
10. repeated classroom interruptions, confronting staff argumentatively, making loud noises, or refusing to follow directions.
11. throwing objects in the classroom.
12. repeated disruptions or violations of classroom rules, or excessive or disruptive talking.
13. behavior that causes the teacher or other students fear of physical or psychological harm.
14. willful damage to or theft of school property or the property of others; or
15. repeated use of profanity.

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

1. repeated reporting to class without bringing necessary materials to

participate in class activities; or

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

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

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

Procedure for Student Removal from Class

When a student needs to be removed from class, the teacher shall call the office for assistance. The assistant principal should be notified of the reason for the student's removal from class. The teacher shall provide the assistant principal with a written explanation of the reasons for the removal of the student within twenty-four (24) hours of the student's removal from class.

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

Student Placement

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

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

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

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

Parent/Guardian Notification Procedures

The Associate Principal or Principal shall provide the parent or guardian of a student removed from class-with verbal or written notice of the removal and the reason(s) for

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

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

Students with Disabilities

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

Definitions

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

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

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

OTHER FORMS OF DISCIPLINE

It is important to remember that the school's rules apply at school, on school property, at school-sponsored events, and on school transportation. In some cases, a student can be suspended from school transportation for infractions of school bus rules.

Ultimately, it is the Associate Principal and/or Principal's responsibility to keep things orderly. In all cases, the school shall attempt to make discipline prompt and equitable and to have the punishment match the severity of the incident.

Informal Discipline

Informal discipline takes place within the school. It may include:

1) Writing assignments;
2) Change of seating or location;
3) Lunch-time and/or after-school detention;
4) In-school restriction;
5) Restorative Meeting

Detentions

A student may be detained after school or asked to come to school early by a teacher, after giving the student and his/her parents one day's notice. The student or his/her parents are responsible for transportation.

In-School Discipline

A student missing any portion of his/her assigned time in In-School Restriction may be given an additional hour period. Failure to timely serve In-School Restriction may lead to a suspension from school for a period not to exceed 2 days. Any such suspension shall be in accordance with District guidelines on suspension and expulsion.

The following rules shall apply to In-School Restriction.

- Students are required to have class assignments with them.
- Students are not to communicate with each other unless given special permission to do so.
- Students are to remain in their designated seats at all times unless permission is granted to do otherwise.
- Students shall not be allowed to put their heads down or sleep.
- No music, cards, magazines, or other recreational articles shall be allowed in the room.

SUSPENSION AND EXPULSION

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

A. SUSPENSION

Duration and Grounds for Suspension

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

1. Noncompliance with school or School Board rules;
2. Knowingly conveying any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives;
3. Conduct by the student while at school or while under the supervision of a school authority that endangers the property, health or safety of others;
4. Conduct while not at school or while not under the supervision of a school authority that endangers the property, health or safety of others at school or under the supervision of a school authority;
5. Conduct while not at school or while not under the supervision of a school authority that endangers the property, health or safety of any employee or School Board member of the school district in which the student is enrolled.
6. Under paragraphs 3, 4, and 5 above, conduct that endangers a person or property includes making a threat to the health or safety of a person or making a threat to damage property.

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

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

Suspension Procedure

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

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

Notice of Suspension

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

Sending a Student Home on the day of the Suspension

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

Opportunity to Complete School Work

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

Reference to the Suspension in the Student's Record

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

The suspended student or the student's parent or guardian may, within five (5) school days following the commencement of the suspension, have a conference with an

Administrator, who shall be someone other than a principal, administrator or teacher in the suspended student's school, to discuss removing reference to the suspension from the student's records.

