



## **Annual Notices to Students, Parents, Guardians, Staff, and Community Residents**

**August 2023**

### **Board of Education**

**John Bohonek – President**  
**Kevin Muche– Vice President**  
**Tracy Malterer – Clerk**  
**Steve Weinheimer – Treasurer**  
**Jamie Kulkee – Member**  
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### **Schools**

**John Hustis Elementary School** – 600 South Hustis Street, Hustisford WI 53034  
Principal – Mrs. Heather Cramer: 920-349-3228

**Hustisford Jr./Sr. High School** – 845 South Lake Street, Hustisford, WI 53034  
Principal – Mr. Clint Bushey: 920-349-3261

**District Office** – 845 South Lake Street, Hustisford, WI 53034  
Superintendent – Mrs. Heather Cramer: 920-349-8109  
Director of Financial Services – Mrs. Jessica Holtz: 920-349-8109  
Director of Special Education – Mrs. Dena Serwe: 920-349-8109

The information contained in this document reflect the required notices that school districts must provide to parents, students, and community residents. If you have any questions about items in this publication, please contact the appropriate individual listed above. The policy references in this document reflect the “new” policy manual adopted by the school board. Copies of these policies will be published this fall on the district’s web site. In the meantime, for copies of specific policies please contact the district office.

Thank you for your continued support of the students and staff in the Hustisford School District

## Annual Notices to Students, Parents, Guardians, Staff, and Community Residents

August 2023

**Academic Standards:** The Hustisford School District Board of Education has approved the use of the following academic standards with all students in grades PK – 12 in the Hustisford School District.

### Notice to Parents/Guardians Regarding the Use of Academic Standards for All Students in Grades PK – 12 for the 2023 – 2024 School Year

*Wisconsin State Statute 120.12 (13) Declaration of educational standards. (a) Annually, prior to the beginning of the school term, notify the parents and guardians of pupils enrolled in the school district of the pupil academic standards, adopted under s. 118.30 (1g) (a) 1., that will be in effect for the school year. The school board may provide the notice required under this paragraph electronically, including by posting the notice or a link to the pupil academic standards on the school district's Internet site. (b) Annually, include as an item on the agenda of the first school board meeting of the school year a notice that clearly identifies the pupil academic standards adopted by the school board under s. 118.30 (1g) (a) 1. that will be in effect for the school year.*

#### Reading/Writing/Language Arts:

*Common Core State Standards for English Language Arts and Literacy in History/Social Studies, Science, and Technical Education and Wisconsin State ELA Standards--* These standards cover literature, informational text, foundational skills, writing, speaking and listening, language, and literacy in history/social studies, science, technical subjects, and writing. Reading/writing/language arts standards are designed to prepare all students for success in college, career, and life by the time they graduate from high school.

<http://www.corestandards.org/ELA-Literacy/>

<https://dpi.wi.gov/sites/default/files/imce/standards/New%20pdfs/ELASStandards2020.pdf>

#### Mathematics:

*Common Core State Standards for Mathematics and Wisconsin State Mathematics Standards--* These standards cover counting and cardinality, operations and algebraic thinking, number and operations in base ten, number and operations – fractions, measurement and data, geometry, ratios and proportional relationships, the number system, expressions and equations, functions, and statistics and probability. Mathematics standards are designed to prepare all students for success in college, career, and life by the time they graduate from high school.

<http://www.corestandards.org/Math/>

<https://dpi.wi.gov/sites/default/files/imce/standards/pdf/math-standards.pdf>

#### Science:

*Wisconsin Model Academic Standards for Science and Next Generation Science Standards –* The State of Wisconsin adopted model academic standards a number of years ago that form the foundation of science education in many areas. These standards are benchmarked for grades 4, 8, and 12. The Next Generation Science Standards are a relatively new set of standards for science education that were developed through a collaboration of states to provide rich content and practices to provide all students with an internationally-benchmarked science education.

<http://dpi.wi.gov/science/standards>

<http://www.nextgenscience.org/>

#### Social Studies:

*Wisconsin Model Academic Standards for Social Studies:* The State of Wisconsin recently adopted model academic standards that form the foundation for social studies education, including geography and history. The social studies standards include strands that cover behavioral sciences, economics, geography, history, and political science. These standards are benchmarked for grades 4, 8, and 12.

