

2025-2026

Willmar Senior High School Student Handbook



Willmar Senior High School

Address: 2701 30th St NE Willmar, MN 56201

Phone: 320-231-8300

Website: <https://whs.willmar.k12.mn.us/>

School District Web Site: <https://www.willmar.k12.mn.us/>

24-Hour Attendance Line:

English: 320-231-8462

Spanish Line: 320-231-8305

Somali Line: 320-231-8307

WELCOME

Welcome to Willmar Senior High School! We hope that your four years with us will be valuable for you and will prepare you for success in whatever career you pursue! We are proud of the programs we offer our students and we encourage you to make the most of your time with us.

This Willmar Senior High School Student Handbook has been developed by our students and administrators to help you learn as much as possible about school policies and procedures and the services we offer students. It is a quick reference we hope you will find useful as questions arise throughout the year.

In order for students to be successful at WSHS, we must first provide a feeling of safety. It is, therefore, the responsibility of Willmar Public Schools to establish policies that create a safe and secure learning and teaching environment. The policies are in effect on school grounds and buildings, at school activities (home or away), and school buses/vehicles.

Whether you are joining us for the first time or have been with us for a number of years, we encourage you to explore WSHS and become an active member of Willmar Senior High School. In addition to an excellent academic foundation, we offer many activities, clubs, arts, and sports to help students become well-rounded, mature young adults. We look forward to this school year with great excitement and hope all of our students will have a rewarding and successful year.

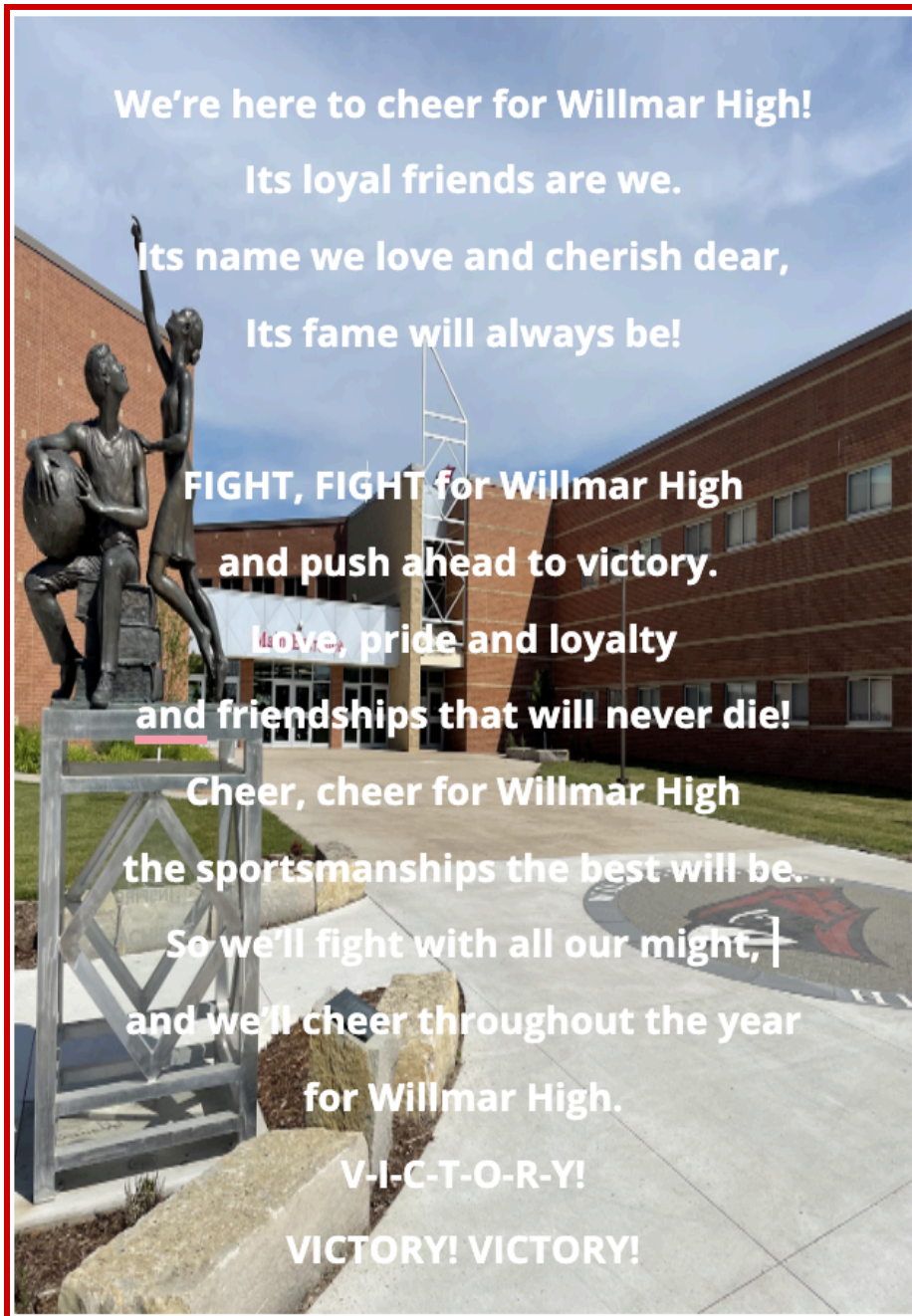
Once again, welcome to WSHS!

Sincerely,

Paul Schmitz
Principal

Nick Clasmann
Assistant Principal
9th/11th in 2025-26

Scott Hiskin
Assistant Principal
10th/12th in 2025-26



2025-2026 DISTRICT CALENDAR

AUGUST 2025						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER 2025						
S	M	T	W	Th	F	S
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28	29	30				

OCTOBER 2025						
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NOVEMBER 2025						
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30						

DECEMBER 2025						
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28	29	30	31			

JANUARY 2026						
S	M	T	W	Th	F	S
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31						

FEBRUARY 2026						
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MARCH 2026						
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APRIL 2026						
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MAY 2026						
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31						

JUNE 2026						
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JULY 2026						
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26	27	28	29	30	31	

KEY DATES

- Aug. 19 - 21 ____New Teacher Induction
- Aug. 25 - 28 ____Teacher Workshop (PreK-12)
- Sept. 1 ____NO SCHOOL - Labor Day (Holiday)
- Sept. 2 ____First Day of School (6-12)
- Sept. 4 ____First Day of School (K-5)
- Sept. 8 ____First Day of School (PreK)
- Oct. 15 ____PreK-12 Teacher Inservice (NO SCHOOL)
- Oct. 16-17 ____NO SCHOOL - Fall Break
- Oct. 31 ____End of Term 1
- Nov. 3 ____PreK-12 Teacher Inservice (NO SCHOOL)
- Nov. 26 ____Teacher Conference Comp Day (NO SCHOOL)
- Nov. 27 - 28 ____NO SCHOOL - Thanksgiving Break
- Dec. 22 - Jan. 2 ____NO SCHOOL - Winter Break
- Jan. 5 ____School Resumes
- Jan. 16 ____End of Term 2
- Jan. 19 ____PreK-12 Teacher Inservice (NO SCHOOL)
- Feb. 13 ____PreK-12 Teacher Inservice (NO SCHOOL)
- Feb. 16 ____NO SCHOOL - President's Day (Holiday)
- Mar. 19 ____End of Term 3
- Mar. 20 ____PreK-12 Teacher Inservice (NO SCHOOL)
- Mar. 23 - Mar. 27 ____NO SCHOOL - Spring Break
- Mar. 30 ____School Resumes
- Apr. 3 ____Teacher Conference Comp Day (NO SCHOOL)
- May 1 ____PreK-12 Teacher Inservice (NO SCHOOL)
- May 25 ____NO SCHOOL - Memorial Day (Holiday)
- May 29 ____Last Day for Seniors
- May 31 ____WHS Commencement
- June 3 ____End of Term 4 (Last Day of School K-11)
- June 4 ____PreK-12 Teacher Inservice (NO SCHOOL)
- June 5 ____PreK-12 Teacher Work Day

NOTE: Inclement weather day will be made up on February 16 and in June (if additional days are needed after using e-learning days)

 NO SCHOOL



Willmar Senior High School Conference Dates and Times

Fall: October 6, 2025 from 4-7 pm

Winter: December 4, 2025 from 4-7 pm

Spring: February 19, 2026 from 4-7:30pm and February 26, 2026 from 4-7:30pm

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STUDENT COUNCIL 2025-26

Student Council is a student organization created to help make and maintain a great school atmosphere for all Willmar Senior High School students.

2025-2026 Team:

President: Brynna Willis

Vice President: Lily Olson

Secretary: Essence Phillips

Assistant Secretary: Eileen Bosch

Treasurer: Nimo Osman

Public Relations: Nora Nesges and Grace Kalkbrenner

10th Grade Rep: Annika Dahl

9th Grade Rep: Mya Williams



SCHEDULES FOR 2025-2026

Regular Schedule (Mon, Tues, Thurs, Fri)

1st Block	8:00-9:30 (90 min.)
2nd	9:38-11:08 (90 min.)
3rd Block	11:15-1:09 A) lunch 11:10-11:37 B) lunch 11:40-12:07 C) lunch 12:10-12:37 D) lunch 12:40-1:07
4th Block	1:14-2:45 (91 min.)

Other Schedules

RAMP-UP-Wednesday

Zero Hour	7:50-8:50 (60 min.)
1st Block	9:00-9:57 (57 min.)
2nd	10:05-11:01 (56 min.)
3rd Block	11:08-1:00 A) lunch 11:03-11:30 B) lunch 11:33-12:00 C) lunch 12:03-12:30 D) lunch 12:33-1:00
Ramp-Up	1:07-1:41 (34 min.)
4th Block	1:48-2:45 (57 min.)

