

**Tigerton
Middle/High School
Student Handbook
2024-25**



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Rights and Responsibilities

Supporting a positive learning environment for all students requires a strong commitment from all members of the school community: students, parents/guardians, school staff and members of the Board of Education. All of these members have rights and responsibilities to ensure the best possible outcome for Tigerton School District. Working together to reach a high level of mutual respect and accountability will help our students strive towards achieving the district vision.

These rights and responsibilities for all members of our school community follow:

STUDENT RIGHTS AND RESPONSIBILITIES

All students have the right to:

- Attend school and be a valued member of the school community.
- Be treated with courtesy, respect and dignity.
- Learn in a safe environment that is free of bullying, harassment and discrimination.
- Receive a clear explanation of the Tigerton School District Code of Rights and Responsibilities and be shown how to access the code electronically.
- Be informed of the reasons for any disciplinary decisions and be a participant in the interventions and discipline as determined appropriate for the behavior concern.
- Speak with a person in authority if one feels that unfair treatment has occurred.
- Receive information about how to appeal disciplinary decisions.
- Assemble and associate with other students to within established rules and confines set forth by the school district.
- Form, hold and express themselves provided there is no disruption to the normal operation of the school.
- Know how they will be graded and evaluated.
- Due process.

All students have a responsibility to:

- Contribute to a safe learning environment by behaving respectfully and safely and by reporting harmful or dangerous situations to an adult.
- Know and follow all school rules, expectations and instructions given by school staff.
- Show respect and courtesy to all students, staff and school visitors. This includes respecting the property of others.
- Attend school daily, be prepared for class, engage in classroom activities and complete all work.
- Bring only those materials to school that are allowed.
- Inform parents of school-related issues and give them any materials sent home by the school or district.

PARENTS RIGHTS AND RESPONSIBILITIES

All parents/guardians have the right to:

- Be treated equitably with courtesy, respect and dignity.
- Access the Student Handbook electronically or receive a hard copy upon request.
- Receive regular information from school staff regarding their child's academic and behavioral progress in a language they understand.
- Request an interpreter.
- Visit their child's classroom within district guidelines.
- Request a conference.
- Appeal disciplinary actions such as expulsion, suspension, assignment to another school or bus suspension.
- Request student records.
- Advocate for their child

All parents/guardians have a responsibility to:

- Review the content of the Tigerton School District Code of Rights and Responsibilities with their child.
- Work with the school as a collaborative partner. If student misconduct arises, work with staff to help the child make behavioral changes.
- Inform officials about concerns in a timely and respectful manner.
- Support their child to resolve problems peacefully while at school in order to contribute to a safe and positive school climate.
- Show respect and courtesy to all students, staff and school visitors.
- Maintain updated records and contact information for themselves and their students.

SCHOOL STAFF RIGHTS AND RESPONSIBILITIES

All teachers and school staff have the right to:

- Review the content of the Tigerton School District Code of Rights and Responsibilities with their child.
- Work with the school as a collaborative partner. If student misconduct arises, work with staff to help the child make behavioral changes.
- Inform officials about concerns in a timely and respectful manner.
- Support their child to resolve problems peacefully while at school in order to contribute to a safe and positive school climate.
- Show respect and courtesy to all students, staff and school visitors.
- Maintain updated records and contact information for themselves and their students.

All teachers and school staff have a responsibility to:

- Foster on-going, positive relationships with all students and families.
- Show respect and courtesy to all students, staff and school visitors.
- Create a positive classroom and school climate for all students, using effective classroom management strategies that extend to all school environments.
- Teach, acknowledge and reinforce appropriate student behavior. This includes re-teaching behavioral skills when misbehavior occurs as well as following the Individual Education Plans and Behavior Intervention Plans of students.
- Intervene promptly when misbehavior occurs.
- Apply the appropriate intervention and discipline in a fair, equitable and consistent manner.
- Participate in provided professional learning opportunities.

SCHOOL ADMINISTRATION RIGHTS AND RESPONSIBILITIES

All school administrators have the right to:

- Work in a safe environment that maximizes staff performance and student learning.
- Be supported to create and maintain a thriving school environment that is respectful, engaging, vibrant and culturally relevant.
- Receive professional development and training to assist in creating and maintaining a thriving school environment that is respectful, engaging, vibrant and culturally relevant.
- Be treated with courtesy, respect and dignity.

All school administrators have a responsibility to:

- Foster on-going, positive relationships with all staff, students, and families.
- Help create a safe and caring school climate and physical environment that maximizes learning.
- Review the Tigerton School District Code of Rights and Responsibilities with students, staff and parents at the beginning of each school year and revisit it as necessary throughout the year.
- Show respect and courtesy to all students, staff and school visitors.
- Apply the Tigerton School District Code of Rights and Responsibilities in a fair, equitable and consistent manner and accurately record all instances of student misbehavior.
- Guide the staff in using and reviewing school- wide behavior data and evaluating the effectiveness of behavioral interventions.
- Ensure that all school staff meet the expectations outlined in the section entitled “Teacher/Staff Responsibilities”.
- Follow procedures for student removals from the learning environment.
- Follow up promptly on reports of bullying.
- Respond and resolve an office discipline referral in a timely manner.
- Participate in provided professional learning opportunities.

BOARD OF EDUCATION RIGHTS AND RESPONSIBILITIES

All Board of Education members have the right to:

- Be shown respect and courtesy by all members of the school community.
- Review all documents and policies for approval

All Board of Education members have a responsibility to:

- Show respect and courtesy to all students, staff and administrators.
- Create policies that promote a healthy and thriving school environments that are respectful, engaging, vibrant and culturally relevant.
- Annually review and analyze student behavior data to ensure the Tigerton School District Code Book of Rights and Responsibilities is being implemented in a fair and equitable manner across all schools

A. School Schedule

The high school schedule is printed below. The high school/middle school doors are opened at 7:45 am, so students should plan their arrival to school accordingly. Breakfast will be served from 7:45-8:00 a.m.

MS/HS Daily Schedule

1st	8:00 – 8:45
2nd	8:49 – 9:34
3rd	9:38 – 10:24
4th	10:28 – 11:13
MS Lunch	11:13 – 11:43
HS 5th	11:17 – 12:00
MS 5th	11:43 - 12:26
HS Lunch	12:00 - 12:30
6th	12:30 – 1:14
7th	1:18 – 2:02
8th	2:06 – 2:50
Tiger Time	2:51 – 3:21

B. Graduation Requirements

The successful completion of 25 credits shall be required for graduation from Tigerton High School. All obligations must be met before graduation. The minimum number of credits are to be earned in the following areas:

English	4 credits
Social Studies	3 credits
Mathematics	3 credits
Science	3 credits
(Ag Production may be used as the 3rd Science credit)	
Physical Education	1 ½ credits
Health	½ credit
Personal Finance	½ credit
Electives	9 ½ credits

All credits shall be earned based on a semester system.

Students are to be aware of those credits that they would need to get admission to either a 2 or 4-year tech or college program. Substitute classes usually do not qualify the student to gain admission. Students are to check with the school counselor if they have any question on what classes they would need to gain admission to the school or program of their choice after graduation.

Classes required may only be substituted with the approval of administration. All requests for substitution or waiver from a class must be made in writing through the school counselor, which

will be forwarded to the high school principal, who will present the request to the School Board. Such requests will only be deemed justified in cases of that class not fitting the student's schedule because of the student wanting to take AP classes, or because the class cannot fit into the student's schedule any other way. The student must then substitute a class, or already have a sufficient number of credits in the area for graduation.

Students are offered virtual classes in course areas not provided by the district. Virtual classes are taken through the Erving Network, Rural Virtual Academy (RVA), or other online vendors with certified instructors from other area schools. Contact the principal for information on taking these classes

C. Code of Classroom Conduct

The Tigerton School District is committed to maintaining a favorable academic atmosphere. Teachers are expected to create a positive learning climate for students in their classrooms and to maintain proper order. Students are expected to behave in the classroom in such a manner that allows teachers to effectively carry out their lesson plans and students to participate in classroom learning activities. Students are also expected to abide by all rules of behavior established by the Board, administration and their classroom teachers. Tigerton School District will use a restorative approach to address behavior.