[https://dpi.wi.gov/sites/default/files/imce/standards/New%20pdfs/2018\\_WI\\_Social\\_Studies\\_Standards.pdf](https://dpi.wi.gov/sites/default/files/imce/standards/New%20pdfs/2018_WI_Social_Studies_Standards.pdf)

**Academic and Career Planning Service for Students:** School districts are required by the Wisconsin Administrative Code to inform parents each school year about what academic and career planning services their child receives. Districts must also provide parents multiple opportunities during each school year to participate in their child's academic and career planning and update parents throughout the school year on the progress of their child's planning. Academic and career planning services are required to be provided to students enrolled in grade 6 to 12. See the school district website for more information.

### **Asbestos Management**

The Board of Education recognizes its responsibility to provide students, employees, and visitors with a safe and healthful environment. Accordingly, the Board directs the District Administrator to ensure that the District satisfies its obligations to deal with asbestos building materials in any building that is leased, owned, or otherwise used by the District as a school building as required under State and Federal law including, but not limited to, the Asbestos Hazard Emergency Response Act of 1986 ("AHERA"). To this end, the Board authorizes the District Administrator to designate an individual responsible for ensuring that the District satisfies its responsibilities under AHERA. This individual will, at a minimum develop and administer an Asbestos Management Plan as required by law. The Plan will address all requirements under AHERA including, but not limited to, inspection, reinspection, periodic surveillance, training and recordkeeping requirements.

The District Administrator will also ensure that at least once each school year, the District provides written notice to parents, employees and employee organizations regarding the availability of the District's Asbestos Management Plan and any response actions taken or planned. (School Board Policy - #8431.01)

**Attendance:** Regular school attendance is essential for success in school. Parents are encouraged to have their son/daughter attend school every day. Pupils may be excused by parents only for reasons as outlined in Section 118.15 of Wisconsin Statutes and/or as written in school board policy. Unexcused late or tardy to school will be treated as truancy when a pattern becomes habitual or excessive.

Parent or guardian notification to school office personnel is required if a student is absent. Students will be excused from school for the following reasons with the knowledge and approval of the student's parent or legal guardian:

- Personal illness (a medical excuse may be required for more than three consecutive days of illness)
- Severe illness or death in the family
- Religious observance
- Required court appearance
- Health appointments
- College visits
- Special cases at the discretion of the principal

The student must have a parent call school in the morning or bring a written note from the parent for each absence from school. Unexcused absences will lead to disciplinary consequences and possible involvement of county human services department, local police, and/or county court.

Parents do have the right to request program or curriculum modifications as outline in State Statute 118.15 (1) (d). Responses to such requests are to be forwarded to the building principal for consideration. Questions concerning this policy should be directed to the building principal. (School Board Policy - 5200)

### **Bullying/Harassment:**

The Board is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community. Bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes physical, verbal, and psychological abuse. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property, including at any of the school buildings or other property used exclusively or in part, whether leased or owned by the District, for the purpose of school-related functions or events; or while traveling to or from school or to and from school-sponsored functions or events; in transporting vehicles arranged for by School District officials. The policy applies as well during activities that occur off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the supervision of school authorities, or where an employee is engaged in school business, or where there is otherwise a connection to the school such that the conduct at issue affects or is intended to affect the student's educational environment. It is the policy of the Hustisford School District to

provide an environment free from all forms of harassment including incidents of sexual harassment, intimidation, and/or bullying (School Board Policies - 5517 & 5517.01)

**Early College Credit Program:** School districts are required by section 118.55(8) of the state statutes to provide information about the Early College Credit Program annually to all students enrolled in the school district in the 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> grades. This notice must be given prior to October 1. (School Board Policy #2271)

**Educational Options:** The following is a list of educational options available to children residing within the boundaries of the Hustisford School District. These include attendance at one of the schools in the Hustisford School District, attendance at Bethany Lutheran School, open enrollment, participation in the Start College Now Program, Early College Credit Program, participation in the Course Options program and options available for homebased private education program students. (School Board Policies – 2271, 5113 & 5113.01)

**Education for Employment Program:** School boards are required by the Wisconsin Administrative Code to annually notify parents of the district's education for employment program. The notice must inform parents of the information and opportunities available to students under the program including career awareness at the elementary grade levels, career exploration at the middle school levels, career planning and preparation at the high school grade levels, academic and career planning services for students in grade 6 to 12 and the availability of programs at technical college. (School Board Policy #2420)

**English Language Learner Programs (ELL):** The Hustisford School District recognizes that there are students that attend public schools whose primary language is not English. The school district will provide appropriate educational and support services for these students to help them acquire English language skills that will enable them to function successfully in an all English classroom and help them meet established academic standards.