Opportunity Day - Wednesday(no ramp-up)

Zero Hour	7:50-8:50 (60 min.)
1st Block	9:00-10:11 (71 min.)
2nd Block	10:19-11:29 (70 min.)
3rd Block	11:36-1:28 A) lunch 11:31-11:58 B) lunch 12:01-12:28 C) lunch 12:31-12:58 D) lunch 1:01-1:28
4th Block	1:35-2:45 (70 min.)

2 Hour Late Start

1st Block	10:00-10:50 (50 min.)
2nd Block	10:57-11:48 (51 min.)
3rd Block	11:55-1:47 A) lunch 11:50-12:17 B) lunch 12:20-12:47 C) lunch 12:50-1:17 D) 1:20-1:47
4th Block	1:54-2:45 (51 min.)

2 Hour Early Dismissal

1st Block	8:00-8:58 (58 min.)
2nd Block	9:06-10:03 (57 min.)
4th Block	10:10-11:08 (58 min.)
3rd Block	11:15-12:45 A) lunch 11:10-11:39 B) lunch 11:42-12:12 C & D) lunch 12:15-12:45

STUDENT SERVICES

SCHOOL COUNSELORS

A-G

Jen Hess
231-8321

H-N

Megan Erickson
231-8322

O-Z

Leah Rosendahl
231-8323

Website:

<https://whs.willmar.k12.mn.us/student-life/guidancecounseling>

We believe trained school counselors working directly with students, school personnel, parents, and community members are essential for a successful educational process. Services provided include personal, academic, and career counseling, interpretation of test results, and financial aid and scholarship information.

There are numerous resources available in the guidance office to assist students as they explore their many career and college options!

SCHOOL SOCIAL WORKERS

A-L (Last Names)

Natalie Campos 231-8464

M-Z (Last Names)

Monica Crow 231-8381

A school social worker's mission is to promote academic success by reducing social, emotional, economic, and environmental barriers to learning. The social worker is available for students who are experiencing social, emotional, behavioral and/or mental health difficulties that are affecting their learning.

HEALTH SERVICES



Darla Hammerschmidt, LPN - 320-231-8457

Healthy students are better learners. School Health services are provided to promote and maintain the health and safety of all students and staff. The school health office is a first aid station for students who become ill or are injured during school hours. Students are required to have a pass from their teacher to be in the health office. If a student is too ill to attend classes or has sustained a serious injury, a parent/guardian will be notified to arrange for the student to be taken home. Only basic first aid procedures are administered at school. The school does not transport ill or injured students and an ambulance will be called only in extreme situations. To avoid disciplinary actions, authorization from a parent/guardian is required prior to a student leaving the building.

If your child requires medications to be administered at school, a physician's order and written parent/guardian's permission must be provided to the nursing office along with the medication in a properly labeled container. NO medications will be provided by the school. If a student requires an "as needed" medication, such as acetaminophen, ibuprofen, or cough drops, they must have their own supply and a parent/guardian's consent (if they are under 18 years of age). These should be stored in the health office. The school is not responsible for administration of these medications. ALL medications MUST BE picked up on or prior to the last day of school or they will be disposed of. No medications will be stored at school over the summer months.

Parents are requested to provide updated health information at the beginning of the school year regarding health problems, medications and allergies. During the school year, please notify the school health office about any changes in health information, as well as any infectious diseases, major illness, or injuries for your child.

[K-12 Health Office Handbook](#)

IMMUNIZATIONS

MN State Law requires written proof of immunizations or legal exemptions. Willmar Public Schools adheres to a "No Shots - No School" Policy. All students must have the required immunizations, be actively in the process to receive the series, or have proper documentation of medical exemption or conscientious objection in order to attend school. It is every parent/guardian's responsibility to verify their child's immunizations are up-to-date.

SUICIDE PREVENTION INFORMATION

National Suicide and Crisis Lifeline

Call or text 988 or chat online at 988lifeline.org

The 988 Suicide & Crisis Lifeline is a national network of local crisis centers that provides free and confidential emotional support to people in suicidal crisis or emotional distress 24 hours a day, 7 days a week in the United States.

Mobile Crisis Response from Woodland Centers

320-231-9158 or 1-800-432-8781

Mental health crisis response team that responds to adults, youth, and families in their homes or community locations. They respond to urgent crisis situations 24/7/365. The goal is to have a trained crisis staff member arrive within 45 minutes of your phone call.

<http://www.crisismobile.com/>

SECURITY LIAISONS

Willmar Senior High School has security liaisons whose responsibility is to promote the safety and welfare of students by working with the administration, staff, parents, and students.



ACADEMIC INFORMATION & GRADING

A final grade and credit is given for each course at the end of a term. A student may choose to retake a class if the original grade was C- or lower. If a student chooses to retake a class, the original grade will stay on the transcript along with the new grade for the retake. The grade point average (G.P.A.) is calculated on a 4.0 system for most classes and a 4.5 system for Advanced Placement (AP) and some Project Lead the Way (PLTW) classes. The following scales are used:

Traditional 4.0 Scale / **AP and PLTW Scale**

A	=	4.00	/	4.50	C	=	2.00	/	2.50
A-	=	3.67	/	4.17	C-	=	1.67	/	2.17
B+	=	3.33	/	3.83	D+	=	1.33	/	1.33
B	=	3.00	/	3.50	D	=	1.00	/	1.00
B-	=	2.67	/	3.17	D-	=	0.67	/	0.67
C+	=	2.33	/	2.83	F	Receives no credit and is included in the GPA			

I = Incomplete

Receives NO CREDIT and is included in the GPA. This grade changes to an F if not completed within two weeks after the end of the term. These are only used in special circumstances such as long term illness. In most cases, if a term ends and students still have incomplete work, teachers will post the student's current grade. Teachers may, at their discretion, modify grades after the term, if work is completed.

P = Pass

Receives credit and is not included in the GPA

NC = No Credit

Given as the result of poor attendance. Receives no credit and is not included in the GPA. Credit can be earned back through an appeal or serving detention.

- 1 Unexcused Absence = 1 Hour of Detention
- 3 Unexcused Tardies = 1 Hour of Detention



Willmar Senior High Grading Scale

93 = A	77 = C+	60 = D-
90 = A-	73 = C	59.99 and below = F
87 = B+	70 = C-	
83 = B	67 = D+	
80 = B-	63 = D	

Mid-Term

Mid-term reporting happened approximately midway through each term. Teachers update Campus Portal to reflect the current grade of each student at that time. Parents will be notified if students are failing or are in danger of failing at midterm.

Final Grades

Final grades are posted on Infinite Campus and report cards are distributed to families about two weeks after each term ends. Once a teacher has issued a final grade for a class, the grade cannot be changed without administrative approval.

Ramp Up Grading

The Ramp-Up grade is "in progress" and is based on a document that students complete and turn in during the Ramp-Up block. The grade is final at the end of 4th term and it will be put on the transcript at that time. It does not affect the GPA and is not credit bearing.

Academic Letter

The faculty of Willmar Senior High School provides an important form of recognition for academic achievement. The official school letter is awarded to students who earn a minimum grade point of 3.25 for three (3) consecutive terms in one school year. One letter or certificate is awarded per school year. (A certificate is given after a student has earned one letter.) The academic letter is identical to the athletic letter.

The symbolic school letter is used to recognize consistently good academic performance. At Willmar Senior High School, we support co-curricular activities and want to send a clear message to our students that classroom achievement should be everyone's top priority. We believe that students who maintain the minimum 3.25 average for three consecutive terms are, indeed, "varsity students."

Classes

All classes are available to all students regardless of race, gender, color, national origin or handicap. Choices in selecting classes will not be limited by historical understanding of gender roles.

PSEO

Students interested in the Post Secondary Enrollment Options (PSEO) must attend an information meeting with a parent/guardian in February and Contact the Guidance Office or [Click Here For More Information On PSEO](#)

Full-Time PSEO Students: If you are a full-time PSEO student, please note that you will not have access to Willmar Senior High. Instead, you will need to find alternative locations to complete your college coursework.

- Guidance Counselor Visits: PSEO students are welcome to visit the Senior High to talk with their guidance counselor.
- Other Visits: Any other visits to the Senior High must be approved by a principal.

Students who are Part-Time PSEO will have access to the IMC at the Willmar Senior High School. This will be coordinated based on the student's academic classes they are taking at the Willmar Senior High School.

Deadlines for PSEO Applications

Fall Term 2025 : May 30th, 2025

Spring Term 2026: November 15th, 2025

Fall Term 2026: May 30th, 2026

GRADUATION REQUIREMENTS

Graduating classes 2025, 2026, and 2027

Students must meet the Minnesota Graduation Assessment Requirements. [Click here for more information](#)

Students must earn a minimum of 58 credits** in grades 9-12 that include 33 credits in the subjects listed below:

English

8 credits (2 credits at each grade level are required)

Social Studies

8 credits (2 credits at each grade level are required including World Geography, World History and Economics for Juniors and Seniors)

Mathematics

6 credits (At least 2 credits in 9th, 10th, & 11th grade minimum of Algebra 2 or Adv. Algebra 3 required)

Science

6 credits (Physical Science 9 or Earth & Space Science, Biology and Chemistry or Physics must be taken before graduation)

Physical Education / Health

3 credits (Phy. Ed. 9, Phy. Ed. 10, & Health are required)

Performing and Visual Arts

2 credits (anytime in 9th-12th grade)

**Remaining 25 credits will be earned in elective areas.

GRADUATION REQUIREMENTS

Graduating class of 2028 and Beyond

Students must meet the Minnesota Graduation Assessment Requirements. [Click here for more information](#)

Students must earn a minimum of 58 credits** in grades 9-12 that include 34 credits in the subjects listed below:

English

8 credits (2 credits at each grade level are required)

Social Studies

8 credits (2 credits at each grade level are required)

Grades 9 and 10 - World History and American History

Grades 11 and 12 - World Geography, Economics, Social Elective, and Government and Citizenship.