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

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

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

Co-Curricular or Extra-Curricular Participation

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

B. EXPULSION

1. Grounds for Expulsion

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

- Repeatedly refused or neglected to obey the rules established by the School District;
- Knowingly conveyed or caused to be conveyed any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives;
- Engaged in conduct while at school or while under the supervision of a school authority that endangered the property, health or safety of others;
- Engaged in conduct while not at school or while not under the supervision of a school authority that endangered the property, health or safety of others at school or under the supervision of a school authority or endangered the property, health or safety of any employee or School Board member of the School District in which the student is enrolled; or
- Was at least sixteen (16) years old and had repeatedly engaged in conduct while at school or while under the supervision of a school authority that disrupted the ability of school authorities to maintain order or an educational atmosphere at

school or at an activity supervised by a school authority and that such conduct did not otherwise constitute grounds for expulsion.

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

2. Expulsion for Bringing a Firearm to School

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

3. Expulsion Hearing

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

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

4. Expulsion Order

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

5. Student Records

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

Discipline of Disabled Students

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

SEARCH AND SEIZURE

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

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

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

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

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

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

POSSESSION OF PERSONAL COMMUNICATION DEVICES (PCDs)

See School Board Policy 5136 - Personal Communication Devices:

While students may possess PCDs in school, on school property, during after school activities (e.g. extra-curricular activities) and at school related functions, they must be powered completely off (i.e., not just placed into vibrate or silent mode) and stored in provided storage boxes within their first hour classroom during school hours. On school buses or other Board-provided vehicles they must be powered off completely and stored out of sight.

However, technology including, but not limited to, PCDs intended and actually used for instructional purposes (e.g., taking notes, recording classroom lectures, writing papers) will be permitted, as approved by the classroom teacher and in advance of the educational activity taking place by the building principal. The use of a PCD to engage in non-education-related communications is expressly prohibited.

Students may not use PCDs on school property or at a school-sponsored activity to access and/or view Internet web sites that are otherwise blocked to students at school.

The following expectations apply to all students: Under certain circumstances, a student may keep his/her PCD “On” with prior approval from the building principal.

Except as authorized by an administrator, teacher or IEP team, students are prohibited from using PCDs during the school day, including while off-campus on a field trip, to capture, record and/or transmit words or sounds (i.e., audio) and/or images (i.e., pictures/video of an individual without proper consent is considered an invasion of property and is not permitted. Students who violate this provision and or use a PCD to violate the privacy rights of another person shall have their PCD confiscated and held until a parent picks it up and will be directed to delete the audio and/or picture/video file while the parent is present. If the violation involves potentially illegal activity, the confiscated-PCD may be turned over to law enforcement.

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

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

Students may not use a PCD in any way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed, or intimidated. See Policy 5517.01 -Bullying. In particular students are prohibited from using PCDs to (1) transmit material that is threatening, obscene, disruptive, or sexually explicit or that can be construed as harassment or disparagement of others based upon their race, color, national origin, sex (including sexual orientation/transgender identity), disability age, religion, ancestry, or political beliefs; and (2) engage in "sexting" -i.e., sending, receiving, sharing, viewing, or possessing pictures, text messages, e-mails, or other material of a sexual nature in electronic or any other form. Violation of these prohibitions, shall result in disciplinary action. Furthermore, such actions will be reported to local law enforcement and child services as required by law.

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

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

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

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

Students are personally and solely responsible for the care and security of their PCDs. The Board assumes no responsibility for theft, loss, or damage to or misuse or unauthorized use of PCDs brought onto this property.

Parents are advised that the best way to get in touch with their child during the school day is by calling the school office. In the event a student has a need to contact their parent/caregiver during the school day they shall report to the office and seek permission to power up their PCD and place their call in the office.

