

2025-2026
Wheatland High School
Student Handbook &
General Activities Handbook



“At WHS, we strive to C.L.I.M.B the P.E.A.K.”
Challenging Environment, Life Skills, Integrity, Motivation, Bulldogs

WHEATLAND HIGH SCHOOL FACULTY & STAFF

Administration

Troy Lake Wheatland HS Principal

Counselor

Matthew Buchhammer

Faculty

Bill Dalles	Agriculture
Micah Brandt	Art
Peter Fenster	Business
Mick Cochran	Health/Physical Education
Becky Moody	Family Consumer Science
Leslie Boaz	World Language
Karen Winter	Language Arts
Karen Leathers	Language Arts
Michelle Coplen	District ELL
Cheryl Freeman	Math
Leslie Harlan	Math
Chrissy Linke-Dawson	World Language/Physical Education
Colt Goff	Physical Education
Gavin Knowles	Instrumental Music
Gavin Knowles	Vocal Music
Cindy Amundson	Science
Nita Tallent	Science
Jeanette Wallace	Science
Brian Boaz	Social Studies
Joel McKee	Social Studies
Diane Biggs	Special Education
Garrett Murphy	Special Education
Carrie Wakkuri	Special Education
Brooke Mickelsen	Speech Therapist
Joylyn Ciz	Peak HS
Colleen McGuire	SPED Para
Shannon Buchanan	SPED Para
Kayla Buchanan	SPED Para
Tony Brinson	SPED Para
Diana Tonjes	SPED Para

Administrative Assistants

LaWanda Shmidl

Abby Gegen

School Nurse

Ashley Schaeffer

Custodial Staff

Mark Streets

John Mote

Kim Struble

Activity Sponsors

Mick Cochran - Activities Director, Boys BB

Brian Boaz - Close-Up

Leslie Boaz - Close-Up

Colt Goff - Cross Country

Kalyn Krotz - Drama

Gavin Knowles - Vocal Music

Peter Fenster - FBLA

Bill Dalles - FFA

Eric Jones - Girls BB

Tony Nichols - Golf

Gavin Knowles - Inst. Music

Micah Brandt - Yearbook

Brian Boaz - NHS

Matt Hazen - Track

Peter Fenster - Football

Amundson/McKee - Student Council

Raymi Polk - Volleyball

_____ - Wrestling

Colson Webster - Spirit

Registrar's Office - ext. 5053

Peggy Suko

Contact Information

Wheatland High School
1350 Oak Street
Wheatland, WY 82201

School Phone: (307) 322-2075

Fax Number: (307) 322-9739

Office Hours

7:30 AM to 4:00 PM Monday-Friday

Our phone system has voicemail. **Voicemail may be left at any time by calling WHS at (307) 322-2075.** Teachers and administrators may also be reached by email. Email addresses are the first name, period, last name @platte1.org (example: josh.sandlian@platte1.org). The school is also using the Blackboardconnect.com Communication Service. More information can be found at <http://www.blackboardconnect.com/>

Welcome to Wheatland High School

Welcome to WHS! The WHS staff is committed to the success of each and every student at our school. Our goal is to prepare students for the future and the career path each student chooses. The PCSD #1 Board of Trustees, administrative team, parents, students and staff have developed the policies and procedures in this handbook to help all students and staff work together in a positive learning environment. Please take a few minutes to become familiar with the handbook.

Wheatland High School is an **EXCELLENT** school. The staff members at WHS are eager to begin this new school year and encourage parents and students to become active participants in the activities and issues of our school. Please feel free to contact staff with questions and concerns. We encourage all students to become involved in a strong academic program and extracurricular activities. Working together we will continue to ensure the success of every student and will achieve our school vision, “At Wheatland High School, we envision a school where students and staff accept the challenge to be the best we can be.”

Respectfully,

Troy Lake, Wheatland HS Principal

***ALL REGULATIONS AND PROCEDURES IN THIS STUDENT HANDBOOK ARE APPLICABLE AT ALL SCHOOL-RELATED FUNCTIONS ON AND OFF CAMPUS.**

***ALL regulations and procedures in this student handbook are in compliance with PCSD #1 School Board Policy and Wyoming State Law.**

Table of Contents

Contact Information.....	1
Welcome.....	2
Academic Expectations	4
Attendance.....	5
Absences.....	5
Attendance- Make-Up Work.....	5
Attendance- Notification.....	6
Attendance-Laws of Wyoming-Compulsory Attendance.....	6
Attendance-Regulations (Reference School Board Regulation JED-R-II).....	7
Behavior Expectations.....	7
Expectation #1-Show Respect to Others and Faculty/Staff.....	8
Expectation #2-Contribute to the Learning Environment.....	8
Expectation #3-Follow Policies and Procedures.....	8
Prohibited Behaviors.....	8
Disciplinary Process	10
Level 1-Classroom.....	10
Level 2-Problem Solving.....	10
Level 3-Major Rule Infractions.....	10
Behavior-Commons Area/Hallway Rules.....	11
Behavior-Dress Guidelines.....	11
Behavior-Transportation.....	11
WHS Discipline Matrix.....	13
Communication & Parent Square.....	17
Computer Usage-Wireless Communication Devices-IIBG-R.....	17
Artificial Intelligence.....	17

Electronic Device.....	17
Counselor Services.....	18
Students.....	18
Parents.....	18
Emergency Drills.....	18
FAXES (facsimile machine).....	19
Grades/Grading.....	19
Grade Access.....	19
Grade Point Average (GPA) Calculation.....	19
Grade Reporting (Reference Policy IKA).....	19
Grades-Honor Rolls.....	20
Grades-Reporting to Parents.....	20
Graduation	20
Graduation Exercises.....	20
Graduation- Requirements (Reference Board Policies IKA, IKF).....	20
Graduation-Scholastic Recognition.....	21
Graduation-Transfer Students.....	21
Homebound Instructional Program.....	21
Lost and Found.....	21
Lockers.....	21
Search and Seizure.....	22
Married Students or Pregnant Students.....	22
Meal Charges.....	22
Nursing Services.....	22
Parent-Teacher Conferences.....	25
Parking.....	25
Photocopying.....	26
Schedule Changes.....	26
Signs, Posters and Announcements.....	26
Student Fees, Fines and Charges.....	26
Student Health Insurance.....	27
Educational Rights to Privacy ACT.....	27
Student and Staff Rights-Nondiscrimination.....	28
Notice of Nondiscrimination Statement.....	28
Testing Requirements.....	28
Visitors.....	28
Withdrawal Procedure.....	28
Activities.....	29
Activities-Eligibility Requirements.....	29
Activities-Attendance.....	30
Activities-Student Expectations (non-participants/fans).....	30
Activities-Participation.....	30
Activities-Travel to and from an Out-of-Town Activity.....	32
Dances/Prom.....	32
Bell Schedule.....	33
Family Educational Rights and Privacy Act (FERPA).....	34
WHS Informational Sheet.....	36

NOTE: WHS has a passive alcohol sensor. Per PCSD #1 Board Policy, if a student is suspected of being under the influence of alcohol, the device may be used to determine if alcohol is present

ACADEMIC EXPECTATIONS

Students who attend Wheatland High School are expected to adhere to an academic creed that governs and guides their choices as they fulfill their roles as active members of Wheatland High School learning community.

As a student at Wheatland High School, I understand that it is my responsibility to challenge myself to:

- Be on time to all classes in which I am enrolled and be prepared to learn in those classes.
- Adhere to the academic and behavioral expectations of my instructors.
- Be respectful to myself, my peers, and to all members of my learning community.
- Ensure that 'Failure is not an option' for me in my studies.
- Be an active participant in completing assigned work by the assigned due date.
- Do my own work and preserve academic integrity ('I will not cheat').
- Ensure that my work represents the highest quality I can produce.
- Learn all that I can and to seek relevance and personal meaning in my studies.
- Attend remediation sessions as needed, requested, or required in fulfilling my commitment to find academic success.

As faculty members of Wheatland High School learning community, we promise to:

- Support all learning activities.
- Plan and be prepared to deliver relevant, rigorous academic content.
- Contact parents to ensure viable, open, and positive communications among staff, parents, and students.
- Expect students to make up the requisite work.
- Provide meaningful, timely feedback to all students.
- Align instruction to content standards by clearly identifying learning targets that guide instruction.
- Ensure that assessment components and grading practices are valid, reliable, and consistent throughout the department.
- Relate to all students in a fair, firm, and consistent manner.
- Continually strive to improve our daily operations by aligning our educational philosophies with sound, data driven, research based practices.

We believe that these commitments will ensure fulfillment of Wheatland High School's piece of the Platte County School District #1 shared vision of:

Reach the Peak: Prepared, Engaged, Active, Knowledgeable

ASSEMBLIES

Students are expected to be in attendance at assemblies and other special events unless their parents choose for them to not attend. For students that are not attending the assembly or special event, they will be expected to stay at school and be in the library or other designated area for a study hall. Students are expected to model appropriate audience behavior and follow all school rules.

ATTENDANCE

The purpose of a high school education is to prepare students to become positive, productive citizens in society and to encourage life-long behavior that is important to find success in the world of work. This requires growth not only in the academic area but also in personal responsibilities. Students who attend and participate regularly in their classes receive a comprehensive educational experience. There is a correlation between attendance and student growth. The granting of credit signifies that a student has satisfactorily participated in all course requirements. Therefore, it is our expectation that students will attend school regularly.

It is understood that students may be absent from class for a variety of *legitimate* reasons. **It should also be understood that absenteeism is a constant interruption of the learning process. There is NO way to completely make up experiences missed when absent from a class.** The value of participating in class activities, interacting with instructors and peers, and receiving teacher feedback during class cannot be equaled with make-up assignments. It is extremely important that the student and parent realize that any class absence should be used only with a great deal of discretion. Although the regular school day ends at 3:25 p.m., students may be required to attend additional hours to improve any academic deficiencies.

ABSENCES

Activity Absences

Coaches, sponsors, or the teacher in charge of the activity will submit a list naming the eligible students who will be participating in each activity.

Personal Absences

- If it is necessary for a student to be absent, the parent/guardian is asked to phone the WHS office (307) 322-2075 by 8:45 am that day.
- For students to receive an excused absence, parents must send a note, call the school or stop by the office **within 48 hours of the absence.** **If WHS is not notified, the absence will be unexcused and will remain unexcused.**
- **It is important for students and parents to understand that teachers take attendance at the beginning of the class period. If this absence is not excused within 48 hours the absence will be unexcused and will remain unexcused.**
- **Students leaving school during the school day must have a parent notify the office to obtain a blue pass or the absence will not be excused.**

If an absence is anticipated or known in advance, the parent is asked to phone the office or send a signed note excusing the anticipated absence. Students returning to class with a *blue pass* in the middle of a class will not be marked tardy and will be excused.

Please note: Students who have been absent for 10 consecutive days for any reason will be dropped from their classes as required by state law.

ATTENDANCE-MAKE-UP WORK

Students are expected to obtain missed assignments the day they return to school even if their class does not meet on the day that they return to school. *It is the responsibility of students to make the needed arrangements to complete make-up work.* Students who are absent because of school sponsored activities should complete make-up work before the absence and upon returning to school *are expected to resume classes fully prepared*

for that day. Students will have one day per each day they are absent to make up work unless other arrangements have been made with individual teachers.

