

**AGENDA**

**SCHOOL DISTRICT OF NEW GLARUS  
REGULAR SCHOOL BOARD MEETING**

**MONDAY, JULY 12, 2021**

**HIGH SCHOOL LIBRARY/MEDIA CENTER, ROOM 183 JOIN ZOOM MEETING USING  
LINK**

**HTTPS://US02WEB.ZOOM.US/J/81918060050?PWD=S2XTMTBETTF0TVDPGVX  
S1O4WVPKZZ09 OR BY PHONE USING 1-646-568-7788 MEETING ID 819 1806**

**0050 & PASSWORD 735365**

**1701 2ND STREET**

**NEW GLARUS, WISCONSIN 53574**

**7:15 PM**

- I. **CALL TO ORDER**
  - A. Agenda Published
  - B. Roll Call
  - C. Approval of Agenda and Revisions
- II. **INTRODUCTIONS-PRESENTATIONS**
- III. **PUBLIC COMMENT PERIOD**
- IV. **APPROVAL OF CONSENT AGENDA**
  - A. Item(s) To Be Removed From Consent Agenda
    - 1. Board Minutes

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# SCHOOL DISTRICT OF NEW GLARUS DISCUSSION AND REGULAR SCHOOL BOARD MEETING

Monday, June 28, 2021

## **CALL TO ORDER**

The meeting was called to order at 7:15 p.m. by Board President, Bill Oemichen. The agenda was posted at the New Glarus Elementary School, New Glarus Middle School, New Glarus High School, Bank of New Glarus, New Glarus Post Office, State Bank of Cross Plains, Woodford State Bank and the District Website.

## **ROLL CALL**

Present: Bill Oemichen, Larry Stuessy, Travis Zimmerman, Jessica Geib, Debra Fairbanks, Corrine Hendrickson, and Cari Ann Muggenburg.

## **APPROVAL OF AGENDA AND REVISIONS**

Motion by Debra Fairbanks, to approve the agenda as presented. Second by Larry Stuessy.  
Motion carried 7-0.

## **INTRODUCTIONS-PRESENTATIONS**

~None.

## **PUBLIC COMMENT PERIOD**

Community member William Kuenzi spoke in opposition to the District's involvement in the Dane County Equity Consortium and encouraged the District to discontinue its affiliation with them.

## **APPROVAL CONSENT AGENDA**

### ITEM(S) TO BE REMOVED FROM CONSENT AGENDA

1. BOARD MINUTES & CLOSED SESSION MINUTES
2. APPROVAL OF BILLS
3. TREASURER'S REPORT
4. STAFFING REPORT
5. DONATIONS

Motion by Larry Stuessy to approve the Consent Agenda. Second by Debra Fairbanks. Motion carried 7-0.

## **COMMITTEE UPDATES**

POLICY, COMMUNICATION & ADVOCACY; Did not meet.

HANDBOOK AND PERSONNEL; Did not meet.

BUDGET; Met. The committee received an update on referendum financing, 2020-2021 Budget Adjustments, Preliminary 2021-2022 Budget, and reviewed a recommendation from the administration

to increase the School Psychologist from 0.8 FTE to 1.0 FTE using Esser III funding.

CURRICULUM, SPORTS & CO-CURRICULAR; Met. The committee reviewed a social/emotional learning app called Rhithm, and College and Career Readiness Metrics.

FACILITIES, TRANSPORTATION, AND TECHNOLOGY;  
Did not meet.

## **DISCUSSION AND POSSIBLE ACTION ITEMS**

### **A. REFERENDUM FINANCING UPDATE - BAIRD**

Lisa Voisen from Baird Financial Services provided the Board with an update on the recent bond sale. Baird secured bond financing at an interest rate of 1.82% for 20 years for the referendum bonds.

### **B. REFERENDUM PROJECTS UPDATE – BRAY AND FINDORFF**

Representatives from Bray Architects, and Findorff provided the Board with preliminary drawings and information for the future referendum projects.

### **C. TRANSPORTATION REPORT**

Dr. Laura Eicher reviewed the annual Transportation Report with the Board.

### **D. 2020-2021 BUDGET ADJUSTMENTS**

Tammy Marty, Business Manager reviewed the 2020-2021 Budget Adjustments with the Board.

Motion by Travis Zimmerman to approve the 2020-2021 Budget Adjustments as presented.  
Second by Cari Ann Muggenburg. Motion carried 7-0.

### **E. PRELIMINARY 2021-2022 BUDGET**

Tammy Marty, Business Manager provided a preliminary 2021-2022 Budget update to the Board.

### **F. RESIGNATIONS**

#### **1. Molly Laufenberg – MS English Teacher**

Motion by Debra Fairbanks to accept the resignation of Molly Laufenberg, MS English Teacher as presented. Second by Corrine Hendrickson. Motion carried 7-0.

### **G. NEW HIRES**

#### **1. Matthew Turner – MS English Teacher**

The Administration recommended hiring Matthew Turner – MS English Teacher.

Motion by Debra Fairbanks to approve the hiring of Matthew Turner – MS English Teacher as presented. Second by Corrine Hendrickson. Motion carried 7-0.

#### **2. Dunnell Kendrick – 4K Aide**

The Administration recommended hiring Dunnell Kendrick as 4K Aide.

Motion by Travis Zimmerman to approve the hiring of Dunnell Kendrick as 4K Aide.  
Second by Debra Fairbanks. Motion carried 7-0.

**FUTURE SCHOOL BOARD AND COMMITTEE MEETINGS**

- July 12, 2021 – Discussion & Regular Board Meeting – 7:15 p.m.
- August 2, 2021 – Reorganizational Meeting – 6:45 p.m.

**ADJOURN**

Motion by Larry Stuessy, second by Cari Ann Muggenburg to adjourn the meeting at 8:25 p.m.

Motion carried 7-0 with a roll call vote.

Respectfully submitted by Jessica Geib/Kris Anderson



CHECK NUMBER	CHECK VENDOR	CHECK DATE	INVOICE NUMBER	INVOICE DESCRIPTION	INVOICE/CHECK AMOUNT
60888	APPLE, INC.	06/29/2021	AF15616474	IPADS	14,700.00
		06/29/2021	AF15156539	IPAD	1,393.00
		06/29/2021	AF13924061	IPAD	2,096.45
		06/29/2021	AF12713297	SHIPPING	129.00
				Totals for 60888	18,318.45
60889	ASSOCIATED TRUST COMPANY	06/29/2021	19962	ANNUAL FEE	475.00
				Totals for 60889	475.00
60890	AWARDS AMERICA, INC	06/29/2021	77481	LETTERS/AWARDS/PINS	809.75
				Totals for 60890	809.75
60891	BADGER SPORTING GOODS CO INC	06/29/2021	AAR008638-	BB RACK	545.00
		06/29/2021	AAL003954-	GS BASKETBALL RIMS/BACKBOARD	4,495.00
				Totals for 60891	5,040.00
60892	BYU CONTINUING EDUCATION	06/29/2021	DCE-000083	HSS ENROLLMENT	1,910.00
		06/29/2021	DCE-000087	HSS ENROLLMENT	360.00
				Totals for 60892	2,270.00
60893	CESA 2	06/29/2021	9516	DCEC - TRAINING	277.78
				Totals for 60893	277.78
60894	CHARTER COMMUNICATIONS	06/29/2021	6197060321	INTERNET SERV	3,165.88
				Totals for 60894	3,165.88
60895	CLARK ELECTRIC	06/29/2021	7785	FB FIELD LIGHTING PROJECT	21,731.10
				Totals for 60895	21,731.10
60896	COPLIEN PAINTING INC	06/29/2021	24591	PAINTING B/G LOCKER ROOMS	12,403.00
				Totals for 60896	12,403.00
60897	DEPARTMENT OF ADMINISTRATION	06/29/2021	505-000005	TEACH SERV JAN THRU JUNE	1,500.00
				Totals for 60897	1,500.00
60898	DISCH TRUCKING AND EXCAVATING	06/29/2021	434	SNOW REMOVAL SERV	7,695.00
				Totals for 60898	7,695.00
60899	EDELWEISS CHALET COUNTRY CLUB	06/29/2021	GOLF 2021	GOLF FEES/EVENTS	2,350.00
				Totals for 60899	2,350.00
60900	1ST AGENCY	06/29/2021	3850091	RENEWAL	5,966.00
				Totals for 60900	5,966.00
60901	INTEGRAL BUILDING SYSTEMS, INC	06/29/2021	12535	See quote 23727 - MDF Cleanup	20,413.00
				Totals for 60901	20,413.00
60902	JOHNSON CONTROLS	06/29/2021	87838148	FIRE EXT RPE	380.00
				Totals for 60902	380.00
60903	JOSTENS INC	06/29/2021	26698763	DIPLOMA	18.70
				Totals for 60903	18.70
60904	LIFELINE AUDIO VIDEO TECHNOLOGIES	06/29/2021	64513	See quote #12086 - MPR Projector (HD)	24,995.00
				Totals for 60904	24,995.00