The Hustisford School District will assess the English proficiency and academic progress of English Language Learners (ELL) in accordance with legal requirements and established district procedures. (School Board Policy - 2260.02)

**Federal Breakfast and Lunch Programs (Free and Reduced Meal Program):** Applications for the free and reduced meal program offered in the Hustisford School District should be submitted at the beginning of each school year. If at any time during the school year a family's financial situation changes, parents may complete and submit an application to determine whether or not students qualify. Applications are available from the district office at 845 South Lake Street or at either school office. Applications will also be available during school registration July – August 2023. (School Board Policies – 8500, 8531)

**Meal Charge Policy Notification:** The USDA requires school districts that are participating in federally subsidized child nutrition programs to provide a copy of their written meal charge policy (or standard practice document) to (1) all school households at the start of each school year, and (2) the households of all students who transfer into the school district during the school year.

#### **Education of Homeless Children:**

Children who are identified as meeting the Federal definition of "homeless" will be provided a free appropriate public education (FAPE) in the same manner as all other students of the District. To that end, homeless students will not be stigmatized or segregated on the basis of their status as homeless. The District shall establish safeguards that protect homeless students from discrimination on the basis of their homelessness. The District shall regularly review and revise its policies, including school discipline policies that impact homeless students, including those who may be a member of any of the Protected Classes (Policy 2260).

Homeless children and youth are defined as individuals who lack a fixed, regular, and adequate nighttime residence, and include children and youth who meet any of the following criteria:

- A. share the housing of other persons due to loss of housing, economic hardship, or similar reason
- B. live in motels, hotels, trailer parks, or camping grounds due to a lack of alternative adequate accommodations
- C. live in emergency or transitional shelters
- D. are abandoned in hospitals

- E. have a primary night time residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings, or
- F. live in a car, park, public space, abandoned building, substandard housing<sup>1</sup>, bus or train station, or similar setting

Pursuant to the McKinney-Vento Act, an unaccompanied youth includes a homeless child or youth not in the physical custody of a parent or guardian. (School Board Policy - 5111.01)

#### **Human Growth and Development:**

The Board directs that students receive instruction in human growth and development, consistent with Chapter 118.019(2) Wis. Stats.

The District shall provide parents annually with an outline of the human growth and development program used in their child's grade level as well as information regarding how the parent may inspect the complete program and instructional materials. Prior to use in the classroom, the program shall be made available to parents for inspection.

The District shall notify the parents, in advance of the instruction and give them an opportunity, prior to instruction, to review the complete program and instructional materials and of their right to have their child excused from the instruction. The notice shall state that, in the event a student is excused, that student will still receive instruction under 118.01(2)(d)2c, Wis. Stats. unless exempted and under 118.01(2)(d)8, Wis. Stats. (School Board Policy - 2414)

**Meningococcal Disease Information:** Public health authorities recommend that teenagers and college-bound students be immunized against a potentially fatal bacterial infection called meningococcal disease, a type of meningitis. The Centers for Disease Control and Prevention (CDC) and other leading medical organizations recommend routine meningococcal immunization for adolescents during the preadolescent doctor's visit (11 - 12 years old), adolescents at high school entry age, if they have not previously been immunized, and for college freshman living in dormitories. For more information contact your healthcare provider or the Wisconsin Department of Public Instruction's web site [www.dpi.wi.gov](http://www.dpi.wi.gov)

**Non-Discrimination:** The Hustisford School District does not discriminate on the basis of age, race, color, sex, national origin, ancestry, religion, creed, pregnancy, marital or parental status, gender, sexual orientation (including gender status, change of sex, sexual orientation or gender identity), homelessness status, physical, emotional, or learning disability/handicap, in its curricular, career and technical education programs, co-curricular programs, student services, recreational or other programs and activities, or in admissions or access to programs or activities offered by the school district.

All career and technical education opportunities are offered on a nondiscriminatory basis and are open to all students in the Hustisford School District. These programs include offerings in business education, technical education, agriculture, and family and consumer education.