Student behavior that is dangerous, disruptive or unruly or that interferes with the teacher's ability to teach effectively will not be tolerated. Any student who engages in such behavior may be subject to disciplinary action up to and including removal from class as outlined below.

When the teacher in the classroom determines that student behavior is interfering with the educational process, the teacher may implement measures to address the behavior. The teacher may refer student behavior concerns to administration if classroom level measures are unsuccessful or for significant behavior concerns. A T-Chart, developed by the PBIS committee, is a guide for staff to identify classroom v. office managed behavior.

Classroom Managed (or Minor Behavior Issues)

At this level, the individual classroom teacher utilizes a student conference, and may also utilize the subsequent measures:

Student Conference – A conference takes place between the teacher and student in order that a better understanding of the behavior and how to change it is determined. A behavior referral may be submitted for documentation purposes (parent contact should be made if a behavior referral is submitted).

Parent Contact - Depending on the violation and the seriousness of the action, a parent will be contacted by phone or email in addition to a student conference. The intent of the contact is to inform the parent of the violation and the student's attitude during the conference and to elicit parent support for correcting the unacceptable behavior.

Teacher Detention - Detention is a consequence administered for various inappropriate behaviors. This detention can be served during lunch period or after school, and the teacher has the opportunity to determine when a detention is to be served. Parent contact should be made by the teacher in this instance.

Office Managed (or Major Behavior Issues)

At this level, the principal is included in the behavior situation. The teacher will write a description of the events and submit a behavior referral, contact the parent, and one of the following measures may be used:

Student Conference – A conference takes place between the teacher and student in order that a better understanding of the behavior and how to change it is determined. The principal may be asked to be a part of this conference.

Detention - Detention is a consequence administered for various inappropriate behaviors. This detention can be served during lunch period or after school, and the teacher has the opportunity to determine when a detention is to be served.

Parent Contact/Conference – Parents will be contacted by phone, email, and/or mail when a student reaches this level. A conference may be scheduled between the student, parent, teacher, and principal.

In-School Suspension - A student is assigned to the In-School Suspension room (located in the office) during the regular school day under the direct supervision of a staff member. The student may not attend his/her regular classes. A student will sit in isolation, but will be expected to complete school assignments. No sleeping, talking, leaving without permission, or use of electronic devices is allowed. Students will be given cafeteria privileges under the direction of a supervisor and will eat lunch in the In-School Suspension room. The absence will be listed as excused, and the student will be given an opportunity to make-up their work for that day. During the period of suspension, the student may meet with the school counselor if requested and available.

Out-of-School Suspension - A student assigned an out-of-school suspension is placed under the supervision of the parents or guardians during the period of suspension. A suspended student is not to appear on school property during the period of suspension and cannot participate in or attend any school sponsored activities. The absence will be listed as excused and the student will be given an opportunity to make up their class work for that day. A student may be suspended from school up to five school days. Administration may request a re-admittance meeting with the student and parents or guardians upon the student's return to school following the suspension.

Referral to Police or Juvenile Authorities - If a student's misbehavior is such that a violation of the law is involved, police or juvenile authorities may be contacted by the Principal or a designated representative. Every reasonable attempt shall be made to notify parents at the

same time police or juvenile authorities are called. If the officer indicates that he/she is arresting the pupil, with or without a warrant, that officer shall have complete jurisdiction and responsibility in the matter, and the Principal shall not interfere with the pupil's removal from the building. It is expected that the contact with the pupil shall be arranged in a manner to make it as unobtrusive as possible.

*See section RR. for description of offenses and potential disciplinary actions.

Expulsion Recommendation - Expulsion means an action by the Board of Education that prohibits an enrolled pupil from further attendance as per Wisconsin State Statute. The Board of Education may expel a student whenever it finds her/him guilty of repeated refusal or neglect to obey the rules or finds that she/he engaged in conduct while at school or while under the supervision of a school authority which endangers the property, health, or safety of others, and is satisfied that the interest of the school demands his/her expulsion. In taking disciplinary action at this level, school administrators will follow the procedures outlined in the Tigerton Public Schools, Board of Education Policy.

D. Academic Dishonesty

Academic dishonesty is defined as any type of cheating that occurs in relation to a formal academic exercise, including plagiarism. Plagiarism is the adoption or reproduction of ideas, words, or statements of another person or source without due acknowledgment.

This policy includes submitting purchased work as one's own work or A.I. (artificial intelligence) generated ideas or work without proper acknowledgment. If you are unsure how to properly credit or document a source, please speak with your teacher for their requirements.

We see academic dishonesty as a behavior and believe that it is our responsibility to help change that behavior so that each and every student can make responsible choices for him/herself independently over time. Therefore, the following procedure will be followed upon learning about or witnessing an event that reflects academic dishonesty.

The staff member will immediately address the behavior with all parties involved:

1. A behavior referral will be completed and sent to the office as a record of the incident. The staff member may issue a 0 for the assignment at the time of the incident.
2. The incident will be investigated by administration. If investigation indicates that cheating did occur, the following will occur:
 - a. Parents will be contacted.
 - b. The student will be provided an opportunity to redo the assignment. A meeting will occur with the student, teacher, and administration to determine an appropriate timeline for redoing the assignment. This may need to be completed outside the school day. Failure for the student to follow the timeline could result in a 0 for the assignment.
 - c. Repeated violations of this policy may result in disciplinary action (see section RR.)

E. Attendance

The position of the School District of Tigerton in relation to school attendance is: Regular attendance is of the utmost importance in the learning process. Parents and guardians are asked to make every effort to make sure that students attend school every day. For any absence it is the student's responsibility to make sure all work is made up in the given time period.

Absences

According to state law, a student may be excused by the parent or guardian for not more than 10 school days in the school year. It is important to contact the school regarding any absences. In the event of an absence, parents are expected to call the high school office at 715-535-4000 before 9:00 a.m. and be prepared to give the reason for the absence to verify the student is absent with the parent's or guardian's knowledge, except that no such call is necessary for any absence(s) that the parent or guardian arranged and the school excused in advance (planned absence).

It is the policy of the Tigerton Middle/High School that students are to be in attendance in order to attend school sponsored activities after school hours. This includes, but is not limited to, sporting events, plays, and dances. The only exceptions would be made for doctor appointments, dental or orthodontic, or unavoidable situations that may develop. In any of these cases the school must be notified prior to, or during the school day if the student wishes to attend the event. The school reserves the right to accept or reject the given reason.

Planned Absences

These are absences which are known in advance. We request a written note to the office in advance of the absence. If a written note is not provided prior to the absence, the absence will be unexcused. It is the responsibility of the student to pick up a planned absence form from the office and have their teachers sign it with their approval. If the absence is because of a class related activity, then the form must be returned to the directing teacher for their signature no later than 3:45 p.m. on the day before the activity. This form should be turned into the office for the principal's signature. Failure to follow the given procedure may result in the student not being allowed to take part in the school activity or, if it is a non-school activity, the absence will be considered unexcused.

Unexcused Absences

Failure to call the school regarding an absence will result in an unexcused absence. Unexcused absences will be recorded by the class period and consequences will be determined by administration on a case by case basis.

Truancy

A student is considered truant if he/she is absent without an acceptable excuse for all or part of one or more days during which school is held. A student qualifies to be habitually truant when he/she is absent without an acceptable excuse all or part of five or more days in a school semester, Wis. Stat. sec. 118.16(1)(a) and (c).

Letters will be sent notifying the parent or guardian of absences and reminding the student and parent(s) or guardian(s) of the attendance policy.

If a student accumulates five unexcused absences in a semester, it could be referred to the police liaison officer for truancy.

18 Year Old Student Attendance

Adult students may carry out these responsibilities in lieu of their parents or guardians; provided that they meet with administration to confirm their status.

Tardiness

Students are expected to be in their classes on time except for legitimate reasons. All tardiness is recorded in Skyward. Consequences may be issued if students have three or more tardies in a quarter.

Time missed due to tardiness may be made up during noon hour, after school, or at a time left to the discretion of the teacher/principal. The failure of the student to comply will be referred to the principal for appropriate action.

Because tardiness is considered an unexcused absence, it can be used to determine truancy.