CHECK NUMBER	VENDOR	CHECK DATE	INVOICE NUMBER	INVOICE DESCRIPTION	INVOICE/CHECK AMOUNT
60905	MARSHFIELD BOOK & STATIONERY	06/29/2021	359022	LOCKERS	109,690.40
				Totals for 60905	109,690.40
60906	MONROE SCHOOL DISTRICT	06/29/2021	AG PLANT S	PLANT ORDER	655.92
				Totals for 60906	655.92
60907	NORTH AMERICAN MECHANICAL INC	06/29/2021	910017676	HVAC SERV	375.13
		06/29/2021	910017677	HVAC SERV	763.37
				Totals for 60907	1,138.50
60908	PARAGON DEVELOPMENT SYSTEMS, INC.	06/29/2021	15059842	See quote 2138814 - FortiCare 24x7 Bundle Renewal	3,956.52
		06/29/2021	15061682	See quote #2142485 - Veeam renewal	805.20
				Totals for 60908	4,761.72
60909	PROFESSIONAL PEST CONTROL, INC	06/29/2021	520230	JUNE SERV	89.00
		06/29/2021	520231	JUNE SERV	52.00
				Totals for 60909	141.00
60910	REGEZ SUPPLY CO. INC	06/29/2021	228000	CUSTODIAL SUPPLIES	2,509.50
				Totals for 60910	2,509.50
60911	SCHOOL SPECIALTY	06/29/2021	57543677	DESKS/CHAIRS	1,796.27
				Totals for 60911	1,796.27
60912	SKYWARD, INC.	06/29/2021	212797	HARDWARE	8,600.82
				Totals for 60912	8,600.82
60913	STRANG, PATTESON, RENNING, LEWIS, &	06/29/2021	20954	LEGAL SERV - MAY	630.00
		06/29/2021	20955	LEGAL SERV - MAY	784.00
				Totals for 60913	1,414.00
60914	TDS TELECOM	06/29/2021	June 2021	JUNE SERV	1,368.51
				Totals for 60914	1,368.51
60915	TIERNEY BROTHERS INC.	06/29/2021	582279	See quote #209988 - FrontRow Pendants	10,800.00
				Totals for 60915	10,800.00
60916	VILLAGE OF NEW GLARUS	06/29/2021	06/17/2021	CONSTRUCTION RELATED SERV	339.35
		06/29/2021	06/24/2021	SOFTBALL FENCE	9,968.00
				Totals for 60916	10,307.35
60917	WE ENERGIES	06/29/2021	GS JUNE 20	JUNE SERV	1,369.16
		06/29/2021	HS/MS JUNE	JUNE SERV	1,097.72
				Totals for 60917	2,466.88
60918	ZERSEN FLOORING, INC	06/29/2021	RM 4170 HS	FLOORING	6,500.00
				Totals for 60918	6,500.00
60919	BRENDAS BLUMENLADEN	06/30/2021	6849	GRADUATION FLOWERS	2,242.80
				Totals for 60919	2,242.80
60920	CARNEGIE LEARNING	06/30/2021	06252021	7 Fast ForWord site license and staff dev	13,300.00

CHECK NUMBER	VENDOR	CHECK DATE	INVOICE NUMBER	INVOICE DESCRIPTION	INVOICE/CHECK AMOUNT
Totals for 60920					13,300.00
60921	CLARK ELECTRIC	06/30/2021	7788	LOCKER ROOM WORK	5,118.14
Totals for 60921					5,118.14
60922	FRANCOIS SALES AND SERVICE, INC.	06/30/2021	6040180	VAN 14 RPR	76.49
Totals for 60922					76.49
60923	INSIGHT FS	06/30/2021	50020921	FERTILIZER	2,615.50
Totals for 60923					2,615.50
60924	JOHNSON CONTROLS	06/30/2021	0004453844	GS HVAC/AIR HANDLERS	111,568.12
Totals for 60924					111,568.12
60925	MARTY, TAMMY	06/30/2021	06/29/2021	MILEAGE	20.27
Totals for 60925					20.27
60926	MONROE SCHOOL DISTRICT	06/30/2021	06/30/2021	WAAE HOTEL LODGING REIMB	129.00
Totals for 60926					129.00
60927	NATURAL SOLUTIONS LLC	06/30/2021	6373	WOODCHIPS	6,650.00
Totals for 60927					6,650.00
60928	NEW GLARUS WELDING, LLC	06/30/2021	90892	WELDING SERV	416.24
Totals for 60928					416.24
60929	NORTH AMERICAN MECHANICAL INC	06/30/2021	910017811	HVAC SERV	324.50
Totals for 60929					324.50
60930	UNITED LABORATORIES	06/30/2021	322015	CUSTODIAL SUPPLIES	328.51
Totals for 60930					328.51
60931	WIS ASSC OF SCHOOL BOARDS INC	06/30/2021	24311	FOCUS RENEWAL	240.00
Totals for 60931					240.00
Totals for checks					432,989.10

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	GENERAL FUND	0.00	0.00	425,665.15	425,665.15
27	SPECIAL EDUCATION FUND	0.00	0.00	6,848.95	6,848.95
39	DEBT SERVICE-REFERENDUM DEBT	0.00	0.00	475.00	475.00
***	Fund Summary Totals ***	0.00	0.00	432,989.10	432,989.10

\*\*\*\*\* End of report \*\*\*\*\*

3. Treasurer's Report
4. Staffing Report

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**STAFFING REPORT  
JULY 12, 2021**

<b>HIRES / CHANGES</b>	<b>Employee Leaving Position</b>	<b>New Employee in Position</b>	<b>hours per day / % of empl</b>	<b>Term of Employment</b>	<b>Position</b>
	Jeanne Devine resignation	Maureen Priewe	60%	2021-22 school year	Occupational Therapist

<b>OPEN POSITIONS</b>	<b>Position</b>	<b>Term of Employment</b>	<b>hours per day / % of empl</b>	<b>Reason for opening</b>
Support Staff	Middle School Secretary	Year Round	8 hours/day	Nina Woods resignation
Other	Sign Language Interpreter	2021-22 school year	100%	Sue Skalet resignation
Support Staff	Special Education Assistant	2021-22 school year	5 hrs/day	Jocelyn Andreas resignation
Support Staff	Special Education Assistant	2021-22 school year	5 hrs/day	Jody Gerner resignation
Support Staff	Custodian	Year Round	8 hours/day	Dale Freidig resignation
Support Staff	Custodian	2021-22 school year	3.5 hours/day	Todd Thoman resignation
Coach	HS Volleyball Asst Coach	2021 Fall Season	varies	Matt Nelson coaching resignation
Coach	HS Football Asst Coach	2021 Fall Season	varies	Andy Westby coaching resignation
Coach	HS Football Asst Coach	2021 Fall Season	varies	Bob Wahl coaching resignation
Coach	MS Cross Country	2021 Fall Season	varies	Conference change / need
Coach	MS Boys Basketball Coach	2021 Fall/Winter Season	varies	Kevin Parman coaching resignation
Coach	HS Girls Basketball Coach	2021-22 Winter Season	varies	Hanna Kearns coaching resignation
Coach	MS Girls Basketball Coach	2022 Winter Season	varies	Conference change / need
Coach	MS Track Coach	2022 Spring Season	varies	Tammy Newberry coaching resignation
Coach	MS Track Coach	2022 Spring Season	varies	Mark Woelfel coaching resignation
Coach	MS Track Coach	2022 Spring Season	varies	Hannah Kearns / Matt Nelson coaching resignation
Coach	Baseball Coach	2022 Spring Season	varies	Warren Howard retirement