The Hustisford School District will make reasonable accommodation of a student's sincerely held religious beliefs with regard to academic requirements. The Superintendent of Schools may be contacted regarding non-discrimination issues. He/she can be reached at: Superintendent of Schools, Hustisford School District, 845 South Lake Street, Hustisford, WI 53034 (920-349-8109). (School Board Policies - 1422, 2260, 3122, & 4122)

**Title IX:** School district are required to do all of the following under federal Title IX regulations that can be found in 34 C.F.R. Part 106:

(1) Notify students, parents or legal guardians of elementary and secondary school students, applicants for admission, employees, applicants for employment, and all unions or professional organizations holding collective bargaining or professional agreements with the district of the following:

- the name or title, office address, electronic mail address and telephone number of the employee or employees designated as the title IX Coordinator. Director of Financial Services, 845 S. Lake Street, Hustisford, WI, 53034, 920-349-8109.
- That the school district does not unlawfully discriminate on the basis of sex in the district's education programs and activities, and that the district is required by Title IX and Part 106 of Title 34 of the Code of Federal Regulations not to discriminate in such a manner. Such notification must state that the requirement not to discriminate extends to

admission and employment, and the inquiries about the application of Title IX and Part 106 to such recipient may be referred to the district's Title IX Coordinator, to the Assistant Secretary of the U.S. Department of Education, or both.

- The school district's Title IX grievance procedures and grievance process, including how to report or file a complaint of sex discrimination, how to report or file a formal complaint of sexual harassment, and how the school district will respond.

(2) Prominently display the Title IX Coordinator contact information and the district's policy of nondiscrimination on the basis of sex (as described immediately above) on the school district's website, if any, and in each handbook or catalog that it makes available to the persons entitled to notification of such information. Note: Information about the Title IX grievance procedures and grievance process (i.e., the third sub-bullet in the immediately preceding list) is not covered by this web site/handbook requirement, although there is nothing wrong with repeating the grievance-related information in those sources.

The federal Title IX regulations do not expressly require school districts to provide direct, annual re-notification to individuals who have already received notice. However, as a practical matter, Title IX notice information will be included in (for example) annual student handbooks and will often be incorporated into the district's general student nondiscrimination notice (see previous item, above).

**Open Enrollment:** Wisconsin's inter-district public school open enrollment program allows parents to apply on behalf of their children to attend school districts other than the one in which they live. Parents must submit application forms for the following school year to the nonresident school district during a three month period beginning with the first Monday in February until the last weekday in April. (Late applications will not be accepted.) Application forms may be obtained from the Department of Public Instruction or from any school district. Alternative Open Enrollment application period starts July 1<sup>st</sup>.

If a student moves out of the district after the first Monday in February, the student may be eligible to remain in their current enrolled district for one more year through tuition waiver. For more information contact the district office or go to [www.dpi.state.wi.us](http://www.dpi.state.wi.us) (School Board Policy - 5113)

**Parents Access to Curriculum:** Parents/guardians may inspect, upon request, any instructional material used as part of the educational curriculum for students. In addition, parents/guardians may deny their child's participation in certain educational programs or activities in accordance with state and federal laws and regulations. Specifically, parents/guardians may:

- Request that their child not participate in certain state assessments.
- Request that their child not participate in instruction in human growth and development or instruction in certain health-related subjects.
- Request that their child not participate in any survey administered or distributed to students in the schools that reveals certain information.
- Request that their child not participate in any activities involving the collection, disclosure or use of personal information collected from students for the purpose marketing or selling that information, or otherwise providing that information to others for that purpose.
- Request that their child not participate in any non-emergency, invasive physical examination or screening.

Parents/guardians shall make any of the above requests, in writing, to the building principal or designee. The principal or designee shall grant all requests, in a timely manner, unless they violate state and federal guidelines. (School Board Policies - 2416 & 2416.01)

#### **Possession of Electronic Communication Devices:**

Students who have a device at school or at any school related event do so at their own risk to possible loss, damage or liability. (School Board Policies - 5136 & 7540.03)

#### **School Accountability Report (School Report Cards):**

A copy of each school's accountability report card as prepared by the Wisconsin Department of Public Instruction, shall be provided by the District to the parent of each student enrolled in or attending the school on an annual basis. The report shall be provided with the Notification of Educational Options. (Policy 2700.01)

Copies of previous reports for the Hustisford School District can be found at: <https://apps2.dpi.wi.gov/reportcards/>

## **School and School District Performance Report**

The Board will publish an annual school and school district performance report including all information prescribed by statute. By January 1st of each year, the School Board shall notify the parents of each student enrolled in the District of the right to request a school and school district performance report.

Per the Wisconsin Department of Public Instruction, the District shall use links to the WISEdash Public Portal to meet the electronic State School Performance Report requirements. (Policy 2700.01)

**School Wellness:** Federal school wellness policy implementation regulations require each school district participating in federally subsidized child nutrition programs to inform the public each school year about the content and implementation of the local school wellness policy and make the local school wellness policy and any updates to the policy available to the public. See the district website (School Board Policy 8510).

