

Warriors on Wisconsin (WOW) Program 2021-22



STUDENT INFORMATIONAL BOOKLET

MISSION STATEMENT

"The Warriors on Wisconsin Program (WOW) aims to provide an appropriate, welcoming learning environment, which meets the needs, skills, and learning styles of all students. Each student comes to the WOW program with a different set of experiences, values, and attitudes. The WOW program values each individual. The WOW program will encourage and assist students to use these experiences, along with their strengths and interests to become successful learners and members of our community."

WOW PROGRAM VISION STATEMENT

The Warriors on Wisconsin Program (WOW) will utilize student strengths {BELIEVE} to overcome learning obstacles to reach {ACHIEVE} individual goals.

Welcome to Your School!

Warriors on Wisconsin (WOW) Staff

| RCS Staff Position | NAME | Phone Number | Email |
|--|---------------------|---------------------|-----------------------------|
| Principal | Mr. Mark Beise | 234-2181 X-5114 | beisem@ricelake.k12.wi.us |
| Lead Teacher/Online Learning Coordinator | Mrs. Kristy Thurs | 234-2181 X-5349 | thursk@ricelake.k12.wi.us |
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| Science/Academic Support | Mr. Andrew Davis | 234-2181 X-5752 | davisa@ricelake.k12.wi.us |
| Writing Specialist/Literacy | Mrs. Jean Havenor | 234-2181 X5194 | havenorj@ricelake.k12.wi.us |
| RCS Guidance Counselor | Ms. Jessica Ebner | 234-2181 X-5470 | ebnerj@ricelake.k12.wi.us |
| District Social Worker | Mr. Josh Morey | 234-2181 X-5262 | moreyj@ricelake.k12.wi.us |
| Math/Aleks Instructor | Mr. Patrick Swanson | 234-2181 X-5668 | swansonp@ricelake.k12.wi.us |

Telephone Numbers

| | |
|---------------------|--------------------------|
| WOW Building | 715-234-8612 |
| Principal | Extension 5114 |
| Athletic Director | Extension 5245 |
| Attendance | 715-234-2181 option #2 |
| Student Services | Extension 5657 |
| District Technology | Extension 5030 |
| Food Service | Extension 5014 |
| WOW Teachers | Extension 5349 (Thurs) |
| | Extension 5796 (Norby) |
| | Extension 5752 (Davis) |
| | Extension 5194 (Havenor) |

Table of Contents

| | |
|--|-------|
| <u>Daily Time Schedule</u> | 4 |
| <u>School Calendar Overview</u> | 5 |
| <u>Harassment/Bullying</u> | 6 |
| <u>Attendance</u> | 7 |
| <u>Procedures When Absent</u> | 8 |
| <u>Pre-Arranged Absences</u> | 8 |
| <u>Make-Up Work</u> | 9 |
| <u>Unexcused Absences</u> | 9 |
| <u>Truancy Policy</u> | 9 |
| <u>Eighteen Year Old Students</u> | 10 |
| <u>Tardy to School</u> | 10 |
| <u>Tardy to Class</u> | 10 |
| <u>Discipline Guidelines</u> | 11 |
| <u>Expulsion</u> | 11 |
| <u>Student Services and Other Information</u> | 12 |
| <u>Dual Enrollment at RLHS</u> | 12 |
| <u>Testing at the WOW Program</u> | 13 |
| <u>School Nurse/Medication</u> | 13 |
| <u>Permanent Records/Transcripts</u> | 14 |
| <u>Technology Use at th WOW Program</u> | 14 |
| <u>Course Options/Start College Now</u> | 15 |
| <u>Advisory</u> | 15 |
| <u>WOW Program Success Skills</u> | 15 |
| <u>Student Led Conferences</u> | 16 |
| <u>WOW Graduation Requirements</u> | 16 |
| <u>Instructional Delivery Framework</u> | 17 |
| <u>Standard Based Grading</u> | 17 |
| <u>Early Fulfillment of Graduation Requirements</u> | 18 |
| <u>Commencement</u> | 18 |
| <u>Fines</u> | 18 |
| <u>Student Searches</u> | 18 |
| <u>Parking Lot</u> | 19 |
| <u>Open Campus Policy</u> | 19 |
| <u>Food/Beverage at the WOW Program</u> | 19 |
| <u>Safety Procedures and Drills</u> | 20 |
| <u>Student Insurance</u> | 20 |
| <u>Posters and Advertisements</u> | 20 |
| <u>Work Permits</u> | 21 |
| <u>School Bus Policy & Student Rider Rules</u> | 21 |
| <u>Staff Members</u> | 21 |
| <u>Athletics/Extracurricular</u> | 22 |
| <u>Student Dress</u> | 22 |
| <u>Special Education Screening & Referral Procedures</u> | 23 |
| <u>Statutes</u> | 24-29 |
| <u>Handbook Acknowledgement Page</u> | 29 |

2021-22 WOW Daily Schedule

| RLHS Schedule | WOW Teacher-Led Option | WOW Teacher-Supported Online Learning Option |
|--------------------------------|---|--|
| Period 1 8:00-9:24 | 8:00-8:10 Morning Advisory/Meeting | |
| | 8:10-9:30 ALEKS Math | APEX Learning Lab |
| Period 2 9:34-10:57 | 9:35-10:45 Core Class (History/English by term) | APEX Learning Lab |
| Period 3/Lunch 11:02-1:00 | 10:45-11:10 Advisory | APEX Learning Lab |
| A Lunch: 11:02-11:32 | 11:10-12:30 Core Class (History/English) | APEX Learning Lab |
| B Lunch: 11:44-12:14 | 12:30-1:00 Lunch | |
| C Lunch: 12:29-1:00 | | |
| Homeroom/Resource 1:00-1:40 | 1:00-1:40 Resource | |
| Period 5 1:45-2:57 | 1:45-2:57 Elective/Core Class (Science/History) | |

2021-22 WOW Calendar

| | |
|-----------------------|--|
| August 26th | WOW Open House (5:00-7:00 pm) |
| September 2nd | First Day of School for All WOW Students (8:00 am) |
| September 6th | Labor Day-No School |
| September 9th | WOW Picture Day (8:00 am) @Rice Lake High School |
| September 24th | Teacher Inservice-No School |
| October 8th | Homecoming |
| October 9th | Fall Formal/RLHS Homecoming Dance |
| November 4th | End of First Quarter |
| November 5th | Teacher Inservice-No School |
| November 23rd | Thanksgiving Vacation Begins at the Close of School Day |
| November 29th | School Resumes |
| December 9th | Parent-Teacher Conferences (4-7:00) |
| December 22nd | Winter Vacation Starts at the End of the School Day |
| January 3rd | School Resumes |
| January 21st | End of 2nd Quarter at RLHS |
| January 24th | Teacher Inservice-No School |
| February 5th | ACT for Juniors |
| March 3rd | RCS Parent Teacher Conferences (4-7:00) |
| March 11th | Spring Break Begins at the end of the day |
| March 21st | School Resumes |
| April 1st | End of 3rd Quarter |
| April 4th | No School- Teacher In-service |
| TBD | Prom |

| | |
|-----------------|---|
| TBD | ACT Aspire for Freshmen and Sophomores |
| May 27th | RLHS District Graduation Ceremony |
| May 30th | Memorial Day-No School |
| June 3rd | Last Day of School for Students |

HARASSMENT/BULLYING

The District does not tolerate harassment or bullying in any form and will take all necessary and appropriate action to eliminate it.

Defining Bullying As used in this policy:

1. “Bullying” refers to severe, systematic, or repeated actions that involve the threatened, attempted, or actual infliction of physical harm or psychological/emotional distress on one or more students, staff, or other persons. Bullying usually (but not always) involves an actual or a reasonable perception of an imbalance of power between the bully and the victim/target. Bullying occurs when someone purposefully engages in written, spoken, nonverbal, or physical behaviors or communications (including but not limited to actions that threaten, intimidate, insult, degrade, or ostracize) that have the effect of doing any of the following:

- Substantially interfering with any student’s education;
- Substantially interfering with a person’s ability to participate in or benefit from any school activity or program;
- Endangering the health, safety, or property of the target(s) of the behavior; or
- Creating a threatening, intimidating, hostile, or offensive environment within any District school, activity, or program.

2. “Cyber-bullying” is defined as bullying that involves the use of digital technologies, including but not limited to, e-mail, cell phones, text messages, instant messages, chat rooms, and social media. Cyber-bullying is prohibited and treated the same as all other types of bullying.

Younger students might better understand the meaning of “bullying” when the term is defined to include conduct that one person uses on purpose and typically more than just one time to hurt, put down, embarrass, or scare another person, where the person who is being bullied would have difficulty protecting or defending themselves.

Bullying can involve direct interaction between the aggressor-bully and the target(s), or it can be indirect (such as orchestrating others to engage in acts of bullying, facilitating bullying conduct by others, taking secretive or covert actions, etc.)

While bullying involves deliberate/purposeful conduct, intent/purpose may properly be inferred from the totality of the circumstances (e.g., where the behavior is persistent/repeated or where the responsible party reasonably should have been able to foresee the consequences of their actions and the manner in which their conduct would be likely to be perceived by the target(s) of the conduct).

Not all behaviors that (1) hurt another person’s feelings; (2) are a manifestation of an interpersonal conflict; or (3) are in some way unkind amounts to acts of bullying (or harassment) as defined in this policy. However, such negative behaviors are still a legitimate subject of concern and regulation within the school environment.