ATTENDANCE-NOTIFICATION

Student attendance and grades may be accessed via PowerSchool or by contacting WHS. Parents/guardians may contact the registrar at 322-2075 ext. 5053 for logins and passwords.

The attendance secretary will contact parents to reconcile unverified absences. Parents are contacted by letter if a student has received 1 or more unverified/unexcused absences. If you have questions about attendance information, please call the WHS office at 322-2075.

ATTENDANCE- LAWS OF WYOMING- COMPULSORY ATTENDANCE

Every parent, guardian or other person having control or charge of any child who is a resident of Wyoming and whose seventh birthday falls on or before September 15th of any year and who has not yet attained his sixteenth (16) birthday or completed the tenth grade shall be required to send such child to school, and such child shall be required to attend a public or private school each year during the entire time that the public schools shall be in session in the district in which the pupil resides.

ACTIVITIES ATTENDANCE

A student must attend school the entire day to be eligible to **practice and compete** in any activities. If the activity occurs on a day when no school is in session, the student must have been in attendance the last school day prior to the activity. For example, a student would need to be in attendance on Friday to participate in a game, meet, performance, or competition on Saturday. If a group departs for an activity prior to the completion of **first period** class on the day of the activity, the student must have been in attendance the entire day prior in order to participate. Students may participate in practice and activities by submitting written documentation from a health care provider to the main office.

Pre-arranged Absences - Exceptions may be made for those instances where prior approval for absence has been granted by the administrator or for extenuating circumstances approved by the building administrator.

With prior approval, students will be able to attend practice or activities for that day.

ATTENDANCE--REGULATIONS (reference School Board Regulation JED-R-II)

Students under the age of 16 must attend all classes each day in accordance with the laws of Wyoming. They are not to have any unexcused absences. When a student reaches or exceeds 2 unverified/unexcused absences in class, he/she **may lose the opportunity to receive credit** in that class. Excessive and/or unexcused absences will be reported to the county attorney.

EXCESSIVE ABSENCES

Students who have accumulated eight (8) or more non-school related absences in a class during a semester may be required to attend an attendance hearing. Students who are failing 2 or more courses will be required to have the attendance hearing. This attendance hearing will include a committee of a principal, counselor, classroom teachers and the parent/guardian. The student, parent/guardian, and committee will review the absences and make an action plan for improvement and possible consequences. There will be only one attendance hearing per semester. Exceptions will be made for students on 504 plans, homebound, hospitalizations, etc.

ATTENDANCE HEARINGS

Students who have **reached 2 unverified/unexcused absences**, their parent or guardian will be required to participate in an attendance appeal hearing. They will be expected to meet with a committee composed of a principal or assigned representative, counselor, and the classroom teacher(s) where attendance is an issue. The issues of attendance and

academic progress will be discussed. This meeting will determine whether the student may be reinstated for credit or whether credit will not be granted. If the student desires reinstatement, **they will be expected to draft and present a contractual plan for re-admittance** to class. This plan should address the attendance concerns and the commitment expectations that the student will be held to if they are to remain in the class. The classroom instructor will also have input into this plan and will make the final decision on reinstatement. Failure to participate in the appeals process and/or lack of subsequent follow through necessary to fulfill these requirements may result in the loss of credit. Students should continue to attend class during the appeals process.

If a student is not reinstated in the course (due to failure to attend the appeals hearing, or lack of instructor approval), then they will be dropped from the course and receive a failing grade. If a student is dropped from the course under this provision, they are not permitted to be on campus during that period without administrative approval.

Students will only be offered one (1) attendance hearing during a semester for each class. If the student accumulates 2 unverified/unexcused absences in other courses, they may be dropped from those courses without appeal, receive a failing grade, and will not be permitted on campus during that period without administrative approval.

ATTENDANCE--STUDENT DISMISSAL PRECAUTIONS-SCHOOL BOARD POLICY JEDB

School grounds will be “closed campus” during the school day. Parents/guardians must contact building administration to excuse students. Students may leave only with permission from the principal’s office as evidenced by obtaining a “blue pass” from the front office staff. The exception to this, however, will occur at Wheatland High School, where campus will be considered “open” during lunch hour for all students. Students must continue to represent Wheatland High School in a positive way.

No staff member will excuse any student from school prior to the end of the school day, or into any person’s custody, without first contacting the principal’s office.

The principal will not excuse a student before the end of the school day without a legitimate request for the early dismissal from the student’s parents. Telephone requests for early dismissal of a student will be honored only if the caller can be positively identified as the student’s parent or guardian.

Students who are off campus or out of their assigned class without instructor's permission during school hours (except for lunch) without checking out through the office will be considered unexcused.

TARDY POLICY

All students are expected to be in their classroom when the tardy bell sounds. Teachers may require students to be in their seats or in a designated location within the classroom, gym, or shop when the bell sounds. A tardy is recorded when a student is late to class. When a student is tardy, the student must check in to the office for a pass. The goal of limiting tardies is to develop a sense of responsibility and a respect for the classroom environment including the teacher and your peers. If tardies become an issue the administrator will address those concerns with the student and/or parents.

WHS students who are more than fifteen (15) minutes late to a class will be marked as absent for that class period. Students returning to class with a blue pass (in the middle of a class) will not be marked tardy and will be excused.

Pre-arranged Absences - Exceptions may be made where prior approval has been granted by the administrator. Parents/Guardians must contact the Principal for approval for pre-arranged absence.

BEHAVIOR EXPECTATIONS - WHS Code of Conduct

The purpose of the following expectations and guidelines is to create a safe and friendly learning environment for all of WHS students and staff. Learning how to conduct oneself in an appropriate manner in various social settings and environments is a critical skill for today and the future. These expectations apply to the classroom, campus and surrounding area, parking lots, buses, other schools, and sponsored activities on and off campus including athletic/activity competitions. Consequences will be determined by the WHS Administration up to and including lunch detention, ISS, OSS, and Activity Suspensions.

EXPECTATION #1- SHOW RESPECT TO OTHERS & THE FACILITY

1. We expect that people will be considerate of others around them (Common Courtesy) to prevent interfering with the learning of others
2. We expect that people will respect personal and public property.
3. We expect people to use acceptable and non-offensive verbal, written, and nonverbal language.
4. We expect people to be respectful to each other's right to a safe and secure environment free from threat, danger, injury, or damage.
5. We expect people to resolve conflicts (disagreements) in a civil and non-violent manner.
6. We expect everyone to help keep the campus clean to help maintain a pleasant and healthy environment.

EXPECTATION #2- CONTRIBUTE TO THE LEARNING ENVIRONMENT

1. We expect that students will attend school, get to class on time, and be prepared to learn.
2. We expect students to be prepared by having necessary books, materials, and homework with them when they report to class.
3. We expect students to come to school clean and neat and in compliance with the dress guidelines.
4. We expect students to follow the directions of any staff member, fully participate in class activities, cooperate with others, give a complete effort and not give up when frustrated, and to produce quality work.
5. We expect students to avoid behaviors that are distracting, disruptive, or that interfere with their learning, the learning of others, or a staff member's ability to instruct or complete their responsibilities.
6. We expect students to be honest with their teachers, parents, other students, and themselves.
7. We expect students to do their own work.
8. We expect students to not use or possess tobacco, electronic vaping devices, and any other paraphernalia associated with it.
9. We expect students to not be under the influence of, possess, or distribute alcohol, drugs, or paraphernalia.
10. We expect students to use computers and other technology in a safe and appropriate manner to enhance their learning.

EXPECTATION #3- FOLLOW POLICIES & PROCEDURES

1. We expect students to follow policies and procedures established in the classroom, at the school level, or the district level.

PROHIBITED BEHAVIORS

1. **Littering**-Any leaving or scattering of trash.

2. **Inappropriate Public Displays of Affection (PDA)**-Students are asked to limit their public display of affection to handholding.
3. **Roughhousing or Horseplay**-Physical behavior such as wrestling, chasing, keep away, or pushing that is done in a playful manner.
4. **Use of Disruptive Devices**-Any device that emits any audio, visual, or combined signals that interfere with teaching and/or learning including cell phones, pagers, and laser pointers.
5. **Classroom Disruption/Distracton**-Any behavior that interferes with learning and/or teaching.
6. **Misuse of Computer and/or Internet**-(see computer usage policy)
7. **Misuse or Abuse of School Materials or Equipment**-The use of materials or equipment with disregard to safety rules or in a manner that could cause damage.
8. **Vandalism**-The purposeful destruction or damaging of personal or public property.
9. **Theft**-The taking of personal or public property that does not belong to you.
10. **Use of Abusive/Profane language**-Swearing or using derogatory terms, phrases, symbols or gestures.
11. **Harassment**-Any verbal, nonverbal, or physical behavior towards other people that is disrespectful (includes but not limited to name calling, teasing, provoking, or intimidation).
12. **Sexual Harassment**-Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature.
13. **Hazing or Bullying-PCSD #1 Board Policy JFCK**-The verbal or physical maltreatment of any person or groups of persons.
14. **Cyber-Bullying- PCSD #1 Board Policy JFCK**-Using electronic devices (cell phones, computer/internet) to threaten, intimidate, abuse, harass, or otherwise communicate in an unwanted/unwelcome manner.
15. **Threats**-Threatening someone with bodily harm. Includes verbal threats, non-verbal threats, written threats, symbols, and hand gestures.
16. **Battery/Assault**-Physically attacking another person in a manner that may result in bodily harm through the exchange of punches, kicks, shoves, or other physical contact.
17. **Insubordination**-Blatant refusal or open defiance to comply with a “reasonable” request of a staff member. A reasonable request is one that does not place the student in a harmful or dangerous situation.
18. **Continued & Willful Disobedience**-Refusal to modify or change behavior after being given several opportunities. Typically involves numerous infractions.
19. **Use or Possession of Tobacco**-Students are not to use or possess tobacco products, electronic vaping devices, and any other paraphernalia associated with it in or around the school even if of legal age.
20. **Under the influence of, Possession, or Distribution of Alcohol or Drugs**-Students are not to be under the influence of, possess, or distribute alcohol or drugs.
21. **Possession or Use of Weapons**-WHS has no tolerance for the possession and/or use of any dangerous or deadly weapon in a school building, on school grounds, in any school vehicle, or at any school- sponsored activity. A student shall not possess, handle, transmit, or conceal any object that could be used as a weapon, disrupt the educational process, or cause harm to another person. This weapon definition is not limited to the obvious, but includes any item that can be construed as a weapon, such as guns of any type (toys, Airsoft, BB/Pellet), ninja stars, screw drivers, ball bats, slingshots, bludgeons, or knives. Pocket Knife/Leatherman tools should not be out and the blade must not be open or exposed.

22. **Threatening the Safety and Welfare of Others**-Any behavior that is clearly detrimental to the education, welfare, morals, or safety of others such as arson, setting false alarms, or bomb threats.
23. **Cheating**-The use or access of information during tests or other assigned work that interferes with the teacher evaluating the student's actual knowledge or skills. May include: copying from another student, assisting another student in copying answers, the use of "cheat sheets" or electronic devices such as cell phones, mp3 players, Palm pilots.
24. **Plagiarism**-Using another person's oral or written work without giving appropriate credit. (May include internet resources, print resources, or other student work.)

DISCIPLINARY PROCESS

The following process will be used to determine appropriate disciplinary action taken by Wheatland High School faculty and staff in response to violation of school rules.