Mathematics

6 credits (At least 2 credits in 9th, 10th, & 11th grade minimum of Algebra 2 or Adv. Algebra 3 required)

Science

6 credits (Earth & Space, Biology and Chemistry or Physics must be taken before graduation)

Physical Education / Health

3 credits (Phy. Ed. 9, Phy. Ed. 10, & Health are required)

Performing and Visual Arts

2 credits (anytime in 9th-12th grade)

Personal Finance

1 credit (anytime in 10th-12th grade)

**Remaining 24 credits will be earned in elective areas.

HONOR ROLL AND GRADUATION CATEGORIES

Greater than 4.0

Highest Honors #

3.8 - 4.0

High Honors #

3.25 - 3.799

Honors #

6 or more credits of distinction

Academic Distinction *

* = Academic Distinction award with cords to wear during commencement ceremony. Students earn Academic Distinction by taking 6 or more credits for courses designated as "Classes of Distinction" at Willmar Senior High School. These classes include: Advanced Placement (AP), Project Lead the Way (PLTW) and College in the Schools (CIS) courses. PSEO students may earn distinction if they take 6 or more distinguished credits at the high school or complete equivalent credits at their college. Students taking AP classes are not required to take the AP tests. Students must receive a C- to have qualifying courses count towards distinction.

A list of distinction-level PSEO courses can be found in the PSEO application form in the guidance office. The building site council determines whether a course not listed on the application is able to be given distinction credit. If a course is not listed on the form, but the student wishes for it to be considered for distinction, the student must complete an appeal form in the guidance office for the site council to review.

Honor Roll is determined each term by the average GPA of 4 completed credits. Graduation honors are determined by cumulative GPA midway through the 4th term of the senior year. Full-time PSEO students will be considered for honors based on their GPA after the first semester of their senior year. PSEO students who graduate from Ridgewater with an Associate's degree before their graduation from high school will be honored at commencement.



GRADUATION CEREMONY/DIPLOMA

WHO CAN MARCH IN THE GRADUATION CEREMONY?

Any senior who is “on track” by May 1st, according to his/her counselor, to have at least the 58 locally required credits completed by the last day of term 4. Any senior who will complete requirements in June may participate in graduation if approved by the Principal.

Early Graduation

The Secondary Schools of The Willmar Public School District believes that it is in the best interest of the majority of our students to be in school full-time and for four years of senior high school grades 9, 10, 11, and 12.

If a student has a work, school, or a personal reason for wanting to graduate early, the following steps must be taken:

- The student must file a petition with the Senior High Principal indicating their intentions to finish their graduation requirements early. This petition is due by May 1st of the student's 11th-grade year.
- The student's parents/guardian and the school principal must approve this petition.

Students receiving a diploma through early graduation will forfeit their co-curricular eligibility on the day they finish school.

WHO RECEIVES A DIPLOMA ON GRADUATION DAY?

Any senior who has met the Graduation Assessment Requirements and at least the 58 locally required credits by the end of term 4.

***Credits earned in a high school diploma program and college credits verified by a college transcript will be accepted for graduation from Willmar Senior High School.*

SCHEDULES

Students must be in attendance at Willmar Senior High School for four (4) blocks. Students not maintaining the four (4) blocks will be subject to dismissal from school for the remainder of the term.

After the first ten (10) days of a term, students not previously enrolled in a school will be counseled regarding an appropriate placement within the Willmar Public Schools.

SCHEDULE CHANGES

Starting in the 2025–2026 school year, students may request schedule changes up until the first day of the term for the course they wish to change.

After the start of a term, all schedule change requests must go through the appropriate school counselor and be approved by the head principal. The only exception is if a student is enrolled in the wrong class—for example, if they are missing a prerequisite, need an accelerated placement, or were scheduled in error.

Schedule Change Procedure:

1. Visit your counselor to discuss your schedule concern and obtain a Course Change Form if needed.
2. Collect signatures from both the teacher of the course you are exiting and the teacher of the course you are requesting to enter.
3. Submit the completed form for final approval from the principal.

Students will have the opportunity to review and request changes to their schedule when schedules are released in August, or during the term prior to the one they wish to modify.

Please remember that the course selections made in February are used to build the entire school schedule for the following year. It is important that students choose their classes carefully and commit to their choices.

GRADE PLACEMENT

Students will be assigned to a grade level based on credits earned toward graduation as follows:

- 10th** Must have **10** or more credits and at least **6** required core credits
- 11th** Must have at least **26** credits and at least **14** required core credits
- 12th** Must have at least **42** credits and at least **22** required core credits

HOMEBOUND

Homebound instruction requires a physician's diagnosis and recommendation. The instruction is offered through a homebound teacher with assistance from the classroom teacher. Grades for assignments and credit for the course are ultimately determined by the classroom teacher in cooperation with the homebound teacher. The grading system is Pass/Fail. Homebound students may not participate in extracurricular activities.

CREDIT BY ASSESSMENT

Any student wishing to test out of a required or elective course must see their counselor for further information. Students will earn a letter grade of a 'P' on their transcripts. This must be done within a 9-week period. The student must achieve 90% performance to receive the credit. If the student does not, the credit is not awarded and the class must be taken.

TRANSFER POLICY

Students transferring to another school must pick up a transfer/drop school form in the guidance office. All parts of the form must be completed and returned to the main office for a principal's signature. Students transferring to the Area Learning Center (ALC) in Willmar must also meet with their counselor to complete additional transfer forms.

SCHOLARSHIPS

There are a number of scholarships students earn through achievement in academics, athletics or both, that may or may not require an application. Check in the guidance office for details.

Recipients are identified and rewarded for their cumulative effort in grades 9 through 12. To see some of the available scholarships, click [HERE](#).





ORGANIZATIONS AND ACTIVITIES

RYAN BLAHOSKY- ACTIVITIES DIRECTOR

BRENDA COQUYT- SECRETARY-MAIN OFFICE

Website: [Athletic Information](#)

We believe that students receive the best possible education when appropriate course choices are supplemented with participation in co-curricular activities. In our activities program, students develop good citizenship skills, find healthy alternatives to substance abuse, learn the value of hard work, and increase their sense of ownership in their school. We urge students to become involved in co-curricular activities.

GOOD SPORTSMANSHIP

All fans and participants will exemplify good sportsmanship while attending or participating in events at Willmar Senior High School.

Good sportsmanship shall be defined as being respectful of all participants, advisors, coaches, officials and spectators. Failure to meet this standard will result in removal from the event. It will then be the responsibility of the building administrators to determine appropriate discipline including whether the student shall be allowed to be a spectator or a participant in future Willmar Senior High School events.

Students are expected to conduct themselves in a manner consistent with the High School and School District's policies at all times. This includes when students are in any Willmar School buildings, on school premises; in any school-owned vehicle or school-contracted vehicles; at school-sponsored or school-approved activities, events or functions, such as field trips or athletic events, including home and away events.

ATHLETICS

The Cardinal athletic teams have competition opportunities available at the freshman, sophomore, junior varsity, and varsity levels.

Many factors have contributed to Willmar High School's strong athletic program. We are proud of our hard-working, dedicated coaches, fine



facilities, strong community support, and the overall attitude and goals of the Cardinal athletes and student body.

The air is filled with memories of great victories and extraordinary achievements. More important than the victories, though, are the priceless experiences of thousands of Cardinals who proudly wore the red and white, many of whom never set a school record or won a state championship. At Willmar High School, all students are encouraged to participate on the teams of their choice.

Cooperating with others, accepting instructions and leadership, meeting deadlines, overcoming obstacles, learning a lifetime sport, becoming physically fit, and accomplishing personal goals are all valuable lessons that athletics teach. The sports program at WHS is an integral part of our educational effort. It's also lots of fun! Contact the head coach if you are interested!



Click below for the latest schedules for sporting events!

<http://www.centrallakesconference.org>

ATHLETICS, ACTIVITIES, AND CLUB DESCRIPTIONS

Art Club

Jessalyn Canavan

Art Club is a grant funded, once a week activity to come and explore, learn, and create artwork. Each month has a different theme ranging from drawing, painting, clay, and many more! There will be an art show at the end of the year to show off what you made along with events like a bowl making evening with clay and possible museum or studio visits. Strong attendance is expected. Prerequisite: must have had at least one art class prior or strong sketchbook/portfolio.

Bowling

Chuck Loso, Advisor

This is a coed extracurricular activity offered by a third-party provider. Students in grades 9-12 are eligible to participate. Contact information is available at the Activities desk in the main office.

Cardinal Conditioning

Ed Oehlers, Coordinator

The Cardinal Strength and Conditioning program is centered around building the "Total Athlete". The program provides instruction of age-appropriate skills through a weight training program and conditioning drills designed to enhance your athletic performance.

FFA

Kayla Brune, Lance Brune, Mesay Doyamo, Dana Hedberg, and Tim Uhlenkamp Co-Advisors

Open to anyone grades 9-12 with an interest in agriculture, horticulture, or wildlife management. Meetings are held the 3rd Monday night of each month. Activities include contests at regional, state, and national level; recreational activities; camping and trips.

FIRST Robotics and Super Mileage

Mike Kroeker, Advisor

FIRST ROBOTICS: For Inspiration & Recognition of Science and Technology

FIRST robotics is open to all students in grades 9-12. FIRST gives students the opportunity to design and build a robot to perform a series of tasks to meet the challenge for the season and then compete against other teams in the state. Team member opportunities include: fund raising, web page design, electronics, programming, aluminum fabrication, building prototypes, 3D printing, spread sheet design, t-shirt design, engineering, problem solving, teamwork, and much more.

Super mileage Competition

Supermileage is a group project where students create a vehicle to get the highest possible mileage and compete at a statewide competition. The team creates a design proposal of the car and then builds or remodels the car to meet the design. The cars compete at Brainerd International Raceway. Students learn about engines, aluminum welding and fabrication, steering design, auto body, aerodynamics, electrical systems, gear ratios, driving techniques, and teamwork.