Defining Harassment: As used in this policy, the term “harassment” means behavior directed towards another person:

- which either: (1) is based, in whole or in part, on any legally-protected characteristic or classification, including (with respect to a student victim/target) a student’s race, age, national origin, ancestry, sex, sexual orientation, religion, creed, gender identity or gender expression, pregnancy, marital or parental status, or any physical, mental, emotional or learning disability; (2) is based on some other actual or perceived, but irrelevant, distinguishing characteristic, such as (with respect to a student victim/target) a student’s physical appearance, economic status, or social status; or (3) does not serve a legitimate purpose;
- which either: (1) interferes with a student’s school performance, an employee’s ability to do their work, or any person’s ability to perform or participate in a District-related function; (2) interferes with a student’s ability to participate in or benefit from any school activity or program; (3) creates an intimidating, hostile or offensive environment within any

District school, activity, or program; (4) interferes with or endangers the education, health, safety, or property of the victim/target; (5) causes a disruption to any school-related activity or program; or (6) compromises the District's ability to operate efficiently and effectively.

In addition, as defined and prohibited under the federal Title IX regulations (see 34 C.F.R. §106.30), sexual harassment of a student also expressly includes conduct on the basis of sex within a District program or activity that either (1) involves a District employee conditioning the provision of an aid, benefit, or service of the District on a student's participation in unwelcome sexual conduct; (2) is unwelcome and sufficiently severe, pervasive, and objectively offensive so as to deny a student equal access to an education program or activity; or (3) constitutes sexual assault, stalking, dating violence, or domestic violence as those terms are further defined under the Title IX regulations.

Bullying and Harassment by Students is Prohibited The District prohibits students from bullying or harassing any person when either the aggressor and/or the target (victim) of the behavior is (1) at school or on school grounds; (2) at any school sponsored activity; (3) using District-provided transportation; (4) under the supervision of a school district authority; (5) communicating using any district-owned computer, digital technology, or system network, or passing information through any type of non-district owned technology or personal electronic device, or (6) otherwise within the scope of the District's disciplinary jurisdiction (such as conduct that occurs away from school that endangers the health, safety or property of a person).

Student violations of this policy will normally be addressed through remedial interventions and/or consequences. The exact response applied to a particular incident shall take into consideration the totality of the relevant circumstances, including but not limited to the nature and severity of the conduct, the age and developmental level of the student, and the student's behavioral history. 3 Possible consequences for students who engage in bullying or harassment (or prohibited retaliation) include, but are not limited to revocation of school-related privileges, temporary removal from class or school activities, suspension, expulsion, and/or referral to law enforcement officials for possible legal action.

The District is not able to investigate and impose the same school-related consequences on a student for all out-of-school conduct that, if the conduct had taken place under other circumstances, would have constituted a violation of this policy and been within the school's jurisdiction for suspension or expulsion. However, where a building or district administrator determines, based on communications with students or parents or guardians, that an out-of-school incident (or alleged incident) is having, or is likely to have, a negative effect within the school environment, the Board of Education authorizes District staff to work with local and county agencies to respond to non-school incidents that are brought to the District's attention through activities that may include a parent meeting, safety planning, counseling, or other appropriate interventions.

The RLASD Board of Education Bullying and Harassment Policy can be found in its entirety by clicking [here](#) or by going to the district website.

ATTENDANCE

The Law under [s.118.15 \(2\) \(a\) Wis. Stats.](#), states any person having control over a child between the ages of 6 and 18 years is required to cause the child to attend school regularly during the full period and hours, religious holidays excepted, that the public or private school in which the child should be enrolled is in session until the end of the school term, quarter or semester of the school year in which the child becomes 18 years of age.

Regular daily attendance is expected of all students as it is an important factor of scholastic success. It should be pointed out that classroom discussions and other information presented while a student is absent from a class cannot totally be made up under any circumstances. To view the Rice Lake Area School District's attendance policy, click [here](#).

The WOW program in recognition of the statutory requirements for school attendance (Wis. Stat. 118.15 and 118.16) and the overwhelming public interest in an educated society, believe that school attendance should take precedence over non-school activities, unless a child is legally excused. A parent/guardian is required by Wisconsin law to compel regular school attendance during the full period and hours that school is in session for all children between the ages of 6 and 18 years of age. Truancy shall be defined as any absence of part or all of one or more days from school during which the high school has not been notified of the legal cause of such absence by the parent/guardian of the absent pupil.

PROCEDURES TO FOLLOW IN THE EVENT OF AN ABSENCE

When a student is absent from school due to illness, a parent/legal guardian should telephone the High School Attendance office (715-234-2181) preferably before 8:00 a.m. to report the absence. Other absences need to be pre-arranged in advance either with a written note from the parent/legal guardian or a medical appointment card.

Note: It is NOT the school's responsibility to contact parents to excuse an absence. If an absence is not excused by a parent or guardian within 24 hours of the student's return to school, the absence will be considered unexcused and disciplinary action taken.

Wisconsin statutes place the responsibility for determining whether an absence is excused or unexcused with the building principal or his or her designee. The building principal is empowered to approve a legal excuse for any student for the following reasons:

1. Illness or injury. However, for prolonged periods of absences (3 successive days or more) or for students with excessive absenteeism, a doctor's excuse may be required. This will be at the discretion of the administration. Students missing in excess of 10 days (50 class periods) for illnesses during the year will be required to bring in a doctor's excuse for every subsequent illness.
2. Emergency medical appointments.
3. A death in the immediate family.
4. An illness in the immediate family which requires the attendance of the student.
5. Emergencies that prevent attendance which are generally defined as an Act of God, or other circumstances beyond the control of the student, which, at the discretion of the superintendent or his designee, prevents school attendance.

"Personal reasons" is not an excuse for missing school. For absences due to reasons other than those listed above, the student shall be considered unexcused and truant, and subject to disciplinary action.

PRE-ARRANGED ABSENCES

The following absences will be excused only if prior written approval of a student's parent/guardian has been received:

1. Non-emergency medical and dental appointments.
2. Religious holidays.
3. A court appearance or other legal procedure which requires the attendance of the student.
4. Funeral.
5. College visits.
6. Other absences approved by the parent, provided written approval has been received by the school prior to the planned absence.

The accumulated absences under any combination of the provisions listed above for pre-arranged absences shall not exceed 10 days(50 class periods).

PROCEDURES FOR PRE-ARRANGED ABSENCES:

1. Bring a written note from your parent/guardian to a WOW Program staff member.
2. Obtain a [pre-arranged absence form](#) from a WOW Program staff member.

OTHER ABSENCES

If in the event a request is made that would exceed the ten day limit for pre-arranged absences from school a student's parent/guardian must submit the reason for the absence to the building principal for review in committee at least one week prior to the planned absence. This option is not available to students who are in danger of failing any course during the grading period in which the request is made.

MAKE-UP WORK MISSED WHILE ABSENT

Students with absences are entitled to make up the work missed and are responsible for doing so. **If a student is absent, they will have two days to make up the work for each day absent.**

When students have been given permission to participate in such activities as music programs, drama presentations, athletics, etc., or if they have pre-arranged an absence they should not be penalized for not being present to take tests and participate in the daily work. They shall be given the opportunity to make up the work that is missed.

LEAVING THE BUILDING

Parents or guardians must give a written or telephone request to the high school attendance office or a WOW Program staff member before the student can be authorized legally to leave the school. Only emergency home situations, illness, or appointments, which cannot be scheduled at other times, such as with a doctor or dentist, should be reasons for parents releasing their son/daughter. Parental verification after the fact will not be accepted as authorization.

On occasion, WOW Program students do need to leave the building to attend high school courses, high school extracurricular activities, job shadows, internships and meetings with community members. Some students also participate in WOW jobs and groups that require them to leave the building to perform tasks. In these cases, a sheet will be available for students to sign out and sign in. A parent permission slip will be kept on file so that a student can leave the building for required school activities (i.e., going to the school forest for research purposes).

UNEXCUSED ABSENCES

It is the responsibility of an administrator to determine whether an absence is considered excused or unexcused. Consequences for unexcused absences may include detentions, Saturday detentions, parent conferences, suspension, and referral to court system or other measures. **Students who are suspended will not be denied the opportunity to take any quarterly, or grading period examinations or to complete coursework missed during the suspension period per [Wisconsin Statute 120.13](#).**

BARRON COUNTY HABITUAL TRUANCY ORDINANCE

The Barron County Board of Supervisors does hereby ordain as follows:

That Section 9.05 of the General Code of Barron County shall be created as follows:

9:05 HABITUAL TRUANCY

- (1) It shall be unlawful for any child of school age to be habitually truant from school.
- (2) **DEFINITION.** A habitual truant means a pupil who is absent from school without an excuse acceptable under 118.15 Wis. stats. or the rules of attendance of the local school district in which the child attends school for any period of time as follows:
 - a) Part or all of 5 or more days on which school is held during a school semester.
- (3) **PROCEDURES FOR ENFORCEMENT**
 - (a) Upon certification to the court by an authorized school attendance official that the local school district has complied with 118.16 (5) Wis. Stats. and that the pupil is habitually truant as set forth above.
 - (b) The citation and supporting documents and certifications shall be filed with the Municipal Court and/or the Clerk of Juvenile Court in Barron County.
- (4) **PENALTY.** The penalty for violating this ordinance shall be one or more of the following:
 - (a) Suspension of the child's operating privileges or privilege to secure an operator's license as defined in Section 340.01 (40) for a period not less than 30 days nor more than 90 days. The court shall immediately take possession of any suspended license and forward it to the Department of Transportation together with notice stating the reason and the duration of the suspension.
 - (b) An order for the child to participate in counseling, community service or a supervised work program.
 - (c) An order for the child to remain at home except during hours in which the child is attending religious worship or a school program including travel time required to get to and from a school program or place of worship. The order may permit a child to leave his or her home if the child is accompanied by a parent or guardian.
 - (d) An order for the child to attend an educational program under Chapter 48.34 (12) Wis. Stats.
 - (e) Monetary fine.