### **Special Education:**

Child Find: The Hustisford School District is required to locate, identify, and evaluate children suspected of having a disability, including students with disabilities attending private schools. The school district has a screening process in place to locate and screen all students with suspected disabilities who attend school in the district and who have not graduated from high school. Upon request the school district will provide for observation and intervention recommendations for any student who has not graduated high school prior to a special education referral. A request may be made by contacting the Director of Special Education at: 920-349-8109.

The school district also conducts developmental screening of preschool children. Each child's motor, communication, and social skills are observed. The information is used to provide the parent with a profile of their child's current development and to provide suggestions for follow-up activities. The information from screening is also used to determine whether a child should be evaluated further for a suspected disability. When school staff reasonably believes a child to have a suspected disability, they may refer the child for evaluation by a school district Individualized Education Program (IEP) team.

A physician, nurse, psychologist, social worker or administrator of a social agency who reasonably believes a student brought to him or her for services may be a student with a disability has a legal duty to report the student to the school district in which the student resides. Before referring the student, the person making the referral must inform the student's parent that the referral will be made. The referral must be in writing and include the reason why the person believes the individual may be a student with a disability. Others who reasonably believe a student may be a student with a disability may also refer the student to the school district. A referral of a student attending school in the Hustisford School District should be sent in writing to: Director of Special Education, 845 South Lake Street, Hustisford, WI 53034.

Students with Disabilities: The Hustisford School District has a process in place to assist, locate, evaluate, and identify all students in the school district that are suspected of having a special education disability. Upon request, the school district will evaluate students from three years of age through students that have not yet graduated to determine if the student would meet state eligibility criteria for a special education disability.

If a student meets eligibility criteria and it is determined that the student requires special education services, the school district will provide special education programming to resident students through one of the public school special education programs.

Questions regarding special education eligibility and special education programming and requests for evaluations may be made by contacting the Director of Special Education at: 920-349-8109. (School Board Policy - 2460)

**Special Needs Scholarship Program-** School boards are required by section 115.7915(5) of the state statutes to annually notify the parents/guardians of each child with a disability enrolled in the school district of the Special Needs Scholarship Program (private school voucher program), which is available to students with an individualized education program (IEP) who meet specified conditions outlined in state law.

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

Any questions should be directed to the high school principal or to the guidance department. (School Board Policy #2271.01)

**Early College Credit Program:** The District recognizes the value to students and to the District of students participating in programs offered by University of Wisconsin system institutions, tribally controlled colleges and private, non-profit higher education institutions in Wisconsin.

The Board will allow any high school student who satisfies the eligibility requirements to participate in the Early College Credit Program (ECCP) to enroll in an ECCP-approved approved course at an institution of higher education while attending in the District. Students will be eligible to receive college and high school credit for completing course(s) at authorized institutions of higher education provided they complete the course(s) and receive a passing grade.

The School District's responsibility to pay for tuition, fees, books, and other necessary materials shall be limited to eighteen (18) postsecondary credits per student.

The District Administrator shall ensure that the District's Early College Credit Program comports with applicable State law and the administrative rules of the Department of Public Instruction. The District Administrator shall also ensure that all students enrolled in the District in the 8th, 9th, 10th, and 11th grades are provided with information regarding the Program by October 1st of each year. (School Board Policy 2271)

**Student Alcohol, Tobacco, and Drug Use:** Students have the right to attend school in an environment that is free from alcohol and other controlled substances.

The following actions are prohibited by students on school property, in any district owned or contracted vehicle, and at all school sponsored activities whether on or off campus:

- The use, possession, dispensing, distribution, manufacture, transfer, sale or possession with intent to sell controlled substances, alcohol or drug paraphernalia (as defined by local, state and federal statutes); inhalants, copycats, and look alike drugs or alcohol (i.e. non-alcoholic beer); and
- being under the influence of alcohol, controlled substances, or inhalants. Prescription medications will be exceptions to this policy when used by the individual for whom they were prescribed and in the manner and amount prescribed. The student must inform the school's administration when taking prescription medication.