- 5. Donations
- B. Discuss Item(s) Removed From Consent Agenda
- V. **COMMITTEE UPDATES**
  - A. Policy, Communication & Advocacy
  - B. Handbook and Personnel
  - C. Budget
  - D. Curriculum, Sports & Co-Curricular
  - E. Facilities, Transportation & Technology
- VI. **DISCUSSION AND POSSIBLE ACTION ITEMS**
  - A. Covid Updates
  - B. Referendum Project Updates
  - C. College and Career Readiness Metrics

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**DRAFT - College and Career Readiness Data - DRAFT**

\*HS is based off Redefining Ready Benchmarks

\*Elem/MS align to HS Benchmarks

**Benchmark 1 - Grades (College Ready)**

HS	What % of students have a 2.8 GPA
MS	What % of students have 80% Prof on Report Card ELOs
ES	What % of students have 80% Prof on Report Card ELOs

**Benchmark 2 - Math Attainment (College Ready)**

HS	What % of students earning a C or Higher in Alg II
MS	Students 80% Proficient on Report Card ELOs in Algebra 1 in 8th Grade

**Benchmark \_\_\_ - Reading Attainment (College Ready)**

ES	Students 80% Proficient on 3rd Grade Reading Report Card ELOs
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**Benchmark 3 - Test Scores (College Ready)**

HS	Achievement of Content Benchmarks on ACT
MS	Achievement of Content Benchmarks on Forward Exam (Proficient)
ES	Achievement of Content Benchmarks on Forward Exam (Proficient)

**Benchmark 4 - Attendance (Career Ready)**

HS	What % of students have 90% Attendance
MS	90% Attendance
ES	90% Attendance

**Benchmark 5 - Co-Curricular Activities (Career Ready)**

HS	Participate in at least 2 co- or extra-curricular activities by the end of high school
MS	Participate in at least 2 co- or extra-curricular activities by the end of middle school
ES	Participate in at least 1 co- or extra-curricular activity by the end of elementary school

**Benchmark 6 - Service Learning (Career Ready)**

HS	25 Hours of Community Service by the end of high school
MS	10 Hours of Community Service by the end of middle school
ES	5 Hours of Community Service by the end of elementary school

**Benchmark 7 - AP Courses (College Ready)**

HS	Students earn a C or higher in an AP course, or score a 3 or higher on an AP exam							
<b>Benchmark 9 - Dual Credit Postsecondary Classes (Career Ready) ** West Salem has an additional category title Postsecondary Credits Earned - Do we need both?</b>								
HS	Take a dual credit postsecondary class							
<b>Benchmark 10 - Industry Credentials Earned (Career Ready)</b>								
HS	Earn an industry credential							
<b>Benchmark 11 - Workplace Learning Experience (Career Ready) - Needs to be defined</b>								
HS	Participate in a workplace learning experience							





# School District of New Glarus

P. O. Box 7  
1701 Second Street  
New Glarus, WI 53574

District (608) 527-2410  
Fax (608) 527-5101  
www.ngsd.k12.wi.us

To: Board of Education  
From: Tammy Marty, Business Manager  
Re: 2021-2022 Proposed Budget  
Date: July 12, 2021

The proposed budget consists of the following changes since budget was discussed June 14, 2021.

## 2021-2022 Revenues:

### General Fund – Fund 10 –

- Changes in property tax, equalization aid and state exempt computer aid reflect current estimates.

**Referendum Debt – Fund 39** – Levy adjustments with new debt and for future debt payments.

**Capital projects – Fund 49** – Added interest for investments.

## 2021-2022 Expenditure:

### General Fund – Fund 10 and Fund 27

- Reduced the following budget to balance budget to zero: district curriculum, district professional development, district assessments, and technology budget.

**Referendum Debt – Fund 39** – Adjusted for new debt schedule plus refunding of BANS/bonds.

**Capital Projects – Fund 49** – Adjusted expenses based on Bray/Findorff draw schedule.

## BALANCED BUDGET

Fund 10 and Fund 27 represent a balanced budget after adjustments presented above.

<i>Fund 10 and 27</i>	
Revenue	14,276,792
Expense	14,276,792
<b>Deficit/Excess</b>	<b>0</b>

## **2021 – 2022 TAX LEVY**

The estimated tax levy, \$6,441,215.00 is projected to increase approximately \$185,593 or 2.97% from the 2020-2021 tax levy of \$6,255,622. This maintains the mill rate at \$11.63.

The proposed budget reflects the format required for official approval and notice.

**SCHOOL DISTRICT OF NEW GLARUS**  
**BUDGET ADOPTION 2021-22**  
July 12, 2021

	Audited 2019-20	Unaudited 2020-21	Budget 2021-22
<b>GENERAL FUND (FUND 10)</b>			
Beginning Fund Balance (Account 930 000)	3,286,524.73	3,289,386.26	4,049,773.23
Ending Fund Balance, Nonspendable (Acct. 935 000)	28,717.28	0.00	0.00
Ending Fund Balance, Restricted (Acct. 936 000)	13,721.68	0.00	0.00
Ending Fund Balance, Committed (Acct. 937 000)	0.00	0.00	0.00
Ending Fund Balance, Assigned (Acct. 938 000)	0.00	0.00	0.00
Ending Fund Balance, Unassigned (Acct. 939 000)	3,246,947.30	0.00	0.00
<b>TOTAL ENDING FUND BALANCE (ACCT. 930 000)</b>	<b>3,289,386.26</b>	<b>4,049,773.23</b>	<b>4,049,773.23</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>			
100 Transfers-in	3,646.35	0.00	0.00
<b>Local Sources</b>			
210 Taxes	4,161,578.28	3,780,530.34	3,726,656.00
240 Payments for Services	0.00	0.00	0.00
260 Non-Capital Sales	2,989.00	3,020.91	2,000.00
270 School Activity Income	27,806.60	2,445.00	28,980.00
280 Interest on Investments	15,204.19	6,395.76	6,000.00
290 Other Revenue, Local Sources	57,875.03	48,839.79	44,530.00
<b>Subtotal Local Sources</b>	<b>4,265,453.10</b>	<b>3,841,231.80</b>	<b>3,808,166.00</b>
<b>Other School Districts Within Wisconsin</b>			
310 Transit of Aids	13,925.17	4,036.29	0.00
340 Payments for Services	955,613.20	1,055,729.00	1,017,683.00
380 Medical Service Reimbursements	0.00	0.00	0.00
390 Other Inter-district, Within Wisconsin	0.00	0.00	0.00
<b>Subtotal Other School Districts within Wisconsin</b>	<b>969,538.37</b>	<b>1,059,765.29</b>	<b>1,017,683.00</b>
<b>Other School Districts Outside Wisconsin</b>			
440 Payments for Services	0.00	0.00	0.00
490 Other Inter-district, Outside Wisconsin	0.00	0.00	0.00
<b>Subtotal Other School Districts Outside Wisconsin</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Intermediate Sources</b>			
510 Transit of Aids	1,805.00	0.00	0.00
530 Payments for Services from CCDEB	0.00	0.00	0.00
540 Payments for Services from CESA	0.00	0.00	0.00
580 Medical Services Reimbursement	0.00	0.00	0.00
590 Other Intermediate Sources	0.00	0.00	0.00
<b>Subtotal Intermediate Sources</b>	<b>1,805.00</b>	<b>0.00</b>	<b>0.00</b>
<b>State Sources</b>			
610 State Aid -- Categorical	69,671.48	63,060.00	61,000.00
620 State Aid -- General	5,904,236.00	6,440,612.00	6,534,082.00
630 DPI Special Project Grants	10,292.94	8,159.25	8,200.00
640 Payments for Services	0.00	0.00	0.00
650 Student Achievement Guarantee in Education (SAGE Grant)	0.00	0.00	0.00
660 Other State Revenue Through Local Units	5,616.76	5,922.42	4,000.00
690 Other Revenue	709,460.15	926,287.32	713,100.00
<b>Subtotal State Sources</b>	<b>6,699,277.33</b>	<b>7,444,040.99</b>	<b>7,320,382.00</b>
<b>Federal Sources</b>			
710 Federal Aid - Categorical	0.00	0.00	0.00
720 Impact Aid	0.00	0.00	0.00
730 DPI Special Project Grants	34,244.35	157,992.00	162,182.00
750 IASA Grants	27,161.00	25,172.00	27,739.00
760 JTPA	0.00	0.00	0.00
770 Other Federal Revenue Through Local Units	0.00	0.00	0.00
780 Other Federal Revenue Through State	38,865.31	27,197.38	0.00
790 Other Federal Revenue - Direct	0.00	0.00	0.00