18-YEAR-OLD STUDENTS

The WOW Program recognizes that when a student reaches the age of 18 they are afforded all the rights and privileges of adulthood. The student as an adult, however, is not exempt from complying with policies enacted by the Board of Education or school rules enacted by the administration or faculty. **SCHOOL RULES ARE BINDING ON PUPILS REGARDLESS OF AGE.**

A student upon reaching 18 years of age and still living at home must follow the required absence-excuse procedure requiring parent verification. A student who has elected to live at an address other than that listed by their parents, and who desires to take full responsibility for his/her attendance, must make this request known to the principal. The student is then responsible for the reporting of their own excuses to be monitored by the principal as indicated in a contract to be signed by the student. Parents/guardians of 18-year-old students will be kept aware of the student's academic status.

SKIP DAY

Students **are not** authorized to hold any type of "Skip Day". The Wisconsin Department of Public Instruction, the high school administration and the Rice Lake Board of Education do not and cannot condone the practice of students skipping school. Violation of this policy will result in disciplinary action.

TARDY TO SCHOOL

School at WOW starts at 8:00 AM. Students should report to their designated classroom by **8:00 AM** and it is the responsibility of the student to be on time. Among the reasons NOT CONSIDERED EXCUSABLE are oversleeping, car trouble, working, babysitting, ride problems or missed bus.

TARDY TO CLASS

Every tardy after the first three in a given quarter will result in a WOW Program teacher assigned detention of 30 minutes. Excessive tardies will result in a parent/guardian conference. **Arriving more than 5 minutes tardy to class unexcused will result in an automatic detention.**

DISCIPLINE/BEHAVIOR GUIDELINES

Students are to conduct themselves in a mature manner at all times, whether they are in the classroom, hallways, or at school-sponsored activities. Respect for other people and property should be the basis for all behavior. Students have the right to move about the school and take advantage of instructional and related activities in an atmosphere where students can learn and teachers can teach. Students have the responsibility to abide by all District, building, and classroom rules established by school officials. Students shall practice common rules of courtesy that are necessary in group settings to avoid disruption in the school, and to protect the property, health, safety and welfare of teachers, students and staff.

The administration and faculty reiterate their philosophy that every student who has a sincere desire to remain in school, to be diligent in study, and to profit by the educational experience offered, will be given every opportunity to do so and will be assisted in every way possible to achieve scholastic success. The central focus at the WOW Program is learning. Any student whose behavior interferes with the learning process will be subject to disciplinary action.

THE DISCIPLINE SYSTEM

The discipline system is a progressive and sequential process, originating with a student referral to an administrator or a WOW Program teacher who is responsible for assigning consequences for disciplinary violations. Key components of the system include: reprimand, detention, Saturday detention, suspension, expulsion, referral to law enforcement officials, or other agreements made in consultation with the WOW Program staff and student parents/guardians.

DETENTION

1. Detention will be assigned at the discretion of a WOW Program teacher.
2. If a detention is missed, additional detention will be assigned; however, hours of detention will not be allowed to accumulate without the student being subject to further disciplinary action.
3. Disciplinary referrals become part of the student's school record.

IN SCHOOL/ OUT OF SCHOOL SUSPENSIONS

In conjunction with the policies at Rice Lake High School, a student may be suspended for a maximum of five days for misconduct. Misconduct is defined as behavior while at school or at a school-sponsored activity which endangers the health, safety or property of others, or is in violation of school rules and regulations which are related to the orderly and efficient operation of the school.

In all cases of suspension, the following procedures will be followed:

1. The student shall be fully informed as to the reason for suspension.
2. The student shall be given the opportunity to present his/her version of the incident prior to the proposed suspension.
3. The parent or guardian of the suspended student shall be given prompt notice of the suspension and the reason therefore.
4. A conference with the parent or guardian of the suspended student may be held within five (5) days of the suspension

Students suspended **shall not be denied** the opportunity to take any quarterly, semester, or grading period examinations or to complete coursework missed during the suspension period, as provided in the attendance policy established under state statute 118.16 (4) (a) (Also see district policy 446.2) **Students who are suspended out-of-school will not be allowed to take part in or attend any school-sponsored activities.**

EXPULSION

Student expulsion is a right reserved by the Board of Education. The Board of Education may expel a student from school when it finds them guilty of persistent refusal or neglect to obey the rules of student conduct or whose conduct endangers the health, safety, or property of others. Please see board [policy 446.3](#) for more information.

When considering the possibility of student expulsion, the principal shall make such recommendations to the superintendent of schools with appropriate background documentation. The superintendent will make recommendations regarding student expulsion to the Board of Education. In certain cases, a pre-expulsion hearing may be held with the Superintendent or his designee.

EXPULSION PROCEDURES

Prior to expulsion, the school board shall hold a hearing. Not less than five (5) days written notice of the hearing shall be sent to the pupil, and if the pupil is a minor, to his parent or guardian, specifying the particulars of the alleged refusal, neglect or conduct, stating the time and place of the hearing and stating that the hearing may result in the pupil's expulsion. Upon the request of the pupil, and if the pupil is a minor, the pupil's parent or guardian, the hearing shall be closed. The pupil, and if the pupil is a minor, the pupil's parent or guardian may be represented at the hearing by counsel. The school board shall keep written minutes of the hearing. Rice Lake Area School District Policy 446.3 concerning expulsion can be found [here](#).

Upon order by the school board of the expulsion of a pupil, the District Clerk shall mail a copy of the order to the pupil, and if the pupil is a minor, the pupil's parent or guardian. The expelled pupil, or if the pupil is a minor, his parent or guardian may appeal the expulsion to the state superintendent. If the school board's decision is appealed to the state superintendent, within 60 days after the date on which the state superintendent receives the appeal, the state superintendent shall review the decision and shall, upon review, approve, reverse or modify the decision. The decision of the school board shall be enforced while the state superintendent reviews the decision. An appeal from the decision of the state superintendent may be taken within 30 days to the circuit court of the county in which the school is located. This paragraph shall be printed in full on the face or back of the notice.

The following behaviors may result in detentions, suspension, restorative practice, and referral to law enforcement, expulsion or other appropriate consequences. Unacceptable behaviors include, but are not limited to:

1. Possession of dangerous or illegal items.
2. A false emergency by such acts as setting off a fire alarm, causing a bomb threat or similar acts.
3. Acts of vandalism.
4. Physical assaults, threats or intimidation.
5. Possession or use of alcoholic beverages, tobacco, e-cigarettes, vapor pens, and/or other drugs on school grounds or at school functions.
6. Repeated offenses of any of the unacceptable behaviors described below.
7. Being under the influence of alcohol or other drugs while on school property or at a school function.
8. Violation of federal, state or local statutes.
9. Failure to complete detention by assigned date.
10. Refusal to follow reasonable directives from school personnel to change unacceptable behavior.
11. Use of profanity.
12. Possession of look-alike drugs, look-alike weapons or "non-alcoholic" look-alike drinks.
13. Inappropriate locker décor.
14. Physical display of romantic affection.
15. Repeated violations of the attendance policy.

STUDENT CODE OF CONDUCT

The Rice Lake Area School District has adopted a ["Student Code of Conduct"](#) which outlines procedures for both short and long-term removal of a student from class for disruptive behaviors that affect the learning of others.

Specific questions regarding the Code of Conduct can be directed to a building administrator or the District's Director of Pupil Services. The entire Code of Conduct Policy can be found on the school website.

STUDENT SERVICES AND OTHER INFORMATION

The WOW Program does have a school guidance counselor available to students upon request. The counselor can help with social and academic needs, including: emotional needs, grieving, academic performance, study habits, adding courses at the high school and working with post-secondary questions.

ADMISSION/WITHDRAWALS/TRANSFERS

The WOW Program is a program that is part of Rice Lake High School. Any student wishing to attend the program will need approval from a team of people including the principal of the WOW Program, WOW Program staff and the guidance counseling staff of Rice Lake High School. Decisions to be placed in the program will be based on the following criteria; attendance, behavioral history, demonstrated proficiency at online learning, credit needs and any social/emotional needs.

RICE LAKE HIGH SCHOOL COURSE SIGN UP/DUAL ENROLLMENT

All WOW Program students are enrolled at Rice Lake High School. This allows WOW students to participate in coursework at Rice Lake High School if it fits the students learning or graduation plan. Course sign-ups for RLHS will be held at mid-year for the next school year. Students should not expect to change their schedules, but for those who feel there is a strong need for a schedule change should see their counselor as a first step.