Key Club

Aubrey Hill, Advisor

Key Club is a service club at WSHS for all students in grades 9-12. It is a student-led organization with a goal of encouraging leadership through helping others. There are weekly meetings with monthly service projects. Everyone is welcome! Key Club is sponsored by the Kiwanis.

Knowledge Bowl

Kaylee Helgeson, Advisor

It is an interdisciplinary academic contest. Teams of students compete on the basis of their ability to recall information relating to secondary educational programs. Teams consist of 4 members. A Knowledge Bowl competition typically includes a series of oral rounds plus one written round.

Music: Band, Choir, Orchestra, Musicals

Madison Anderson-Wilson, Todd Blaser, Michelle Suter, Kristen Castiglione and Travis Michelson

Advisor Information is given in the curriculum guide as these activities are regularly scheduled classes with credit earned toward graduation. Small group activities are included in this publication.

2701

Travis Michelson, Director

An extracurricular mixed ensemble comprised of juniors and seniors who rehearse before school. Auditions are each spring for the next year. This group performs as a caroling ensemble during December. The remainder of the year, the ensemble works on jazz and pop music. They perform in all concerts and throughout the community.

CHOIR ENSEMBLES

Madison Anderson-Wilson, Travis Michelson, Directors

Auditions are held for each special singing group. These groups perform at concerts, musicals, dinner theaters, and also within the community. To participate in the contests and ensembles one must be involved in the classroom choir.

FALL MUSICAL

Travis Michelson, Madison Anderson-Wilson

Open to all WSHS students.

STRING ENSEMBLE

Michelle Suter, Director

String Ensemble is composed of classroom orchestra members that have a passion for string instruments. Practice as a group is held once a week. Activities include concerts, contests, and field trips to hear professional organizations.

Jazz Band

Todd Blaser and Kristen Castiglione, Directors

Auditions are held each fall for Jazz Band. Students perform at concerts, contests, and special events in the community. Rehearsals are held before school.

National Honor Society

Todd Lynum, Advisor

This is to recognize academically outstanding students. To be eligible a Junior or Senior student must have a GPA of 3.75, based on a 4 point scale. Eligible candidates will be contacted and may apply to be considered on the basis of character, leadership, and service. A faculty committee will evaluate the applications of eligible students to determine who is admitted into the NHS.

Speech

Andy Tupa, Coach

Open to students interested in improving their speaking skills who have an interest in speech activities. The season starts in January. Participants can choose, with the assistance of the advisor, from 13 different categories. Participants compete at invitationals with other schools and at the regional and state level.

Strive

Leah Rosendahl, Advisor

The STRIVE Program for qualifying seniors seeks to improve student achievement, attendance, and attitude through individual and small group mentoring with business people. This program is sponsored by the Rotary Clubs and Ridgewater College. Students will also have an opportunity to earn scholarships.

Student Council

Jessalyn Canavan, Advisor

Student Council is the governing body at WSHS. It consists of 8 elected representatives per grade. Class representatives are elected at the end of April each year. There are 8 officers on the executive board ranging from a Senior President to 9th grade Representative. Its purpose is to develop leadership qualities in students and help plan social and service events throughout the year to build school culture.

Trap Shooting

Dan O'Meara, Advisor

This is a coed extracurricular activity offered by a third party provider. Students in grades 9-12 are eligible to participate. Contact information is available at the Activities desk in the main office.

Visual Arts

Jessalyn Canavan, Advisor

Students participating will have the opportunity to display and have their work judged at the Region 8AA Visual Arts competition. Interested students should contact their art teacher for specific requirements.

Wihisean Yearbook

Lyle Hovland, Advisor

Open to all WSHS students. The Wihisean staff are responsible for assembling the yearbook, which involves designing pages, typing, interviewing, and taking photographs.



ATHLETIC FEES

Grades 9-12

First Sport	\$300
Second Sport	\$200
Third Sport	\$100

Free Lunch Participant	\$40 per sport
Reduced Lunch Participant	\$80 per sport

Total fees shall not exceed \$700 per family per school year. Middle School students participating in Senior High level athletics will pay \$200 per sport.

Sport activities include:

Baseball, Basketball, Cardettes, Cross Country, Football, Golf, Gymnastics, Hockey, Nordic Skiing, Soccer, Softball, Swimming, Tennis, Track, Volleyball, and Wrestling.

MEDICAL EXAMS FOR ATHLETES

Student athletes must present a certificate, signed by a physician and by their parent/guardian, stating that the student has been examined and may safely engage in athletic competition. The physical may be taken anytime after May 1st of the previous school year.

ACTIVITY FEES

Grades 9-12

Each Activity is \$60. Free lunch participants pay \$20 per activity. Reduced lunch participants pay \$40 per activity.

Activities include:

Speech, Musical, Robotics, Jazz Band, Choir Ensemble, Supermileage and Knowledge Bowl.

ACTIVITY PASSES

General Public: **Punch Cards = 10 Punch Pass for \$50**

Good for all regular season athletics and fine arts events where admission is charged.

WPS Student Yearly Pass: **\$40** - Students not participating in a sport may purchase a pass- good for all regular season athletics and fine arts events where admission is charged.

Adults Yearly Pass: **\$100** - Good for all regular season athletics and fine arts events where admission is charged.

Family Yearly Pass: **\$225** - Good for all regular season athletics and fine arts events where admission is charged. Passes are good for two parents and WPS K-12 students only. Each family member will be required to show a pass.

Students Who Pay A Sports Fee: A yearly pass will be given to students for free when they pay a participation fee.

Activity Pass Restrictions:

- 1. Passes are not accepted for tournaments or playoff contests.*
- 2. Passes are not accepted for musical and theater productions.*
- 3. College Students are adults.*



GENERAL INFORMATION

ACTIVITY BUS

An after-school activity bus leaves the middle school at 2:55 pm and arrives at the senior high at approximately 3:10 pm each day to transport students to various locations for practice and events.

AFFIRMATIVE ACTION

No student shall be discriminated against or by willful act or statement shall discriminate against anyone for reasons of sex, sexual orientation, creed, color, national origin, physical disability or economic status. Willmar Public Schools does not discriminate in employment or in access to or participation in educational programs and services.

BULLETIN BOARDS

Bulletin boards located in the halls are for notices and posters concerning school activities. School-related advertising must have sponsor and office approval.

CAMERA SURVEILLANCE

After the first bell each morning, all exterior doors will be locked to restrict traffic into the building. The main entrance doors will remain open and will be monitored during school hours. Numerous surveillance cameras have been installed inside and outside the building for student and school safety.

DAILY ANNOUNCEMENTS

Announcements concerning school activities are broadcast generally at the beginning and end of the day on the electronic message system. Announcement requests must be endorsed by the administration.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Family Educational Rights and Privacy Act requires school districts to notify parents and students that certain information from students' records will be released and made public without the written consent of the parents or students eighteen years of age or older.

Information defined by the school board under the law as directory information includes: student name, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, and degrees and awards received.

FOREIGN EXCHANGE STUDENTS

Every year, students from foreign countries attend Willmar Senior High School. All exchange students must be sponsored by organizations who find host families for these young people. All foreign exchange organizations must be approved by the state of Minnesota. WSHS is pleased to be able to accommodate and assist these students and their host families.

LOST AND FOUND

Lost and found items should be inquired about in the main office.

HALL PASSES, etc

Any student leaving a classroom without their teacher must wear their teacher's hall pass lanyard or equivalent hall pass. Reasons for leaving include, but are not limited to, trip to the bathroom, drinking fountain, offices, IMC, and other classrooms. Staff members monitoring the halls will question and may escort back to class or to the office for any student found in the hallway not wearing a lanyard during class time. The lanyards are visible tools to help create a safe school environment and one that emphasizes learning as a priority.

Forgot something in your car?- students must go to the office to get a car pass and return the pass to the office.

PARENT RIGHT TO KNOW

If a parent requests it, the school district will provide information regarding the professional qualifications of his/her child's classroom teachers, including, at a minimum, the following:

1. whether the teacher has met state qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
2. whether the teacher is teaching under emergency or other provisional licensing status through which state qualification or licensing criteria have been waived;
3. the baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree;
4. whether the student is provided services by paraprofessionals and, if so, their qualifications.

In addition, the school district will provide parents with information as to the level of achievement of their child in each of the state academic assessments. The school district will provide notice to parents if their child has been assigned to, or taught for four or more consecutive weeks by, a teacher who is not highly qualified.



PLEDGE OF ALLEGIANCE

Each Monday or at the beginning of the new week, we have a Willmar tradition of asking students to lead the school over the intercom in saying the Pledge of Allegiance and to give a few brief announcements. Anyone who does not wish to participate in reciting the Pledge of Allegiance for any personal reasons may elect not to do so and students must respect another person's right to make that choice. [Minn. Stat. 121A.11](#)

RELEASE OF DIRECTORY INFORMATION

Officials of the school district may release directory information about a student without parent/guardian permission, unless building principals have been notified that it should not be released.

Recent Minnesota legislation stipulates that secondary institutions shall release to military recruiting officers the names, addresses, and home telephone numbers of students in grades 11 and 12. The legislation also requires the secondary institution to give parents and students notice of the right to refuse release of this data to military recruiting officers.

In accordance with state law, data released to military recruiting officers:

1. May be used only for the purpose of providing information to students about military service, state and federal veterans' education benefits, and other career and educational opportunities provided by the military; and
2. Shall not be further disseminated to any other person except personnel of the recruiting services of the armed forces.

This data will be made available to the military recruiting officers unless a parent/guardian signs a refusal form. If you prefer this data not be released, please call 231-8325 for a refusal form. Return the signed form to the Guidance Department, Willmar Senior High School, 2701 30th St NE, Willmar, MN 56201.