Leaving School Without Permission:

Written permission or a phone call from a parent or guardian must accompany any request for a student to leave school during the school day. The student is to sign out when leaving. Upon their return they are to immediately sign in at the office and obtain a pass to return to class. A student leaving the building without permission will be considered unexcused and the appropriate unexcused absence will be assigned (this may also be considered a truancy issue). In this instance parents or guardians will be contacted, and an appropriate consequence will be assigned.

Students Leaving School because of Illness:

If a student becomes ill, they are to report to the school office. Office personnel will secure permission for the student to leave. Emergency contacts will be used if parent(s)/guardian(s) cannot be reached. If a student does not seem to be capable of providing his or her own transportation, then transportation will be arranged as soon as possible. Students are to sign out in the office before leaving the building.

F. Bullying/Harassment

Bullying:

Bullying is deliberate or intentional behavior using words or actions, intended to cause fear, intimidation, or harm. Bullying may be a repeated behavior and involves an imbalance of power. Furthermore, it may be serious enough to negatively impact a student's educational, physical, or emotional well being. The behavior may be motivated by an actual or perceived distinguishing characteristic, such as, but not limited to: age; national origin; race; ethnicity; religion; gender;

gender identity; sexual orientation; physical attributes; physical or mental ability or disability; and social, economic, or family status; however this type of prohibited bullying behavior need not be based on any of those particular or other particular characteristics. It includes, but is not necessarily limited to such behaviors as stalking, cyberbullying, intimidating, menacing, coercing, name-calling, taunting, making threats, and hazing.

Some examples of Bullying are:

- A. Physical – hitting, kicking, spitting, pushing, pulling, taking and/or damaging personal belongings or extorting money, blocking or impeding student movement, unwelcome physical contact.
- B. Verbal – taunting, malicious teasing, insulting, name calling, making threats.
- C. Psychological – spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation.
- D. ""Cyberbullying" – the use of information and communication technologies such as e-mail, cell phone and pager text messages, instant messaging (IM), defamatory personal websites, and defamatory online personal polling websites, to support deliberate, repeated, and hostile behavior by an individual or group, that is intended to harm others."

If any person believes that he/she has been bullied or has knowledge that a bullying policy violation has occurred, he/she may bring forward a complaint in accordance with the procedures below. The Board of Education encourages the informal resolution of bullying complaints to the extent possible.

Complaint Procedures

Any student that believes s/he has been or is the victim of bullying should immediately report the situation to the building principal, or the District Administrator. The student may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate administrator or Board official. Complaints against the building principal should be filed with the District Administrator. Complaints against the District Administrator should be filed with the Board President.

Every student is encouraged to report any situation that they believe to be bullying behavior directed toward a student. Reports may be made to those identified above.

All school staff members and school officials who observe or become aware of acts of bullying are required to report these acts to the District Administrator.

Reports of bullying may be made verbally or in writing and may be made confidentially. All such reports, whether verbal or in writing, will be taken seriously and a clear account of the incident is

to be documented. A written record of the report, including all pertinent details, will be made by the recipient of the report.

Harassment:

Physical harassment, verbal harassment, threats, verbal intimidation, extortion, or physical violence towards persons in school, or at a school-sponsored function will not be tolerated. Any such action will be dealt with according to district policy.

Sexual Harassment will also be dealt with according to district policy. It consists of unwelcome behavior of a sexual nature. Examples consist of, but are not limited to: Sexual remarks, name calling, inappropriate behavior, spreading rumors, sexual comments about a person's body, and offensive pictures.

If you feel you are being harassed, contact a person you feel you can trust. This could be a teacher, administrator, secretary, or any other member of the school staff. If you feel a complaint is in order, follow the procedures listed for bullying.

G. Student Locker

Each student will be assigned a locker to keep their books and other personal items in. It is the student's responsibility to keep their lockers neat, clean, and locked at all times. If it would become necessary for a student to bring a large amount of money or expensive valuables to school it is recommended that the student take those items to the school office. Only the person assigned to the locker is to use that particular locker. No pictures of advertisements for alcohol, tobacco products, or other illegal drugs are permitted in or on the lockers. In addition, no pictures that are considered offensive or inappropriate are permitted in or on the lockers.

Lockers remain the property of the Tigerton School District and the School District retains the right to inspect the lockers at any time.

Any student losing their key will be required to pay \$3.50 at the end of the year for each duplicate key.

H. Cell Phones

Modern communication devices are an important method of communication. If used inappropriately during school time, they can become a classroom and school disruption. Since Tigerton Middle/High School is 1:1 with Chromebooks, cell phones are the only personal devices allowed in school. The school will therefore put the following restrictions on their use during school time.

Cell phones must be turned off and not used during class time (including Tiger Time) unless otherwise specified by the teacher. Cell phones are allowed before and after school, in between classes, and during the lunch hour for high school students. Middle school students are required to keep cell phones in lockers with the exception of before and after school, and during lunch.

Cell phones may not be used in any way that breaks existing rules and expectations (harassment, internet rules, computer use rules, etc.).

If a student violates the cell phone rules resulting in the phone being taken away from them by a school staff member, the following consequences may apply:

- Student conference and/or detention.
- First offense: Parent Contact and student picks up phone at the end of the day.
- Second or subsequent offense: Parents or Guardians must pick the phone up.
- Repeat offenses may result in additional consequences (i.e turning in your cell phone in the school office at the beginning of the day and picking it up at the end of the day for a designated period of time).
- Refusal to give up your cell phone to a staff member could result in further disciplinary consequences
- Any electronic devices used as harassing tools against another student or staff member or as part of an investigation may need to be turned over to the local law enforcement agencies for discipline measures.

I. Theft

Theft involves the taking of property belonging to the school or any individual or group without prior permission. If a student is involved in a theft incident, the student will be referred to the police liaison officer. The student will also face disciplinary action from school, including possible suspension or expulsion.

J. Behavior, Dress and Appearance

Courteous behavior is expected of all students. Obscene language or defiance of school personnel will not be tolerated.

Students of the Tigerton School District shall dress in a manner that will not interfere with the educational process of the school, the learning experience, or the self-esteem of other students. Students may be asked by administration to remedy a style of dress that may be objectionable. Examples would include, but not be limited to, clothing that is considered too revealing, skirt length above mid thigh, pants that hang down revealing undergarments or parts of the body when the shirt is lifted, or pants with holes in them that show skin above mid thigh, clothing that is ripped or torn to an inappropriate amount, or clothing that can be considered unsafe for the school environment. Mesh shirts, tank tops, and crop tops that reveal the midsection, or which are too revealing, are inappropriate unless worn with an appropriate shirt underneath. Shirts that have large open areas that reveal too much skin or sports bras are inappropriate for the school setting.

Windbreakers, coats, or jackets of any kind are not allowed to be worn in the school building during regular school hours. During school hours these are to be kept in your locker.

Hats, caps, bandanas, or other forms of headwear are not permitted inside the school from 8:00 a.m. until 3:21 p.m. Sunglasses are also not to be worn in the school building unless the student has permission for a medical reason signed by a physician.

Students are not allowed to wear or display any articles of apparel that would promote drugs, alcohol, or tobacco products. Articles of clothing which have sexual implications, which deal with violence or weapons, or which would be considered offensive by a person or group because of content will not be allowed.

When a student's dress does not follow the expectation, that student will be asked to correct the problem. If the student does not correct the problem, it will be considered a disciplinary problem and handled accordingly.

K. Illegal Substances and Dangerous Drugs

This includes, but is not limited to, vaping devices, tobacco, alcohol, non-prescription drugs, prescription drugs, and those drugs which are commonly associated as being illegal.

No student may use or have in their possession any vaping or tobacco products while on school grounds or in a school vehicle, whether during a school day or at a school function.

No student may appear on school property or in a school vehicle, whether during a school day or at a school function, under the influence of alcohol or illegal drugs or in the possession of any such materials.

Immediate action will involve notification of the proper legal authority and suspension from school with a potential referral to the School Board for possible expulsion proceedings.

L. Dangerous Weapons

A Weapon is defined as any object that could be reasonably viewed as an item that could cause physical harm to another individual.