Level 1- Classroom

The classroom teacher establishes, communicates, and monitors classroom expectations and procedures. Typical behaviors addressed at this level are disruptive or destructive behaviors, disrespect, tardiness, lack of materials or preparation, abusive or profane language, dress, disruptive or distracting devices, PDA, plagiarism/cheating, or other similar behaviors.

Potential Strategies and Consequences- These are just a few of the strategies that may be used to address behaviors by the teacher or staff member:

- Model the desired behavior and provide an opportunity to modify.
- Conference with students and staff members before, or after school.
- Parent contact or conference.
- Conference with student, counselor, or staff member.
- Extra time with the teacher before or after school.
- Timeout-student is expected to go to a supervised area such as another classroom or the office to calm down and reflect on how to meet classroom expectations.

-If behavior(s) is persistent and ongoing the student will be referred to Level 2- Problem Solving.

Level 2- Problem Solving

Students at this level will be working with administration and possibly the teacher, guidance counselors, or other staff to find workable solutions to the issues. Typical behaviors addressed at this level are truancy; referrals from level one for continued and ongoing behaviors such as disrespect of staff or other students or disruptive/distracting behaviors; lack of effort; student conflict; harassment, computer usage violations, and other behaviors as determined by the administration. Often problem solving strategies may be combined with consequences. A menu of options is available for administration to utilize with students.

Problem Solving Strategies	Potential Consequences
Conferences with students and principal or counselor.	Warning with student commitment to modify behavior.
Conferences with the principal, staff member and student (before or after school).	Academic or school community service time (before/after school or during lunch time).
Conferences with principal, student, parent, and staff members.	Other consequences as assigned by principals.

Level 3- Major Rule Infractions

Students at this level have committed or are suspected of committing a serious infraction that will be dealt with by the principals or their designee such as: insubordination, disrespect, fighting, assault, battery, disorderly conduct, tobacco use or possession, under the influence or possession of drugs, alcohol, vandalism, or theft. A student may reach this level if they have had several other infractions from Levels 1 and 2. Often this level includes the involvement of the School Resource Officer or other law enforcement.

Procedures	Potential Consequences
Investigation by administration or designee.	Academic or school community service time (before/after school or during lunch).
Involve law enforcement in incidents of fighting, battery, weapons, under age tobacco use or possession, involving alcohol or drugs. Law enforcement may be contacted also for incidents involving vandalism, theft, trespassing, or as deemed by principals.	Issue of a citation or arrest by law enforcement.
Students will be granted due process.	In-school Suspension/ Out-of-School Suspension.
Parents of those involved will be contacted and informed about the issue and consequences.	Change of schedule.
	Expulsion
	Other consequences as decided by principals.

BEHAVIOR - COMMONS AREA/HALLWAY RULES

Wheatland High School students will:

1. Enter and exit the Commons Area, buildings, or grounds safely.
2. Clean up the area when finished eating.
3. Respect others and display appropriate behavior at all times.
4. There shall be no horseplay or roughhousing.
5. Refrain from the use of loud, boisterous, or profane language.

BEHAVIOR - DRESS GUIDELINES

Dress Code

Wheatland High School expects that all students will dress in a way that is appropriate for the school day or for any school sponsored event. Student dress choices should respect the District's intent to sustain a community that is inclusive of a diverse range of identities. The primary responsibility for a student's attire resides with the student and their parent(s) or guardian(s). The school district is responsible for seeing that student attire does not interfere with the health or safety of any student. Any restrictions to the way a student dresses must be necessary to support the overall educational goals of the school and must be explained within this dress code. Wheatland High School maintains the right to ask students to change clothing that may interrupt, be offensive, or show a lack of respect for the students and staff of Wheatland High School. Undergarments should not be visible at any time. Please refer to Board Policy JFCA and JFCA-R1.

BEHAVIOR-STUDENT CONDUCT ON SCHOOL BUSES (Board Policy – EEACC)

- The bus driver is in full charge while transporting students.

- Passengers of a school bus are limited to regular and approved pupils and activity sponsors.
- The possession or/use of tobacco, electronic cigarettes, alcohol or controlled substances is prohibited.
- Guns (loaded or unloaded), shells, explosive articles, matches/lighters, knives or any other potentially dangerous items are prohibited.
- Offensive language, disruptive behavior, or discourteous behavior is prohibited.
- Bus riders must remain in their seats and face forward while the bus is in motion. Kids are not to move or change seats unless instructed by the bus driver.
- Heads, hands, feet, and all objects are to be kept inside the bus at all times. There is not to be throwing or shooting of any articles at any time.
- Animals are prohibited, except service animals as defined by the ADA.
- Any damage done to the seats or other bus equipment will be paid for by the offender.
- Eating or drinking on the bus is prohibited unless approved by the bus driver.

BEHAVIOR—DRUG & ALCOHOL PROCEDURES (Board Policy- JFCH/JFCI/JFCH-R)

Use or Possession:

1. Immediate removal of the student from the classroom or activity.
2. Preliminary screening assessment conducted by qualified personnel (school nurse, counselor, administrator, or substance recognition specialist).
3. District School Resource Officer and/or local law enforcement notified.
4. Parents or guardians are notified.
5. Superintendent notified.
6. Students suspended with due process from one (1) day and not to exceed nine (9) days, and the opportunity to make up coursework for credit. Repeated offenses will warrant possible expulsion.
7. Upon removal or suspension, the student is released to law enforcement, parent, or parent designee.
8. Reinstatement into school requires meeting the following criteria:
 - a. Parent/student conference with school administrator.
 - b. Non-use contract signed.
 - c. Evidence of evaluation at parent's expense by an outside agency may be required.
 - d. If all of the items listed in "7" are not completed within a reasonable time, the student will not be reinstated. The administrator will immediately initiate the necessary action for expulsion and/or a referral to the county attorney.
 - e. Full documentation in each case.

Distribution:

Distribution is defined as any situation in which a student is found to be distributing drugs/alcohol (or any purported substance) at school or a school activity, with or without the intention to sell.

Action:

1. Steps for gathering information and working with parents and authorities will be followed in the same manner as for a use/possession offense.
2. A criminal complaint will be initiated.
3. District expulsion proceedings may be initiated if the student is 16 years of age or older, or if he has completed the eighth grade. If the student is younger than 16, or if she/he has not completed the eighth grade, a maximum nine-day suspension will be required.

Note: WHS has a passive alcohol sensor. Per PCSD #1 Board Policy, if a student is suspected of being under the influence of alcohol, the device may be used to determine if alcohol is present.

WHS DISCIPLINE MATRIX

Infraction	Consequence First Offense*	Consequences Second Offenses*	Consequences Third Offenses*
Absence from school/truancy	(1 unexcused) Letter home to parent/student conference	(2 unexcused) Attendance hearing scheduled with administration, teachers, parents and students. Possible loss of credit or class failure. (See WHS Handbook)	
Absence (Excessive)	Letter sent home after 5 in one class	Letter sent home after 8 in one class and parent/teacher/admin conference to make a plan	If plan not followed, letter sent to County Attorney
Alcohol, Drugs, Tobacco or Substance Represented to be alcohol, drugs, or tobacco (use/possession on school grounds) This includes any and all electronic/vaping devices and paraphernalia.	PCSD #1 Administrator/Parent/ Student Conference Activity Suspension and School Suspension 1 to 9 days Police Notified	PCSD #1 Administrator/Parent/ Student Conference Activity Suspension and School Suspension 1 to 9 10+ days Police Notified Referral to outside counseling	PCSD #1 Administrator/Parent/Student Conference Police Notified Move to expulsion
Arson	PCSD #1 Administrator Conference PERMANENT EXPULSION		
Assault	PCSD #1 Administrator/Parent Student Conference Police notification In House or OSS Suspension	PCSD #1 Administrator/ Parent/Student Conference Police Notification In House or OSS Suspension Referral to counseling	PCSD #1 Administrator/ Parent/Student Conference Police Notification Move to expulsion
Battery	PCSD #1 Administrator/Parent/ Student Conference Police Notification In House or OSS Suspension	PCSD #1 Administrator/Parent/ Student Conference Police Notification In House or OSS Suspension Referral to counseling	PCSD #1 Administrator/Parent/ Student Conference Police Notification Move to expulsion
Bullying	PCSD #1 Administrator/Parent/ Student Conference Warning	PCSD #1 Administrator/Parent/ Student Conference In House Suspension	PCSD #1 Administrator/Parent/ Student Conference OSS
Bus misbehavior	Administrator/	Administrator/	Administrator/

	Student Conference	Student/Parent Conference Loss of Bus Riding Privileges	Student/Parent Conference Denial of Bus Transportation
Behavior Contract Violation	PCSD #1 Administrator/ Student/Parent Conference In House Suspension	PCSD #1 Administrator/ Student/Parent Conference Referral to Counseling OSS Suspension	PCSD #1 Administrator /Student/Parent Conference Referral to Counseling OSS Suspension
Campus disruption (includes incitement)	PCSD #1 Administrator/ Student/Parent Conference Possible Police notification Behavior Contract	PCSD #1 Administrator/ Student/ Parent Conference Possible Police notification In House Suspension	PCSD #1 Administrator/ Student/ Parent Conference Police Notification OSS Suspension/Possible Expulsion
Computer misconduct See Usage Policy IIBG-R (excluding vandalism)	PCSD #1 Administrator Conference Loss of Computer Privileges	PCSD #1 Administrator Conference Loss of Computer Privileges In House Suspension	PCSD #1 Administrator Conference OSS Suspension
Controlled Substance or Substance represented to be a controlled substance (sale and/or distribution of) and under the influence	PCSD #1 Administrator/ Parent/Student Conference Activity and School Suspension 1 to 9 days or possible expulsion Police Notified Referral to counseling	PCSD #1 Administrator/ Parent/Student Conference Activity and School Suspension 1 to 9 days or possible expulsion Police Notified Referral to counseling	PCSD #1 Administrator /Parent/Student Conference Police Notified Move to expulsion
Cyber Bullying –on campus	PCSD #1 Administrator/ Parent/ Student Conference Warning and suspension of computer privileges	PCSD #1 Administrator/ Parent/ Student Conference In House Suspension and loss of computer privileges	PCSD #1 Administrator/ Parent/ Student Conference OSS
Defiance of School Personnel	PCSD #1 Administrator/ Student/Parent Conference/ In House Suspension 1 to 9 days	PCSD #1 Administrator/ Student/Parent Conference Counseling Referral In House Suspension 1 to 9 days	PCSD #1 Administrator/ Student/Parent Conference OSS Suspension
Disorderly Conduct (includes profanity and obscene behavior)	PCSD #1 Administrator/ Student/Parent Conference In House Suspension 1 to 9 days	PCSD #1 Administrator/ Student/ Parent Conference Counseling Referral/In House Suspension 1 to 9 days	PCSD #1 Administrator/ Student/ Parent Conference/ OSS Suspension