	Audited 2019-20	Unaudited 2020-21	Budget 2021-22
<b>Subtotal Federal Sources</b>	<b>100,270.66</b>	<b>210,361.38</b>	<b>189,921.00</b>
<b>Other Financing Sources</b>			
850 Reorganization Settlement	0.00	0.00	0.00
860 Compensation, Fixed Assets	131,069.58	58,798.37	0.00
870 Long-Term Obligations	455,752.00	0.00	0.00
<b>Subtotal Other Financing Sources</b>	<b>586,821.58</b>	<b>58,798.37</b>	<b>0.00</b>
<b>Other Revenues</b>			
960 Adjustments	0.00	0.00	0.00
970 Refund of Disbursement	33,758.26	34,188.37	41,530.00
980 Medical Service Reimbursement	0.00	0.00	0.00
990 Miscellaneous	875.08	731.91	1,000.00
<b>Subtotal Other Revenues</b>	<b>34,633.34</b>	<b>34,920.28</b>	<b>42,530.00</b>
<b>TOTAL REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>12,661,445.73</b>	<b>12,649,118.11</b>	<b>12,378,682.00</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>			
<b>Instruction</b>			
110 000 Undifferentiated Curriculum	2,333,382.48	2,376,047.98	2,626,933.00
120 000 Regular Curriculum	2,850,098.77	2,944,430.51	3,009,284.00
130 000 Vocational Curriculum	351,555.03	333,988.80	344,231.00
140 000 Physical Curriculum	250,632.41	261,187.26	266,792.00
160 000 Co-Curricular Activities	184,620.83	159,582.80	201,480.00
170 000 Other Special Needs	3,751.07	1,547.50	6,500.00
<b>Subtotal Instruction</b>	<b>5,974,040.59</b>	<b>6,076,784.85</b>	<b>6,455,220.00</b>
<b>Support Sources</b>			
210 000 Pupil Services	208,428.31	190,897.35	241,895.00
220 000 Instructional Staff Services	903,437.99	737,585.97	702,011.00
230 000 General Administration	430,055.83	356,867.06	360,020.00
240 000 School Building Administration	691,178.66	716,692.53	732,188.00
250 000 Business Administration	2,163,776.49	1,672,933.02	1,642,191.00
260 000 Central Services	67,281.73	77,814.93	75,706.00
270 000 Insurance & Judgments	111,998.29	117,583.69	128,847.00
280 000 Debt Services	97,072.13	97,072.13	97,073.00
290 000 Other Support Services	321,354.85	387,642.00	314,625.00
<b>Subtotal Support Sources</b>	<b>4,994,584.28</b>	<b>4,355,088.68</b>	<b>4,294,556.00</b>
<b>Non-Program Transactions</b>			
410 000 Inter-fund Transfers	1,412,093.20	1,092,562.22	1,245,448.00
430 000 Instructional Service Payments	260,190.12	345,784.84	383,358.00
450 000 Post-Secondary Scholarship Expenditures	0.00	0.00	0.00
490 000 Other Non-Program Transactions	17,676.01	18,510.55	100.00
<b>Subtotal Non-Program Transactions</b>	<b>1,689,959.33</b>	<b>1,456,857.61</b>	<b>1,628,906.00</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>12,658,584.20</b>	<b>11,888,731.14</b>	<b>12,378,682.00</b>

<b>SPECIAL PROJECT FUNDS (FUNDS 21, 23, 29)</b>			
900 000 Beginning Fund Balance	177,398.89	243,792.61	224,108.78
<b>900 000 Ending Fund Balance</b>	<b>243,792.61</b>	<b>224,108.78</b>	<b>224,608.78</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>220,280.92</b>	<b>52,807.83</b>	<b>190,500.00</b>
100 000 Instruction	132,808.41	61,516.66	169,200.00
200 000 Support Services	20,290.50	10,225.00	20,000.00
400 000 Non-Program Transactions	788.29	750.00	800.00
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>153,887.20</b>	<b>72,491.66</b>	<b>190,000.00</b>

	Audited 2019-20	Unaudited 2020-21	Budget 2021-22
<b>SPECIAL EDUCATION FUND (FUND 27)</b>	<b>Audited 2019-20</b>	<b>Unaudited 2020-21</b>	<b>Budget 2021-22</b>
900 000 Beginning Fund Balance	0.00	0.00	0.00
<b>900 000 Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>			
100 Transfers-in	1,207,093.20	1,092,562.22	1,245,448.00
<b>Local Sources</b>			
240 Payments for Services	0.00	0.00	0.00
260 Non-Capital Sales	0.00	0.00	0.00
270 School Activity Income	0.00	0.00	0.00
290 Other Revenue, Local Sources	0.00	0.00	0.00
<b>Subtotal Local Sources</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Other School Districts Within Wisconsin</b>			
310 Transit of Aids	0.00	0.00	0.00
340 Payments for Services	0.00	0.00	0.00
380 Medical Service Reimbursements	0.00	0.00	0.00
390 Other Inter-district, Within Wisconsin	0.00	0.00	0.00
<b>Subtotal Other School Districts within Wisconsin</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Other School Districts Outside Wisconsin</b>			
440 Payments for Services	0.00	0.00	0.00
490 Other Inter-district, Outside Wisconsin	0.00	0.00	0.00
<b>Subtotal Other School Districts Outside Wisconsin</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Intermediate Sources</b>			
510 Transit of Aids	0.00	0.00	0.00
530 Payments for Services from CCDEB	0.00	0.00	0.00
540 Payments for Services from CESA	0.00	0.00	0.00
580 Medical Services Reimbursement	0.00	0.00	0.00
590 Other Intermediate Sources	0.00	0.00	0.00
<b>Subtotal Intermediate Sources</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>State Sources</b>			
610 State Aid -- Categorical	342,829.00	403,291.00	403,041.00
620 State Aid -- General	0.00	16,246.00	0.00
630 DPI Special Project Grants	0.00	0.00	0.00
640 Payments for Services	0.00	0.00	0.00
650 Achievement Gap Reduction (AGR grant)	0.00	0.00	0.00
690 Other Revenue	0.00	0.00	0.00
<b>Subtotal State Sources</b>	<b>342,829.00</b>	<b>419,537.00</b>	<b>403,041.00</b>
<b>Federal Sources</b>			
710 Federal Aid - Categorical	0.00	0.00	0.00
730 DPI Special Project Grants	207,194.25	156,239.84	199,621.00
750 IASA Grants	0.00	0.00	0.00
760 JTPA	0.00	0.00	0.00
770 Other Federal Revenue Through Local Units	0.00	0.00	0.00
780 Other Federal Revenue Through State	38,350.34	54,248.43	50,000.00
790 Other Federal Revenue - Direct	0.00	0.00	0.00
<b>Subtotal Federal Sources</b>	<b>245,544.59</b>	<b>210,488.27</b>	<b>249,621.00</b>
<b>Other Financing Sources</b>		0.00	0.00
860 Compensation, Fixed Assets	0.00	0.00	0.00
870 Long-Term Obligations	0.00	0.00	0.00
<b>Subtotal Other Financing Sources</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Other Revenues</b>			
960 Adjustments	0.00	0.00	0.00
970 Refund of Disbursement	0.00	0.00	0.00
990 Miscellaneous	0.00	0.00	0.00
<b>Subtotal Other Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>1,795,466.79</b>	<b>1,722,587.49</b>	<b>1,898,110.00</b>