SEARCH of LOCKERS, PERSONAL POSSESSIONS & STUDENT PERSONS

Locker

It is the policy of the state of Minnesota that:

"School lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school authorities have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practicable after the search of a student's personal possessions, the school authorities must provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials." (121A.72 MN State Statute)

Personal Possessions and Student's Person

The personal possessions of students and/or a student's person may be searched when school officials have a reasonable suspicion that a student may be in possession of items that would interfere with the safety and security of the student and building. (i.e. student having a vaping device, illegal substance, or weapon.)

[See District Policies](#)

SCHOOL DANCES

School organizations sponsor dances throughout the year. Dances at Willmar Senior High School are for the benefit of WHS students only with the exception of Prom. Students must be at the 10th grade level or higher to attend WSHS Prom and may not be more than 21 years of age. 10th grade students are only allowed to attend Prom if invited and accompanied by an upper class student. For Prom, 11th and 12th grade Willmar Senior High students are allowed one qualifying guest by request.

School Nutrition Programs (Breakfast and Lunch)

The Willmar Senior High School has a closed lunch period. Students must have a student Personal Identification Number (PIN Number) to eat in the cafeteria. Breakfast and Lunch Menus are planned by the Director of Food and Nutrition Services, Assistant Director, and Head Cooks at each site. Input for menus is received from students, parents and school staff. Menus are planned to meet the Meal Pattern Requirements for Breakfast and Lunch established by the United States Department of Agriculture (USDA) and Minnesota Department of Education (MDE). Our goal is to serve quality, nutritious meals to all students and to encourage healthy eating habits. Please let us know by calling 231-231-8560 if your child has any special dietary needs.

PIN Numbers:

Each Student has their own PIN Number that they are given at the start of their school career. Your student will use the same PIN number every school year. Students enter their PIN Number into a keypad, which is matched with a student photo. Your PIN Number is confidential – please do not share this number with other students.

2025-2026 Pricing:

Pricing:	
Student Breakfast	FREE
Student Lunch	FREE
Milk	\$0.65
	\$2.40- Breakfast \$5.00 - Lunch (May Change Based on MDE Requirements)
Adult Price Meals	
Ala Carte Pricing	Price Range \$0.25-\$2.50

Applications for Educational Benefits:

Even though meals are free for the 2025-2026 school year, we encourage all households, who do not qualify directly with the state and did not

receive a letter confirming so from the district, to apply for educational benefits.

If your family qualifies, your family may be eligible for these additional benefits: reduced testing fees, reduced athletic fees, scholarships, and the SUN bucks program.

You can get an application from your school office, District Office (WEAC) or online at www.willmar.k12.mn.us.

You can also complete the Application for Educational Benefits (Free and Reduced Meal Application) online through your Parent Portal Account.

Meal Account Balances:

We operate on a pre-paid system, meaning that meal charging is not allowed by School Board Policy. Second meals and ala carte items must be paid for by depositing money into the student's meal account or the student having cash in hand before meals are served. It is very important to stay current on your meal account.

Students with a negative balance will not be allowed to charge second meals or ala carte items to their account.

Managing Meal Account Payments:

You have several options when it comes to managing the payment method on your meal accounts. Each student has their own meal account. All payments will be distributed equally between your students unless you notify Food and Nutrition Services otherwise.

Parent Portal – You will need access to Parent Portal in order to make on-line payments. By signing up for Parent Portal, you will be able to view the balance, check the activity of your student's meal account and make on-line payments. If you do not have access to Parent Portal, please pick up an application at your student's school office or print one off from the District Website, under the Parents section, select Campus Portal, then scroll down to select the Parent Portal Activation Request.

WEAC (District Office) – You may drop off payments at our District Office anytime between 8:00 a.m. - 4:30 p.m., Monday through Friday at 611 5th Street SW, Willmar, MN. In most cases, this payment is applied immediately, but it can take up to 24 hours to be applied.

WEAC (District Office) Drop Box – We have a drop box located at the front of the building where you can drop off meal payments anytime. In most cases, all payments received by 9:30 a.m. will be on your student's account before Lunch, but it can take up to 24 hours to be applied so please plan accordingly.

Student's School Office – You may send money with your student to school. These funds need to be brought to the office before 9:00 a.m. in order to be entered on your student's account the same day. If your payment is received after 9:00 a.m., it will take up to 24 hours to be applied.

Auto Withdrawal – We offer Automatic Withdrawal from a checking or savings account. You may choose to have money withdrawn once or twice a month. Please be sure to fill out a new form each school year and include a voided check or voided withdrawal slip.

Breakfast Option:

Students and Staff can access a Traditional Breakfast in the Cafeteria or classroom (if this option is available) each morning.

There is also a Second Chance Grab-N-Go Breakfast offered between 1st and 2nd Block with carts located in the Commons Area, Media Center and on the Second Floor. One breakfast meal per day is free. If a student eats a second breakfast, they will be charged \$2.40 for an additional meal.

Lunch Site Options:

We have the following lunch line options at the senior high: Cardinal Cuisine, World Creation, Grab-N-Go Salad/Sandwich Options, Pizza, and Grill Lines.

Students may purchase a second meal at the current adult meal price or additional Ala Carte item price (prices vary) with cash or if they have a positive balance on their account.

Your child is welcome to have a second lunch meal. All second lunch meals will be charged at \$5.00. Students can also choose an extra entree instead of a second lunch meal at a lower price.

Students must have money in their account or cash on hand to make purchases from the snack bar.

Meals from Home:

The School District encourages parents, if you want to send a meal from home, to pack healthy lunches and snacks and refrain from including beverages and foods without nutritional value per the District's Wellness Policy.

The Policy can be found on the District Website under Policies.

If a Fast Food meal is brought in, the parent/guardian and child will eat in a designated area outside of the Cafeteria.

If you bring a meal from home, you may purchase milk for \$0.65 per carton.

Special Dietary Needs:

If your child has any special diet needs, please have your medical provider fill out a special diet form and review our special Dietary Needs Policy found on the district website under our Food and Nutrition page.

Special diet forms do not need to be renewed annually unless something has changed.

Lactose Reduced Milk, Soy, or Almond Milk will be provided upon receiving a written request from parents and/or guardians.

Contact the Assistant Director of Food and Nutrition Services at 320-231-8560 with any questions.

School Meals Policy #534:

The United States Department of Agriculture and Minnesota Department of Education, who oversee the School Nutrition Programs, require a copy of the school district's School Meals Policy #534 be shared with you for your reference. Please find a copy on the following three pages. The School District's School Meals Policy can also be found on the District's Website under Food and Nutrition Services, then Policies.

For more information regarding School Nutrition Programs and forms you might need, please call the Food and Nutrition Services office at 320-231-8526, or email the district at wpsfns@willmar.k12.mn.us.

See the District Food and Nutrition Policy [HERE](#)



STUDENT MESSAGES / DELIVERIES

We strongly recommend that deliveries of items to students (balloons, flowers, etc.) not be arranged to occur at school. These items cannot be delivered to the classroom and are held in the office areas until students can pick them up at the end of the day. Transporting these items home, especially for those who ride the school bus, can also be a problem for the student. Emergency messages will be delivered to students as soon as possible. To maintain the integrity of instructional times, non-emergency messages will not be delivered during the school day.

STUDENT PARKING

A parking permit is required for students to park in the school lots. The permit is \$100 per family for the first vehicle for the entire school year, and \$50 for each additional vehicle in the same family. The permit is \$75 if purchased 2nd term, \$50 if purchased 3rd term, and \$25 if purchased 4th term. There is no reduction in permit price for students participating in the free/reduced lunch program. PSEO students taking classes in the Senior High building will pay \$25 for each term. **Must show proof of valid driver's license to purchase parking pass.**

STUDENT OF THE MONTH

Each department selects a student every month to be honored as "Student of The Month." The criteria for selection may include academic achievement or improvement, leadership, classroom contributions, classroom cooperation and behavioral improvement.

STUDENT DAY

Students shall be in attendance each day that school is in session. Absence from school or class without the knowledge and approval of the school and parent/guardian is not condoned and will be cause for disciplinary action. Any departure from the building by a student without prior approval shall be considered an unauthorized departure from the building and shall be subjected to disciplinary action.

USE OF SCHOOL TELEPHONES

The office telephone is available if necessary. Students may use the main office counter phone during lunch periods or during non-class period time for local calls only.

IMC/Library

Open on school days from 7:30 a.m. until 3:00 p.m. Materials include a large selection of resources. Students may preview non-print items in the IMC for research or possible use for class presentations. The IMC also provides computers for student use. See [Discipline Policy](#) for Internet Policy.

Students using the IMC must have a pass from a teacher or be part of a teacher or administrator pre-approved group. If not accompanied by a teacher, students must sign in on the iPad at the central desk in the IMC. The staff member at the desk will confirm if the student has been instructed/permitted by the classroom teacher to be in the IMC at that time.



BEHAVIOR EXPECTATIONS AND SCHOOL POLICIES



Students are expected to conduct themselves in a manner consistent with the High School and School District's policies at all times. This includes when students are in any Willmar School buildings, on school premises; in any school-owned vehicle or school-contracted vehicles; at school-sponsored or school-approved activities, events or functions, such as field trips or athletic events, including home and away events.

We are very proud of the behavior of our student body!

Willmar High School students have a positive tradition of conducting themselves in an exemplary way! Visitors to our building often comment about the positive climate at WSHS and the courtesy extended to them by students.

We will spare no effort to maintain that positive learning environment.