Disregard for School Rules/ Insubordination	PCSD #1 Administrator/ Student Conference/ In House Suspension 1 to 9 days	PCSD #1 Administrator/ Student/Parent Conference/ Counseling Referral In House Suspension 1 to 9 days	PCSD #1 Administrator/ Student/Parent Conference OSS Suspension
Dress Code Violation	Removal from classroom Change of clothes	PCSD #1 Administrator/ Student/Parent Conference Change of clothes	PCSD #1 Administrator/ Student/ Parent Conference Change of clothes In House Suspension
Extortion/Robbery	PCSD #1 Administrator/ Parent/ Student Conference Restitution Suspension or PERMANENT EXPULSION		
Fighting	PCSD #1 Administrator/ Parent/ Student Conference Possible police contact In House or OSS Suspension Counselor Intervention	PCSD #1 Administrator/ Parent/ Student Conference Police contact In House or OSS Suspension Counselor Intervention	PCSD #1 Administrator/ Parent/Student Conference Police Contact OSS Suspension Expulsion Referral
Forgery	Administrator/Parent/Student Conference Possible police notification Warning or In House Suspension	Administrator/ Parent/Student Conference Possible police notification In House Suspension	Administrator/ Parent/Student Conference Possible police notification OSS Suspension
Gang Activity	PCSD Administrator/ Student/Parent Conference Police notification In-House Suspension	PCSD Administrator/Student/ Parent Conference Police Notification In-House Suspension	PCSD#1 Administrator/ Student/Parent Conference Police Notification OSS Suspension
Habitual Disregard of School Rules	PCSD#1 Administrator Student/Parent Conference In House Suspension 1 to 9 days	PCSD #1 Administrator Student/ Parent Conference Counseling Referral In House Suspension 1 to 9 days	PCSD #1 Administrator/ Student/ Parent Conference OSS Suspension up to expulsion
Habitual Truant	PCSD #1 Administrator/Parent/Student Conference Grade retention and or failure possible In House Suspension Alternative	PCSD #1 Administrator/ Parent/Student Conference Grade retention or failure. Possible notification of	PCSD #1 Administrator/ Parent/Student Conference Grade retention and or failure possible Possible notification of

	Education possible	police and/or County Attorney, ISS	police and/or County Attorney, OSS
Harassment	Administrator/ Parent/Student Conference In-House Suspension Behavior Contract	Administrator/ Parent/Student Conference In-House Suspension Behavior Contract	Administrator/ Parent/Student Conference OSS Suspension Behavior Contract
Nuisance Items	PCSD #1 Administrator Conference with student Confiscation of problem item	PCSD #1 Administrator/ Student/Parent Confiscation of problem item – parent picks up item In House Suspension	PCSD #1 Administrator/Parent/ Student Conference Confiscation of problem item – item banned ISS or OSS Suspension
Physical Battery of Any District Employee	PCSD #1 Administrator/ Parent/Student Conference Police Notification OSS Suspension and/or move to Expulsion		
Cell phones and Portable Communication Device (use/possession of during non-specified times)	PCSD #1 Administration/ Student Conference Confiscation, then returned after policy is read and signed by Student	PCSD #1 Administration/ Student/ Parent Conference Confiscation Read Policy/Sign by Parent and Student Parent picks up device	PCSD #1 Administration/ Student/Parent Conference In-House Suspension Possible ban of item
Scholastic Dishonesty	PCSD #1 Teacher/Student/ Parent Conference/ assignment failure	PCSD #1 Administrator/Student/ Teacher/Parent Parent Conference/ assignment failure/may lose course credit In-House Suspension	PCSD #1 Administrator/Student/ Parent Conference/ Loss of course credit at teacher discretion/ OSS Suspension
Theft (includes possession of stolen property)	PCSD #1 Administrator/ Parent/Student Conference Possible police notification Restitution In House Suspension	PCSD #1 Administrator/Parent/ Student Conference Possible police notification Restitution In House Suspension	PCSD #1 Administrator/Parent/ Student Conference Police notification Restitution Out of School Suspension
Trespassing	PCSD #1 Administrator/Parent/ Student Conference Possible police notification In house suspension	PCSD #1 Administrator/Parent/ Student Conference Police notification In house suspension	PCSD #1 Administrator/Parent/ Student Conference Police notification OSS suspension

Vandalism/Destruction or Defacement of Property	PCSD #1 Administrator/ Parent/Student Conference Possible police notification Restitution In House Suspension	PCSD #1 Administrator/Parent/ Student Conference Police notification Restitution Out of School Suspension	PCSD #1 Administrator/Parent/ Student Conference Police notification Restitution Move to expulsion
Weapons (firearms, knives, explosives, flammable materials, or other items that may cause bodily injury or death)	PCSD #1 Administrator/Parent/ Student Conference Possible Police notification Suspension and/or move to Permanent expulsion		

*Parents will receive written notification or phone call notice of all OSS (out of school) suspensions, behavior program referrals, and expulsions.

*If an offense has broken the law, the school district School Resource Officer and/ or local law enforcement will be contacted.

*Items identified under consequences are possibilities, building administrators have the right to review all facts and other litigating material in making a final determination of what consequences will be enforced.

COMMUNICATION

Two-way communication between the home and school is essential in preventing and solving problems when they do arise. Please contact teachers in advance if you desire a parent/teacher conference. This permits teachers to schedule a time that does not interfere with the teaching of children. Positive communications creates a win- win situation for everyone, especially your child. Please discuss classroom concerns with the teacher prior to contacting the principal.

PARENT SQUARE

All classroom teachers, coaches, sponsors, as well as the school office utilize the PARENT SQUARE app/text program to provide parents with information regarding classroom trips, special assignments and school programs and emergency information. Any parent wishing to have these informational text messages sent to their phone should contact their child's teacher for signup information.

COMPUTER USAGE-WIRELESS COMMUNICATION DEVICES-IIBG-R

WHS students are required to have on file in the office a signed copy of the district's Acceptable Use Policy for Computers. Plagiarism from the internet will not be allowed and will be addressed on a teacher-to-student basis. Use of Platte County School District #1 computers and networks are considered a privilege and not a right.

As per federal requirements, WHS uses monitoring software to monitor student and employee access to inappropriate websites for a school setting. WHS also has email addresses that students are to use while at school. This email is monitored and filtered for spam, inappropriate language and subject matters for a school environment. Students should not have an expectation of privacy while utilizing the school's computers or network.

Social Media: Non-school related social media sites are not permitted to be accessed by students during school hours.

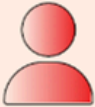
Students should never use computer access credentials of another person. This is considered fraudulent activity and has serious legal ramifications. Students must also refrain from accessing, manipulating, or exploring areas within the network that they are not authorized to utilize. Computer and network resources are protected by Federal Law. Inappropriate uses of these resources carry serious legal consequences.

ARTIFICIAL INTELLIGENCE (AI)

Artificial Intelligence refers to the ability of computers and machines to perform tasks that typically require human intelligence, such as understanding language, recognizing patterns, solving problems, and making decisions. AI works by processing large amounts of data and using algorithms—sets of rules or instructions—to identify patterns and improve performance over time.

Many AI systems use *machine learning*, where the computer “learns” from examples rather than being programmed with exact step-by-step instructions. The more data and practice it has, the better it can perform. AI powers everyday tools such as voice assistants, recommendation systems, translation apps, and more.

While AI can be powerful and helpful, it’s important to use it responsibly, checking information for accuracy and understanding its limitations.

Level 1 No AI Assistance	Level 2 AI –Assisted Brainstorming	Level 3 AI-Supported Drafting	Level 4 AI-Collaborative Creation	Level 5 AI as Co-Creator
				
No AI tools are used at any point. Students rely solely on their knowledge and skills.	AI tools can help generate ideas. Final content must be created by the student without direct AI input. AI assistance must be cited.	AI can help with drafting initial versions. The final version must be significantly revised by the student. Clear distinction between AI input and student’s contributions.	AI-generated content can be included. Student must critically evaluate and edit AI contributions. AI usage must be transparent and cited.	Extensive use of AI in content creation. Student provides a rationale for AI use and ensures original thought. Work adheres to academic integrity with proper citations.

ELECTRONIC DEVICE

The district recognizes the importance of communication and collaboration and provides devices for students to be productive in the classroom. Violating the cell phone rule or other electronic devices is addressed in school handbooks. The school district strongly discourages students from bringing electronic devices to school because of the risk of theft. The district only allows wired/non-Bluetooth headphones for educational purposes. The school district is not

responsible for lost or stolen items. If a student needs to make a call during the day, they are to come to the office and use the office phone. To keep the focus on academics and to reduce unnecessary distractions, the district enforces the following expectations:

High School:

As per policy IIBH - cell phones and other electronic devices shall be turned off when entering the school building and shall not be used for any reason during the school day outside of lunch. Cell phones can be turned back on after the final school bell. All devices with cell phone/music capabilities and/or access to the internet will have the same expectations and be off during the day. All devices shall be kept in a student's backpack or locker – not in clothing pockets or on their person.

Unauthorized possession or use of an electronic device during an assignment, a project, or a test (i.e. text messaging, photographing) could be considered cheating and proper action will be taken. If the student chooses to bring any of these devices to school, they must secure them in their locked locker. Inappropriate use of electronic devices in the classroom, library, locker room, or restrooms, may result in the device being confiscated and turned into the office. When the electronic devices are turned in to the office due to violation of this policy, the following consequences will apply:

1st Offense-Device held in office until the end of the school day, student reads policy, signs policy book.

2nd Offense-Parent is contacted; parent must pick up the device from school

3rd Offense (AND SUBSEQUENT OFFENSES)-Student is suspended from school on grounds of insubordination.

For further information see **District Policy IIBH**.

COUNSELOR SERVICES

Roles of the School Counselors:

1. Listen.
2. Serve as advocates for students.
3. Help students find solutions to problems.
4. Empower students in their decision-making.
5. Help students set goals.
6. Provide resources to help students achieve their goals.
7. Provide guidance in career exploration.

Who Seeks Help From the School Counselors?

-Students:

1. I'm new here and I can't seem to make friends.
2. I'm worried about my grades.
3. I don't have a problem, but my friend is using drugs.
4. I want to go to college, but my parents don't have enough money.
5. My teacher picks on me.
6. I need a tutor in math.
7. I don't understand my teacher's way of teaching.
8. What will I do after graduation?
9. How do I choose a college?
10. My parents don't understand me.
11. I don't know which science class to take.
12. Kids are picking on me.

-Parents:

1. My child scores high on standardized tests, but is failing in school.
2. I don't know how to help my child choose a college.
3. We cannot communicate with our child.
4. Our child needs financial aid for college.
5. My child has lost interest in everything.

Trust and honesty are critical to the development of all counseling relationships. Therefore, the high school counselors place a high value on the confidentiality of information you share with us. You should, however, be aware that legal and ethical requirements specify certain conditions in which it may be necessary for your counselors to discuss information about your counseling with other professionals. If you have any questions about these limitations, please ask your counselors. Such situations include:

1. Danger that you may harm yourself or others.
2. Suspicion of abuse of children, elderly or disabled persons.
3. A court order to release your records or your counselor may be required to testify in legal court proceedings by court order.

EMERGENCY DRILLS

One of the following drills, "Lockout, Lockdown, Evacuate and Shelter" will be held monthly as required by state statute. Emergency exits from the buildings shall be identified at the beginning of the year. Working in cooperation with law enforcement agencies, lockdown procedures have been developed. These procedures will be practiced periodically during the school year. Failure to comply with implemented safety procedures jeopardizes institutional safety and may result in administrative and/or legal sanctions.

SCHOOL SAFETY UPDATE– All buildings on the WHS campus will be locked during the day. All visitors will need to check in through the north doors of the main building.