The use or possession of tobacco in any form (including e-cigarettes) by any student is prohibited on school grounds or at school-sponsored events. Furthermore, adults are not permitted to use tobacco products on school grounds or at school-sponsored events. Failure to abide by this policy will result in disciplinary action, up to and including suspension and/or expulsion from school. Such disciplinary action shall be done in accordance with state law and established procedures. Violation of this policy may also result in referral to law enforcement officials for prosecution under specific local, state or federal laws. (School Board Policy - 5530)

### **Student Assessment**

The District shall assess student achievement and needs in all areas of the curriculum in order to determine the progress of students and to assist them in attaining District goals.

Each student's proficiencies and needs will be assessed by staff members upon his/her entrance into the District and annually thereafter. Procedures for such assessments will include, but need not be limited to, teacher observation techniques, cumulative student records, student performance data collected through standard testing programs, student portfolios, and physical examinations.

The District Administrator shall develop and present to the Board annually a program of testing and assessment that includes:

- A. State-required tests;
- B. curriculum-based written and oral examinations which include use of alternative questions, demonstrations, writing exercises, individual and group projects, performances, portfolios, and samples of best work;



- C. assessment tests;
- D. aptitude tests;
- E. achievement tests;
- F. vocational inventories;

The District requires that:

- A. tests be administered by persons who are qualified under State law and regulation;
- B. parents be informed of the testing program of the schools and of the special tests that are to be administered to their children;
- C. data regarding individual test scores be entered on the student's cumulative record, where it will be subject to the policy of this Board regarding student records;
- D. the results of each school-wide, program-wide, and District-wide test be made part of the public record.

All students shall participate in State-wide or District-wide assessments, and any student with a disability shall be provided appropriate accommodation and/or alternate assessments where necessary as indicated in the student's I.E.P. or Section 504 plan.

#### **Parental Opt Out of Assessments (students)**

The District shall excuse any student from the State examination administered in 4th grade, 8th grade, 9th grade, 10th grade, or 11th grade whether the test administered is the one developed by the Department of Public Instruction or the District's own test developed and approved by the DPI and the U.S. Department of Education. To opt out of these examinations, the student's parent must submit a statement in writing to the building Principal stating that the parent is opting out of the examination(s). (School Board Policy 2623)

**Student Attendance.** The Board will enforce regular student attendance in the District's program in which each student is enrolled as required pursuant to State law. Further, the Board recognizes that the District's educational program is predicated upon the participation of each student in the program of instruction in which the student is enrolled and required to attend. Student success requires continuity of instruction and program participation. For purposes of this policy, the regular period and hours of instruction including both those periods and hours a student's program require that they are in school as well as any attendance requirements defined as part of a course of virtual instruction, or a combination of the more than one type of instructional delivery. (School Board Policy 5200)

**Student Internet Access:** Technology has fundamentally altered the ways in which information is accessed, communicated, and transferred in society. As a result, educators are continually adapting their means and methods of instruction, and the way they approach student learning to incorporate the vast, diverse, and unique resources available through the Internet. The Board of Education provides technology resources (as defined in Bylaw 0100) to support the educational and professional needs of its students and staff. With respect to students, District Technology Resources afford them the opportunity to acquire the skills and knowledge to learn effectively and live productively in a digital world. The Board provides students with access to the Internet for limited educational purposes only and utilizes online educational services/apps to enhance the instruction delivered to its students. The District's computer network and Internet system do not serve as a public access service or a public forum, and the Board imposes reasonable restrictions on its use consistent with its limited educational purpose. (School Board Policy - 7540.03)

**Student Locker Searches and Other School Loaned Property:** Desks, lockers, books, and equipment loaned to students remain school property. Such property is provided for the convenience and learning of students and shall be used only for authorized school purposes. Students will be expected to exercise discretion in bringing personal items to school, recognizing that any personal items in lockers, on their person, or in their vehicle that is illegal or a violation of school rules, will be subject to seizure and appropriate discipline action may be taken in violation of school rules and local or state law.

The Hustisford School District cannot guarantee security to items stored in lockers. High school and middle school students that suspect their lock is malfunctioning or that another student knows their lock combination should inform the office immediately. Only locks issued by the District may be used on school lockers.

Students may park on district property as a matter of privilege. Parking privileges may be revoked at any time for rule violations. Searches of the interior of a vehicle located on District property, including searches of a student's personal property located within the vehicle may be conducted when school personnel have a reasonable suspicion to believe that illegal or unauthorized materials are inside the vehicle. Such searches may be conducted without notice, without student consent, and without a search warrant.