	Audited 2019-20	Unaudited 2020-21	Budget 2021-22
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>			
<b>Instruction</b>			
110 000 Undifferentiated Curriculum	0.00	0.00	0.00
120 000 Regular Curriculum	0.00	0.00	0.00
130 000 Vocational Curriculum	0.00	0.00	0.00
140 000 Physical Curriculum	0.00	0.00	0.00
150 000 Special Education Curriculum	1,195,445.22	1,178,673.15	1,285,133.00
160 000 Co-Curricular Activities	0.00	0.00	0.00
170 000 Other Special Needs	0.00	0.00	0.00
<b>Subtotal Instruction</b>	<b>1,195,445.22</b>	<b>1,178,673.15</b>	<b>1,285,133.00</b>
<b>Support Sources</b>			
210 000 Pupil Services	150,625.96	118,229.74	161,721.00
220 000 Instructional Staff Services	142,428.43	150,797.81	154,291.00
230 000 General Administration	0.00	5,783.75	0.00
240 000 School Building Administration	0.00	0.00	0.00
250 000 Business Administration	69,008.79	35,102.24	60,547.00
260 000 Central Services	1,218.21	0.00	1,500.00
270 000 Insurance & Judgments	0.00	0.00	0.00
280 000 Debt Services	0.00	0.00	0.00
290 000 Other Support Services	0.00	508.30	0.00
<b>Subtotal Support Sources</b>	<b>363,281.39</b>	<b>310,421.84</b>	<b>378,059.00</b>
<b>Non-Program Transactions</b>			
410 000 Inter-fund Transfers	0.00	0.00	0.00
430 000 Instructional Service Payments	235,995.00	233,492.50	234,918.00
490 000 Other Non-Program Transactions	745.18	0.00	0.00
<b>Subtotal Non-Program Transactions</b>	<b>236,740.18</b>	<b>233,492.50</b>	<b>234,918.00</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>1,795,466.79</b>	<b>1,722,587.49</b>	<b>1,898,110.00</b>

<b>DEBT SERVICE FUND (FUNDS 38, 39)</b>			
900 000 Beginning Fund Balance	369,247.36	164,351.73	144,161.50
<b>900 000 ENDING FUND BALANCES</b>	<b>164,351.73</b>	<b>144,161.50</b>	<b>738,450.20</b>
<b>TOTAL REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>1,852,313.59</b>	<b>2,507,331.44</b>	<b>32,111,999.00</b>
281 000 Long-Term Capital Debt	1,939,779.87	2,527,521.67	2,162,526.00
282 000 Refinancing	0.00	0.00	29,355,184.30
283 000 Operational Debt	0.00	0.00	0.00
285 000 Post Employment Benefit Debt	0.00	0.00	0.00
289 000 Other Long-Term General Obligation Debt	113,783.00	0.00	0.00
400 000 Non-Program Transactions	3,646.35	0.00	0.00
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>2,057,209.22</b>	<b>2,527,521.67</b>	<b>31,517,710.30</b>
<b>842 000 INDEBTEDNESS, END OF YEAR</b>	<b>8,398,672.21</b>	<b>6,198,029.21</b>	<b>33,466,037.87</b>

<b>CAPITAL PROJECTS FUND (FUNDS 41, 46, 48, 49)</b>			
900 000 Beginning Fund Balance	0.00	205,000.72	29,052,187.53
<b>900 000 Ending Fund Balance</b>	<b>205,000.72</b>	<b>29,052,187.53</b>	<b>24,408,997.53</b>
<b>TOTAL REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>205,000.72</b>	<b>28,901,495.81</b>	<b>20,000.00</b>
100 000 Instructional Services	0.00	0.00	0.00
200 000 Support Services	0.00	54,309.00	4,663,190.00
300 000 Community Services	0.00	0.00	0.00
400 000 Non-Program Transactions	0.00	0.00	0.00
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>0.00</b>	<b>54,309.00</b>	<b>4,663,190.00</b>

	Audited 2019-20	Unaudited 2020-21	Budget 2021-22
<b>FOOD SERVICE FUND (FUND 50)</b>			
900 000 Beginning Fund Balance	77,773.74	149,201.17	158,601.84
<b>900 000 ENDING FUND BALANCE</b>	<b>149,201.17</b>	<b>158,601.84</b>	<b>176,717.65</b>
<b>TOTAL REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>557,277.92</b>	<b>508,095.67</b>	<b>550,635.75</b>
200 000 Support Services	485,850.49	498,695.00	532,519.94
400 000 Non-Program Transactions	0.00	0.00	0.00
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>485,850.49</b>	<b>498,695.00</b>	<b>532,519.94</b>

<b>COMMUNITY SERVICE FUND (FUND 80)</b>			
900 000 Beginning Fund Balance	13,004.28	12,255.82	12,255.82
<b>900 000 ENDING FUND BALANCE</b>	<b>12,255.82</b>	<b>12,255.82</b>	<b>12,255.82</b>
<b>TOTAL REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
200 000 Support Services	748.46	0.00	0.00
300 000 Community Services	0.00	0.00	0.00
400 000 Non-Program Transactions	0.00	0.00	0.00
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>748.46</b>	<b>0.00</b>	<b>0.00</b>

**School District of New Glarus  
Notice of Budget Hearing  
(Section 65.9 (4))**

*Notice is hereby given to the qualified electors of the School District of New Glarus that the budget hearing will be held at the New Glarus High School located at 1701 Second St. on the the 16th of August, 2021 at 7:15 p.m. The summary of the budget is printed below. Detailed copies of the budget are available for inspection in the District office, 1701 Second St, New Glarus, WI or at [www.ngsd.k12.wi.us](http://www.ngsd.k12.wi.us).*

<b>GENERAL FUND</b>	<b>Audited 2019-20</b>	<b>Unaudited 2020-21</b>	<b>Budget 2021-22</b>
Beginning Fund Balance	3,286,524.73	3,289,386.26	4,049,773.23
<b>Ending Fund Balance</b>	<b>3,289,386.26</b>	<b>4,049,773.23</b>	<b>4,049,773.23</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>			
Transfers-In (Source 100)	3,646.35	0.00	0.00
Local Sources (Source 200)	4,265,453.10	3,841,231.80	3,808,166.00
Inter-district Payments (Source 300 + 400)	969,538.37	1,059,765.29	1,017,683.00
Intermediate Sources (Source 500)	1,805.00	0.00	0.00
State Sources (Source 600)	6,699,277.33	7,444,040.99	7,320,382.00
Federal Sources (Source 700)	100,270.66	210,361.38	189,921.00
All Other Sources (Source 800 + 900)	621,454.92	93,718.65	42,530.00
<b>TOTAL REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>12,661,445.73</b>	<b>12,649,118.11</b>	<b>12,378,682.00</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>			
Instruction (Function 100 000)	5,974,040.59	6,076,784.85	6,455,220.00
Support Services (Function 200 000)	4,994,584.28	4,355,088.68	4,294,556.00
Non-Program Transactions (Function 400 000)	1,689,959.33	1,456,857.61	1,628,906.00
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>12,658,584.20</b>	<b>11,888,731.14</b>	<b>12,378,682.00</b>

<b>SPECIAL PROJECTS FUND</b>	<b>Audited 2019-20</b>	<b>Unaudited 2020-21</b>	<b>Budget 2021-22</b>
Beginning Fund Balance	177,398.89	243,792.61	224,108.78
<b>Ending Fund Balance</b>	<b>243,792.61</b>	<b>224,108.78</b>	<b>224,608.78</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>2,015,747.71</b>	<b>1,775,395.32</b>	<b>2,088,610.00</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>1,949,353.99</b>	<b>1,795,079.15</b>	<b>2,088,110.00</b>

<b>DEBT SERVICE FUND</b>	<b>Audited 2019-20</b>	<b>Unaudited 2020-21</b>	<b>Budget 2021-22</b>
Beginning Fund Balance	369,247.36	164,351.73	144,161.50
<b>Ending Fund Balance</b>	<b>164,351.73</b>	<b>144,161.50</b>	<b>738,450.20</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>1,852,313.59</b>	<b>2,507,331.44</b>	<b>32,111,999.00</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>2,057,209.22</b>	<b>2,527,521.67</b>	<b>31,517,710.30</b>