FAXES (Facsimile Machine)

Students may have faxes sent by the office staff. Teachers may also elect to send faxes for students. Students should allow staff plenty of time to send faxes for them. The fax number at WHS is 307-322-9739.

GRADES/GRADING

GRADE ACCESS

Student grades may be accessed via Powerschool or by contacting the WHS office or counselors.

Parents/guardians may contact Peggy Suko at the (322-2075 ext. 5053) for logins and passwords. If you have questions about grade information, please contact the teacher or a high school counselor.

GRADE LEVEL STATUS:

Student grade level is determined by the expected graduation date determined upon enrollment.

Freshmen -	Graduation date- May 2028
Sophomores -	Graduation date–May 2027
Juniors -	Graduation date- May 2026
Seniors -	Graduation date- May 2025

GRADE POINT AVERAGE (GPA) CALCULATION

The high school will operate on the 4.0 = A, 3.0 = B, 2.0 = C, and 1.0=D* system. GPA's are computed on the above scale using semester grades. GPAs will be computed on this scale by dividing the accumulated points by the number of graded courses taken. Grades for Blue and Gold, and Co-op, Occupational Mentorship and Student Aide will be "Pass"/"Fail" and are not included in grade point averages.

*D's only apply to transfer students to accommodate different grading scales.

*Schools are required to report the Hathaway GPA on the student transcript. The Hathaway GPA is based on a 5.0 scale and takes into account AP/IB/Concurrent/Dual Enrollment courses taken by students. Both the unweighted GPA and the Hathaway GPA will be listed on the student transcript.

GRADE REPORTING (reference policy IKA)

Letter grades (Carnegie Credit Grades) will be derived from the following percentages:

100-90 = A; 89-80 =B; 79-70 = C; 69 or below= F.

Standard grades: A student's progress towards meeting the Wyoming standards at the 11th grade level (in the broad areas of Language Arts, Math, Science, Social Studies, Physical Education, Health, Foreign Language, Career/Vocational, and Fine Arts) will be reported to parents at the end of each semester using the following descriptions: **Advanced (Adv), Proficient (Pro), Basic (Bas), Below Basic (BB).**

Reporting-The school operates on a two-semester basis. Progress reports on letter grades will be available for review through PowerSchool on the following timetable:

Semester 1 (Fall)	Dates	Semester 2 (Spring)	Dates
Midterm Progress Check	October 17, 2025	Midterm Progress Check	March 13, 2026
End of Semester 1	December 19, 2025	End of Semester 2	May 22, 2026
		Summer School Dates	TBD

SEMESTER FINALS

Each teacher will administer a semester final in all courses at the end of each semester. Final assessments may consist of the following: a comprehensive exam, end of unit exam, performance based assessment, project based or oral presentation. The following finals schedule will be as follows:

First Semester: To be given the week of December 15, 2025.

Second Semester: To be given the week of May 17, 2026.

*Final dates may be adjusted to reflect any changes in the District Calendar.

*Seniors will complete finals prior to graduation as arranged with their classroom teachers.

GRADES--HONOR ROLLS

Scholarship is recognized and encouraged through honor rolls. Honor rolls will be compiled and published at the end of each semester. Requirements for being placed on the honor rolls are as follows:

Superintendent's Honor Roll	4.00 GPA
Principal's Honor Roll	3.50-3.99 GPA
Honor Roll	3.00-3.49 GPA

****Note** –A student must be receiving a grade of C or higher in all classes at the time when the honor roll is published. Pins and bars are awarded for the Scholastic Lettering Program at the end of each semester. These pins and bars are available from the WHS office staff.

GRADES--REPORTING TO PARENTS

The school operates on a semester basis. Report cards will be issued at the end of each semester. They will be available on-line through PowerSchool. Additionally, progress reports will be available on-line in October and March. Parents may check student progress at any time on PowerSchool after obtaining a login and password from the District Registrar. Parents may also contact the WHS office at any time as well. Students failing two or more classes may have eligibility reports emailed home to parents at any time in the semester.

GRADUATION

GRADUATION EXERCISES

Students will be allowed to participate in senior graduation activities, including graduation exercises, when all graduation requirements have been met and verified prior to 4:00 PM on the Wednesday before graduation.

Students who violate school regulations or procedures the week prior to graduation may be denied the right to participate in the graduation ceremony (a diploma will be mailed). Students may not be allowed to participate in senior graduation activities, including exercises, unless all fines and fees due have been paid.

GRADUATION-REQUIREMENTS (Reference Board Policies IKA,IKF)

Eight semesters of attendance are required for grades 9-12. Freshmen, Sophomores, Juniors and Seniors are expected to take all 7 classes per year. One credit is earned for successful completion of a full year course. One-half (1/2) credit is earned for successful completion of a semester of coursework.

Starting with the class of 2028, the graduation requirements have been adjusted to 26 credits. There is a step down process for current students as listed below and noted in Board Policy IKF:

Class of 2028 and beyond - 26 credits

Class of 2027 - 26.5 credits

Class of 2026 - 27 credits

Class of 2025 - 27.5 credits

Specific Carnegie and Standards requirements are listed in the PCSD #1 Course Description book. Please reference this document for information relating to graduation requirements, or contact the WHS office or school counselors for more information.

GRADUATION--SCHOLASTIC RECOGNITION

The selection of Valedictorian will be made by using the following criteria:

1. To be considered for Valedictorian, students must earn a GPA of 4.0 through their first 7 semesters in high school.
2. The student's GPA will be multiplied by nine (9) for a score and will be added to his/her highest composite ACT score.

The student with the highest score will be recognized as the Valedictorian. The student with the second highest score will be recognized as the Salutatorian. If a tie exists between the highest scores all will be recognized as Valedictorian and no Salutatorian will be recognized for that year. Representing WHS as a Valedictorian or Salutatorian is an honor based on academic scholarship, leadership, and character. The administration reserves the ability to disqualify students from receiving this honor based on academic dishonesty, handbook violations, or discipline issues.

All students with a GPA of 3.5 after seven (7) semesters will be recognized as Honor Graduates.

CLASS RETAKES:

Students may retake a previously completed course for the purpose of improving a grade only with prior approval of the principal or designee. When a course is retaken with approval, the higher grade will be used in calculating the student's GPA; however, both course attempts will remain on the official transcript and credit will be awarded only once. Students who retake one or more courses for grade replacement are not eligible for valedictorian or salutatorian honors, regardless of GPA. Retaken courses must be completed through district-approved programs, and the principal or designee retains final authority over approval and implementation of this process.

GRADUATION-TRANSFER STUDENTS

In order to avoid academic hardship for transfer students, variations of PCSD#1 graduation requirements may be made after review of the student's transcripts and the previous school's graduation requirements by school counselors and with administrative approval.

HOMEBOUND INSTRUCTIONAL PROGRAM

Any student, who, by order of a physician, or through MDT determination, is confined either at home or in the hospital for more than one week, will be eligible for the district's homebound instructional program. Parents must request this service and may do so by contacting the high school administration or counselors.

LOST AND FOUND

Articles, which are found, should be turned in at the office. Students losing articles and valuables should contact the office immediately. Twice per year lost articles that have not been claimed will be given to charity.

LOCKERS

Lockers are available for student use and the number of their locker is registered in the office. If students wish to use a locker, the student should make the request to the office and one will be assigned. Students will not change lockers without notification and permission from the office. **All students are legally responsible for their assigned lockers, locks, and possessions in the locker.**

Lockers must be cleared out at the end of the school year or upon the student withdrawing from school. Students are responsible for maintaining good condition for the locker. Damaged lockers will be repaired and/or cleaned at the student's expense. We encourage students to report any damage to lockers immediately. If not reported, it will be assumed that the student assigned to the locker is responsible for any damage that is incurred. During the last day of school, students will be required to check out of the lockers they were assigned.

Students are responsible for securing their possessions on campus. Wheatland High School assumes no responsibility for student personal items on campus (money, wallets/purses, electronic devices, cell phones, etc). Lost or stolen items are solely the responsibility of the student. WHS assumes no responsibility/liability for the care of personal items on campus.

Students should keep lockers locked at all times. There is a safe in the office in which valuables may be placed and picked up at the end of the day if the student needs to bring personal valuables on campus. **Students should not keep money or valuables of any kind in an unlocked locker in either the hallways or the locker rooms.** Students, who do so, assume sole risk and responsibility for their actions.

Students and Parents are hereby notified that **lockers are the property of Platte County School District #1.** The District may inspect lockers at any time, using whatever means deemed necessary to conduct that inspection (cutting off locks, cooperating with law enforcement, confiscation of property, etc.) as to uphold district policy and protect the health, safety, and welfare of all students and ensure that **the** school property is not being abused.

SURVEILLANCE

In an effort to maintain the health, welfare and safety of students, staff and visitors, WHS uses video surveillance to monitor activity.

SEARCH AND SEIZURE

In accordance with School Board Policy JFG, an administrator or designee may search the person, vehicle, desk, or locker where there exists reasonable grounds to believe that a controlled substance, drug paraphernalia, or other evidence of noncompliance with school policy are contained. Lockers are the property of the school district. Cameras are installed in all buildings and buses which may be used for investigation purposes.

MARRIED STUDENTS OR PREGNANT STUDENTS

Married students are encouraged to continue their education. Students shall notify the principal when they become married so that permanent records may be updated.

A pregnant girl or young mother is encouraged to pursue her education through regular school attendance as long as her health permits. However, pregnant students will be required to provide doctor's clearance for participation in school programs. In the event that the pregnant student is unable to attend due to physician's recommendation, homebound instruction may be provided.

Upon return to school, after the child has been born, appropriate child care outside of school will be expected. Infants will not be allowed without administrative permission on campus or in the classroom.

MEAL CHARGES

Please refer to Policy EFC - Meal Charge for Platte County School District #1

NURSING SERVICES

All schools in PCSD#1 have a Registered Nurse (RN) who is assigned to each building. Although buildings do not have a full-time nurse, a nurse can be reached by phone as needed.

Health Records

Upon entering PCSD#1, a health record is established by the nurses for each student. The health record contains information regarding the students' individual health needs, immunizations and allergies. Records indicating the need for accommodations for the student are also maintained. Please make sure the school nurse is aware of any conditions/situations which may prohibit your student from participating in normal school activities. Also included in the health record are the results of routine screenings done by the nursing staff. This includes hearing, vision, height, weight and, in some cases, blood pressure screenings. Any abnormal screenings are reported to parents/guardians so that follow-up can be planned with the student's health care provider. If you don't want your student screened, you must notify the school nurse in writing each year. The health record is maintained until the student graduates, is projected to graduate or leaves the district. If the student leaves the district, upon request, health records can be forwarded to the new school. Only immunization records are kept in state archives after graduation.

Confidentiality

Information contained in each student's health record is considered confidential and is treated as such. However, if your child needs accommodations for conditions, such as asthma, diabetes, or other chronic illnesses, your child will benefit if the nurses and teachers know of the student's condition. In this way, your student can receive the health services needed to be successful in school.

Students with Special Healthcare Needs

The school nurse will work with you and your student to make necessary accommodations according to specific medical needs. Every year students come to school with casts or on crutches, or following hospitalization/surgery.

Notify your school nurse if this happens and your student needs help with things like wheelchair use, excuses from physical education classes, a transportation plan, etc.