REFERRAL TO THE WOW PROGRAM, WITHDRAWAL, TRANSFERS

Students interested in attending the WOW program should work with a parent, school counselor or administrator to fill out a referral form found [here](#). A referral to the WOW program may also be initiated by a parent, counselor or administrator. Students planning to withdraw or transfer from the WOW Program must see their school counselor. Students not making progress or struggling with behaviors may be withdrawn from the program by the WOW team.

TESTING

The WOW Program does participate in various academic and vocational tests that are given each year through the Student Services Department. Dates and times will be announced in district newsletters and in the daily announcements during morning meeting. In the spring semester, these will include but are not limited to the ACT for all juniors as per state requirements along with the ACT Aspire series for freshmen and sophomore students.

POST SECONDARY RESOURCE CENTER

A Resource Center is provided in the Student Services Center at the Rice Lake High School. It contains computerized college and career search programs such as university and college catalogs, occupational outlook information, school bulletins and brochures and applications, armed forces information, college testing materials, and scholarship forms. WOW staff can also assist with post-secondary questions.

SCHOOL NURSE/MEDICATION

Nurses are employed by the school district to aid students who are ill and to act as a consultant for students who would like to discuss personal health or physical problems. In the nurse's absence, staff trained in basic first aid are prepared to respond to student health needs. The nurse's office is located in the Student Services Department. Any student who wishes to see the nurse should notify a WOW Program staff member. **STUDENTS WHO ARE ILL MUST CHECK OUT** with an WOW lead teacher and should sign out in the binder near the WOW main entrance and must have parental/guardian permission communicated to the WOW attendance office prior to doing so.

The high school health office has a stock supply of acetaminophen and ibuprofen on hand for students who experience unexpected headaches, aches or pains during the school day. Per school policy, **NO MEDICATION** (including over the counter products such as Tylenol) **WILL BE DISPENSED BY SCHOOL STAFF WITHOUT THE REQUIRED MEDICATION PERMISSION FORM BEING SIGNED BY THE PARENT.** In addition to a parent signature, a physician signature is required for any prescription medication that will be distributed by school staff. Parent and Physician medication authorization forms must be updated annually. Students may carry and self-administer a single, daily-dose of medication tablets with parent permission. The Rice Lake Area School District policy on medicine administration can be found [here](#).

Notify the school nurse if a student takes a controlled substance medication such as Ritalin, Dexedrine, Adderall, or Cylert. Students are not allowed to carry and self-administer these medications. Controlled substances must be dispensed by staff in the health office.

Please be sure to update emergency contacts in Skyward at the start of the school year so that parents/guardians can be contacted in case of an emergency. Please update this as needed throughout the school year so our emergency contact information is as up-to-date as possible.

QUESTIONING BY NON-SCHOOL PERSONNEL

No student shall be questioned in the school or taken from school by a non-school agency, or its duly authorized representative, unless the same is first authorized by the student's parent or guardian, or is permitted and authorized by law. Parent/guardian notification is not required in child abuse cases where the student may be in need of protective services.

Except where previously authorized as aforesaid, principals will:

1. Make reasonable efforts to notify parents/guardians of requests or demands to question the student or take the student from school. The principal or agency representative shall inform the parents/guardians of the student's Constitutional rights. In cases where criminal prosecution is contemplated, interrogation shall not be commenced unless a parent/guardian is present.
2. Inform, or require the agency representative to inform the student of their constitutional rights.
3. Make reasonable efforts to persuade agency representatives to defer interrogation and/or removal from school until a parent/guardian is present.
4. Keep accurate records of all aforesaid incidents.

PERMANENT RECORDS/TRANSCRIPTS

Records containing academic information and test information are filed in the main office of Rice Lake High School. Official GPA bearing transcripts are generated through the Skyward student management software. This transcript will reflect student credit that has been documented in .5 or 1.0 credit increments. Records containing academic information and test information are filed in the main office. Information on obtaining a transcript can be found [here](#).

WOW Program students should always use their Skyward transcript through Parchment as their official transcript for insurance, work, and college acceptance purposes.

TECHNOLOGY USE AT THE WOW PROGRAM

Each WOW Program student will be issued a specific-numbered, internet-only enabled laptop called a Chromebook. Students will be directed to charge these laptops during their lunch period and at the end of the day. This ensures that the devices are ready for use during instructional times. Students will not be allowed to use their own personal laptops. If a student has an issue with their Chromebook, they should inform a staff member so that a loaner device can be issued and their assigned device can be fixed. There are other forms of technology that students will be able to have access to at WOW. These include: Cameras, microphones, calculators, etc. Students have access to any school software and school files via their home internet enabled computers through the view environment at <https://view.ricelake.k12.wi.us/>. Starting with the 2020-21 school year, each student at RLHS is provided a Chromebook. Students are responsible for the proper care of their device. Students are also responsible for making sure their device is properly charged at all times. A complete list of student responsibilities concerning their Chromebooks and an option for device insurance can be found [here](#). Furthermore, when accessing any district technology students and staff must follow the guidelines of the District Telecommunications Acceptable Use Agreement (Policy 363). The document can be found in its entirety [here](#).

CELL PHONE USE AT THE WOW PROGRAM

Students at the WOW Program are provided with a laptop as a one to one technological device. Therefore, the use of cell phones for academic reasons is not regularly needed. All WOW students choosing to bring cell phones, and smartwatches into the building will be required to store them in a provided cell phone locker unless specifically directed by a WOW instructor to use the device for a sound educational purpose. Students will be allowed to access their devices at certain break times and during the lunch period. In the case of field trips, students will be permitted use of their phone with instructor approval. Using phones to listen to music will not be allowed.

Consequences for Improper cell phone use:

First Offense: Verbal warning

Second Offense: Parent/guardian notification

Third Offense: Conference with parent/guardian/ and cell phone not allowed in the building as determined by WOW administration, staff and parents.

LASER POINTERS

Students are prohibited from possession and/or usage of laser pointers or look-alike devices at any time on property owned or rented by the district, school buses, or at any school-sponsored event either home or away. The student may be referred to the local police department for potential prosecution. Students in possession of prohibited electronic devices will be subject to disciplinary action and the electronic device(s) will be confiscated.

COURSE OPTIONS/EARLY COLLEGE CREDIT PROGRAM/START COLLEGE NOW

Students can earn college credit through the Early College Credit Program (ECCP). A student who applies for the program and who is approved for the program may be permitted to enroll in a UW System institution, or an alternative private, non-profit institution of higher education (IHE) to take one or more courses for which the student may earn high school

credit, post-secondary credit, or both. The Start College Now program allows high school students to attend a Wisconsin technical college — either full- or part-time — and earn both high school and technical college credit. Students are eligible to apply if they have completed 10th grade with good academic standing, have met any course prerequisites, have written approval from their parent or guardian, and have no history of disciplinary problems. See your school counselor for more details on these programs

ADVISORY

Each WOW Program student will be placed in an advisory with a staff member who will serve as an academic advisor. The advisory period will be used as time for students to connect with their advisor about scheduling, progress and goal setting. Parents who have questions about their student's academic performance, etc., should check with their students' individual teachers first and then also their student's advisor.

WOW PROGRAM SUCCESS SKILLS

| Name: _____ | | Date: _____ | |
|--|--|--|--|
| Success Skills | Meeting Expectations | Room For Improvement | Action Required |
| Prompt & Prepared | <input type="checkbox"/> I am organized and bring all necessary materials to class. <input type="checkbox"/> I complete my work on time. <input type="checkbox"/> I am on time for class. <input type="checkbox"/> I follow-up when I have questions in class and/or after an absence. | <input type="checkbox"/> I am somewhat organized and usually bring all necessary materials to class. <input type="checkbox"/> I usually complete my work on time. <input type="checkbox"/> I have a few unexcused tardies. <input type="checkbox"/> I usually follow-up when I have questions in class and/or after an absence. | <input type="checkbox"/> I am disorganized and often do not bring necessary materials to class. <input type="checkbox"/> I often fail to complete work on time. <input type="checkbox"/> I have unexcused absences. <input type="checkbox"/> I do not follow-up when I have questions in class and/or after an absence. |
| Persistent & Productive | <input type="checkbox"/> I consistently have a high level of academic concern and effort. <input type="checkbox"/> I consistently maintain a growth mindset, even when tasks are challenging. <input type="checkbox"/> I stay actively engaged in my learning. | <input type="checkbox"/> I usually have a high level of academic concern and effort. <input type="checkbox"/> I usually maintain a growth mindset, even when tasks are challenging. <input type="checkbox"/> I usually stay actively engaged in my learning. | <input type="checkbox"/> I have a low level of academic concern and effort. <input type="checkbox"/> I do not have a growth mindset and often give up when tasks are challenging. <input type="checkbox"/> I am often disengaged from my learning. |
| Citizenship & Collaboration | <input type="checkbox"/> I consistently show positive leadership in my school and community. <input type="checkbox"/> I consistently strive to work with my school and community to seek beneficial solutions. <input type="checkbox"/> I am always accepting towards others' differences. | <input type="checkbox"/> I usually show positive leadership in my school and community. <input type="checkbox"/> I usually strive to work with my school and community to seek beneficial solutions. <input type="checkbox"/> I usually am accepting towards others' differences. | <input type="checkbox"/> I do not show positive leadership in my school and community. <input type="checkbox"/> I do not strive to work with my school and community to seek beneficial solutions. <input type="checkbox"/> I am not accepting towards others' differences. |
| Responsible & Respectful | <input type="checkbox"/> I am respectful to staff and peers. <input type="checkbox"/> I consistently use technology appropriately. <input type="checkbox"/> I contribute to a quality learning environment. | <input type="checkbox"/> I am usually respectful to staff and peers. <input type="checkbox"/> I usually use technology appropriately. <input type="checkbox"/> I do not contribute to a quality learning environment. | <input type="checkbox"/> I am disrespectful to staff and/or peers. <input type="checkbox"/> I rarely use technology appropriately. <input type="checkbox"/> I detract from a quality learning environment. |