Other pertinent information relating to searches: The Principal, District Administrator, or their designees shall be authorized to search a student's person, personal property, locker, or desk. Desks or lockers assigned to students may be opened and inspected by school personnel at any time. Any unauthorized item found in a school locker or desk may be removed and given to the parent or guardian of the student, returned to the rightful owner, or forwarded to law enforcement officials as the circumstances may warrant.

Searches of a student's person or personal property, such as handbags and backpacks, or other items in the student's possession, may be conducted when school personnel have reasonable belief that a student has an item in violation of the law and/or school rules.

School officials may conduct random locker searches in order to safeguard student and school safety. School officials, in cooperation with law enforcement personnel, may use dogs to conduct searches of the buildings and grounds. (School Board Policy - 5771)

**Student Privacy:** The Board respects the privacy rights of parents and their children. No student shall be required, as a part of the school program or the District's curriculum, without prior written consent of the student (if an adult, or an emancipated minor) or, if an unemancipated minor, their parents, to submit to or participate in any survey, analysis, or evaluation that reveals information concerning:

- political affiliations or beliefs of the student or the student's parent;
- mental and psychological problems of the student or the student's family;
- sex behavior or attitudes;
- illegal, anti-social, self-incriminating or demeaning behavior;
- critical appraisals of other individuals with whom students have close family relationships;
- legally recognized privileged or analogous relationships such as those of lawyers, physicians and ministers;
- religious practices, affiliations or beliefs of the student or student's parent; or
- income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program.

The Board shall not collect or use personal information obtained from students or their parents for the purpose of marketing or for selling that information. (School Board Policy - 2416)

**Student Records:** In order to provide appropriate educational services and programming, the Board must collect, retain, and use information about individual students. Simultaneously, the Board recognizes the need to safeguard students' privacy and restrict access to students' personally identifiable information.

Except for data identified by policy as directory data, student personally identifiable information includes, but is not limited to: the student's name; the name of the student's parent or other family members; the address of the student or student's family; a personal identifier, such as the student's social security number, student number, or biometric record; other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name; other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or information requested by a person who the District reasonably believes knows the identity of the student to whom the education record relates.

Reference in this policy to "directory data," includes reference to "directory information," in the context of the Family Educational Rights and Privacy Act (FERPA).

The Board is responsible for the records of all students who attend or have attended schools in this District. Only records mandated by the State or Federal government and/or necessary and relevant to the function of the School District or specifically permitted by this Board will be compiled by Board employees.

In all cases, permitted, narrative information in student records shall be objectively based on the personal observation or knowledge of the originator.

Student records shall be available only to students and their parents, eligible students, designated school officials who have a legitimate educational interest in the information, or to other individuals or organizations as permitted by law. (School Board Policy - 8330)

**Student Records – Recruiter Access:** The Hustisford School District will provide, on a request made by military recruiters or institutions of higher education, access to secondary school students' names, addresses and telephone listings. A secondary school student or the parent or guardian of a student may request that the student's name, address and telephone listing not be released to military recruiters or institutions of higher education without prior written parental consent. The District shall provide military recruiters the same access to secondary school students and student directory data about such students as is provided to post-secondary schools and prospective employers.

**Student Records – Directory Data:** Each year, the District Administrator shall provide a public notice to students and their parents of the District's intent to make available, upon request, certain information known as directory data. The Board designates as student directory data: a student's name; photograph; participation in officially recognized activities and sports; height and weight, if a member of an athletic team; date of graduation; or degrees and awards received.

Parents and eligible students may refuse to allow the Board to disclose any or all of such directory data upon written notification to the Board within fourteen (14) days after receipt of the District Administrator's annual public notice. Any parent or eligible student who refuses to allow disclosure of directory data and who participates in the extra-curricular activity must complete the appropriate acknowledgment which includes a limitation on the refusal to disclose directory data obtained during the course of the student's participation in extra-curricular activities.

In accordance with Federal and State law, the Board shall release the names, addresses, District assigned e-mail addresses (if available), and telephone listings of secondary students to a recruiting officer for any branch of the United States Armed Forces or an institution of higher education who requests such information. A secondary school student or parent of the student may request in writing that the student's name, address, District assigned e-mail addresses (if available), and telephone listing not be released without the prior consent of the parent(s)/eligible student. The recruiting officer is to sign a form indicating that any information received by the recruiting officer shall be used solely for the purpose of informing students about military service and shall not be released to any person other than individuals within the recruiting services of the Armed Forces. The District Administrator is authorized to charge mailing fees for providing this information to a recruiting officer.