We hope that students will spend a few minutes with their families discussing the following points. Being a member of the Willmar Senior High School community means these things:

- Being involved and productive, including attending school regularly, arriving to classes on time, and completing all assignments;
- Respecting the Willmar Senior High School building and school property, including helping to keep the building clean by always disposing of trash in appropriate places;
- Being physically and mentally prepared to participate in classes and activities;
- Being courteous to all students and staff members and respectful of their property;
- Valuing the ethnic, religious, and economic diversity of the Willmar community;

Because we value and expect consideration for each other, our school environment, and the learning process, the following behaviors are expected. The violation of any of these behavior expectations may result in disciplinary action that may include one or more of the following: student conference, detention, in-school or out-of-school suspension and/or expulsion.

ALCOHOL/DRUGS

See the district's Discipline Policy by clicking [HERE](#).

BLUETOOTH SPEAKERS

Bluetooth speakers are not allowed in the high school building during school hours. This includes the cafeteria, commons, and hallways. Teachers will follow the progressive discipline listed above if the device is causing a disruption.

BULLYING PROHIBITION

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with a student's ability to learn and or a teacher's ability to

educate students in a safe environment. The school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students and is within the control of the school district in its normal operations, the school intends to prevent bullying and to take action to investigate, respond to, and to remediate, and discipline for those acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior. (Please refer to Policy 514 on the District Website for more details).

BUS EXPECTATIONS

To help ensure the safety of students, transportation employees and other motorists, students are required to abide by all student behavior rules outlined in [board policy](#) and reviewed in this handbook, and by the additional transportation safety rules.

Consequences for misbehavior, whether the misbehavior takes place on a school vehicle, in school, elsewhere on school property or at a school event, will be applied to any student who violates the rules.

Minnesota Statute 121A.59 states: "Transportation by school bus is a privilege not a right for an eligible student. A student's eligibility to ride a school bus may be revoked for a violation of school bus safety or conduct policies, or for violation of any other law governing student conduct on a school bus, pursuant to a written school district discipline policy."

CELL PHONES

Cell phones cannot be physically on your person during instruction time. This means cell phones cannot be on student's desk, in student pockets, in their backpacks, and/or within reach while in classrooms. *Students may not have any Bluetooth Connected Devices unless explicitly authorized by the teacher. This include earbuds/airpods and smartwatches. Earbuds can be allowed at teacher discretion at specific work times.*



Storing Cellphones in Class:

Classroom Teachers will have one of the following places for students to put their phones while in class.

- a. Pocket Charts
- b. In a bin/basket

Progressive Cellphone Discipline:

If students do not adhere to the cell phone policy in class the following steps will be taken.

1st Offense - Teacher gives a verbal reminder for the student to put the phone/device in the pocket chart or bin/basket in compliance with the Cell Phone Expectations.

2nd Offense - Teacher holds onto the phone until the end of the block. Teachers will contact the parent/guardian of the student.

3rd Offense - Teacher holds the phone till the end of the school day. Student will pick up the phone at the end of the school day from their Assistant Principal. The Assistant Principal will contact the student's parent/guardian.

4th Offense - Cell phone is brought to the office for the remainder of the school day and Assistant Principal notifies parent/guardian. Parent must come in after school for a meeting and to pick up their student's phone.

Substitute Teachers Phone Policy:

Students will get one warning to put their phone away. If correction isn't made, the student will be sent to the office and a meeting with an Assistant Principal will take place.

COMPLAINTS/CONCERNS/QUESTIONS

Students/Parents/Guardians are encouraged to share complaints, concerns, or questions with the appropriate staff at Willmar Senior High School. This may be done with a phone call or an email. Depending upon the situation, Students/Parents/Guardians should reach out to the appropriate school counselor, grade-level Principal, or Head Principal.

COMPUTERS AND COMPUTER NETWORKS

Willmar Public Schools provides students with access to networked and non-networked computers and iPads.

Students are responsible for good behavior on school computers, iPads and networks just as they are in a classroom or a school hallway. Communications on the network are often public in nature. General school rules for behavior and communications apply.

Acceptable uses of the district's computers, iPads and networks include, but are not limited to:

- Storing information (data, text, graphics) for assigned instructional tasks.
- Accessing/researching information (data, text, graphics) for assigned instructional tasks.
- Processing information (data, text, graphics) for assigned instructional tasks.
- Creating information (data, text, graphics) for assigned instructional tasks.
- Communicating information (data, text, graphics) for assigned instructional tasks.

Device Protection Plan

A protection plan is available for the district issued device. The cost for this protection is \$40/year and is due prior to receiving the device for the school year. The protection plan offers complete coverage for the first instance of accidental damage. The protection plan does not cover intentional damage, loss, theft, or damage to the brick, cord, and case. See the district's Device Protection Policy [HERE](#).

Backing Up Your iPad Data

Students are responsible for backing up their iPad data. Setting up your iPad to automatically backup to iCloud is strongly suggested. ([Automatic iCloud Backup Directions](#)) In addition, any other documents in apps such as PDF Expert can be backed up to each student's Google Drive account. ([PDF Expert Backup Directions](#))

iPad Safety and Monitoring

Students are responsible for turning on their "Location Services" and "Find My iPhone" capabilities. This will greatly assist in the recovery of a lost or stolen iPad. Bluetooth on student iPads must be on at all times. Access to computers, iPads and network services are provided to students who agree to act in a considerate and responsible manner. Parent permission is required for minors to access the Internet (Please refer to the [District Internet Policy](#) for further information). Access is a privilege, not a right. Access entails responsibility.

Individual users of the district's computer networks are responsible for their behavior and communications over those networks. Users will comply with district standards and will honor the agreements they have signed.

Network storage areas will be treated like school lockers. Network administrators may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should not expect that files stored on district services will be private.

Unacceptable Uses

Unacceptable uses of the district's computers, iPads and networks include, but are not limited to:

- Sending or displaying offensive messages or pictures.
- Damaging computers, iPads, computer systems or computer networks.
- Harassing, insulting or attacking others.
- Employing the network for commercial purposes.
- Use of the network in infringing on the rights of others.
- Using obscene language.

- Trespassing in others' folders, work or files.
- Intentionally wasting limited resources.
- Violating copyright laws.
- Using another person's password.
- Use that compromises the integrity or security of the district's computers and networks.
- Installing personal software or customizing the desktop.

Unacceptable uses will result in actions consistent with existing disciplinary policies and may include any or all of the following consequences.

- Loss of access.
- Additional disciplinary action may be determined at the building level in line with existing practice regarding inappropriate language or behavior.
- Students will be held responsible for any damage, theft, or vandalism to any school computer or network.
- When applicable, law enforcement agencies may be involved.

CONDUCT

Students are expected to act responsibly and courteously. Use of profanity, defying authority, disrupting classes, and/or other inappropriate behavior may be cause for disciplinary action.

DRESS FOR SUCCESS

The purpose of a dress code is to maintain a safe, respectful and professional learning environment. We believe students should be allowed to wear clothing of their choice as long as it does not disrupt the educational environment or interfere with safety in school.

Appropriate clothing includes clothing that is reasonably modest, commonly decent, covers the body well and is appropriate for school. Inappropriate clothing includes, but is not limited to, the following:

1. Clothing that shows undergarments. Undergarments must be fully covered.
2. Apparel promoting products or activities that are illegal for use by minors.

-
3. Objectionable emblems, badges, symbols, signs, words, objects or pictures on clothing or jewelry communicating a message that is racist, sexist or otherwise derogatory, evidences gang membership or affiliation, or approves, advances or provokes any form of religious, racial or sexual harassment and/or violence against other individuals.

Hat/Hood Policy:

- Hat Policy: Miscellaneous headgear, sunglasses, etc. are not allowed to be worn in the building during school hours with the following exceptions: Hats are permitted in all non-instructional areas of the building (hallways, cafeteria, etc.).
- Teacher discretion is used, regarding the use of hats, in individual classrooms. Other exceptions must be approved by administration (i.e. student undergoing chemotherapy, medical situations, religious significance, ect.) Staff may confiscate headgear as needed.
- Sweatshirts with hoods are allowed, but the hood cannot be covering your head and ears at any time in the classroom.

DRIVING AND PARKING

All drivers are expected to observe the posted speed limits. Speeding, improper parking, reckless driving, and excessive noise are of concern to the school, and disciplinary action, including notification of police, and/or having parking privileges revoked, will be taken against violators. Stop in the Office for Parking Pass.

Sufficient parking areas are usually available for students' cars. Yellow curbing indicates no-parking zones. Improperly and illegally parked cars will be towed away at the owner's expense.

PATROLS AND INSPECTION

School officials may conduct routine patrols of student parking lots and other school district locations and routine inspections of the exteriors of the monitor vehicles of students. Such patrols and inspections may be

conducted without notice, without student consent, and without a search warrant.

SEARCH OF THE INTERIOR OF A STUDENT'S MOTOR VEHICLE

The interior of a student's motor vehicle, including the glove and trunk compartments, in a school district location may be searched when school officials have a reasonable suspicion that the search will uncover a violation of and/or school policy or rule. The search will be reasonable in its scope and intrusiveness. Such searches may be conducted without notice, without consent, and without a search warrant. A student will be subject to loss of parking privileges and to discipline if the student refuses to open a locked motor vehicle or its compartments under the student's control upon a school official's request.

18-YEAR OLDS

Minnesota Law 120A.20 states that school districts may impose the same rules and regulations on students 18-21 years of age as those imposed on students under 18. All Willmar Senior High School students are expected to adhere to the same set of policies and guidelines.

FIRE CODE

No person shall give a false alarm of fire, by setting fire to any combustible material, or by crying or sounding an alarm, or by any other means. Anyone violating this law is guilty of a misdemeanor. This school will also provide consequences for such an act. Periodic fire and tornado drills will be conducted in accordance with state law. Teachers indicate the evacuation routes for their classrooms, and students should move quietly out of and away from the building.

FOOD IN BUILDING

Food served during lunch must be consumed in the Cafeteria. Students are not allowed to leave school during lunchtime ([See Nutrition Programs](#)). Students will be assigned ISS lunch for leaving campus over their lunch. Also, food purchased at local businesses should not be brought into the building. Students will not be allowed to have beverage

containers larger than 32 ounces. All outside beverages are subject to confiscation.