STUDENT-LED CONFERENCES

Twice each school year, WOW Program students must lead a 10-15 minute conference between themselves, a parent/guardian, and their staff mentor. During these conferences, students will be required to share specific evidence of academic and personal growth in relation to the school's values and Success Skills. Furthermore, students will be expected

to share their goals, struggles, and successes. Annual participation in these conferences is required and is part of students showing proficiency in the Success Skills

ACADEMIC CREDIT

WOW Program students will earn 26 academic credits in order to graduate. Students failing to earn at least the minimum credits in an academic year will be deemed credit deficient and will be consulted to pursue summer school options or outside of school opportunities that may help students meet their learning goals. A particular learning plan will be created for these students in consultation with a WOW staff member and parents/guardians. Students who are credit deficient after their second year at WOW who have failed to pursue remediation opportunities will be consulted to transfer out of WOW. A full list of particular credit requirements can be found below:

WOW PROGRAM GRADUATION REQUIREMENTS

| Subject Area | Minimum Credit Needed in Area | Specific Courses/Credits and Targets Needed |
|---------------------------------------|--------------------------------------|---|
| English/Language Arts | 4.0 | English 9 and English 10. 1.0 of English credit during senior year |
| Science | 3.0 | 1.0 credit in Biology 1.0 credit in IPS/Chemistry or Physics |
| Social Studies | 3.0 | 1.0 US History 10 1.0 credit in World History 0.5 credit in American Citizenship 0.5 Economics All students must pass the state issued Civics exam. |
| Health | 0.5 | 0.5 credit in Health Evidence of showing proficiency in all required health learning targets is required. |
| Mathematics` | 3.0 | Four-year college bound students are highly recommended to complete Algebra 1, Geometry, and Algebra 2. |
| Physical Education | 1.5 | 1.5 credits in physical education Students are able to earn physical education credit both from in school workshops and field experiences as well as from out of school experiences. 55 hours of documented and approved physical education hours is equivalent to 0.5 credit in physical education. |
| General Electives | 11.0 | |
| Academic Career Plan (ACP) Completion | N/A | 30 hours logged for Community Service as well as other Academic Career Plan activities and reflections completed. |

INSTRUCTIONAL DELIVERY FRAMEWORK

The WOW Program's instructional delivery is designed to provide students with the skills and content to perform. This instructional delivery framework includes performance of knowledge using in-depth, topic-driven seminars, traditional coursework, and online course delivery. Instructional delivery will include the following methods:

A. Field Studies

Field studies would allow students to work with a community partner in an internship or apprentice role outside of the school. By closely working with their teacher-coach and the community partner, the student would earn a portion of their credit for subjects relating to the field studies plan.

B. Courses

Courses may be offered in traditional seat-based learning settings or through online course offerings monitored by WOW Program staff. Students will primarily meet math learning needs through an online math curriculum such as ALEKS.

C. Traditional Course Delivery

WOW Program students will have opportunities to select a variety of online or traditional and Advanced Placement courses through Rice Lake High School. These may be taken as needed to support WOW content or fulfill academic requirements as advised by their teacher mentor.

D.. Project-Based Learning Experiences

WOW Program students will learn through the development of whole school or small group projects coached by staff and/or community projects.

STANDARD BASED GRADING AT THE WOW PROGRAM

At the WOW Program, a standard based grading system is used in some of the face to face course offerings. In education, the term standards-based refers to systems of instruction, assessment, grading, and academic reporting that are based on students demonstrating understanding or mastery of the knowledge and skills they are expected to learn as they progress through their education. These standards are primarily reflected in the written learning targets connected with different learning experiences. Course instruction is developed around each standard to allow for mastery. If a student does not demonstrate mastery of a target, other opportunities are provided to meet this standard. WOW students are given many opportunities to practice and rework their final drafts/solutions to demonstrate mastery of a standard.

Grades for completed courses will be sent to the high school quarterly and will be entered into the student's transcript by the high school counselors. Parents will receive a quarterly updated transcript of courses completed in lieu of report cards due to the self-paced nature of some online coursework.

WOW PROGRAM HONORS

WOW Program students will be recognized annually for their work in the following ways:

HONOR ROLL

The honor roll is compiled at the end of each semester. Students will be recognized in the school as well as in the local newspaper at the end of each semester based on their cumulative GPA as calculated from their official Skyward Transcript. Honor roll is differentiated between students with 3.00-3.49 GPAs, 3.50-3.99 GPAs, and 4.00 GPAs.

STUDENT-OF-THE-TERM

Each term, a WOW Program student will be selected as the Student-of-the-Term. They will be recognized at school via a certificate.

EARLY FULFILLMENT OF GRADUATION REQUIREMENTS

Students who will complete their graduation requirements by the end of the second term of their senior year and who wish to be considered for early graduation must contact their counselor no later than the end of their junior year. Students must pick up an Early Graduation Form from the Student Services Department and submit the written request for early graduation to the WOW lead teachers

1. **The student and their parents must make a written request to the Board of Education prior to the completion of their junior year.**
2. The student must meet all of the school's graduation requirements.
3. The student must have a cumulative grade point average of 2.50 for twelve terms and maintain that average through the fourteenth term.
4. The student must show evidence of plans for full-time involvement in school or work.
5. The student must be in attendance for a minimum of fourteen terms.
6. A screening committee composed of an administrator, a counselor, and a teacher (may be chosen by the student) will review the request and make a recommendation to the Board of Education.
7. A student who graduates early will be eligible to receive a diploma at the regularly scheduled commencement exercises.
8. In unusual circumstances, the principal, with the advice of the screening committee, may review unusual problems associated with grade point averages, terms of attendance, or health and approve or disapprove requests on their individual merit.

COMMENCEMENT

Students graduating from the WOW Program will be able to participate in the Rice Lake Area School District's graduation ceremony. Also, the staff and students of the WOW Program will plan a separate informal celebration.

FINES

Students are responsible for the books, materials and facilities given to them for use. If, in the judgment of school authorities, any such items are misused or abused, a fine will be imposed. Punitive action may also be invoked. Obligations are expected to be paid before the end of each school year.

FEES

The WOW Program has a few set fees that must be paid by each student annually. Some of them are listed below, while others may arise during the school year, depending on the types of classes students have signed up for. The following fee schedule applies to all students:

| | | |
|------------------|------|-----------------------|
| Registration Fee | \$14 | Paid by all students. |
| Class Dues | \$ 2 | Paid by all students. |

A number of “**checkpoints**” have been established to ensure that students do not accumulate a number of unpaid fines and fees over long periods of time. Students with unpaid fines or fees will not be issued a high school diploma.

STUDENT SEARCHES

The privacy of student belongings may not be violated by unreasonable search and seizure and directs that no student be searched without reasonable suspicion that the search will turn up evidence that the student has violated or is violating either a particular law or a particular rule of the school. Any search under this paragraph must be reasonable in scope and reasonable in the manner in which it is conducted. The extent of the search will be governed by the seriousness of the alleged infraction, the student's age and gender, the student's disciplinary history, and any other relevant circumstances or information.

PARKING LOT

Parking at the WOW Program is available without charge or permit. WOW staff encourages all vehicles to be locked. Students should obey all traffic rules when operating vehicles in the vicinity of the school buildings. Safety is always a top priority.. This is to ensure a safe and positive learning environment both in and around the WOW Program campus. Students who travel to Rice Lake High School in their personal vehicles should be aware of the policies and procedures for parking in the lots at Rice Lake High School. These can be found by looking in the Rice Lake High School student information book or talking with a RLHS administrator. Any vehicle parked on school grounds can be searched by a school administrator if there is probable cause.

BICYCLES/SKATEBOARDS/ATV's/SNOWMOBILES AT SCHOOL

Students may ride bicycles to school. Bicycles must be parked in the bicycle rack and should be locked when not in use. They are not to be used during the school day. Skateboards are not to be used on school grounds. Also, Snowmobiles and ATVs/UTVs should not be used as transportation to school or parked on the WOW Program campus.

OPEN CAMPUS POLICY

WOW Program students do have the privilege of having an open campus for lunch. This means that all students are able to leave campus during their scheduled lunch. Students leaving campus for lunch understand it is their responsibility to return to school on time for the start of their class scheduled after lunch. It also means that all food should be consumed during the designated lunch period. Lastly, having an open campus is a privilege and WOW staff does reserve the right to remove open campus privileges from a student as a disciplinary action. As well, at times WOW students will close campus to encourage WOW community building events. Parents may also request a closed campus for their student if they wish, by contacting an WOW staff member.

FOOD AND BEVERAGE AT THE WOW PROGRAM

During the 2021-22 school year, Federal Covid funding will provide free breakfast and lunch for each student, regardless of income. Please note that this does not include Ala Carte items.