<b>CAPITAL PROJECTS FUND</b>	<b>Audited 2019-20</b>	<b>Unaudited 2020-21</b>	<b>Budget 2021-22</b>
Beginning Fund Balance	0.00	205,000.72	29,052,187.53
<b>Ending Fund Balance</b>	<b>205,000.72</b>	<b>29,052,187.53</b>	<b>24,408,997.53</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>205,000.72</b>	<b>28,901,495.81</b>	<b>20,000.00</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>0.00</b>	<b>54,309.00</b>	<b>4,663,190.00</b>

<b>FOOD SERVICE FUND</b>	<b>Audited 2019-20</b>	<b>Unaudited 2020-21</b>	<b>Budget 2021-22</b>
Beginning Fund Balance	77,773.74	149,201.17	158,601.84
<b>Ending Fund Balance</b>	<b>149,201.17</b>	<b>158,601.84</b>	<b>176,717.65</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>557,277.92</b>	<b>508,095.67</b>	<b>550,635.75</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>485,850.49</b>	<b>498,695.00</b>	<b>532,519.94</b>

<b>COMMUNITY SERVICE FUND</b>	<b>Audited 2019-20</b>	<b>Unaudited 2020-21</b>	<b>Budget 2021-22</b>
Beginning Fund Balance	13,004.28	12,255.82	12,255.82
<b>Ending Fund Balance</b>	<b>12,255.82</b>	<b>12,255.82</b>	<b>12,255.82</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>748.46</b>	<b>0.00</b>	<b>0.00</b>

**Total Expenditures and Other Financing Uses**

<b>ALL FUNDS</b>	<b>Audited 2019-20</b>	<b>Unaudited 2020-21</b>	<b>Budget 2021-22</b>
<b>GROSS TOTAL EXPENDITURES -- ALL FUNDS</b>	<b>17,151,746.36</b>	<b>16,764,335.96</b>	<b>51,180,212.24</b>
<b>Interfund Transfers (Source 100) - ALL FUNDS</b>	<b>1,415,739.55</b>	<b>1,092,562.22</b>	<b>1,245,448.00</b>
<b>Refinancing Expenditures (FUND 30)</b>	<b>0.00</b>	<b>0.00</b>	<b>29,355,184.30</b>
<b>NET TOTAL EXPENDITURES -- ALL FUNDS</b>	<b>15,736,006.81</b>	<b>15,671,773.74</b>	<b>20,579,579.94</b>
<b>PERCENTAGE INCREASE - NET TOTAL FUND EXPENDITURES FROM PRIOR YEAR</b>		<b>-0.41%</b>	<b>31.32%</b>

**PROPOSED PROPERTY TAX LEVY**

<b>FUND</b>	<b>Audited 2019-20</b>	<b>Unaudited 2020-21</b>	<b>Budget 2021-22</b>
General Fund	4,155,036.00	3,772,208.00	3,720,056.00
Referendum Debt Service Fund	1,788,693.00	2,483,414.00	2,721,159.00
Non-Referendum Debt Service Fund	0.00	0.00	0.00
Capital Expansion Fund	0.00	0.00	0.00
Community Service Fund	0.00	0.00	0.00
<b>TOTAL SCHOOL LEVY</b>	<b>5,943,729.00</b>	<b>6,255,622.00</b>	<b>6,441,215.00</b>
<b>PERCENTAGE INCREASE -- TOTAL LEVY FROM PRIOR YEAR</b>	<b>5.61%</b>	<b>5.25%</b>	<b>2.97%</b>

Department of Public Instruction  
**2021-2022 Revenue Limit Worksheet**  
 06/28/2021  
 Draft

**DISTRICT: 07/12/2021** -

**Line 1 Amount may Not Exceed Line 11 - (Line 7B+Line 10) of Final 19-20 Revenue Limit**

2019-20 General Aid Certification (19-20 Line 12A, src 621)	+	6,440,612
2019-20 Computer Aid Received (19-20 Line 12C, Src 691)	+	6,716
2019-20 Hi Pov Aid (19-20 Line 12B, Src 628)	+	
2019-20 Aid for Exempt Personal Property (19-20 Line 12D, Src 691)	+	33,637
2019-20 Fnd 10 Levy Cert (19-20 Line 14A, Levy 10 Src 211)	+	3,772,208
2019-20 Fnd 38 Levy Cert (19-20 Line 14B, Levy 38 Src 211)	+	
2019-20 Fnd 41 Levy Cert (19-220 Line 14C, Levy 41 Src 211)	+	
2019-20 Aid Penalty for Over Levy (19-20 FINAL Rev Limit Wksht)	-	
2019-20 Total Levy for All Levied Non-Recurring Exemptions*	=	3,685
<b>NET 2020-21 Base Revenue Built from 2019-20 Data (Line 1)</b>	=	<b>10,249,488</b>

\*For 2019-20 Non-Recurring Exemptions Levy Amount, enter actual amount for which district levied; (7B Hold Harmless, Non-Recurring Referenda, Declining Enrollment, Energy Efficiency Exemption, Refunded/Rescinded Taxes, Prior Year Open Enrollment Pupils, Reduction for Ineligible Fund 80 Expendts, Other Adjustments, Private School Voucher Aid Deduction, Private School Special Needs Voucher Aid Deduction)

**September & Summer FTE Membership Averages**

Count Ch. 220 Inter-District Resident Transfer Pupils @ 75%.

**Line 2: Base Avg: (2017+.4ss)+(2018+.4ss)+(2019+.4ss) / 3 =** **911**

	2018	2019	2020
Summer FTE:	45	47	16
% (40,40,40)	18	19	6
Sept FTE:	883	906	902

Enter membership values from prior year Rev Lim worksheet.

New ICS - Independent	0	0	0
Charter Schools FTE			
Total FTE	901	925	908

**Line 6: Curr Avg: (2018+.4ss)+(2019+.4ss)+(2020+.4ss) / 3 =** **907**

	2019	2020	2021
Summer FTE:	47	16	16
% (40,40,40)	19	6	6
Sept FTE:	906	902	881

Enter estimated 2020 Summer & Sept membership values

New ICS - Independent	0		
Charter Schools FTE			
Total FTE	925	908	887

**Line 10B: Declining Enrollment Exemption =** **45,003**  
 Average FTE Loss (Line 2 - Line 6, if > 0) **4**  
 X 1.00 = **4**  
 X (Line 5, Maximum 2020-2021 Revenue per Memb) = **11,250.81**  
 Non-Recurring Exemption Amount: **45,003**

**Fall 2020 Cert Property Values (estimate until Oct 2020 values are available from DOR)**  
 2020 TIF-Out Tax Apportionment Equalized Valuation **553,959,078**