Willmar Public Schools abides by State Health Department recommendations and regulations regarding the serving of food in school:

This department requires that food which is served in a food establishment as defined in Minnesota Statutes, chapter 157, shall be obtained from sources which are approved and inspected by either the federal, state, or local regulatory authority. Accordingly, if a regulatory inspecting agency observes the practice of service food obtained from sources which do not conform to the requirements discussed herein, this situation would be construed as a violation of Minnesota Department of Health Rules, chapter 4625.3201, subpart 1, and appropriate remedial action would be required to be taken.

Willmar Public Schools prohibits the distribution and service of food items including treats which are prepared in individual homes. Food for classroom parties, birthday celebrations, or any occasion that food is served in school must be purchased from a store which is subject to state food inspection regulations.

All food TO BE SHARED WITH OTHER STUDENTS must be commercially prepared, pre-packaged, unopened, and when possible, individually wrapped. This action is needed in order to take a firm preventative stand against the spread of germs and disease.

GANG Related Behavior

The following are not allowed:

- Any apparel, jewelry, accessories, or manner of grooming which by virtue of its color, arrangement, trademark or any other attribute (as a primary purpose) denotes membership in an organized gang as defined by MN Statute 609.229.
- Graffiti on a person, their clothing, books, notebook, or other personal items which denotes affiliation to an organized gang or threat/hate group.
- Making hand signs which denote affiliation with an organized gang or threat/hate group.

HARASSMENT AND VIOLENCE POLICY

1. Everyone in District No. 347 has a right to feel respected and safe. Consequently, we want you to know about our policy to prevent religious, racial or sexual harassment and violence of any kind.
2. A harasser may be a student or an adult. Harassment may include the following when related to religion, race, sex or gender:
 - a. Name calling, jokes, or rumors;
 - b. Pulling on clothing;
 - c. Graffiti;
 - d. Notes or cartoons;
 - e. Unwelcome touching of a person or clothing; or
 - f. Offensive or graphic posters or book covers; or
 - g. Any words or actions that make you feel uncomfortable, embarrass you, hurt your feelings or make you feel bad.
3. If any words or actions make you feel uncomfortable or fearful, you need to tell a teacher, counselor, or principal. You may also contact Elizabeth Windingsted, the Human Rights Officer.
4. You may also make a written report. It should be given to a teacher, counselor, the principal or the Human Rights Officer.
5. Your right to privacy will be respected as much as possible.
6. We take seriously all reports of religious, racial or sexual harassment or violence and will take all appropriate actions based on your report.
7. The school district will also take action if anyone tries to intimidate you or take action to harm you because you have reported.
8. This is a summary of the school district policy against religious, racial and sexual harassment and violence. Complete policies are available in all school offices upon request. [District Policies](#)
9. Use of social media for the purposes of bullying, harassment, defamation, or any other improper manner, may result in suspension, expulsion, and/or criminal charges.

Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process

The school district does not discriminate on the basis of sex in its education programs or activities, and it is required by Title IX of the Education Amendments Act of 1972, and its implementing regulations, not to discriminate in such a manner. The requirement not to

discriminate in its education program or activity extends to admission and employment. The school district is committed to maintaining an education and work environment that is free from discrimination based on sex, including sexual harassment.

Any student, parent, or guardian having questions regarding the application of Title IX and its regulations and/or this policy and grievance process should discuss them with the Title IX Coordinator. The school district's Title IX Coordinator(s) is:

Elizabeth Windingstad, Human Resource Director,
320-231-8520, windingstade@willmar.k12.mn.us
Willmar District Office 611 5th St SW, Willmar, MN 56201

Questions relating solely to Title IX and its regulations may be referred to the Title IX Coordinator(s), the Assistant Secretary for Civil Rights of the United States Department of Education, or both.

RELIGIOUS, RACIAL AND SEXUAL HARASSMENT AND VIOLENCE ARE AGAINST THE LAW.

DISCRIMINATION IS AGAINST THE LAW.

Contact:

Paul Schmitz or Elizabeth Windingstad
611 5th St SW, Willmar, Minnesota 56201, Phone: 231-8300

The person responsible for assuring compliance with Section 504 of the Rehabilitation Act of 1973 is Melissa Wilson.

PRINTED MATERIALS/SOFTWARE

Possession, distribution, or display of slanderous, libelous, pornographic, racist or gang-related materials or symbolism is not allowed on school property or on school electronic devices.

SMOKING POLICY

The Willmar School Board of Education has rules that all buildings and grounds in District #347 will be tobacco free. That means students will not be able to smoke, chew, possess tobacco, vaporizers or E-cigarettes on school grounds. The high school administration has also extended

that policy to include surrounding property visible from the high school. The violator will be fined up to \$200. [See Discipline Policy.](#)

SUSPENSION POLICY

Suspension procedures shall afford the student the right to due process in accordance with the following:

- The principal, or designee, shall notify the student of all charges.
- A conference shall be held prior to suspension. When, in the opinion of the principal or designee, the student's presence poses a continuing danger to persons or school property, or is an ongoing threat of disruption of the educational process, the student may be immediately suspended from school. In such cases, the necessary notice and hearing shall follow as soon as practicable, thereafter.
- The students shall be given an opportunity to give their version of the facts and their implications.
- The parent/legal guardian shall be informed of the suspension as soon as practicable.

TEXTBOOKS, iPads and Materials

Students are responsible for all books, iPads and materials checked out to them. The school may charge an appropriate replacement fee for textbooks, workbooks, or library books lost or destroyed by students. For a complete description of our iPad policy, see our [iPad 1:1 Webpage.](#)

VISITOR POLICY

Willmar Senior High School accepts only visitors who have legitimate business at school. Visitors are expected to sign in at the main office. Visitors of students expecting to spend a day at WSHS will not be permitted.

WEAPONS REPORTING PROCEDURE

Please report to a trusted adult any knowledge you (the student) have about any type of weapon being present in our school. Please don't hesitate to report to the Assistant Principal at any time.

ATTENDANCE POLICY & PHILOSOPHY

Learning is enhanced by regular attendance. The entire process of education requires continuity of instruction, classroom participation, learning experience and study in order to reach the goal of maximum educational benefits for each individual student. The regular contact of students with one another in the classroom and their participation in well-planned instructional activity under the direction of a competent teacher are vital to this purpose. This is a well-established principle of education, which underlines and gives purpose to the requirement of compulsory education in Minnesota and every other state in the nation.

RESPONSIBILITIES

STUDENT: Students have the **RIGHT** to attend classes at Willmar Senior High School. Students attending the high school have the **RESPONSIBILITY** to maintain punctual, regular attendance. The school reserves the right to determine if an absence is excusable.

Parent or Guardian: It is the responsibility of the student's parent or guardian to encourage the student to attend school, to inform the school in the event of a student's absence, and to work cooperatively with the school and the students to develop acceptable attendance patterns.

School: The Willmar School District will provide certified, competent teachers in all classes. The teachers will conduct well-planned, educational, orderly, and timely instruction in all classes.

PROCEDURE

If a student has been absent or must be absent from class or arrives late to school, the student's parent or guardian must call the school office. The office is open at 7:00 a.m. An attendance line is available 24 hours a day at 231-8462, 231-8305 (Spanish Line), or 231-8307 (Somali Line) for messages regarding attendance. We prefer to have phone calls to report excuses. If a phone call cannot be made, a note with a phone number where a parent or guardian can be reached will be acceptable. If, for some reason, a student or parent is unable to follow the above procedure, an assistant principal must be contacted.

ATTENDANCE POLICY

A student may not receive their class credit for any course when they receive one or more unexcused absences from any block in any one term (9 week period). Students must work with their Assistant Principal on a plan of improvement and plan to clear their hours owed for unexcused absences.

CLASSIFICATION OF ABSENCES

School Related Absences - School authorized absences are exempt for the purpose of calculating number of absences. Make-up work is required.

EXAMPLES include educational activities or civic organizations approved by the principal.

Excused Absences - Make-up work is required. Excessive excused absences will be handled on an individual basis by the assistant principal.

EXAMPLES include Illness, family emergencies, and prearranged absences with parental permission. **Prior arrangements regarding assignments should be made with the guidance office and teachers.**

Long term/chronic illness/injury - in the event of a long term/chronic illness/injury, the school nurse should be contacted. The nurse will notify the student's teachers and administration. Arrangements will be made for homework.

Unexcused Absences (truant) - these absences are not school authorized or are absences not verified by a parent or a guardian. **Unexcused Absences include, but are not limited to, oversleeping, being too tired to come to school, babysitting, refusing to go to school, missing the school bus, etc."** Any unexcused absence will require an appeal. Class No Credits (NC's) or loss of partial grade credit due to lack of participation in the course may result. Make-up work will be required but no credit will be given unless time is made up.

Students will not be allowed to leave school unless a parent/guardian has made contact with the school **BEFORE** the student leaves. Students who leave without prior authorization may be suspended from school for the

remainder of the day, placed in in-school suspension, or have parking privileges revoked.

Suspension from school - Make-up work is required. No participation credit will be given unless made up in another way.

Make-up Time - Students are given equal time absent to make up their work. Examples: If you are absent Monday, your makeup work is due before class on Wednesday. If you are absent Monday and Tuesday, your makeup work is due before class on Friday. It is the student's responsibility to contact their teachers for assigned work.

Excessive Absences - When a student has been absent **10 DAYS FROM SCHOOL** due to illness, we request either a doctor / physician's note providing information about your child's medical condition or call the school nurse to share or release any information that the school should be made aware of about your child's medical condition. **Minnesota Law obligates schools to report continued illness absences to the Kandiyohi County Truancy Program.** *Please understand that after 10 illness days without a doctor's note, your child may not be excused.* Teachers or School Personnel will contact the parent or guardian by phone (work or home) or e-mail if phone contact is unsuccessful when a student's absences in their class reaches three (3) unexcused, excluding school sponsored absences. Any one unexcused absence will require an appeal and may result in a "No Credit" (NC).