Whenever the consent of the parent(s)/eligible student is required for the inspection and/or release of a student's health or education records or for the release of directory data, either parent may provide such consent unless agreed to otherwise in writing by both parents or specifically stated by court order. If the student is under the guardianship of an institution, the District Administrator shall appoint a person who has no conflicting interest to provide such written consent.

The Board may disclose directory data, on former students without student or parental consent unless the parent or eligible student previously submitted a request that such information not be disclosed without their prior written consent.

The Board shall not collect or use personal information obtained from students or their parents for the purpose of marketing or for selling that information. (School Board Policy 8330)

**Student Religious Accommodations:** The Board of Education desires to cooperate with those parents who wish to provide for religious instruction for the children but also recognizes its responsibility to enforce the attendance requirements of the State. The Board shall permit students, with written parental permission, to be absent from school during required school periods at least sixty (60) minutes but not more than 180 minutes per week to obtain religious instruction outside of school. (School Board Policy 5223)

**Student Surveys:** Distribution of Surveys and Questionnaires to Students is governed by Policy 2416 - Student Privacy and Parental Access to Information. (School Board Policy - 9700)

**Title I Program:** The Board elects to augment the educational program of educationally disadvantaged students by the use of Federal funds and in accordance with Title I of the Elementary and Secondary Education Act of 1965, as amended.

The District Administrator shall prepare and present to the Department of Public Instruction (DPI) a plan for the delivery of services which meets the requirements of the law, including those described below. The plan shall be developed by appropriate staff members and parents of students who will be served by the plan. The District will periodically review and revise the plan, as necessary. (School Board Policies – 2261, 2261.01, 2261.02))

**Weapons:** The Board prohibits students from possessing, storing, making, or using a weapon in any setting that is under the control and supervision of the District for the purpose of school activities approved and authorized by the District including, but not limited to, property leased, owned, or contracted for by the District, a school-sponsored event, or in a District vehicle, to the extent permitted by law.

The term weapon means any object which, in the manner in which it is used, is intended to be used, or is represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons. Weapons include, but are not limited to, firearms (including, but not limited to, firearms as defined in 18 U.S.C. 921(a)(3)), guns of any type whatsoever, including air and gas-powered guns (whether loaded or unloaded), knives (subject to the exceptions below), razors with unguarded blades, clubs, electric weapons (as defined in 941.295(1c)(a), Wis. Stats.), metallic knuckles, martial arts weapons, chemical agents, ammunition, and explosives.

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

The District Administrator will refer any student who violates this policy to the student's parents and may also make a referral to law enforcement. The student may also be subject to disciplinary action, up to and including expulsion. (School Board Policy 5772)

**Concussion and Head Injury Information:** School districts are required by section 118.293 of the state statutes to distribute a concussion and head injury information sheet to (1) each person who will be coaching a youth athletic activity and (2) each student who wishes to participate in the activity at the beginning of a youth athletic activity season, except as otherwise specifically provided. No person may participate in a youth athletic activity unless the person returns the concussion and head injury information sheet signed by the student athlete and by his/her parent/guardian. (School Board Policy 5340)

**Sudden Cardiac Arrest:** Sudden cardiac arrest is a medical event that involves a sudden increase in the heart's ventricular beat that prevents the heart from distributing blood to the brain, lungs, and other organs. It occurs without warning and in youth athletics participants who appear healthy and have passed pre-participation physical examinations. Severe damage and death can occur very quickly without immediate treatment.

In an effort to educate parents, students, and coaches regarding this condition, information regarding sudden cardiac arrest shall be included along with distribution of the required information concerning concussions and shall be distributed to all participants age twelve (12) and older and to coaches prior to participation on youth athletic activity. The information shall contain the following information as provided by the Wisconsin Department of Public Instruction: information about the risks associated continuing to participate in a youth activity after experiencing one (1) or more symptoms of sudden cardiac arrest, including fainting, difficulty breathing, chest pains, dizziness, and abnormal racing heart rate. (School Board Policy 5340)

**Suicide Prevention Resources:** The Board recognizes that depression, anxiety, and other mental health conditions are severe problems among children and adolescents. A student who lives with a mental illness may not be able to benefit fully from the educational program of the schools, and a student who has engaged in or attempted self-harm poses a danger both to themselves and to other students.

All school personnel should be alert and report to an administrator or school psychologist, school counselor, or school nurse regarding any student who exhibits symptoms or warning signs of depression or who threatens or attempts suicide. Any such signs or the report of such signs from another student or staff member should be taken with the utmost seriousness. (School Board Policy 5350)