All food is encouraged to be eaten in the WOW Cafe. Food in other areas is at the discretion of each staff member. Food should not become a distraction to learning. While healthy snacks are encouraged to keep students functioning for learning, they should not take away from the learning process.

No food leftover from lunch should be brought back to the classroom to be finished. Students are allowed to bring in their own beverage container, as long as it has a secure spill proof lid. Disposable coffee cups and fast food beverages are only allowed during lunch in the WOW Cafe. Students may have a clear bottle of water like those purchased in bulk.

Consequences for improper food/beverage use:

First offense: verbal warning to put food/beverage away.

Second offense: Loss of open-campus lunch for a day

Third offense: Detention/Parent notification

Subsequent offenses: Parent conference

WOW PROGRAM DAILY CHORES

The WOW Program is a unique learning environment. With that comes some additional responsibilities of our students. During the school day, the WOW Program building has limited custodial help. So, each month students will be assigned a daily chore or job responsibility. This may include wiping down tables after lunch, doing laundry pertaining to our kitchen, organizing computer carts at the end of the day and just general tidying up of the school common spaces.

SAFETY PROCEDURES AND DRILLS

The safety of all students and staff at the WOW Program is a prime concern. Please treat safety drills with seriousness and remember that they take precedence over all other activities.

VISITORS

School safety is a priority at the WOW Program. All visitors to the building are to report directly to a WOW staff member. Permission to bring a visitor to school may be granted by the administration provided that a parent has made the request at least three days in advance and there appears to be a legitimate educational reason for the visitor to be in the building. If a student knows they will be having a visitor to school, like in the case of a mentor for a project, etc. The student should let a staff member know ahead of time about the scheduled visit.

WOW Program Should not let any persons into the building. Only WOW Program Staff should let visitors into the building.

FIRE DRILLS

Fire drill instructions are posted in each classroom. Teachers will go over the procedure for their particular room during the first week of school. The fire alarm consists of a continuous loud horn. When students and teachers arrive outside, they should stay far enough from the building to allow fire vehicles access to the school. Fire drills will be held at regular intervals throughout the school year. [State statute 941.13](#) forbids giving false alarms, tampering or removing without authorization any fire extinguisher or other fire-fighting equipment. Persons caught breaking the law will be turned over to the proper authorities and be disciplined by the school.

PROCEDURE FOR TORNADO AND OTHER DISASTER EMERGENCIES

Plans for moving of students to designated areas are posted in each classroom. Teachers will give specific directions to follow and help the students to safety.

LOCKDOWN DRILLS

Procedures for “preventative” and “emergency” lockdowns will be reviewed and practiced with students.

CIVIL DEFENSE DRILLS

Civil defense procedures will be used in the case of an impending disaster such as a violent storm. Within the school building, the all-call system of the intercom will be used to sound the alert.

SUSPICIOUS PERSONS OR SITUATIONS

For the safety of all, please report any suspicious persons or situations to the office immediately when such are present in the area of the school.

STUDENT INSURANCE

Students and their parents/guardians are responsible for providing accident insurance for the student. The school assumes no financial liability in connection with any accident at any time. Low cost group insurance is offered through the school for those who feel they do not have adequate coverage or wish to have additional protection. Enrollment forms may be obtained in the high school office. More information on student insurance can be found by clicking [here](#).

POSTERS AND ADVERTISEMENTS

Poster and advertisement and/or publications must be cleared through a WOW Program Instructor before being displayed or distributed.

WORK PERMITS

If you are less than 16 years of age; Wisconsin Law states that you must have a work permit to be employed. To obtain a work permit, you must bring the following information to the high school main office:

- Proof of age: Birth or Baptismal Certificate, Driver's License or State I.D.
- Letter from employer
- Letter from parent/guardian giving permission to work.
- \$10.00 application fee
- Social security card or number

More information on obtaining work permits can be found [here](#).

SCHOOL BUS POLICY & STUDENT RIDER RULES

Transportation is an important part of the school experience. Safety is the most important part of the daily ride. The school bus is the safest form of ground transportation. The bus experience is more than just a ride; it must be considered an extension of the educational process by students, parents, teachers, administrators, and bus drivers.

The behavioral expectations when students ride the bus include:

- Students stay seated while the bus is moving
- Students follow the driver's directions
- Students will not eat or drink on the bus

The bus driver is in full authority when on a route. The driver has the right to discipline in a reasonable manner. The driver will instruct students in safe crossing procedures. The driver has the right to assign seats, give verbal warnings, and give instructions to students. The driver may send written reports of misconduct to the building principal. The Rice Lake Area School District policy on bus conduct can be found [here](#).

In cases of continuing misconduct on the bus or misconduct that can lead to suspension of bus riding privileges, the misconduct should be reported to the building principal for action. A student's bus riding privileges may be suspended for:

1. Behavior that compromises safe busing;
2. Behavior that endangers health, safety or property;
3. Repeated violation of bus rider rules; or
4. Violation of any other Board policies or school rules governing student conduct.

Bus Misconduct There will be consequences for students who do not follow these expectations. Students will receive a verbal prompt when their behavior does not meet expectations. If the student does not comply, the bus driver will submit a written bus referral. Bus referrals will be forwarded to the building principal. Unless there is student behavior that warrants more immediate action, consequences for not following bus expectations will be as follows:

- The first written referral - the principal meets with the student to discuss the expectations. The parents will receive a phone call.
- The second written referral - the principal meets with the student and calls a parent. The student will receive a two-day suspension from the bus.
- The third written referral - the principal meets with the student and calls a parent. The student will receive a four-day suspension from the bus.
- The fourth written referral-the principal meets with the student and calls a parent. The student's bus riding privileges may be suspended to the end of the current semester or the end of the school year.
- The fifth written referral-the principal meets with the student and calls a parent. A student who is suspended from bus riding privileges will not be allowed to ride the bus to field trips or extra-curricular activities.

STAFF MEMBERS

Members of the staff (principals, teachers, secretaries, custodians and cooks) are in authority during school and at school activities. Staff members have every right to request the name of a student, or to ask a student to accompany him/her to the office. Students who are insubordinate to staff or who "hassle" staff members in these situations will be disciplined accordingly.

ATHLETICS

Students are encouraged to participate in athletics and other extracurriculars at Rice Lake High School as their involvement in school activities helps give the community the "spirit of pride". Students planning on going out for

interscholastic athletics must have a physical examination, have a parent permission slip signed, and have all appropriate fees paid. All athletic equipment checked out to an athlete must be turned in to the coach at the completion of the athlete's season. The student to whom the equipment is issued must pay for any equipment that is missing. The following is a list of sports available to students through the school and the varsity level coach:

Boys

| <u>Fall</u> | <u>Varsity Coach</u> | | <u>Varsity Coach</u> |
|--------------------|-----------------------------|---------------|-----------------------------|
| Football | Mr. Hill | Tennis | Mrs. Obiate-Sanchez |
| Cross Country | Mrs. Dickey | Cross Country | Mrs. Dickey |
| Soccer | TBD | Volleyball | Mrs. Sommerfeld |
| | | Golf | Mrs. T. Hanvelt |
| | | Swimming | Mr. Burdoff |

Winter

| | | | |
|------------|------------------|------------|-----------|
| Basketball | Mr. Orr | Basketball | Ms. Olson |
| Hockey | Mr. Engel | Gymnastics | Mr. Sager |
| Wrestling | Mr. Victor Drost | | |
| Swimming | Mr. Burdoff | | |

Spring

| | | | |
|---------------|---------------|---------------|--------------|
| Baseball | Mr. Fisher | Softball | Mr. Moore |
| Golf | Mr. Germanson | Track & Field | Mrs. Schmidt |
| Track & Field | Mr. Tebo | Soccer | Mr. Berger |

All athletic events are available on the Big Rivers website. www.bigriversconference.org

STUDENT ACTIVITIES AND ORGANIZATIONS

Listed below are activities and organizations which students may want to participate in at Rice Lake Senior High School. Additional organizations may be formed as students show interest.

| <u>Activity</u> | <u>Faculty Advisor</u> |
|------------------------|-------------------------------|
| Vocal Music | Mrs. Franco |
| Instrumental Music | Mrs. Pashby |
| Forensics | TBD |
| Theatre/Catharsis | Mrs. Orson |
| Yearbook | Mr. Panasuk |
| Skills USA | TBD |
| International Club | Mrs. Leal/Mrs. Staut |
| FFA | Mr. Kolpack |
| National Honor Society | Mrs. Estreen |
| Student Council | Mr. Thurston |
| Warriorettes | Mrs. Boehnlein |
| FBLA | Mrs. Orr |
| FCCLA | Ms. Bergstrom |
| GSA | Mr. Morey |
| Blue, Gold and Green | Mrs. Estreen |
| Math Team | Mrs. Wyse |
| Conservation Club | Mr. Munden |
| Fishing Club | Mr. Buchmann |
| Warbirds | Mr. D. Frank Jr. |
| Robotics Club | Mr. Peterson/Mr. Adams |

Rice Lake High School CLASS ADVISORS

| | |
|--------------------|--------------------------|
| Freshmen and | |
| Sophomore Advisors | Mr. Zuzek/Mr. Thurston |
| Junior Advisors | Ms. Ebner/ Mrs. Wyse |
| Senior Advisors | Mr. Zuzek / Mr. Thurston |

FIELD TRIPS

WOW Program students can participate in all extracurricular programs and activities offered at Rice Lake High School. WOW frequently goes on field trips. As such, all school rules and district policies regarding student conduct/behavior will apply. Students participating in extracurricular activities or field trips must use school transportation. Any student riding on a school bus or school-approved vehicle must go and return on the vehicle unless the student rides with their parents or guardian. The supervisor in charge of the trip must receive prior notification from the principal or a written statement from the parent or guardian if such circumstances arise.