School Attendance and Illness

When an illness prevents a student from going to school, notify the school when the student is absent. Students with fever, vomiting, nausea, chills, repeated diarrhea, severe cough, earache, severe sore throat, skin rash or draining sores need to stay home until 24 hours after the symptoms go away. If you have questions, call your school nurse for guidance. If these symptoms remain longer than a day, contact your health care provider to see if your student needs to be evaluated. In cases of certain communicable diseases (example: strep throat, pink eye) students can be readmitted to school after the school nurse reviews a note from the health care provider. The State Department of Health has identified certain diseases as “reportable diseases” (example: chicken pox). School nurses notify the State Health Department when these diseases occur so the outbreak can be tracked.

Illness and Accidents at School

Parents will be notified if a student becomes too sick to remain at school. First-Aid treatment is available for minor accidents or injuries. Staff or school nurses will notify parents if they need to follow up on an injury or illness. If your student is hurt at school, encourage your student to tell an adult immediately. In the case of serious injuries or illnesses, parents will be immediately notified. If parents cannot be reached, the emergency numbers listed by parents will be contacted. Staff may call 911 if the nurse or administrator determines that it is needed for potentially life-threatening conditions. Please make sure all phone numbers are current and the school knows your back-up plans if you are out of town or work out of town.

Head Injury

According to the Centers for Disease Control and Prevention (CDC), “[a] concussion is a type of brain injury that changes the way the brain normally works. A concussion is caused by a bump, blow, or jolt to the head. Concussions can also occur from a fall or blow to the body that causes the head and brain to move rapidly back and forth. Even what seems to be a mild bump to the head can be serious.”

The Platte County School District is committed to the safety of our students. Any student who has, or is suspected of having a concussion, **cannot** participate in any physical activities including recess, physical education, and school related sports (Physical Activities) until the school receives medical documentation from a licensed or certified health care provider clearing the student to return to Physical Activities. Once this clearance is received the student will begin a return-to-play protocol supervised by their coach/PE teacher. Upon the occurrence of a head injury, **on campus**, not requiring emergency transport to the hospital, the student will be sent to the nurse's office for evaluation. Upon the occurrence of a head injury, **off campus**, not requiring emergency transport to the hospital, the student will be evaluated by a coach for the signs and symptoms of a concussion. If a concussion is suspected, the parents will be notified, and the student should be evaluated by a healthcare professional. If no signs or symptoms are noted, the student can remain at school/event, but may not participate in the sports related activity for the remainder of the day.

Communicable Diseases

While school attendance is very important, students should not attend school when they are seriously ill or could transmit illnesses to other students. The school nurse may exclude any student suspected of having a communicable disease. In cases of certain communicable diseases (example: strep throat, pink eye) students can be readmitted to school after the school nurse reviews a note from the health care provider. Children whose parents elect not to treat strep throat with antibiotics may return after a negative throat culture is obtained and is provided to the school nurse. Children with lice infestation will be excluded from school until treatment has begun. The State Department of Health has identified certain diseases as “reportable diseases” (example: chicken pox). School nurses notify the State Health Department when these diseases occur so the outbreak can be tracked.

Medications at School

Giving medication is the responsibility of the parent/guardian. If a medication is ordered by the doctor as "three times a day," it should be taken before school, after school, and before bedtime. If a medication is ordered by the doctor as "four times a day," it should be taken before school, at lunch, after school, and before bedtime. **If a prescription medication is needed during school hours, please contact your school nurse for assistance/required paperwork, prior to sending medication to school.** The school nurse will review each request and will work with parents if there are any questions about the medicine or protocol. Parents/guardians may also come to school and administer medication to their child at appropriate times. Students are not allowed to carry prescription medication unless they have a current authorization form on file that is signed by a physician. **Sharing of any medication by students is a violation of the school drug policy, and may result in suspension.** Neither the district, nor any of its personnel, shall be responsible for medicine taken by a student without the knowledge of school personnel.

The school nurse does not stock non-emergent OTC medications (Tylenol, Ibuprofen, Cough Drops, and Tums) etc... Bacitracin for minor cuts and scrapes, anti-itch creams, and saline eye drops, will be available as needed for relevant occurrences. However, certain circumstances (cold/flu symptoms, cough, etc.) may require the use of OTC medications at school. If your child is in need of these medications during the school day, you may bring your own medication to the school to have the RN administer for a short term only (3-5 days). This medication needs to come in its original container and be labeled with your child's name. A consent/permission form must be signed by the parent before medication will be administered. At the end of the 3-5 day period, this medication must be picked up by an adult unless prior arrangements are made to send home. These medications also need to be checked and reviewed by RN before administering to your child. If your child has a medical issue that will require long term use of an OTC medication that needs to be given during the school day please discuss with your nurse as this will be assessed on a case by case basis.

Medication Administration

The school nurse or the principal's designee will administer medication following the guidelines below:

1. Authorization for administration of medications and release of liability form must be completed and signed by the parent **prior** to medication administration.
2. Medications brought to the school **must** be in a pharmacy labeled original container. Parents can get a second bottle from their pharmacy with proper labeling to bring to school. If a child's medication or dosage changes, the parent must fill out a new permission form and a new labeled container must be brought to school.
3. All medications must be stored by the school in a designated area that is locked when not in use.
4. Students must take all medications in the presence of school nurse, principal, or principal designee with the EXCEPTION of life saving drugs (e.g.: epi-pens, inhalers, insulin, or others). ***These medications may be carried by the student (W.S. 21-4-310) if the emergency medication form has been signed by both parent and physician, and is on file in the nurse's office. Signature on this form indicates the student is responsible and capable to carry on their person and is able to self-administer said medication***
5. Authorization for administering medications and release of liability form must be renewed annually.
6. Students are responsible for coming to the nurse's office at the designated times for medications.
7. Any Over-the-counter medications that need to be administered on a short term basis will need to be provided by parent/guardian and brought to school in the original container, authorization to administer medication/release of liability form will also need to be completed and signed by parent/guardian prior to medication administration.
8. For student's safety, medicines received in plastic bags or other non-pharmacy containers **will not** be given to students, and the parents will have to come and pick this medication up at school.

Excuses For Outdoor Recess And Physical Education

All students will be expected to participate in outdoor recess activities and physical education classes unless the school has a written note from a doctor requesting that the child not go outside or participate in physical education classes. In such cases, the child will report to the office during their recess and/or P.E. class periods. Parents may request their child be kept indoors following an illness by sending a note to the school.

Any request beyond two days will not be honored without a doctor's excuse.

Immunizations

Wyoming State Law requires each student to be immunized against certain diseases prior to school attendance. Each school nurse communicates with parents/guardians regarding missing immunizations. It is very important that parents follow up on letters and messages from the school. Students must be fully immunized within 30 calendar days of the first day of school. By state law, students who are not fully immunized by the deadline may be excluded from school by the district administrators. Note: Because some vaccines are given in a series, students will not be initially excluded if the series has been started. Parents are required to complete the series as scheduled. The only exception to this law is for parents who have received a medical or religious exemption from the State Department of Health. See your school nurse for the forms so you can start this process before the deadline occurs.

Reporting Child Abuse and Neglect

By Wyoming State Law, any school employee who has reasonable cause to witness the results of or suspect that a student has been subject to abuse or neglect, is required to immediately inform the building administrator. The administrator or designee will make a report to the Platte County Department of Family Services (DFS) or to the appropriate law enforcement agency, if necessary. Once the report has been made, these agencies assume the responsibility for the investigation.

Physical Examinations and Insurance (Junior and Senior High schools)

Any student who participates in interscholastic sports must have a physical and insurance for that school year. Physicals must be dated after May 1 prior to the new school year. Insurance must be verified or can be purchased through the school. Forms are available in the offices.

Children's Health Insurance Program

Kid Care CHIP is a children's health care program that offers complete health care coverage for children including dental and vision coverage. This income-based program is available to qualifying children from birth through the age of 18. If your children are uninsured, take the first step and make sure you have the medical care they need. For more information visit www.health.wyo.gov/CHIP or call 1-888-996-8786 visit <http://kidcare.state.wy.us>

PARENT-TEACHER CONFERENCES

Parent-teacher conferences will be held as scheduled in the school calendar and additional conferences may be initiated by parents or school personnel.

PARKING

- Students are expected to obey all traffic laws in parking areas.
- **Students are expected to park in lined areas only.**
- **Vehicles parked on school grounds illegally or inappropriately may be towed at the owner's expense.**
- Certain parking areas are reserved for faculty and staff. Students are expected to not park in these areas even if spaces are available.
- Students should also take care not to park in areas designated for the HANDICAPPED and VISITORS. Violators may be ticketed and fined.
- Students that park off campus are asked to be considerate of the neighbors adjacent to WHS by making sure to leave plenty of space around driveways and other access areas.

PHOTOCOPYING

Students may have photocopies made by the office staff or by the library staff. Teachers may also elect to make copies for students.

SCHEDULE CHANGES

Registration for classes will occur in **February with final course selection in early May. Students and parents should carefully plan schedules.** Counselors are available to assist in the registration process. Students who would like to request a change of schedule may do so the **first five days** of the **Fall Semester**, and the **first five days** of the **Spring Semester**.

Class changes will only be granted if they are deemed to be in the best interest of the students as determined through collaboration with student, parent/guardian, counselor, and administration. All schedule changes must be accompanied by parent and teacher signatures.

A schedule change may or may not be approved by the administration. Changes must consider the overall institutional impact of the change, as well as the educational necessity for the change.

LATE ENROLLMENT

Days missed in a course due to late enrollment after a semester begins are considered days of absence. **Students who add a course more than 10 consecutive days after the start of the semester** are not guaranteed academic credit.

DROP/ADD DEADLINE

Students who drop or are withdrawn from a course for attendance and disciplinary reasons after the first five days of a semester will be assigned a grade of “W/F”. This grade will become part of the student’s Grade Point Average (GPA) and in the determination of eligibility. If a student has to **drop a course due to exceptional circumstances or hardship**, he/she may petition for a waiver of the ‘W/F’ grade.

STUDENT ACTIVITY SEATING

1. All WHS/District Policies are still in effect at all activities.
2. All WHSAA Sportsmanship rules are expected to be followed.
3. Students who want to stand and cheer during the duration of a contest will be asked to sit in the student section (west end of the gym).
4. Students who do not wish to stand for the duration of the contest may sit anywhere in the gym but will be asked to remain seated during the contest. Students may stand and cheer for an exceptional play and then return to sitting.

SIGNS, POSTERS & ANNOUNCEMENTS

All signs, posters and announcements must be approved through the high school office.

STUDENT FEES, FINES, AND CHARGES (Reference Board Policy JN)

Within the framework of State Board of Education guidelines, the school district may charge certain fees to students. Examples are school lunches, repayment for damage to or loss of school property, tickets for school activities not held during school hours, purchase of school annuals, or materials for student projects constructed at school and intended for the student’s personal use. The student may also be required to furnish certain personal articles for everyday usage including, but not limited to, towels, athletic supporters, and gym shoes.

Student records including transcripts, in accordance with the Wyoming State Law and Federal statutes, may be withheld until payment of all fees and fines.

Lunch prices for the 2025-2026 school year at the high school level are following:

Student

Breakfast - \$2.25

Lunch - \$3.35

Reduced Lunch - \$0.40

Seconds - \$2.00

Individual Milk - \$0.75

STUDENT CONTRIBUTIONS

Projects in which students are requested to bring contributions from home will not be initiated by teachers without prior consent of the principal. This practice will be discouraged and principals will not give permission except in instances where special funds are needed and are in compliance with state rules.