**2020-2021 Revenue Limit Worksheet**

1. 2019-20 Base Revenue (Funds 10, 38, 41)	(from left)	10,249,488
2. Base Sept Membership Avg (2017+.4ss, 2018+.4ss, 2019+.4ss)/3	(from left)	911
3. 2019-20 Base Revenue Per Member (Ln 1 / Ln 2)	(with cents)	11,250.81
4. 2020-21 Per Member Change (A+B)		0.00
2020-21 Low Revenue Ceiling per s.121.905(1): (must enter number)		
A. Allowed Per-Member Change for 2021 (\$179, all districts)		0.00
B. Low Rev Incr ((Low Rev Ceiling-(3+4A))-4C) NOT <0		0
C. Value of the CCDEB (DPI-Computed-CCDEB Dists only)		
5. 2020-21 Maximum Revenue / Member (Ln 3 + Ln 4)		11,250.81
6. Current Membership Avg (2018+.4ss, 2019+.4ss, 2020+.4ss)/3	(from left)	907
7. 2020-21 Rev Limit, No Exemptions (Ln 7A + Ln 7B)	(rounded)	10,249,488
A. Max Rev/Memb x Cur Memb Avg (Ln 5 x Ln 6)		10,204,485
B. Hold Harmless Non-Recurring Exemption		45,003
8. Total 2020-21 Recurring Exemptions (A+B+C+D+E)	(rounded)	0
A. Prior Year Carryover		0
B. Transfer of Service		0
C. Transfer of Territory/Other Reorg (if negative, include sign)		0
D. Federal Impact Aid Loss (2018-19 to 2019-20)		0
E. Recurring Referenda to Exceed (If 2019-20 is first year)		0
9. 2020-21 Limit with Recurring Exemptions (Ln 7 + Ln 8)		10,249,488
10. Total 2020-21 Non-Recurring Exemptions (A+B+C+D+E+F+G+H+I)		49,503
A. Non-Recurring Referenda to Exceed 2020-21 Limit		
B. Declining Enrollment Exemption for 2020-21 (from left)		45,003
C. Energy Efficiency Net Exemption for 2020-21 (see pg 4 for details)		0
D. Adjustment for Refunded or Rescinded Taxes, 2020-21		
E. Prior Year Open Enrollment (uncounted pupil[s])		
F. Reduction for Ineligible Fund 80 Expenditures (enter as negative)		
G. Other Adjustments (Environmental Rem + Fund 39 Bal Transfer)		
H. WPCP and RCPD Private School Voucher Aid Deduction		
I. SNSP Private School Voucher Aid Deduction		
11. 2020-21 Revenue Limit With All Exemptions (Ln 9 + Ln 10)		10,294,491
12. Total Aid to be Used in Computation (12A + 12B + 12C + 12D)		6,574,435
A. 2020-21 October 15 General Aid Certification		6,534,082
B. State Aid to High Poverty Districts (not all districts)		
C. State Aid for Exempt Computers (Source 691)		6,716
D. State Aid for Exempt Personal Property (Source 691)		33,637
<b>DISTRICTS MUST ESTIMATE A GENERAL AID AMOUNT UNTIL THE OCTOBER 15, 2020 GEN AID EST IS AVAILABLE.</b>		
13. Allowable Limited Revenue: (Line 11 - Line 12)		3,720,056
(10, 38, 41 Levies)		
14. Total Limited Revenue To Be Used (A+B+C)	Not >line 13	3,720,056
<b>Entries Required Below:</b> Enter amnts needed by purpose and fund:		
A. Gen Operations: Fnd 10 Src 211	3,720,056	(Proposed Fund 10)
B. Non-Referendum Debt (inside limit) Fnd 38 Src 211		(to Budget Rpt)
C. Capital Exp, Annual Meeting Approved: Fnd 41 Src 211		(to Budget Rpt)
15. Total Revenue from Other Levies (A+B+C+D)		2,721,159
A. Referendum Apprvd Debt (Fnd 39 Debt-Src 211)	2,501,159	
B. Additional Debt Levy	220,000	(to Budget Rpt)
C. Prior Year Levy Chargeback for Uncollectible Taxes (Src 212)		(to Budget Rpt)
D. Other Levy Revenue - Milwaukee & Kenosha Only		(to Budget Rpt)
16. Total Fall, 2020 ESTIMATED All Fund Tax Levy (14A + 14B + 14C + 15)		6,441,215
Line 16 is the total levy to be apportioned in the PI-401.		Levy Rate = 0.01162760

# 3934 - New Glarus

## Tax Levy Analysis

		Historical	Current Year	Budget Year
		2019 - 2020	2020 - 2021	2021 - 2022
General Fund	<a href="#">Fund 10</a>	\$4,155,036	\$3,772,208	\$3,720,056
Non-Referendum Debt Service	<a href="#">Fund 38</a>	\$0	\$0	\$0
Capital Expansion	<a href="#">Fund 41</a>	\$0	\$0	\$0
Total Revenue Limit Levy		\$4,155,036	\$3,772,208	\$3,720,056
Referendum Approved Debt Service	<a href="#">Fund 39</a>	\$1,788,693	\$2,483,414	\$2,501,159
Additional Debt Levy	<a href="#">Fund 80</a>	\$0	\$0	\$220,000
Property Tax Chargeback/Other	Fund 10	\$0	\$0	\$0
Total School-Based Tax Levy		\$5,943,729	\$6,255,622	\$6,441,215
% Change		5.61%	5.25%	2.97%

## Equalized Value Analysis

		2019 - 2020	2020 - 2021	2021 - 2022
<a href="#">Equalized Value (TIF Out)</a>		\$510,932,046	\$537,824,348	\$553,959,078
% Change		5.61%	5.26%	3.00%

26

## Mill Rate Analysis

		2019 - 2020	2020 - 2021	2021 - 2022
General Fund	Fund 10	\$8.13	\$7.01	\$6.72
Non-Referendum Debt Service	Fund 38	\$0.00	\$0.00	\$0.00
Capital Expansion	Fund 41	\$0.00	\$0.00	\$0.00
Total Revenue Limit Mill Rate		\$8.13	\$7.01	\$6.72
Referendum Approved Debt Service	Fund 39	\$3.50	\$4.62	\$4.52
Additional Debt Levy	Fund 80	\$0.00	\$0.00	\$0.40
Property Tax Chargeback/Other	Fund 10	\$0.00	\$0.00	\$0.00
Total School-Based Mill Rate		\$11.63	\$11.63	\$11.63
% Change		0.00%	-0.02%	-0.03%





# NEW GLARUS SCHOOL DISTRICT

RE: Universal Social Emotional Screening Tool- Adoption Proposal

Staff Leads: Sonja Tidd, Jane O'brien, Stephanie Way and Jennifer Krantz

Purpose/need: The New Glarus Schools are committed to ensuring that all students feel supported with their social emotional well being. In our endeavor to provide these supports for students well being and learning we would like to systematically identify students in need of additional tiered levels of intervention. In addition, the SEL screener, Rithim, will help students identify, describe and regulate their emotional responses while learning lifelong strategies for themselves and understanding others perspectives too.

## **About the program**

Video (2 minutes)- <https://vimeo.com/440356707>

- K-12
  - algorithm adapts content to the appropriate age group automatically
- APP based program
- FERPA Compliant
- Screener
  - 3 minute screener as frequent as daily
    - more typical 1-3 times weekly
    - Student autonomy to complete more often
  - 5 emoji based questions plus option to add narrative
- Data
  - Alerts/notification for individual student needs
  - Trend data to identify group instructional needs
- Activities
  - 1-3 minute adapted activities assigned to student based on screening results
    - <https://rhithm.app/activities-app/>

## **Research**

- Aligned to Collaborative for Academic, Social, and Emotional Learning (CASEL)
- <https://rhithm.app/evidence/>
  - Results of a 6-week correlation study showed a statistically significant increase in student's regulation as measured by the Rhithm Assessment.
  - Data from over 1 million unique entries over 18 months shows a distinct trend of improved classroom regulation over time at every single age level.

## **Cost**

- \$2500 Per Building- Annually

## **Implementation Plan- TBD upon training**

- Planning Considerations:
  - Teacher, parent, student rollout
    - Communication (positive promotion of program), purpose, confidentiality, schedule, on-gogin data review schedule, response to student needs







# School District of New Glarus

1701 Second Street  
New Glarus, WI 53574

District (608) 527-2410  
Fax (608) 527-5101

**To:** School Board

**Re:** Seclusion and Restraint Report for 2020-21 School year

**Date:** July 12, 2020

**Report completed by:** Jennifer Krantz- Director of Special Education

## Elementary School

Number of Incidences 2020-21	Total number of students involved	Number of Students with Disabilities
Seclusion-0	0	0
Restraint -0	0	0

## Middle School

Number of incidences 2020-21	Total number of students involved	Number of Students with Disabilities
Seclusion-0	0	0
Restraint- 0	0	0

## High School

Number of Incidences 2020-21	Total number of students involved	Number of Students with Disabilities
Seclusion-0	0	0
Restraint -0	0	0

**Training Report:** The following staff members are certified in Nonviolent Crisis Intervention which promotes prevention of escalating behaviors and safe techniques for physical restraint to be used as a last resort. Certifications are good for one year.