STUDENT DRESS

All students are expected to wear school appropriate clothing at all times when in attendance at the WOW Program and Rice Lake High School. Clothing should always completely cover the torso from above the chest to mid-thigh. Strapless tops and or dresses are not allowed during the school day. Any fashion (dress, accessory, or hairstyle) that is distracting from the learning process or presents a safety risk will not be permitted. Hats, caps or other headgear are not to be worn in the building, from the time of entering the building before school until the end of school day. Sunglasses are not to be worn in school during the school day.

Student attire, which has slogans, words or in any other way, illegal, vulgar, or suggestive themes will not be permitted. In addition, inappropriate attire, which could in some way be considered of a disruptive nature (including hats), will not be permitted. In addition, in an effort to combat the devastating effects of tobacco, alcohol and other drug abuse, students will not be permitted to wear attire, which advertises tobacco, alcohol or other drugs.

The RLASD Student Dress policy can be found [here](#) or by going to the school district website.

PROMOTION AND RETENTION OF STUDENTS IN GRADES 9-12

The following procedures apply to end of the year, grade to grade promotion and retention decisions for students in grades 9-12.

Promotion and Retention Decisions and Criteria for students in grades 9-12

The Rice Lake Area School District establishes the following credit accumulation totals to determine achieved grade level placement at Rice Lake High School:

- Grade 10 = minimum of 5 credits
- Grade 11 = minimum of 10 credits
- Grade 12 = minimum of 16 credits

The entire rule/policy (Rule 344.41) can be found [here](#).

SPECIAL EDUCATION SCREENING & REFERRAL PROCEDURES

Any person aware of a child between the ages of birth through 21 who may be experiencing physical, mental, emotional, or learning problems may contact Director of Special Services of the Rice Lake Area School District, at 700 Augusta St., Rice Lake, WI 54868, phone #715-234-9007, to initiate screening services that will determine if a referral for special education is appropriate. In addition to the director, any teacher or administrator would be able to assist in making a referral.

REFERRAL PROCEDURE

The Rice Lake Area School District shall solicit and receive referrals of students with suspected exceptional educational needs (EEN) from all persons who have responsible cause to believe that such needs exist. Specific state criteria will be

adhered to in determining eligibility for specific handicapping conditions. Referrals of suspected EEN children shall be referred to the Director of Special Services.

INDIVIDUAL EDUCATION PROGRAM TEAM EVALUATION

Whenever a child is referred, who is suspected of having an exceptional educational need, the student's progress will be monitored by the high school Student Achievement team (SAT). The appointment of this team shall be the responsibility of the Director of Special Services. The Director of Special Services shall approve the evaluation process and may request additional information.

Procedural safeguards for evaluation include the following: The notice of intent to evaluate shall be sent to the parents that will include a full explanation of the due process/procedural safeguards; a description of the evaluation proposed and explanation of why the evaluation is proposed; any options that were considered and the reasons those options were rejected; a description of each evaluation procedure used as a basis for the evaluation; the type of professionals conducting the evaluation; and a description of any other relevant factors.

Written parental consent shall be obtained when a child is being evaluated for the first time within the District. This consent form shall include a statement documenting that the parent understands the content of the notice, and information on the general types of procedures to be used.

The Rice Lake Area School District provides programming for students exhibiting any of the following handicapping conditions: learning disabled, cognitively disabled-borderline or severe, physically handicapped, hearing impaired, visually handicapped, speech and language disabled, emotionally disturbed, traumatic brain injury, and autism.

A link to the Rice Lake Area School District's policies concerning student placement in Special Education can be found [here](#).

STATUTES

| |
|--|
| <p style="text-align: center;">OFFICIAL NOTICE REGARDING DIRECTORY INFORMATION POLICY</p> |
|--|

Included in the law the "No Child Left Behind Act of 2001." is language that requires secondary schools to provide access to students' names, addresses, and telephone listings by military recruiters or an institution of higher learning when requested. However, a secondary school student or the parent/guardian of a student may request that the student's name, address, and telephone listing not be released to military recruiters or institutions of higher learning without prior written parental consent.

This is an implied consent form process. If you do not object to the release of all directory data including address and telephone listings, **you do not have to return this "Access to Directory Data" form**. If you do object and do not wish the release of all directory data, you must return the form with the categories of records that you do not want released identified by a checkmark in the box next to that category.

The RLASD Board of Education Directory Information Notice can be found by clicking [here](#) or by going to the district website.

ACCESS TO DIRECTORY DATA

I request that information identified by the areas checked below not be considered directory data and therefore not be released to military recruiters or institutions of higher learning.

- ☐ student's name;
- ☐ student's date of birth;
- ☐ student's participation in officially recognized activities and sports;
- ☐ student's weight and height if a member of an athletic team;
- ☐ student's dates of attendance;
- ☐ student's photograph;
- ☐ student's degrees and awards;
- ☐ name of the school most recently previously attended by the student;
- ☐ address;

☐ telephone listing.

Student Name: _____

Signed: _____ Date: _____

(Parent signature if student is not 18)

Signed form must be returned to Student Services Department.

ACCESS TO PUBLIC RECORDS

Section 19.34 (1) of the Wisconsin Statutes requires that each authority adopt, prominently display and make available for inspection and copying to its offices, for the guidance of the public, a notice containing a description of its organization. Also, a statement of the established times and place at which the legal custodian under S.19.33 from whom, and the methods whereby, the public may obtain information and access to records in the custody of the district, make requests for records, or obtain copies of records, and the costs thereof.

Rice Lake Area School District Board of Education has designated the District Administrator as the legal custodian of the public records and property of the school district. Also, the Business Manager has been designated as the deputy custodian to act when the District Administrator is not available. The public may obtain information and access records, make requests for records, or obtain copies of records in the custody of the school district at the following place and times:

Place: Rice Lake Area School District Administration Building,
700 Augusta Street, Rice Lake, Wisconsin 54868

The Rice Lake Area School District is authorized by State Statutes 19.35(c) to impose a fee on the requester that does not exceed the actual, necessary and direct cost of reproduction and transcription of the record, unless a fee is otherwise specifically established by law. A list of such fees is available at the Rice Lake Area School District Administration Building, 700 Augusta Street, Rice Lake, Wisconsin 54868.

The RLASD Board of Education Access to Public Records Policy can be found by clicking [here](#) or by going to the district website.

STUDENT NONDISCRIMINATION POLICY AND COMPLAINT PROCEDURES

The Rice Lake Area School District shall not discriminate against any student who seeks admission to a school, wishes to participate in a curricular, extra-curricular, student services, recreational, or any program or activity because of the student's sex, race, color, national origin, ancestry, religion, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability as required by Section 118.13 of Wisconsin State Statutes, Title IX of the Education Amendments of 1972 (sex), Title VI of the Civil Rights Act of 1964 (race, color, and national origin), Section 504 of the Rehabilitation Act of 1973 (handicap), and the American with Disabilities Act of 1990 (disabilities).

Children of homeless individuals and unaccompanied homeless youth (youth not in the physical custody of a parent/guardian) residing in the District shall have equal access to the same free, appropriate public education, including comparable services, as provided to other children and youth who reside in the District. Homeless children and youth shall not be required to attend a separate school or program for homeless children and shall not be stigmatized by school personnel. The District shall provide appropriate educational services or programs for students who have been identified as having a handicap or disability, regardless of the nature or severity of the handicap or disability.

The District shall also provide for the reasonable accommodation of a student's sincerely held religious beliefs with regard to examinations and other academic requirements. Requests for religious accommodations shall be made in writing to the (e.g. building principal).

The District encourages informal resolution of complaints. However, to address allegations of violations of its Non-Discrimination Policy, the Rice Lake Area School District has a formal complaint resolution process. Any questions concerning the Board's Non-Discrimination Policy should be directed to: Superintendent 700 Augusta Street Rice Lake, WI 54868 Phone: (715) 234-9007

The RLASD Board of Education Non Discrimination Policy can be found by clicking [here](#) or by going to the district website.

STUDENT DISCRIMINATION COMPLAINT PROCEDURES

It is the policy of the Rice Lake Area School District, pursuant to s. 118.13 of Wisconsin Statutes, and PI9, that no person on the basis of sex, race, religion, age, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability may be denied admission to any school in this District or be denied participation in, denied the benefits of, or be discriminated against in any curricular, extracurricular, pupil services, recreational, or other program. In addition, it is the policy of the Rice Lake Area School District that no person on the basis of gender identity or gender expression, be denied admission to any school in this District or be denied participation in, denied the benefits of, or be discriminated against in any curricular, extracurricular, pupil services, recreational, or other program.

This policy is in accordance with Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Age Discrimination in Employment Act of 1967, Section 503 and Section 504 of the Rehabilitation Act of 1973, Fair Labor Standards Amendments of 1974, Immigration Reform and Control Act of 1986, The Americans with Disabilities Act of 1990, Civil Rights Act of 1991, Section 118.13 of Wisconsin Statutes.