No one may have any kind of weapon or look-alike weapon on school grounds or at any school sponsored activity. No one may use any article as a weapon to threaten or to injure another person.

Immediate action will be notification of the proper legal authority and suspension from school with a potential referral to the School Board for possible expulsion proceedings.

M. Gambling

No gambling is allowed on school grounds or at school sponsored functions.

N. Student Driving

Vehicles may be driven to school. Students shall abide by any direction about student parking areas. A vehicle is designated as any motorized vehicle. This includes, but is not limited to,

cars, trucks, snowmobiles, motorcycles, etc. Students are expected to follow appropriate safety precautions and all regulations involving driving on the school property. Student vehicles must remain in parking stalls after school until the buses have left. Violation of this policy may result in detention time, suspension time, and/or the removal of the student's privilege of bringing a vehicle on school grounds.

O. Lunch/Open Campus

During the high school lunch period, students (juniors and seniors) who have earned Increased Responsibility (IR) may leave the campus. It is expected that any lunch items purchased off campus are eaten off campus. Students leaving campus in vehicles shall follow all student driving expectations. If students return to school prior to the end of the lunch period, and prior to passing time to the next class, they will be expected to report to the cafeteria or other designated area (i.e. gymnasium). Parents must give permission for students to receive Increased Responsibility/Open Campus. Students with IR privileges are expected to sign out and into the office when leaving and returning. Failure to follow IR rules may result in loss of IR privileges.

P. Increased Responsibility (IR)

Privileges for eligible Juniors and Seniors:

Open campus lunch

Leave school for the day at Tiger Time (beginning at 2:50) unless directed by administration otherwise (i. e. assemblies, speakers, etc.)

Minimum Requirements

At Quarter

GPA > 3.25

No D or F academic grades

No N or U citizenship grades

No unexcused absences or more than 3 tardies per quarter

No office referrals for behavior

*Failure to maintain these requirements will result in immediate loss of privileges

Q. Fighting/Threats

Fighting and threatening behavior Involves the exchange of physical contact, such as pushing, shoving, and hitting with or without injury. Threatening behavior involves the threat of these types of physical contact. Students involved in fighting and threatening behavior will be sent to the office; in-school or out-of-school suspension may result, and the police may be involved. Parents will be notified as soon as possible.

R. Hallway Behavior and Hall Passes

Students of the Tigerton School District shall behave in a manner that will not interfere with the educational process of the school or the learning experiences. No pushing, loitering, running, physical advances, unacceptable language, etc. will be allowed. Loitering in restrooms is not allowed. Permission to leave the classroom is at the discretion of the teacher. Permission may

be revoked if it becomes a chronic behavior. When sending a student to the office or counselor, teachers should contact the office/counselor in advance. Students are expected to go directly to and from their declared destination when leaving the classroom. Failure to do so may result in consequences, and/or restrictions being placed on the student.

S. Student Relationships

Appropriate behavior between students is expected and required at all times at all school activities. School and school activities are not considered appropriate places to show affection. Individuals/couples who fail to abide by this policy may be subject to disciplinary action if it continues after a staff directive to stop.

T. Vandalism

Vandalism is maliciously and intentionally causing damage to school property or the property of others. This includes situations of minor damage which can be repaired at no cost to the school district. Students involved may receive detention time, a suspension or pay monetary fines.

U. Fire/Bomb Threat

Reporting a fire or bomb threat to a school or emergency official without reasonable belief that a fire exists or bomb is present is a violation of school rules and law. Setting off a fire alarm when there is no fire is also against school rules and a violation of law. Students involved will be subject to police intervention, suspension and possible expulsion.

V. Food in the School

Food and drinks are to be kept to a minimum in the hallways and lockers. Only water and pre-packaged, sealed food should be kept in your locker. Cold lunch can be kept in your locker provided it is consumed with any containers removed daily. Food or drink that is received in the cafeteria or commons is to be consumed there. All food waste or packaging shall be appropriately thrown away or recycled.

W. Medication and Medical Emergencies

All students are to have an emergency card and/or health/medical history form on file. No student will be allowed to leave the building without permission from parent/guardian, or a person designated as an Emergency Contact. Any student leaving without this permission will be recorded as unexcused.

The parent/guardian is to fill out a Consent For Medications form. Authorization is required for any prescription medication to be given to any student by a primary healthcare provider. Under no circumstances will the school nurse or trained school personnel provide any medication to students without parental consent. Diagnosis and treatment of illnesses and the prescribing of medications are never the responsibility of the school and will not be practiced by any school personnel.

Students are not to keep medication in their lockers. The only exception would be an inhaler or over the counter topical used because of any medical condition. A primary healthcare provider

will need to authorize this on the Consent For Medications form. The health/medical history form, on file with the school nurse, should indicate the need for the inhaler or over the counter topical.

X. Study Halls

Study halls are to be used as a time to do work which is required of the student in their classes. Students are to bring work or other materials with them so that they may remain busy for the study period. Study Hall teachers determine expectations for study hall.

Y. Student Class Load

In order to earn the required number of credits for graduation a student must average 6 ½ credits per year. This means that a student would need a minimum of 6 hours of class one semester and 7 hours of class the other semester. Students may not have more than two (2) study halls per semester.

Z. Student Class Status

Every student will advance each year to the next grade but must acquire the required 25 credits to graduate.

AA. Tiger Time

Tiger Time will be for homework help, academic and behavioral interventions, academic and career planning (ACP), enrichment, and/or various student organization/club meetings. All students will participate in Tiger Time activities.

BB. Independent Class Policy

Students are required to meet the following requirements to take independent classes:

- Students must be a senior or junior (or approved by teacher/administration) with a GPA of 2.00 or better.
- Independent classes must be a result of a scheduling conflict.
- There must be written approval of the instructor before the student can sign up for the class.
- The instructor must provide a written curriculum to be approved by the administration. Copies must be given to the principal and counselor.
- Independent Band and Chorus will be counted for credit as follows: 1 semester will equal ¼ credit, and 1 full year will count as ½ credit. Instructors for these courses are not required to provide a written curriculum.

CC. Grading Policy

Tigerton Middle School and High School grading scale:

A	94-100
A-	90-93
B+	87-89
B	83-86

B-	80-82
C+	77-79
C	73-76
C-	70-72
D+	67-69
D	63-66
D-	60-62
F	0-59

Weighted Grading

Teachers have the flexibility to weight their overall grades within the following parameters:

Formative Assessments - may account for up to 30% of overall grade

Examples: Classwork, practice (homework), quizzes, interviews, teacher observations

Summative Assessments - may account for up to 100% of overall grade

Examples: Unit tests, long-term projects, written compositions, research reports, and in-depth teacher interviews.

*If a teacher chooses to use summative assessment as 100% of overall grade, there will be a minimum of 3 summative assessments per quarter.

Participation - may account for up to 20% of overall grade

Retakes:

Students have the opportunity to do a retake on summative assessments with conditions set forth by their respective teacher. Such conditions should involve the student demonstrating evidence of new learning. Students do not need to retake the entire assessment; learners should be reassessed on the learning targets they have not demonstrated proficiency on. In lieu of this, no extra credit will be offered.

*Retakes are allowed up to two weeks (14 calendar days) from the end of the quarter in which they were originally administered. This aligns with the policy on Incompletes (see below)

Citizenship grades are given for behaviors, which include but are not limited to: attendance, participation, attitude, homework completion. A basic rubric follows.

Outstanding - O

Completes all assignments on time.

Always on task and follows classroom rules.

Consistently models a positive attitude.

Always shows positive classroom participation and effort.

Satisfactory - S

Completes most assignments on time.

Rarely off task and follows classroom rules.

Attitude is positive.

Regularly shows positive classroom participation and effort.

Needs Improvement - N

Completes some assignments on time.

Not consistently on task or following classroom rules.

Attitude can be negative.

Rarely shows positive classroom participation and effort.

Unsatisfactory - U

Completes few assignments on time.

Frequently off task and does not follow classroom rules.

Continuous negative attitude.

Shows very little positive classroom participation and effort.