STUDENT'S RIGHTS OF EXPRESSION

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

A material cannot be displayed if it:

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

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

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

STUDENT DRESS AND APPEARANCE

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

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

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

A. present a hazard to the health or safety of the student or to others in the school, including by way of communicating threats of harm or depictions of harmful conduct directed at others, including depictions that are reasonably likely to or are intended to incite violence against or hatred toward others;

B. interfere with school work, create disorder, or cause or is likely to cause a material and substantial disruption to the educational program;

C. promotes or depicts illegal activity, such as illegal drug use, underage alcohol consumption, or similar activities;

D. violate the District's anti-harassment policies by depicting images or messages that represent or promote discrimination or harassment on the basis of one or more protected classifications;

E. depict or promote obscenity, pornography, or otherwise depict or describe sexual activity;

F. cause excessive wear or damage to school property;

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

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

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

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

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

Expressive dress may not be protected speech if it involves:

A. Obscenity

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

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

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

- Students who violate the foregoing rules will not be admitted to class and may be subject to additional consequences.
- If the clothing cannot be removed or concealed, the student may be sent home after contact is made with the student's parent/guardian. (Board Policy 5511 – Dress and Grooming)

Hats, hoods, earbuds, and phones are required to be removed and powered down upon entrance into the building. Students are not permitted to wear hats, hoods, or earbuds at any time throughout the course of the school day.

Students who are representing our school at an official function or public event may be required to follow specific dress requirements. Usually, this applies to athletic

teams, cheerleaders, bands, and other such groups.

STUDENT SUGGESTIONS AND COMPLAINTS

The school is here for the benefit of the students. The staff is here to assist a student in becoming a responsible adult. If a student has suggestions that could improve the school, the student should feel free to offer them. Written suggestions may be presented directly to the Principal or to the student government.

When concerns or grievances arise, the best way to resolve the issue is through communication. No student will be harassed by any staff member or need fear reprisal for the proper expression of a legitimate concern. As with suggestions, concerns and grievances may be directed to the Principal or to the student government. (Board Policy 5710 - Student Complaints)

STUDENT DUE PROCESS RIGHTS

The Board recognizes the importance of safeguarding a student's constitutional rights, particularly when subject to the District's disciplinary procedures.
To better ensure appropriate due-process is provided a student, the Board establishes the following guidelines:

A. **Students subject to suspension:**

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

B. **Students subject to expulsion:**

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

SECTION V - TRANSPORTATION

BUS TRANSPORTATION TO SCHOOL

Bus transportation is provided for all eligible students. The bus schedule and route is available by contacting the Transportation Coordinator at 608-254-8783.

Students will ride only assigned school buses and will board and depart from the bus at assigned bus stops. Students will not be permitted to ride unassigned buses for any reason other than an emergency, except as approved by the Principal.

A change in a student's regular assigned bus stop may be granted for a special need, if a note from a parent is submitted to the Principal stating the reason for the request and the duration of the change and the Principal approves. (Board Policy 8600 -Transportation)

BUS CONDUCT

Students who are riding to and from school on transportation provided by the school are required to follow some basic safety rules. This applies to school-owned buses as well as any contracted transportation that may be provided.

The driver is responsible for student safety and may assign seating or direct the student in any reasonable manner to maintain that safety.

The following behaviors are expected of all students:

Previous to loading (on the road and at school)
Each student shall:

- be on time at the designated loading zone (15 minutes prior to scheduled stop);
- stay off the road at all times while walking to and waiting for the bus;
- line up single file off the roadway to enter;
- wait until the bus is completely stopped before moving forward to enter;
- refrain from crossing a highway until the bus driver signals it is safe;
- go immediately to a seat and be seated.

It is the parent's responsibility to inform the bus driver when their child will not be boarding the bus. The bus will not wait.

During the trip
Each student shall:

- Remain seated while the bus is in motion;
- Keep head, hands, arms, and legs inside the bus at all times;
- Not litter in the bus or throw anything from the bus;
- Keep books, packages, coats, and all other objects out of the aisle;
- Be courteous to the driver and to other bus riders;
- Not eat, play games or play cards, etc.;
- Not tamper with the bus or any of its equipment.