If any person believes that the Rice Lake Area School District has inadequately complied with section 118.13 of the state statutes and the statute's implementing regulations or any of the federal nondiscrimination laws (including but not limited to Title VI, Title IX, Section 504, and the Americans with Disabilities Act), or if any person believes that a student has in some other way been unlawfully discriminated against, then the person may attempt to resolve his/her complaint or concern by using either, or both of (1) the District's informal dispute resolution options; or (2) the District's formal complaint procedure, as further defined in this rule.

These complaint procedures, excluding the option of an appeal to the Department of Public Instruction (DPI) unless separately provided for by DPI, may also be used to address other types of student-related complaints to the extent authorized by any Board policy or rule. Any person presenting a report or complaint under these procedures who has concerns about safety or retaliation should discuss those concerns with the designated coordinator as early as possible in the process — preferably at or even prior to the time that the detailed report or complaint is made. In conjunction with the District's receipt of notice of any report or complaint of alleged discrimination or retaliation under these procedures, the District shall consider (and the complainant may affirmatively request consideration of) any interim measures that should be taken before the final outcome of an investigation (e.g., safety planning or other steps needed to protect the complainant and ensure equal access to the District's education programs and activities).

Please click [here](#) to access the Student Discrimination and Complaint Procedures in their entirety

STUDENT DISCRIMINATION COMPLAINT FORM

A copy of this form is found on the district website under the school board policy. The form requests the student's name and address, nature of alleged discrimination and statement of complaint. Submit all copies to (employee designated to receive complaints) or the immediate supervisor, or their respective secretaries. The employee receiving the complaint will sign and date it. One copy will be returned to the complainant; one copy will be sent to the school or department affected by the complaint; and one copy will be sent to the complaint investigation officer . A copy of the form can be found [here](#).

BULLYING AND HARASSMENT

The District does not tolerate harassment or bullying in any form and will take all necessary and appropriate action to eliminate it. Defining Bullying as used in this policy:

“Bullying” refers to severe, systematic, or repeated actions that involve the threatened, attempted, or actual infliction of physical harm or psychological/emotional distress on one or more students, staff, or other persons. Bullying usually (but not always) involves an actual or a reasonable perception of an imbalance of power between the bully and the victim/target. Bullying occurs when someone purposefully engages in written, spoken, nonverbal, or physical behaviors or communications (including but not limited to actions that threaten, intimidate, insult, degrade, or ostracize) that have the effect of doing any of the following: Substantially interfering with any student's education; Substantially interfering with a person's ability to participate in or benefit from any school activity or program; Endangering the health, safety, or property of the target(s) of the behavior; or Creating a threatening, intimidating, hostile, or offensive environment within any District school, activity, or program.

“Cyber-bullying” is defined as bullying that involves the use of digital technologies, including but not limited to, email, cell phones, text messages, instant messages, chat rooms, and social media. Cyber-bullying is prohibited and treated the same as all other types of bullying.

Younger students might better understand the meaning of “bullying” when the term is defined to include conduct that one person uses on purpose and more than just one time to hurt, put down, embarrass, or scare another person, where the person who is being bullied would have difficulty protecting or defending him/herself.

Bullying can involve direct interaction between the aggressor-bully and the target(s), or it can be indirect (such as orchestrating others to engage in acts of bullying, facilitating bullying conduct by others, taking secretive or covert actions, etc.) While bullying involves deliberate/purposeful conduct, intent/purpose may properly be inferred from the totality of the circumstances (e.g., where the behavior is persistent/repeated or where the responsible party reasonably should have been able to foresee the consequences of his/her actions and the manner in which his/her conduct would be likely to be perceived by the target(s) of the conduct).

Not all behaviors that (1) hurt another person’s feelings; (2) are a manifestation of an interpersonal conflict; or (3) are in some way unkind amount to acts of bullying (or harassment) as defined in this policy. However, such negative behaviors are still a legitimate subject of concern and regulation within the school environment.

As used in this policy, the term “harassment” means behavior directed towards another person: 1. which either: (1) is based, in whole or in part, on any legally-protected characteristic or classification, including (with respect to a student victim/target) a student’s race, color, national origin, ancestry, sex, sexual orientation, religion, creed, pregnancy, marital or parental status, or any physical, mental, emotional or learning disability; (2) is based on some other actual or perceived, but irrelevant, distinguishing characteristic, such as (with respect to a student victim/target) a student’s physical appearance, economic status, or social status; or (3) does not serve a legitimate purpose; AND

2. which either: (1) substantially interferes with a student’s school performance, an employee’s ability to do his/her work, or any person’s ability to perform or participate in a District related function; (2) substantially interferes with a student’s ability to participate in or benefit from any school activity or program; (3) creates an intimidating, hostile or offensive environment within any District school, activity, or program; (4) substantially interferes with or endangers the education, health, safety, or property of the victim/target; (5) causes a substantial disruption to any school-related activity or program; or (6) compromises the District’s ability to operate efficiently and effectively.

Bullying and Harassment by Students is Prohibited

The District prohibits students from bullying or harassing any person when either the aggressor and/or the target (victim) of the behavior is (1) at school or on school grounds; (2) at any school sponsored activity; (3) using District-provided transportation; (4) under the supervision of a school district authority; or (5) otherwise within the scope of the District’s disciplinary jurisdiction (such as conduct that occurs away from school that endangers the health, safety or property of a person). Student violations of this policy will normally be addressed through remedial interventions and/or consequences. The exact response applied to a particular incident shall take into consideration the totality of the relevant circumstances, including but not limited to the nature and severity of the conduct, the age and developmental level of the student, and the student’s behavioral history. Possible consequences for students who engage in bullying or harassment (or prohibited retaliation) include, but are not limited to revocation of school-related privileges, temporary removal from class or school activities, suspension, expulsion, and/or referral to law enforcement officials for possible legal action.

The District is not able to investigate and impose the same school-related consequences on a student for all out-of-school conduct that, if the conduct had taken place under other circumstances, would have constituted a violation of this policy and been within the school’s jurisdiction for suspension or expulsion. However, where a District employee determines, based on communications with students or parents or guardians, that an out-of-school incident (or alleged incident) is having, or is likely to have, a negative effect within the school environment, the Board of Education authorizes District 3 staff to respond to non-school incidents that are brought to the District’s attention through activities that may include a parent meeting, safety planning, counseling, or other appropriate interventions.

Reports/Complaints; Confidentiality

The District shall establish and implement procedures under which incidents and concerns involving bullying, harassment, or any related allegations of retaliation can be reported and addressed in an appropriate manner.

In addition to any other reporting procedures that are established:

1. When the victim/target of the alleged behavior is a student, a person may report the behavior as a complaint using the Report of Bullying or Harassment form; or
2. When the victim/target of the alleged behavior is an employee, a person may report the behavior as a complaint using the Harassment Complaint form under the District's Employee Harassment complaint procedures; or
3. When the victim/target of the alleged behavior is neither an employee nor a student, a person may report the behavior to the appropriate activity supervisor, building principal, or to the Director of Pupil Services. A written complaint is preferred, but, no matter how the report is presented, the person making the report should clearly and expressly identify that he/she is reporting a concern with bullying, harassment, or retaliation.

Although absolute confidentiality cannot be assured, the District will maintain the confidentiality of reports and complaints to the extent required by any applicable law, and the District will otherwise make efforts to maintain confidentiality where non-disclosure does not interfere with the District's ability to appropriately process and respond to the report or complaint. Nonetheless, investigating a matter often involves disclosing (directly or indirectly) the identity of persons involved in the particular events/issues. Individuals who have specific concerns about confidentiality should arrange to discuss those concerns with the District as early as possible in the process.

Retaliation is prohibited against any person who has reported in good faith (or who is believed to have reported) a possible violation of this policy, or against any person who otherwise participates in any investigation, inquiry, or other proceeding related to an incident, report, or complaint of bullying or harassment. Retaliation includes, but is not limited to, any form of intimidation, harassment, or inappropriate disparate treatment. Such retaliation shall be considered a serious violation of Board policy independent of whether the report, complaint, or allegation in question is substantiated. Allegations or concerns regarding retaliation may be reported to the District using the procedures that are established for reporting harassment and/or bullying.

Knowingly providing false information regarding alleged bullying or harassment, fabricating incidents/allegations, and similar bad-faith conduct shall also be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.

Notice to Public Access to and Release of Student Information

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 educational records. They are:

- (1) The right to inspect and review the student's education records within 45 days of the day the District receives a request for access. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The principal 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 students may ask the Rice Lake Area School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District 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 record, 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 District 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 district has contracted to perform a special task (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 or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Acknowledgement of the WOW Program Handbook:

The purpose of our handbook is to inform you and your student(s) about the Rice Lake Area School District and to serve as information for questions you may have concerning our school. I understand that my failure to follow any of the contract terms will result in a team, parent /guardian, and student meeting to reevaluate my status in the program.

This handbook is an important beginning of an informational sharing and communication process, which will continue throughout the year. It is important to review the general rules and information in this handbook with your student(s) who need to have an understanding of its contents. After you have reviewed the material, please sign the form and return it to the school. Failure to sign or return the form does not affect the parent's/student's responsibility to act in accordance with the policies outlined in the handbook. If you have any questions or concerns about the information included in this handbook, please contact Mark Beise (715)234-2181, ext. 5114.

Student Name: _____

Student Signature: _____

Parent Signature: _____

Date: _____