DD. Policy on making up failed classes and Incomplete

The semester grade will be the determining factor as to whether or not a student passes a class. Graduation requirements will be considered in determining if a student needs to repeat or make up a course. Students should discuss graduation requirements and scheduling adjustments that may be needed as a result of a failed course with the school counselor.

Incompletes:

Incompletes may be issued at the discretion of the teacher and with the principal's approval. Students are permitted two weeks (14 calendar days) from the end of the quarter to make-up work (at teacher discretion). This is the date that the quarter officially ends. If the work is not completed, all grades not made up may become zeros and the final grade will be calculated using those grades. An Incomplete has the same effect as an F for extra-curricular activities.

EE. Semester Exams

Teachers may give semester exams during the last week of the semester, but they are not a requirement.

FF. Drop-Add Policy

Any student wishing to drop a class before the completion of the first ten (10) days of a semester must have a written request signed by a parent or guardian. After ten (10) days, there must be a meeting with the student, the parent or guardian, the teacher involved, the school counselor, and the principal to determine if the student should be allowed to drop the class. It will be required that a compelling reason be shown for the class to be dropped.

If a class is dropped after the first ten (10) days of a semester and has the consent of everyone involved a "W" will appear on the student's transcript for that quarter. The student will not

receive any part of a credit from this class. This would be true even in cases of extenuating circumstances, such as a long-term illness that would affect the student's ability to succeed in the class. No new course may be added for (1) quarter.

The addition of a class will be allowed with the prior approval of the teacher, the counselor, and the principal. Students will not be allowed to take the second semester of the course without having taken the first semester without approval of the classroom instructor, the counselor, and the principal. A parent or guardian must make a written request before any consideration will be given.

GG. Student Visitor Policy

Students wishing to have someone visit the high school during the school day need to contact the principal for approval. Student visitors are not typically allowed during the school day, but exceptions may be granted for special circumstances.

HH. Teacher's Aide Policy

- Students must have a cumulative 2.00 GPA or better.
- Student must be a senior or junior.
- Must be passing all classes at the end of the semester prior to aide assignment.
- The student must maintain a minimum of 6.5 hours of class per semester. Exceptions may be made for a senior that has 6 credit hours of class per semester.
- Only .5 credit may be earned per academic year.
- Any student participating as a teacher's aide who attains 3 unexcused days absent from school within a semester, will be notified that they are being placed on probation. If the student would reach 5 unexcused days absent during the semester the student would be removed from the teacher aide program.
- Teacher aides are expected to be students that can be trusted to work independently and in cooperation with the supervising teacher and the other school staff members. A student, who exhibits poor behavior, is uncooperative, or who has disciplinary action taken against them will be subject to removal from the program.

II. Technology Acceptable Use

Rules and regulations are necessary in order to offer technology opportunities to the students. In order to use technology resources for education purposes, I agree to abide by the Tigerton Schools Acceptable Use Policy Guidelines outlined in policy 7540.03 and as stated in this document. Tigerton School District uses "Google Apps for Education " which includes Gmail, Calendar, Classroom, Drive, Docs, Forms, Groups, Sheets, Sites, Slides, Hangouts, and Vault. Additionally, apps and extensions and additional services such as YouTube or Maps may be used with Apps for Education if allowed by the school domain administrator. By signing this agreement, parents give permission to use these applications. We further understand that the school district has taken measures to restrict access to controversial materials, however it may not be possible to restrict all access to controversial material. We will not hold the Tigerton School District responsible for materials acquired on the network. Misuse of technology resources may result in loss of privileges, school disciplinary action, possible legal action, and/or compensation for damages to school property.

Each student is given a Chromebook for educational purposes. Chromebooks may be taken home (depending on grade level). Chromebooks will be returned to the school at the end of the year. Chromebooks remain property of the School District. Misuse of chromebooks may result in loss of privileges, school disciplinary action, possible legal action, and/or compensation for damages to school property.

JJ. Grievance Procedure

Within 5 days of any incident a student may request in writing a meeting time if they wish to grieve the decision made. This request is to include the reason for the meeting. Upon receipt of the request a meeting will be arranged with all parties involved by the principal to hear and discuss the grievance as soon as possible, but not to exceed 5 business days. A student not satisfied with the disposition of his or her grievance at any level may appeal to the next higher level.

KK. Honor Roll

In order to qualify for the honor roll a student must meet the following requirements:

1. The student may not have a failing grade in any subject for that quarter or semester.
2. The student may not have more than one (1) D for the grading period.
3. Honor roll will be established for 1st Quarter, 1st Semester, 3rd Quarter, and 2nd Semester.
5. There will be four categories for the honor roll:
 - Highest Honor Roll - Grade Point Average of 4.00
 - High Honor Roll - Grade Point Average of 3.75 - 3.99
 - Honor Roll - Grade Point Average of 3.50-3.74
 - B Honor Roll - Grade Point Average of 3.00-3.49
6. A student must carry a minimum of 3 credits one semester and 3.5 the other semester. (These 3 credits would not include credits for work-study or teacher aide.)
7. The grades from non-traditional classes, or duties, will not be used computing the Grade Point Average. These classes or duties would be Teacher Aides, Study Skills, or Work Study.

LL. Legal Custody

Tigerton School District shall maintain strict neutrality between parents who are involved in a legal action affecting the family, unless otherwise directed by a court order. It is the responsibility of the parent(s) to notify the district of any such court order. Both parents/guardians (custodial and noncustodial) will have access to student records and students can be released to either parent unless a court order or other satisfactory documentation is presented which specifies otherwise. The parents of the child are responsible for informing the school of the names and mailing addresses of the custodial and noncustodial parents. The school district will send schoolwide mailings and emails to both families. Some school information is sent home with students and it is the responsibility of the families to disseminate that information.

MM. Academic Standards/Educational Options/Instructional Materials

Tigerton School District has adopted Wisconsin Model Academic Standards. You may contact the Principal for a copy of the standards.

We encourage families to discuss educational options with the school counselor. Options may include virtual instruction (Grades 6-12), Early College Credit Program, Youth Options, Start College Now, and Home Based Instruction.

Families that wish to view instructional materials may contact the Principal to make arrangements.

NN. School Bus Rules of Conduct

To ensure the safety of all children on the bus, students are required to ride the bus on which s/he is assigned. Remind your child to be at the bus stop early, to follow all rules of good behavior while waiting for the bus, and to follow all safety rules while getting on the bus, riding the bus and getting off the bus.

Bus Rules: In order to ensure that students have a safe bus ride to and from school, the following rules must be followed:

1. Get on/off the bus only at your assigned bus stop (unless prior permission has been obtained).
2. Respect the location where you are waiting for the bus.
3. Follow all safety rules while waiting for the bus and while riding the bus.
4. Respect and obey the driver.
5. Respect all students on the bus.
6. Remain seated at all times while the bus is moving.
7. Use "inside voices". No yelling or loud noises.
8. Use appropriate language.
9. Keep aisles clear of any items or body parts.
10. Never throw anything on or out the bus window.
11. Keep hands and head inside the bus.
12. Rear seats must remain empty.

*The bus driver may provide students with additional rules of conduct to be followed.

Bus Rule Violation: Improper behavior on the bus may endanger the safety of any or all of the individuals on the bus. Bus drivers are encouraged to submit incident reports to the principal. Improper conduct could result in your child losing bus privileges. Parent/guardian will be responsible to pay for any damage done to or on a bus by their child. Parents/Guardians are responsible for transportation when a student is suspended from the bus.

OO. Unexpected School Cancellation/Delay/Early Release

School Closing (on a regularly scheduled day):

On days when weather will cause travel to be hazardous, the school day may be canceled, delayed, or released early. The district superintendent will gather relevant information, and decide whether or not to delay or close school. Notification will be given to employees, students, parents, and the community as soon as possible on those days.

Families should be aware of the following three school-closing scenarios:

1. Closing School (for a full day): School will be in session unless there is an announcement stating the decision that school will not be held. The primary basis for decisions as to whether or not school will be in session because of inclement weather will be the safety of the children traveling to and from school and while in school.

2. Delayed Bus Pick-Up Times ("late starts"): On days in which school is delayed two hours, buses will be running 2 hours behind schedule, and students walking or being dropped off should not arrive at school until 2 hours past their normal time. If the school day begins with a morning delay, the rest of the school day will be kept as close as possible to the regular schedule.