Leaving the bus
Each student shall:

- Remain seated until the bus has stopped;
- Cross the road, when necessary, at least ten (10) feet in front of the bus, but only after the driver signals that it is safe;
- Be alert to a possible danger signal from the driver.

The driver will not discharge students at places other than their regular stop at home or at school unless the driver has proper authorization from school officials.

CAMERAS ON SCHOOL BUSES

The Board has authorized the installation of video and audio surveillance equipment and District buses for the purpose of enhancing student safety and wellbeing.

If a student is reported to have misbehaved on a bus and their actions were recorded on the bus camera, the recording will be submitted to the Principal and may be used as evidence of the misbehavior. Since these recordings are considered part of a student's record, they can be viewed only in accordance with State and Federal law. (Board Policy 8600 - Transportation)

PENALTIES FOR INFRACTIONS

A student who engages in misconduct on a bus shall be subject to discipline and may be deprived of the privilege of riding on the bus.

SELF-TRANSPORTATION TO SCHOOL

Personal Transportation Devices

The Board regulates the utilization of bicycles, scooters, skateboards, hoverboards, and similar personal transportation devices, whether powered manually by an operator or powered by a mechanical means (including, but not limited to, small gas engines or electric motors). For purposes of this policy, such items are collectively referred to as “personal transportation devices”; but do not include personal transportation devices needed and/or used due to a disability. Personal transportation devices necessary for use due to a student’s disability are governed by other policies of the Board. Additionally, this policy does not prevent the safe and reasonable utilization and operation of personal transportation devices when needed due to a disability. This

policy does not apply to motor vehicles which are subject to Policy 5515-Student Use and Parking of Motor Vehicles.

Because of the clear and present danger of accidents in traffic, inherent to riding personal transportation devices, it shall be the policy of the Board to prohibit the use of personal transportation devices except bicycles by students on campus for purposes of travel to and from school.

The Board regards the use of personal transportation devices for travel to and from school by students as an assumption of care, risk, and responsibility on the part of the students and parents of students.

The Board in no way regulates the utilization of personal transportation devices off Board property and in no way takes responsibility regarding the utilization of personal transportation devices on Board property, with the owner and operator of such devices being fully and wholly liable for any personal or property damage resulting from the operation of such devices.

The operator of a personal transportation device must observe all safety laws and rules, display courtesy and consideration toward others, and must abide by this policy as well as all laws and ordinances regarding the operation of the relevant device. Operating or bringing a personal transportation device on Board property is a privilege and not a right. An administrator may temporarily or permanently revoke such privilege to the extent that a personal transportation device is operated in a negligent, reckless, or other manner that creates a risk of harm to the operator or others, or in a fashion that otherwise fails to comply with safety rules, laws, or ordinances. Additional disciplinary action may result from the unsafe operation of a personal transportation device on Board property.

Under no circumstances are gas-powered personal transportation devices to be operated on Board property.

Under no circumstances may an electric powered personal transportation device be operated on Board property.

The Board will not be responsible for personal mobility devices that are lost, stolen, or damaged.

- Notice of Nondiscrimination and Internal Complaint Procedure (Including Title VI, Title VII, and Title IX) Form 2260 F2

- Memorandum to Parents Regarding School Board Policy on Drug-Free Schools Form 5530 F2
- Annual Student Records Notice Form 8330 F9
- Parent Notification Letter (Blood-Borne Pathogens) Form 8453.01 F5
- Student Handbook Certification Form 5500 F1
- Authorization for Prescribed Medication or Treatment Form 5330 F1
- Authorization for Nonprescription Drug Products or Treatment (Secondary Version) Form 5330 F1a
- Authorization for Non-prescription Drug Products or Treatment (Elementary Version) Form 5330 F1b
- Request to Inspect Survey Form 2416 F2
- Request That Directory Information not be Released to Recruiters Without Prior Written Consent. Form 8330 F13

In addition a copy of State and Federal statutes must be available to the public in each school's main office.