STUDENT HEALTH INSURANCE

Student accident insurance policies at various coverage levels and costs per student are available for students to purchase in grades 9-12. Please consult the district or WHS office for information and assistance. Students must be insured to participate in athletics.

STUDENT RECORDS (Reference Board Policy JO)

Platte County School District #1 will abide by all regulations relating to access to and release of information from school records as specified in Wyoming State Law and Federal Law. Please see PCSD #1 Policy JO for specific regulations concerning inspection of, access to, and release of information from student records.

STUDENT PRIVACY RIGHTS

EDUCATIONAL RIGHTS TO PRIVACY ACT

The Family Educational Rights to Privacy Act of 1974 (BUCKLEY AMENDMENT) provides for: (1) “Right to Know” – parents and students have a right to access information that a public school has collected on them, and the right to know how that information is used. (2) “Right to Privacy” – parents and students have a right to restrict the release of personally identifiable information maintained by public schools to third parties.

According to FERPA (Family Educational Rights and Privacy Act) standards, **WHS designates some student information (name, address, year in school, parent name) as directory information. This information is used primarily for programs, athletic rosters, yearbooks, and other such items.** Parents may ask to remove part or all of the information they wish to be unavailable to the public without their consent. **This must be done at the time of the student’s registration for classes and requires the parent’s signature.**

The “No Child Left Behind” Law stipulates that high schools release roster information including names and contact information upon request to military recruiters and to colleges and other institutions of higher education. Parents may ask that this information not be released to military recruiters and institutions of higher education without their consent. By law a parent may not request that information not be released to military recruiters. **We must be notified at the time of a student’s registration** (District’s form with parent signature) for classes if they wish to not have this information released without their consent.

Disciplinary and/or information obtained by school officials during an investigation may be released to the SRO or other law enforcement agents in accordance with legal requirements.

STUDENT AND STAFF RIGHTS-NONDISCRIMINATION

Notice of Nondiscrimination Statement

Platte County School District #1 hereby notifies all of its employees, students and potential employees that it complies with the laws enforced by the Office of Civil Rights, including:

Title II of the Americans with Disabilities Act of 1990 which prohibits discrimination in all employment practices, including job application procedures, hiring, firing, advancement, compensation, training, and other terms, conditions and privileges of employment.

Title VI & VII of the Civil Rights Act of 1964 which protects people from discrimination on the basis of race, color, or national origin.

Title IX of the Education Amendments of 1972 that prohibits discrimination on the basis of gender. For information concerning Title IX, please visit our website or contact the District Office for the Title IX Coordinator John Weigel, Superintendent.

Section 504 of the Rehabilitation Act of 1973 prohibiting discrimination on the basis of handicap (disability); and the Age Discrimination Act of 1975 which prohibits discrimination on the basis of age.

All employees, students and potential employees have the right to equal admission, access, treatment of employment in its education programs and activities.

Inquiries concerning Title II, Title VI, Title IX, Section 504, and the Age Discrimination Act may be referred to this district's business manager or the Wyoming Department of Education, Office for Civil Rights Coordinator, 2nd Floor, Hathaway Building, Cheyenne, WY 82002-9950 or phone (307)-777-6198.

Platte County School District #1 does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: Title IX Platte County School District #1 Coordinator at: John Weigel, Superintendent, 1350 Oak Street Wheatland, WY 82201, (307) 322-3175

For further information on notice of non-discrimination, The OCR office for Colorado is located at: Denver Office, Office for Civil Rights, U.S. Department of Education, Cesar E. Chavez Memorial Building, 1244 Speer Boulevard, Suite 310, Denver, CO 80204-3582, Telephone: 303-844-5695, FAX: 303-844-4303; TDD: 800-877-8339, Email: OCR.Denver@ed.gov.

All district policies may be found under the District tab at www.platte1.org

TESTING REQUIREMENTS

It is expected that all students at Wheatland High School will complete required assessment testing (WYTOPP, ACT, Building and District assessments, etc.) when they are scheduled and will comply with the rules and regulations required for testing administration.

VISITORS

Visitors are required to check in at the main office. Students who wish to bring a guest to school must first get approval from the high school administration. Students will be held responsible, according to the discipline rules, for the behavior

of their guest. Parents are welcome to attend classes and are encouraged to do so, but please check-in at the office and with the classroom teacher.

WITHDRAWAL PROCEDURE

Any student wishing to withdraw from school must have a parent contact the school. The Student will then start the process by conferring with a guidance counselor and a principal. The withdrawal form should be signed by each teacher and returned to the office. If the student has been involved in any school activities, the sponsors of those activities must also sign the form. All material belonging to the school district must be returned and all fines must be paid before records can be forwarded to a new school.

WORK EXPERIENCES

WHS offers a couple opportunities for students to gain work experience through COOP and Occupational Mentorship courses. The COOP course is designed for students who have a job to submit their hours for credit. At WHS, for each 200 hours of documented work, a student may earn one (1) credit. Students may earn up to three (3) credits. The Occupational Mentorship course is designed for students to gain experience in different job settings. Students will work with an employer to design an experience for the semester and may extend it for the full year. Students will document their time with the employer who will also sign off on it.

As per district policy, [JK](#), junior and senior grade level students may be employed or have a combination of employment or mentorship up to three hours. Their hours worked over the summer will also count towards their credit. The COOP and mentorship programs must have approval from the coordinating teacher and the building administrator.

ACTIVITIES

Student activities in extra-curricular and co-curricular programs are a vital part of the total education program and should be used as a means of developing wholesome attitudes and good human relations, as well as knowledge and skills. Parental permission and a physical at family expense will be required for participation in all interscholastic sports programs. The district will furnish most essential equipment.

Definitions:

Extra-curricular: Any school activity, which takes place outside the time frame of any regular school class period and is not a required academic function (includes all WHSAA Sanctioned activities).

Co-Curricular: Any school activity that integrates class time and is a grade requirement of the class.

Purpose: The purpose of this eligibility policy is to be proactive in helping students meet their primary obligation, which is academics. It is important that school work comes first. Activities are important, but academic success for every student at Wheatland High School is our goal.

WHEATLAND HIGH SCHOOL ELIGIBILITY REQUIREMENTS & PROCEDURES:

The following requirements must be met before a student is considered eligible to participate in extracurricular activities at Wheatland High School.

Eligibility Requirements:

1. A student failing 2 or more classes when the eligibility check runs will be declared academically ineligible until the next eligibility check one week later. The student will remain ineligible until passing with at least a 70%.

2. The first Semester 1 eligibility check will occur on September 8, 2025. The first Semester 2 eligibility check will occur on January 19, 2026. Grades will be monitored from the beginning of the Fall semester and eligibility will be re-evaluated every week thereafter. All new incoming freshmen will be eligible at the beginning of the Fall Semester.
3. A pre-eligibility check will run on Wednesday at 12:30 p.m. and will be provided to teachers and coaches so that they may address issues with individual students. The final eligibility check will run on Monday at 12:30 p.m. to determine eligibility for the week.
4. The eligibility period will run from Monday to Monday.
5. Students will not be able to petition for eligibility prior to the next release of eligibility reports (if you are declared ineligible, you will not compete for at least one week).
6. Academically ineligible students will be expected to practice, but they may not travel with the team nor participate in any capacity, even if serving in a non-competitive capacity (i.e. manager, statistician, etc.).
7. WHS expects students to fill out the yellow prearranged absence sheet so they can communicate with their teachers about assignments that they will miss in their absence.

WHSAA Eligibility:

6.2.1 In order to be eligible for any level of interscholastic competition, a student must be currently enrolled and must have been enrolled in school the immediate preceding semester and received passing grades during that semester in subjects that earn a minimum of 5.0 credits or the equivalent, per year toward graduation.

6.2.2 A pupil must be passing in five solid subjects at the time of contest. A passing grade is considered to be the passing grade of the individual school. As defined, a solid subject meets five days a week or its equivalent for the entire semester and for which one-half Carnegie units are granted.

IN AN EFFORT TO MAINTAIN FAIRNESS AND CONSISTENCY, ALL WHSAA SANCTIONED STUDENT GROUPS MUST COMPLY WITH ALL EXPECTATIONS OUTLINED IN WHEATLAND HIGH SCHOOL ACTIVITIES HANDBOOK IF THEY WISH TO REPRESENT WHEATLAND HIGH SCHOOL IN ANY CAPACITY.

ACTIVITIES--ATTENDANCE

A student must attend school the entire day to be eligible to practice and compete in any activities. If the activity occurs on a day when no school is in session, the student must have been in attendance the last school day prior to the activity. For example, a student would need to be in attendance on Friday to participate in a game, meet, performance, or competition on Saturday. If a group departs for an activity prior to the completion of first period class on the day of the activity, the student must have been in attendance the entire day prior in order to participate. Exceptions may be made for those instances where prior approval for an absence has been granted by the building administrator or for extenuating circumstances approved by the building administrator.

Disciplinary Action: A student who has been suspended (in-school or out-of-school) will not be allowed to participate in any activity during the entire period of suspension. The building administrator will determine if the student may practice if the student is serving an in-school suspension. If students have been assigned time after school or before school for disciplinary reasons, fulfilling the discipline obligation will take precedence over practices or games.

ACTIVITIES--COMPETITIVE TEAMS & ACTIVITIES

At the beginning of each season, coaches and sponsors shall issue a call for all students to sign up for a particular activity. All those signing up shall have the opportunity to try out for the team or activity. Before any student can practice an activity, the student must have completed an **ASSUMPTION OF RISK form, a training rules form,**

PCSD#1 Concussion policy, WHSAA Eligibility form, and a PHYSICAL form and return them to either the coach or the activity director. **Students will not be allowed to practice or compete until all forms are returned.**

ACTIVITIES-STUDENT EXPECTATIONS (NON-PARTICIPANTS/FANS)

Students who attend Wheatland High School activities (either home or away) are expected to adhere to the operating principles defined within the WHS Student/Parent Handbook. Violation of school rules during a school activity will result in the student being placed on ‘Activities Probation’. A subsequent rules violation at a school activity within that school year will result in an ‘Activities Suspension’ in which the student will lose the privilege of attending any Wheatland High School activities (including Prom) for the remainder of the school year.

ACTIVITIES–PARTICIPATION

Participation in activities will be reserved for pupils enrolled in the school district. Those students enrolled in other public schools with whom a combination school agreement for a particular activity have been approved, or home school students and private school students that have completed the Affiliated Membership Form, paid fees required by the WHSAA, and that meet the eligibility requirements of WHS, will also be allowed to participate.

ACTIVITIES--TRAINING RULES - Training Rules for All Activities

The following regulations are necessary in order for the student activity participant and the activity department to achieve its common goals. Regulations are applicable throughout the school year and/or an activity’s training period. These rules apply to both extra-curricular and co-curricular activities at Wheatland High School.

ACTIVITY EXPECTATIONS

Activity participants are expected to conduct themselves at all times—at meets, games, or on the bus, in the host school, in our school, or in the community—in such a manner as to be a credit to their parents or guardians, the school, and their community.