3. Early Release (due to weather): If inclement weather arises during the normal school day, early release will not occur unless it is decided that it would be safer for the children to travel from school to home at the earlier time rather than at the regular dismissal time. If an early dismissal does occur, it will be announced to the community.

PP. National Honor Society

Students in their sophomore year or above, meeting specific criteria, are eligible to be considered for membership in National Honor Society. For information about chapter bylaws of the Tigerton Chapter of the National Honor Society please contact the school counselor.

QQ. Work Experience/Study Program

Supervised work experiences may be a means by which students can earn elective credits. There are specific procedures/criteria to be followed when awarding high school credit to students for engaging in work-based, experiential learning opportunities--Work Experience and/or Work Study. For information on Tigerton High School's Work Experience/Study policy contact the school counselor.

RR.

Discipline Code Violations

100 Level Offenses – Discipline code definitions

101. Dress Code: Students must dress and be groomed in a manner that is compatible with the learning environment that neither creates a health or safety issue for the student, nor distracts or disrupts others in the learning environment.
102. Loitering: Being present in any school building at a time or in a manner not usual or permitted, included restricted times and locations.
103. Littering: Throwing or leaving waste, trash, debris or other litter on school property.
104. Trespassing: Being present on school premises without permission from school authority, or refusing to comply with the directive of a staff member to leave school premises.
105. Insubordination: Refusing to comply with a directive of any school personnel.
106. Unexcused Tardiness: Being late for school or class without an acceptable excuse.
107. Absenteeism/Truancy: Being absent from school, for a partial or full day, without an acceptable excuse (15 minutes or more)
108. Possession of Electronic device (i.e. cell phone): must not be a distraction, must be out of sight and not heard during instructional time. Teachers will determine how and when electronic devices can or will be utilized within the classroom. Staff members will address issues as appropriate using classroom interventions.
109. Endangering Health and Safety of any student or staff member on school property: Examples including but not limited to – throwing objects such as rocks or snowballs, use of a laser pointer, rough horseplay, tripping,

- pushing etc.
- 110. Interfering with the Educational Process: Conduct which substantially interferes with the educational process.
- 111. Public Display of Affection: Hugging, kissing, intimate bodily contact – to be assessed at staff discretion.
- 112. Inappropriate Language: Obscene, vulgar, profane language (verbally or in writing), obscene gestures or conduct, not directed at anyone on school property.
- 113. Failure to Serve Detention: After two days of opportunity to serve detention, student did not serve.
- 114. Possession or use of any tobacco product or related item such as a lighter, E-cigarette, hookah or vaping devices.
- 115. Theft: The act of taking or concealing the property of another person on purpose, without that person's permission. (Less than 10\$ in value)
- 116. Failure to complete ISS: Student was removed from ISS for failure to comply with all In School Suspension expectations.

200 Level Serious Offenses – Discipline code definitions

- 201. Use of Profanity or obscene gestures: Using vulgar, profane or obscene language, either verbally or in writing, or making obscene gestures directed toward school staff or other students.
- 202. False alarms or reports: Providing false information when warning about a possible bomb, fire, or other acts that endangers the health or safety of others, or falsely reporting incidents or making false accusations or giving false information to or about school personnel, this includes any false 911 calls.
- 203. Possession of fireworks or other explosive devices.
- 204. The intentional act, either verbally, in writing, or by gesture, or threatening to harm the well being, health or safety of another student.
- 205. Possession of a look-alike handgun, or rifle, other than a BB gun or pellet gun.
- 206. Possession of objects that may be used as a weapon: the possession of an object that may be used as a weapon and the threat to use it as a weapon, attempt to use it as a weapon, the intent to use it as a weapon, or the actual use of the object as a weapon.
- 207. Possession of ammunition, mace, pepper spray, smoke bombs or other non-educationally related dangerous substances.
- 208. Threatening to harm staff or other adults: The intentional act, either verbally, in writing, or by gesture of threatening to harm the well-being, health, or safety of a staff member or other adult volunteer involved in supervising a school sponsored activity.
- 209. Gang activity that disrupts school -including gang graffiti: Antisocial group conduct that involves threats, force or extortion of another student, staff member or visitor. Participation in non-violent gang, cult or other group activity that disrupts school – using gang symbols or writings, wearing gang colors, writing graffiti, flashing gang signs, proclaiming or encouraging gang affiliation, etc.
- 210. Electronic Device Internet Misconduct: (1) using chat groups, social media, or playing games without prior consent of a staff member; (2) viewing, exploring or printing of obscene or otherwise inappropriate material; (3) taking photos of anyone with the explicit purpose to post to social media in order to tarnish their reputation.
- 211. Electronic Device/Computer Hacking: Unauthorized entry or use of the computer system, including all hardware, software, and any of the system component parts.
- 212. Disrespect: Insult, call names, dishonor, or in any manner abuse, verbally or in writing, any staff or student within the district.
- 213. Forgery, Cheating, Plagiarism: 1) Writing the name of another person or altering the name, date, grade, pass or permit of another. 2) Attempting to obtain answers or data dishonestly. 3) To copy the ideas and writings of another and claim them as your own without mentioning the name of the individual who provided the writing or ideas that you copied. 4) Attempting to provide or obtain answers contrary to the directions for the assignment.
- 214. Student Harassment: Engaging in any type of conduct that would substantially interfere with a student's school performance or create an intimidating, hostile or offensive school environment.
- 215. Racial Harassment: Engaging in any type of racially-oriented conduct that would substantially interfere with a student's school performance or create an intimidating, hostile or offensive school environment.
- 216. Sexual Harassment: Engaging in unwelcome physical contact, request or demands of a sexual nature, verbal abuse, or displaying of sexual, graphic or illicit materials that would unreasonably interfere with another's ability to learn or function in the school environment.

217. Bullying: Anyone intentionally, repeatedly and over a period of time inflicts or threatens to inflict physical or emotional injury or discomfort upon any person's body, feelings or possessions. This type of intimidation may be subtle, but will not be tolerated.
218. Sexual Assault: The intentional and nonconsensual inappropriate touching of another, either directly or through clothing, if done for the purpose of sexually degrading the touched person, or for the gratification of the person doing the touching.
219. Participating in Sexual Activity: The consensual act of sexual act - (i.e. petting or fondling either through clothing or direct contact, simulated act of sexual intercourse etc.
220. Possession/or Observing of Pornographic Material: Pornographic materials include writings and visual images of a sexual nature that have no bearing upon the learning that occurs as part of the school district curriculum.
221. Gambling: Playing any game of chance or skill for money or other items of value.
222. Disorderly Conduct: Engaging in violent, abusive, profane, spitting, boisterous, unreasonably loud otherwise disorderly conduct under circumstances in which the conduct tends to cause or provoke a disturbance (examples such as physical confrontation but no punches thrown – pushing shoving, kicking, grabbing in anger in a violent nature causing a disturbance in public setting).
223. Repeated refusal to obey school rules: Four or more non-violent violations of the student code within the same school year.
224. Theft: The act of taking or concealing the property of another person on purpose, without that person's permission (\$10 dollars in value and above)
225. Possession of stolen property: Possessing or wearing items that belong to another person, organization or school system without the consent of the rightful owner.
226. Vandalism: The intentional destruction of, or tampering with, property belonging to others
227. Inciting Violence: By words (taunting or baiting) or acts and deeds that give encouragement to others to fight, protest, demonstrate, or otherwise disrupt the school.
 - Duty to Aid Victim or Report a Crime – WI Law 940.34
228. Physical attack on a student who does not defend himself/herself physically.
229. Fighting: Aggressive, hostile, physical bodily contact between two or more students.