Students with excessive absences will be referred to an assistant principal or guidance counselor.

Parents are strongly encouraged to plan their vacations around the school calendar. Parents or guardians who choose to have their son or daughter absent from school for an extended period of time because of a vacation, etc., should realize that their student's grades may suffer due to missing the interactions that go on in each classroom. **Any student who meets or exceeds 10 days of Personal Time will be contacted by school personnel. Anything beyond 10 Personal Days will be considered Unexcused.** If there are questions or concerns, please contact the school.

College Visits - A student may visit a post-high school institution for up to two (2) days during their junior and senior years. The maximum for the two years is two days total. The procedure for the visits is as follows:

1. A "campus visit" form is picked up in the guidance office. A counselor's signature is needed at least one (1) day prior to the visit. Students should notify the attendance secretary in advance of the visit.
2. The form is properly filled out and turned back into the office when the visit is completed and the student returns to school.

Tardies - If a student arrives after the start of the school day, they are to report to the office for a pass to class. If a student is tardy to a 2nd, 3rd, or 4th block class after they have already been in school, they should simply report to class and the classroom teacher will mark them tardy. Tardies are classified as excused and unexcused.

Examples are as follows:

Excused: illness, medical/dental appointments, family emergencies

Unexcused: oversleeping, car trouble, missing the bus, ride did not come, etc.

Three unexcused tardies will result in an unexcused absence and detention may be assigned. (See Detention) Teachers may have their own guidelines for handling tardies and these guidelines will be posted in the classroom or in the class syllabus.

If a student misses 25 minutes or more of class, this will result in an unexcused absence, unless the student has an excused pass.

1 min - 24 min - Unexcused Tardy

25 min or more = Unexcused Absence

Attendance Appeal Process - There is an appeal process for students and parents who feel extenuating circumstances such as extended illness or family emergency should be considered prior to denying credit. Students with one unexcused absence in any block of any term must file an appeal. If all absences are excused no appeal is needed.

CLARIFICATION: Any unexcused absence requires an appeal.

1. An appeal can be initiated by a student upon notification of pending loss of credit.
2. The student must submit a written application of appeal to an assistant principal stating an explanation and including any supporting documents for the absences.
3. The administration will review appeals on a case-by-case basis.
4. Students will be notified of the decision by the building principal or designee.

[Attendance Appeal Form](#)

Link to [503 Student Attendance](#) policy.

Minnesota Law - requires participation in school for all students under the age of 17. Any 17-year-old students who wish to withdraw from school must attend a meeting with parents and school personnel to discuss the educational opportunities available to the student, including alternative options, and sign a written election to withdraw from school.

DETENTION

Detention will be served Wednesday mornings during Zero Hour. Detention is a consequence for students who violate school rules on truancy, excessive tardies, or other behaviors as determined by the principals. Students will be assigned detention depending on the offense or frequency of the offense. Students will be expected to bring homework or reading material. Failure to attend an assigned detention may result in one or more of the following: reassignment of detention, parent conference, or loss of course credit. **Note: Detention will be served Wednesday mornings from 7:50 - 8:50 or at other times as prearranged with an Assistant Principal.**

Zero Hour

The purpose for Zero Hour is to support students learning and give them the opportunity for enrichment. We have several rooms available for students looking for help with their homework. Besides tutor-led homework help, students also have the opportunity to study in the Media Center or catch up on tests or quizzes.

The Ticketing System

The Zero Hour opportunities are options for most students, however Zero Hour is mandatory for some. Any student who has an NC (no credit, see [attendance policy](#) above) in a current class or on their transcript will be required to attend detention. Students who are falling behind in class or are not completing their homework may also be “ticketed” to one of the study rooms.

If classroom expectations are not met, a contact home will be made. Parents/Guardians will be informed via phone, email, text or Campus messenger that their student has been “ticketed” for Zero Hour and attendance from 7:50 until 8:50 on Wednesday is mandatory for that student. The student will also be notified and must attend the study room they were ticketed to or they will be marked unexcused absent from the class that has issued the ticket. Once a student has been ticketed once, the teacher can re-issue a ticket if the student falls behind again by notifying the student prior to Wednesday Zero Hour.

OPPORTUNITY DAY

Opportunity days are scheduled on certain Wednesday mornings throughout the school year. A student “ticketed” by one of his or her teachers is required to report to class at 7:50 AM. Parents/Guardians will be informed via phone, email, text or campus messenger that their student is expected to be present for opportunity day. Students must report to the teacher that ticketed them first. After completing the required work for the teacher that ticketed them, students can meet with other teachers to complete work needing to be done.

Copies of the Willmar Public Schools District #347 [Bullying Prohibition](#), [Discipline Policy](#), [Harassment and Violence Policy](#), [Hazing Policy](#) and [Internet Computer and Equipment Usage Policy](#) are available upon request from the District Office

Willmar Education & Arts Center
611 SW 5th Street
Willmar, Minnesota 56201
or at www.willmar.k12.mn.us.

Minnesota Pupil Fair Dismissal Act- The Pupil Fair Dismissal Act includes the policies, grounds, and procedures for students from public schools. **Please click [HERE](#)**

Other Links of Interest

[Staff Directory/Contact Information](#)

[eLearning Days](#)

[Human Resources \(Employee Background Checks\)](#)

[Distribution of Non-School Sponsored Materials](#)

[Student Records](#)

[Student Surveys](#)

Annually, school districts are to inform students and families about the management of pests, asbestos, indoor air quality, and lead in water. To review these plans, please access this link: [Annual Notifications](#)

Statewide Assessments:

Parent/Guardian Participation Guide and Refusal Information

Your student's participation in statewide assessments is important as it allows your school and district to ensure all students have access to a high-quality education. In the past, students with disabilities and English learners were often excluded from statewide assessments. By requiring that all students take statewide assessments, schools and teachers have more information to see how all students are doing. This helps schools to continuously improve the education they provide and to identify groups, grades, or subjects that may need additional support.

Assessments Connect to Standards

Statewide assessments are based on the [Minnesota Academic Standards](#) or the [WIDA English Language Development Standards](#). These standards define the knowledge and skills students should be learning in K–12 districts and charter schools. Minnesota prioritizes high-quality education and statewide assessments give educators and leaders an opportunity to evaluate student and school success.

Minnesota Comprehensive Assessments (MCA)

MCA and the alternate assessments (Minnesota Test of Academic Skills (MTAS)/Alternate MCA) are the annual assessments in reading, mathematics and science that measure a snapshot of student learning of the Minnesota K–12 Academic Standards.

ACCESS and WIDA Alternate ACCESS for English Learners

The ACCESS and WIDA Alternate ACCESS are the annual assessments for English learners that provide information about their progress in learning academic English, based on the WIDA English Language Development Standards.

Statewide Assessments Help Families and Students

Participating in statewide assessments helps families see a snapshot of their student's learning so they can advocate for their success in school. High school students can use MCA results:

- For Postsecondary Enrollment Options (PSEO) in grade 10.
- For course placement at a Minnesota State college or university. If students receive a college-ready score, they may not need to take a remedial, noncredit course for that subject.

English learners who take the ACCESS or WIDA Alternate ACCESS and meet certain requirements, have the opportunity to exit from English learner programs.

Taking Statewide Assessments Helps Your Student's School

Statewide assessments provide information to your school and district about how all students are engaging with the content they learn in school. This information helps:

- Educators evaluate their instructional materials.
- Schools and districts identify inequities between groups, explore root causes and implement supports.
- School and district leaders make decisions on how to use money and resources to support all students.

Student Participation in Statewide Assessments

Student participation in state and locally required assessments is a parent/guardian choice. If you choose to have your student not participate in a statewide assessment, please provide a reason for your decision on the form below. Contact your student's school to learn more about locally required assessments.

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Consequences of Not Participating in Statewide Assessments

- The student will not receive an individual score. For ACCESS and WIDA Alternate ACCESS, the student would not have the opportunity to exit their English learner program.
- School and district assessment results will be incomplete, making it more difficult to have an accurate picture of student learning.
- Since all eligible students are included in some calculations even when they do not participate, school and district accountability results are impacted. This may affect the school's ability to be identified for support or recognized for success.

Check with your local school or district to see if there are any additional consequences for not participating.

Explore the
[Statewide
Testing page](#)
for more
information.

([education.mn.gov](#) > Students and Families > Programs and Initiatives > Statewide Testing)

Additional Information

- On average, students spend less than 1% of instructional time taking statewide assessments each year.
- Minnesota statutes limit the total amount of time students can spend taking other district- or school-wide assessments to 11 hours or less each school year, depending on the grade.
- School districts and charter schools are required to publish an assessment calendar on their website by the beginning of each school year. Refer to your district or charter school's website for more information on assessments.

Statewide Assessment: Parent/Guardian Decision Not to Participate

By completing this form, you are acknowledging that your student will not participate in statewide assessments and will not receive individual assessment results.

First Name: _____ Middle Initial: _____ Last Name: _____

Date of Birth: _____ Current Grade in School: _____ Student ID Number (if known): _____

School: _____ District: _____

Parent/Guardian Name (print): _____

Parent/Guardian Signature: _____ Date: _____

Reason for Refusal: _____

Please indicate the statewide assessment(s) you are opting your student out of this school year:

- | | |
|---|---|
| ☐ MCA/MTAS Reading | ☐ MCA/Alternate MCA Science |
| ☐ MCA/MTAS Mathematics | ☐ ACCESS/WIDA Alternate ACCESS |

Contact your school or district for more information on how to opt out of local assessments.

(Note: This form is only applicable for the 20____ to 20____ school year.)

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