NOTICE: Participation in interscholastic and intra-scholastic activities in Platte County Schools is a privilege, not a right. As such, Wheatland High School reserves the right to apply the following Training Rules and Regulations to student participants. Students engaged in behaviors that violate school district policies or school regulations (not just this set of Training Rules and Regulations) will be held accountable for their actions. For example, a student participant who breaks the training rule on alcohol use while on a school trip will not only be suspended from activity participation but will also be held accountable to the school policy that requires out of school suspension for this offense.

For the purposes of these regulations, activities shall mean both interscholastic and intra-scholastic. This includes activities sanctioned by WHSAA and co-curricular classes/activities taught within the District such as, but not limited to, music, journalism, and Future Farmers of America. In the case of co-curricular classes/activities, students will be expected to attend classes, complete course work, and earn good grades. However, they will be suspended from activity travel or activity participation according to the conditions outlined below. For example, a music student who violates these training rules would be expected to attend class and perform in a local concert. However, if the music ensemble were to travel to an extracurricular festival during the period of the student’s suspension from activities, he/she would not be able to participate. Likewise, a student athlete who falls under these regulations would be expected to dress out and practice with his/her team. However, the athlete would not be able to participate in games or meets or travel to out of town games or meets.

WHEATLAND HIGH SCHOOL ACTIVITY TRAINING RULES

1. Possession, use, under the influence of, transfer or dispensing of any alcoholic beverage or any substance prohibited by the Controlled Substance Act of 1971 will result in a suspension from school activities (both

interscholastic and intra-scholastic) for twenty (20) school days (a school day is defined as a student attendance day or when an activity is on the school-year calendar). Days carry over to the following school year if a violation occurs at the end of the academic year.

2. Use or possession of tobacco products by students under 18 will result in suspension from school activities for twenty (20) school days. Students that are 18 or older that use or possess tobacco products while on a school-sponsored activity or on school premises will result in a suspension from school activities for (20) school days.
3. Vandalism to school property or vandalism to any property while on a school-sponsored activity will result in suspension from school activities for twenty (20) school days. Restitution will be expected.
4. Stealing while under the supervision of the school will result in suspension from school activities for twenty (20) school days.
5. Investigation of a citation (MIP) will involve a conference with parents and students. Admission of guilt will invoke the standard suspension from school activities for twenty (20) days. Denial of guilt followed by conviction in the courts will result in a BAN from WHS Activities participation for the rest of the school year in which the violation occurred. A student will remain eligible until the outcome of the court proceedings are determined.

If a student is a participant in an interscholastic or intra-scholastic activity (including co-curricular classes/activities) and is found to be in violation of laws concerning substances listed in parts one and two above while not under school jurisdiction, the appropriate training penalty will apply.

Students who are ineligible due to training rules violations **may not** travel with the team **nor participate in any capacity**, even if serving in a non-competitive capacity (i.e. manager, statistician, etc).

ACTIVITIES--TRAVEL TO AND FROM AN OUT-OF-TOWN ACTIVITY

Platte County School District #1 Students are always encouraged to travel with their activity group. Much can be gained in evaluation and review of the past activity by traveling with the team or activity group, rather than traveling with parents or relatives. If parents wish to take their student to or from an activity, they must request permission from the sponsor and principal and then sign a travel waiver saying that they are relieving the sponsor of all responsibility for transportation. **The parent should arrange this with the sponsor prior to the activity trip.** Parents may obtain permission for their child to be released to them at the conclusion of an out-of-town activity, provided that the following established guidelines are met:

1. Students or parents may pick up a travel waiver form from the WHS office.
2. Arrangements must be made prior to the departure of the activity.
3. Travel waivers must be signed by the parent and presented to the principal. The waiver shall list the name of the person to whom the pupil is to be released, if other than the parent.
4. The building principal or sponsor may waive number "2" of these procedures. This should be reserved for emergencies and special situations. All team members are encouraged to travel with their coaches and teammates. Coaches will have an official sign out sheet for parents who wish to sign out their student after the event.
5. The principal or sponsor has the right to deny this travel waiver if circumstances change or if additional information makes the authenticity questionable for the reason for the request. If the student violates the intent of this policy, he/she may not obtain such permission unless a verified emergency situation exists.

ACTIVITIES--TRAVEL, MEALS & HOTELS

This portion of the handbook refers to district policy IICA-R as guidance for travel, meals, and hotels.

IICA-R FIELD TRIPS AND EXCURSIONS (Activity Travel)

It is the intent of Platte County School District #1 to provide for each participant's safety, health, and welfare while at and traveling to and from activities.

Every attempt will be made to keep participants and parents informed of foreseeable circumstances. Extenuating factors, time schedules, meal and lodging arrangements, road and weather conditions, distance to travel, canceled practices and contests are but a few of these considerations.

Travel to National Events: Platte County School District #1 recognizes the importance of student travel associated with activities that integrate class time or that are academically related. Activity travel associated with such programs as All-Northwest, Academic Decathlon, and FBLA fall within this description. It is the intent of the District, therefore, to encourage and to support students who have been chosen to represent their school in national competition and/or national culminating events of an academic nature where the students have been selected through an adjudicative or a competitive process. Each school at the discretion of the building principal will set aside funds each year to help defray costs incurred by this type of travel.

Meals. The activity director will coordinate arrangements for all meals. The following amounts per day for meals will be allowed for all coaches/sponsors and participants. The amounts will be considered maximum, but coaches/sponsors will attempt to make the most economical arrangements feasible. "Brown bagging" will be encouraged. Students will be provided meals on overnight trips if building budgets can support the expenditure. Students will be responsible for their first meal on any overnight trip (for example – if the team leaves before lunch, students and sponsors are responsible for their own lunch, if the team leaves after lunch, students and sponsors are responsible for their own dinner). Also, it is recommended that teams and sponsors drink water. Other drinks may be allowed if it is part of the cost of the meal.

\$6.00 - breakfast (only on overnight trips)

\$8.00 - lunch

\$10.00 - dinner

There will be no saving up for large meals by not eating other meals or by eating less expensive meals at other times. If the meal schedule is exceeded, the activity participants will make up the difference, except under extenuating circumstances. Also, it is the recommendation of the administration that teams/coaches/sponsors will drink water with meals. If a drink is included in the "meal", then the team/coaches/sponsors may have other drinks.

Lodging. The activity director will coordinate all overnight lodging for all activities. The need and cost allowances will be determined by administrators, considering the following:

1. Time activity begins: Generally, if the destination exceeds 120 miles and the activity group must leave prior to 5 a.m. so as to arrive at the destination an hour before the game/activity begins, then overnight lodging the night before may be allowed with administrative approval. Considerations will include mileage, road/weather forecast, and nature of activity (need for pre-game meal, warm-up, dress, weigh-in, registration, etc.). NOTE: If the activity group can leave the day of the activity and reasonably be expected to arrive at the destination one hour before the game/activity begins, then they will do so. This includes tournaments and travel of less than 120 miles, unless transportation is being shared.
2. Time activity ends: Generally, if the return trip exceeds 150 miles and if the activity group will not arrive back by 1 a.m., then overnight lodging may be allowed with administrative approval. Considerations will include late

dinner, road/weather forecast, whether or not the following day is a school day (in which case safe efforts will be made to return), as well as what activities are scheduled for the following day.

3. Extenuating and/or emergency conditions: A mutual decision between the coach and driver should be reached regarding extenuating circumstances. The final decision will rest with the driver when safety/mechanical conditions of the vehicle or weather/road conditions become determining factors. Some conditions may make immediate return to Wheatland necessary.

DANCES, PARTIES, AND OTHER EVENTS NOT OPEN TO THE GENERAL PUBLIC

1. Only currently enrolled high school students and guests of high school age accompanied by WHS students may attend. Guests shall be listed and approved in the principal's office. All guests must be under 21 years of age and may NOT include middle school and junior high age students.
2. Students will not be permitted to leave the building during a dance. If students leave, they will not be readmitted.
3. Students will not be admitted to a dance after the halfway point has been reached. Exceptions may be made for students involved in other school activities.
4. All school policies apply to students while in attendance at the event.
5. Students must be academically eligible to attend dances and any other student event otherwise not open to the public.

PROM

Prom is a tradition and privilege reserved for 11th and 12th grade students at Wheatland High School. A 9th or 10th grade student may attend prom if asked and accompanied by a current 11th or 12th grade student enrolled at Wheatland High School. **All guests** who are not currently enrolled at Wheatland High School **must be approved by the administration PRIOR TO THE DAY OF PROM** in order to attend. No person over the age of 20 will be allowed to attend.

- a. All entertainment policies apply INCLUDING THE "UNDER 21 YEARS OF AGE" POLICY. Out of school guests must be registered at the WHS Office before prom.
- b. Additional conditions may be set by the administration.
- c. Students must be academically eligible to attend dances and any other student event otherwise not open to the public.

Bell Schedule

Mon-Thurs -7 Period - 55 minutes			Friday - 7 period - 30 minutes	
First Bell	7:56		1st Period	8:00 - 8:30
1st Period	8:00-8:55		Pass	8:30 - 8:34
Pass	8:55-8:59		2nd Period	8:34 - 9:04
2nd Period	8:59-9:54		Pass	9:04 - 9:08
Pass	9:54-9:58		WIN	9:08 - 9:50
3rd Period	9:58-10:53		Pass	9:50 - 9:54
Pass	10:53-10:57		3rd Period	9:54 - 10:24
4th Period	10:57-11:52		Pass	10:24 - 10:28
Lunch	11:52-12:32		4th Period	10:28 - 10:58
5th Period	12:32-1:27		Pass	10:58 - 11:02
Pass	1:27-1:31		5th Period	11:02 - 11:32
6th Period	1:31-2:26		Pass	11:32 - 11:36
Pass	2:26-2:30		6th Period	11:36 - 12:06
7th Period	2:30-3:25		Pass	12:06 - 12:10
			7th Period	12:10 - 12:40
			Lunch	12:40
			Buses run	1:00

SCHOOL MISSION STATEMENT:

“At WHS, we strive to C.L.I.M.B the P.E.A.K.”
Challenging Environment, Life Skills, Integrity, Motivation, Bulldogs

SCHOOL MASCOT: BULLDOGS

SCHOOL SONG:

*Wheatland High School,
Wheatland High School
Best school in the land,
‘Cause it keeps us up in step
With always lots of pep,
FIGHT, FIGHT, for
Wheatland High School,
Wheatland High School
Boosters all for you.
Fight students,
Fight for good ol’
gold & blue!*

NOTIFICATION OF RIGHTS UNDER FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. These rights are:

1. The right to inspect and review the student’s education records within 45 days of the day the school receives a request for access.

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

Parents or eligible students who wish to ask the school to amend records should write the school principal (or appropriate school official), clearly identify the part of the records they want changed, and specify why it should be changed. If the school decides not to amend the records as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted as its agent to provide a service instead of using its own employees or officials (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks. A school official has a legitimate educational interest if the official needs to review education records in order to fulfill his/her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. (NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.)

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5920

WHS Information Sheet

WHS Phone Number:	322-2075
PCSD #1 Central Office:	322-3175
PCSD #1 Transportation:	322-3646
Powerschool-	http://power2.platte1.k12.wy.us/public/
2024-2025 School Calendar	https://drive.google.com/file/d/1hqS6rH-KjDQ5h87mBbiOte30CAmirhpU/view

***WHEATLAND HIGH SCHOOL IS A WYOMING DEPARTMENT OF EDUCATION ACCREDITED
SCHOOL***

Board approved on 8/18/25