300 Level Zero Tolerance

301. Intentionally setting a fire.
302. Setting off fireworks or other explosive devices.
303. Possession of a knife or other cutting instrument of three inches or more in length with a locking blade.
304. Bomb related: (1) making a bomb threat, or threatening to set off another form of an explosive device (other than fireworks); (2) possession of a bomb or explosive device (other than fireworks); (3) setting off of a bomb or explosive device (other than fireworks).
305. The intentional act of physically making aggressive contact (e.g., push, shove, punch, kick, bite, slap, or any other form or inappropriate physical aggressive contact) with a school district employee or visitor.
306. Two incidents of fighting or other acts of physical violence during the same school year.
307. Major Sexual Assault involving use of force, threat, or coercion.
308. Participation in sexual intercourse and/or other acts of sexual gratification.
309. Engaging in physically violent gang and/or cult or anti-social group behavior, directed against students, staff or others at school, or away from school, but while under the supervision of school authority.
310. Possession of any type of Firearm, BB gun, or pellet gun.
311. Possession of drug paraphernalia – any legitimate equipment, product, or material that is modified for making, using or concealing illegal drugs.
312. Possession of an imitation controlled substance or illegal drug.
313. Possession of a controlled substance (not prescribed for the possessing student), illegal drug, or being under the influence of the controlled substance (including alcohol).
314. Participating in a transaction involving controlled substances, illegal drugs or alcoholic beverages
315. Possession of a controlled substance, illegal drug with the intent to deliver to another.
316. Dispensing, distributing, transferring, manufacturing, selling or possession with intent to sell alcohol, controlled substances, designer drugs or drug
317. Dispensing, distributing, transferring, manufacturing, selling or possession with intent to sell a look alike or counterfeit drugs or prescription drugs

318. Dispensing, distributing, transferring, manufacturing, selling or possession with intent to sell over the counter drugs

Key for rubric: ISS – In School Suspension

OSS – Out of School Suspension

100 Level Offenses

Code	Violation	Classroom Level Interventions	1st Offense Administrative Interventions	2nd Offense Administrative Interventions	3rd Offense Administrative Interventions
101	Dress Code	Classroom Level intervention	Notify parent Ask student to change	Notify parent Ask student to change After School Detention – 1 day ISS	Notify parent Ask student to change 1-2 Days ISS/OSS *Further Violations will be written up as Insubordination
102	Loitering	Classroom Level Intervention	Conference with student – possible After School Detention	Notify Parent Detention after School	1-2 days ISS/OSS Conference with Parent/guardian
103	Littering	Classroom Level Intervention	Student assigned Clean up Duty	Notify Parent Detention after School	Notify Parent 1-2 days ISS/OSS
104	Trespassing	Classroom Level Intervention	Limit Building Access/ Meeting with parent/guardian Police Contact	1-2 days ISS/OSS Police Contact	2-3 days ISS/OSS Police Contact
105	Insubordination	Classroom Level Intervention	1 class period – 2 days ISS	1-2 days ISS/OSS	2-3 days OSS *Further incidents may be considered Code 223
106	Unexcused Tardiness *Refer to Truancy and Detention procedures	Teacher Assigned Detention – 25 minutes	Notify Parent/Guardian After School Detention	Notify Parent/Guardian After School Detention	Notify Parent/Guardian After School Detention
107	Absenteeism/Truancy	N/A	After School Detention – per period missed or ISS time Possible Referral to Police	After School Detention to ISS for period missed Possible Referral to Police	1-2 days ISS and Possible referral to Police
108	Possession of Electronic Device	Classroom Level Intervention	May be coded as 110 and result in After School Detention *Failure to cooperate with staff will result in a referral for Insubordination	May be coded as 110 and result in After School Detention *Failure to cooperate with staff will result in a referral for Insubordination	May be coded as 110 and result in After School Detention *Failure to cooperate with staff will result in a referral for Insubordination
109	Endangering Health/or Safety	Classroom Level Intervention	1 class period -2 days ISS	.5-2 days ISS/OSS	2 days OSS May recommend expulsion
110	Interfering with the Educational Process	Classroom Level Intervention	1 class period – 2 days ISS	.5-2 days ISS/OSS	2 days ISS/OSS May recommend expulsion
111	Public Display of Affection	Classroom Level Intervention	After School Detention Notify Parent/Guardian	After School Detention – 1 Day ISS	1 – 2 days ISS *Further Incident may be considered insubordination
112	Inappropriate Language	Classroom Level Intervention	After School Detention Notify Parent/Guardian	After School Detention/ Detentions - 1 Day ISS	1 – 2 days ISS *Further Incident may be considered Code 201
113	Failure to Serve Detention	Classroom Level Intervention	After School Detention Notify Parent/Guardian	1 Day of ISS	1 Day ISS Further Incidents may result in 1 day OSS and be considered Insubordination
114	Possession/Use of Tobacco products or related item	N/A	1 day of ISS Notify Parent/Guardian Police contact	1-2 days of ISS/OSS Police contact	2-3 days ISS/OSS *Further Incidents may be considered #223 Repeated Refusal to obey rules Police Contact

115	Theft (less than \$10)	N/A	Restitution and After School Detention	Restitution 1-2 days ISS/OSS Police Contact	Restitution 1-3 days OSS Police Contact
116	Failure to complete ISS	N/A	3 Day OSS	3 Day OSS	3- 5 Day OSS *will be considered repeated refusal to follow school rules

200 Level Very Serious Offense

Code	Violation	Classroom Level Interventions	1st Offense Administrative Interventions	2 nd Offense Administrative Interventions	3rd Offense Administrative Interventions
201	Profanity or Obscene Gestures	Classroom Level Intervention	1-3 Days ISS/OSS	1-5 Days OSS May Recommend Expulsion	1-5 Days OSS May Recommend Expulsion
202	False Alarm or Report	N/A	3-5 Days OSS Recommend for Expulsion Possible Police contact	3-5 Days OSS Recommend for Expulsion Possible Police Contact	5 Days OSS Recommend for Expulsion Possible Police Contact
203	Possession of Fireworks	N/A	Up to 5 days OSS Recommend for Expulsion Possible Police contact	Up to 5 days OSS Recommend for Expulsion Possible Police contact	Up to 5 days OSS Recommend for Expulsion Possible Police contact
204	Threatens to harm other students	Classroom Level Intervention	1-2 days ISS/OSS Possible referral to Police	2-3 days OSS Referral to Police May recommend for Expulsion	1-5 days OSS Referral to Police Recommend for Expulsion
205	Possession of a look- a-like handgun or rifle other than a BB or pellet gun.	N/A	1-5 days OSS May recommend for Expulsion Police Contact	1-5 days OSS May recommend for Expulsion Police Contact	1-5 days OSS May recommend for Expulsion Police Contact
206	Possession of objects that may be used as a weapon	N/A	1-5 days OSS May recommend for Expulsion Police Contact	1-5 days OSS May recommend for Expulsion Police Contact	1-5 days OSS May recommend for Expulsion Police Contact
207	Possession of ammunition, mace, pepper spray, etc...	N/A	1-5 days OSS May recommend for Expulsion Police Contact	1-5 days OSS May recommend for Expulsion Police Contact	1-5 days OSS May recommend for Expulsion Police Contact
208	Threatening to harm Staff	N/A	1-5 days OSS May recommend for Expulsion Police Contact	1-5 days OSS May recommend for Expulsion Police Contact	1-5 days OSS May recommend for Expulsion Police Contact
209	Gang activity that disrupts school – including graffiti	N/A	1-3 days OSS Police Contact	3-5 days OSS May Recommend for Expulsion Police Contact	5 days OSS May Recommend for Expulsion Police Contact
210	Electronic Device Internet Misconduct	N/A	1 day ISS Deny access for 1 week	1-2 days ISS/OSS Deny Access for a Month	Repeated or Severe 2 days OSS Deny access 9 weeks Possible referral to law enforcement
211	Electronic Device/ Computer Hacking	N/A	2-3 days OSS Police Contact	3-5 days OSS Recommend for Expulsion Police Contact	5 days OSS Recommend for Expulsion Police Contact
212	Disrespect	Classroom Level Intervention	1-2 days ISS/OSS	2-3 days ISS/OSS	3-5 days ISS/OSS May Recommend for Expulsion
213	Forgery, Cheating, Plagiarism	Classroom Level Intervention	1-2 days ISS/OSS	2-3 days ISS/OSS	3-5 days ISS/OSS
214	Student Harassment	N/A	1-2 days OSS	2-3 days OSS	3-5 days OSS May Recommend for Expulsion

215	Racial Harassment	N/A	1-2 days OSS	2-3 days OSS	3-5 days OSS May Recommend for Expulsion
216	Sexual Harassment	N/A	1-2 days OSS	2-3 days OSS May recommend for Expulsion Police Contact	5 days OSS May Recommend for Expulsion Police Contact
217	Bullying	N/A	1-2 days ISS/OSS	2-3 days OSS	5 days OSS May Recommend for Expulsion Police Contact

Code	Violation	Classroom Level Interventions	1st Offense Administrative Interventions	2 nd Offense Administrative Interventions	3rd Offense Administrative Interventions
218	Sexual Assault	N/A	3-5 days OSS Police Contact May Recommend for Expulsion	5 days OSS Recommend for Expulsion Police Contact	5 days OSS Recommend for Expulsion Police Contact
219	Participating in Sexual Activity	N/A	1-2 days OSS Police Contact	2-3 days OSS May Recommend for Expulsion Police Contact	5 days OSS Recommend for Expulsion Police Contact
220	Possession of Pornographic Materials	N/A	1-2 days OSS	2-3 days OSS May Recommend for Expulsion Police Contact	5 days OSS Recommend for Expulsion Police Contact
221	Gambling	N/A	1-2 days OSS	2-3 days OSS May Recommend for Expulsion Police Contact	5 days OSS Recommend for Expulsion Police Contact
222	Disorderly Conduct	N/A	1-2 days OSS Police Contact	2-3 days OSS Police Contact	5 days OSS May Recommend for Expulsion Police Contact
223	Repeated refusal to obey rules	N/A	2-3 days OSS	3-4 days OSS	3-5 days OSS May Recommend for Expulsion
224	Theft (\$10 or more)	N/A	1-2 days OSS Police Contact	2-3 days OSS May Recommend for Expulsion Police Contact	3-5 days OSS May Recommend for Expulsion Police Contact
225	Possession of stolen property	N/A	1-2 days OSS Police Contact	2-3 days OSS May Recommend for Expulsion Police Contact	3-5 days OSS May Recommend for Expulsion Police Contact
226	Vandalism	N/A	2-3 days OSS Restitution Police Contact	3-5 days OSS Restitution Police Contact	5 days OSS Restitution May Recommend for Expulsion Police Contact
227	Inciting Violence	N/A	1-2 days OSS Police Contact	2-3 days OSS Police Contact	5 days OSS May Recommend for Expulsion Police Contact
228	Physical attack on a student who does not defend himself/herself	N/A	3 days OSS Police Contact	5 days OSS May Recommend for Expulsion Police Contact	5 days OSS Recommend for Expulsion Police Contact
229	Fighting	N/A	3 days OSS Police Contact	5 days OSS May Recommend for Expulsion Police Contact	5 days OSS Recommend for Expulsion Police Contact

300 Level Zero Tolerance

Code	Violation	Classroom Level Interventions	Administrative Intervention 1 st Offense	Administrative Intervention 2 nd Offense	Administrative Intervention 3 rd Offense
301	Intentionally setting a fire	N/A	5 days OSS Recommend for Expulsion Police Contact		
302	Setting off fireworks or other explosives	N/A	5 days OSS/pre-expulsion agreement May Recommend for Expulsion Police Contact	Recommend for Expulsion Police Contact	
303	Possession of knife or other cutting instrument	N/A	5 days OSS Recommend for Expulsion Police Contact		
304	Possession of bomb or explosive device or bomb threat or setting of an explosive device	N/A	5 days OSS Recommend for Expulsion Police Contact		
305	Intentional physical aggressive contact with an adult	N/A	5 days OSS Recommend for Expulsion Police Contact		
306	Two Incidents of fighting or other acts of physical violence during the same school year.	N/A	5 days OSS Recommend for Expulsion Police Contact		
307	Major Sexual Assault	N/A	5 days OSS Recommend for Expulsion Police Contact		
308	Participation in sexual intercourse and /or other acts of sexual gratification	N/A	5 days OSS Recommend for Expulsion Police Contact		
309	Physically Violent Gang Behavior	N/A	5 days OSS Recommend for Expulsion Police Contact		
310	Possession of any type of Firearm, BB gun, or pellet gun	N/A	5 days OSS Recommend for Expulsion Police Contact		
311	Possession, of any Drug Paraphernalia	N/A	5 days OSS/pre-expulsion agreement May Recommend for Expulsion Police Contact AODA Assessment	Recommend for Expulsion Police Contact	
312	Possession of imitation controlled substances or illegal drugs	N/A	5 days OSS/pre-expulsion agreement May Recommend for Expulsion Police Contact	Recommend for Expulsion Police Contact	
313	Possession of controlled substances, illegal drug or alcoholic beverage or under the influence	N/A	5 days OSS/pre-expulsion agreement May Recommend for Expulsion Police Contact AODA Assessment	Recommend for Expulsion Police Contact	
314	Participating in a transaction involving controlled substances, illegal drugs or alcoholic beverages	N/A	5 days OSS Recommend for Expulsion Police Contact AODA Assessment		
315	Possession of a controlled substance, illegal drug with the intent to deliver to another	N/A	5 days OSS Recommend for Expulsion Police Contact AODA Assessment		

316	Dispensing, distributing, transferring, manufacturing, selling or possession with intent to sell alcohol, controlled substances, or drugs	N/A	5 days OSS Recommend for Expulsion Police Contact AODA Assessment		
317	Dispensing, distributing, transferring, manufacturing, selling or possession with intent to sell a look a like or counterfeit drugs or prescription drugs	N/A	5 days OSS Recommend for Expulsion Police Contact AODA Assessment		
318	Dispensing, distributing, transferring, manufacturing, selling or possession with intent to sell over the counter drugs.	N/A	5 days OSS Recommend for Expulsion Police Contact ODA Assessment		

Equal Educational Opportunity

The School District is committed and dedicated to the task of providing the best education possible for every student in the district for as long as the student can benefit from attendance and the student's conduct is compatible with the welfare of the entire student body.

The right of the student to be admitted to school and to participate fully in curricular, extracurricular, student services, recreational or other programs or activities shall not be abridged or impaired because of a student's sex, race, religion, color, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap.

Students who have been identified as having a handicap or disability shall be provided with appropriate educational services or programs, regardless of the nature or severity of the handicap or disability. This policy applies even if such students are not covered under provisions of the Individuals with Disabilities Education Act or state law governing students with exceptional educational needs.

The District shall also provide for the reasonable accommodation of a student's sincerely held religious beliefs with regard to examinations and other academic requirements. Requests for accommodations shall be made to the building principal. Any accommodations granted under this policy shall be provided to students without prejudicial effect.

Complaints regarding the interpretation or application of this policy shall be referred to the district administrator and processed in accordance with established procedures.

Notice of this policy and its accompanying complaint procedures shall be published at the beginning of each school year and posted in each school building in the district. In addition, a student nondiscrimination statement shall be included on student and staff handbooks, course selection handbooks and other published materials distributed to the public describing school activities and opportunities.

Non-Discrimination Statement

It is the policy of the Tigerton School District that no person may be denied admission to any public school in this district or be denied participation in, be denied the benefits of, or be

discriminated against in any curricular, extracurricular, pupil service, recreational, or other program on the basis of ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability or handicap as required by s.118.13, Wis. Stats. This policy also prohibits discrimination as defined by Title IX of the Education Amendments of 1972 (sex), Title VI of the Civil Rights Act of 1964 (race and national origin), and Section 504 of the Rehabilitation Act of 1973. This district encourages informal resolution of complaints under this policy.

A formal complaint resolution procedure is available, however, to address allegations of violations of the policy in the Tigerton School District and any questions concerning this policy should be directed to:

Douglas Nowak
Superintendent
715-535-4040
dnowak@tigerton.k12.wi.us

The Board of the Tigerton School District does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admission and employment.

Inquiries about Title IX may be referred to the District's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights ("OCR"), or both.

The District's Title IX Coordinator is:

Daniel Retzki
4K-12 Principal
213 Spaulding St.
Tigerton, WI 54486
715-535-4007
dretzki@tigerton.k12.wi.us

The School Board designates these individuals as Compliance Officers (CO's).