CESA 2 Trainer- Kristi Kimblerin

August 17, 2020

1. Mark Statler
2. Julie Nimitz
3. Teri Dearth
4. Shelley Molencamp
5. Sam Weinbrenner
6. Heather Cassidy
7. Jenny Krantz
8. Laura Eicher
9. Christy Douty
10. Emily Tryba
11. Becky Deegan
12. Melissa Holland
13. Tracy Bristow
14. MaryKaye Dorn
15. Jennifer Wilde
16. Jane O'brien
17. Sandy Rahberger



# Wisconsin Local Wellness Policy Triennial Assessment Report Card

In accordance with the U.S. Department of Agriculture’s Final Rule: Local School Wellness Policy Implementation, all School Food Authorities (SFAs) participating in the National School Lunch or School Breakfast Program must complete an assessment of their local wellness policy, at minimum, once every three years. The assessment requirement is designed to result in local school wellness policies that strengthen the ability of SFAs to create a school nutrition environment that promotes students' health, well-being, and ability to learn. The assessment must measure the SFA’s compliance with their local wellness policy, describe the SFA’s progress toward meeting their local wellness policy goals, and describe how the language in the SFA’s wellness policy compares to the model wellness policy. **The Wisconsin Local Wellness Policy Triennial Assessment Report Card is required to be used by all Wisconsin SFAs in order to fulfill the triennial assessment requirement.**

As part of the Triennial Assessment Report Card, SFAs are required to complete the Wellness School Assessment Tool (WellsAT). The WellsAT allows SFAs to rate the extent to which their policy contains language related to 67 policy items considered to be best practices for school wellness. Please note, the WellsAT only evaluates policy content. If your SFA has implemented best practices but has not included language within the policy, you must select the rating that corresponds with no policy language present. Once completed, an overall comprehensive score and strength score will be calculated. The assessment can be completed electronically at [wellsat.org](http://wellsat.org). To complete the assessment electronically, you will need to log-in to the online portal or register as a new user and begin a new assessment. The assessment may be completed manually by downloading the [assessment questions](#) and filling out the [scorecard](#) with your responses.

## Completing the Wisconsin Local Wellness Policy Triennial Assessment Report Card

The Triennial Assessment Report Card template can be found starting on page two of this document. Navigate through the fillable form fields and enter the indicated information. The form fields are identified as appearing in brackets and with a gray background ({{Example Form Field}}).

- 1. Assess Compliance with the Local Wellness Policy.**  
Enter SFA wellness policy statements and rate the degree of compliance. Delete any rows within the tables that are not needed. Additional rows may be added as needed. Calculate the overall rating by taking the average of all policy statement scores.
- 2. Describe the overall progress made toward meeting policy goals.**  
Provide a narrative update describing progress achieved, activities implemented, and plans for future wellness policy implementation.
- 3. Report on results of the WellsAT.**  
Describe areas of policy strength and areas for improvement based on the findings of the WellsAT. You may elect to include your WellsAT scores within the Triennial Assessment Report Card. If you do not want to include your scores, delete the text from the section.

Following completion of the Triennial Assessment Report Card, release the report to the school community. SFAs are required to provide documentation that the results of the triennial assessment were provided to the public as part of the Administrative Review of school nutrition programs. It is recommended you delete this instructional page prior to releasing the report.

This institution is an equal opportunity provider.

# New Glarus School District

## Local Wellness Policy Triennial Assessment Report Card

Date Completed: 2020-2021

A local wellness policy guides efforts to create a healthier school environment. Effective wellness policies support a culture of well-being by establishing healthful practices and procedures for students, staff, and families. Schools/districts participating in the federal Child Nutrition Programs are required to complete an assessment of their local wellness policy, at minimum, once every three years. This report summarizes policy objectives and details the results of the most recent evaluation. For questions regarding the results, contact Kayla Zimmerman, School RN, [kayla.zimmerman@ngsd.k12.wi.us](mailto:kayla.zimmerman@ngsd.k12.wi.us).

### Section 1: Policy Assessment

*Overall Rating:*  
**87**

Ratings are based on a four-point scale to measure success in meeting/complying with each policy objective.

- 0 = objective not met/no activities completed
- 1 = objective partially met/some activities completed
- 2 = objective mostly met/multiple activities completed
- 3 = objective met/all activities completed

Nutrition Standards for All Foods in School	Rating
<b>The food service program complies with Federal and State regulations pertaining to the selection, preparation, consumption, and disposal of food and beverages as well as to the fiscal management of the program.</b>	3
<b>The food service program will provide all students with affordable access to the varied and nutritious foods they need to be healthy and to learn well.</b>	3
<b>All food and beverages sold and served outside of the school meal programs (“competitive” foods and beverages) shall, at a minimum, meet the standards established in USDA’s Nurtirion Standards for All Foods Sold in Schools (Smart Snacks) rule. The standards are available at <a href="http://www.fns.usda.gov/healthierschoolday/tools-schools-focusing-smar-snacks">http://www.fns.usda.gov/healthierschoolday/tools-schools-focusing-smar-snacks</a>.</b>	1
<b>The District allows up to two exempt fundraisers per school per year. All other fundraisers sold during the school day will meet the Smart Snacks nutrition standards. No restrictions are placed on the sale of food/beverage items sold outside of the school day.</b>	1

Nutrition Promotion	Rating
<b>The District shall schedule mealtimes so there is minimum disruption by the bus schedules, recess, and other special programs or events.</b>	3
<b>The District shall provide attractive, clean environments in which the students eat. (*based upon typical year)</b>	3
<b>The food service program provides all students with affordable access to the varied and nutritious foods needed to be healthy and to learn.</b>	3

Nutrition Education	Rating
<b>Nutrition education shall be included in the Health curriculum so that instruction is sequential and standards-based and provides students with knowledge, attitudes, and skills necessary to lead healthy lives.</b>	3

<b>Nutrition Education</b>	<b>Rating</b>
Nutrition education shall be integrated into other subject areas of the curriculum, when appropriate, to complement, but not replace, the standards and benchmarks for health education.	3

<b>Physical Activity and Education</b>	<b>Rating</b>
A sequential, comprehensive physical education program shall be provided for students in K-12 in accordance with the physical education academic content standards and benchmarks adopted by the State. (*based upon typical year)	3
Teachers properly certificated/licensed in the subject area of physical education shall provide all instruction in physical education.	3
All students in grades 7-12 shall have the opportunity to participate in interscholastic sports programs. (* based upon typical year)	3

<b>Other School-Based Wellness Activities</b>	<b>Rating</b>
As appropriate, schools shall support students, staff, and parents' efforts to maintain healthy lifestyles. (after school adventures, Girls on the Run, weight room/strength training/conditioning access, open-gyms) (*based upon typical year)	3
The District will implement optional wellness activities for staff. (Mindfulness training, yoga, gardening) (*based upon typical year)	3
Mindfulness has been implemented as part of the daily routine for elementary students, as well as mindfulness and social/emotional activities for MS/HS.	3
School-based mental health services are provided via SSM Monroe Clinic therapists/clinicians.	3

<b>Policy Monitoring and Implementation</b>	<b>Rating</b>
The District Administrator will oversee development, implementation, and evaluation of the wellness procedures.	3
Annually, a report summarizing the implementation of the wellness policy will be submitted to the Board.	3

## Section 2: Progress Update

The District has provided free breakfast and lunch per USDA guidelines during pandemic times, ensuring equitable access to all students. The Food Service Department has continually tried to introduce new items and new options (prior to pandemic: salad bar, multiple entre' options). Unfortunately, many of the wellness program offerings for both staff and students have been paused due to pandemic protocols. The hope is to reinstate programming when deemed safe, in accordance to school reopening protocols.

The Well Sat includes 67 best-practice policy items related to nutrition education; nutrition standards

## Section 3: Model Policy Comparison

A required component of the triennial assessment is to utilize the Rudd Center's Wellness School Assessment Tool (WellSat) for comparison of the Local Wellness Policy to a Model Wellness Policy.

**Comprehensiveness Score:**

100

**Strength Score:**

87

for foods; physical education and activity; wellness promotion and marketing; and implementation, evaluation, and communication. The comparison identified policy strengths and areas for growth.

### **Local Wellness Policy Strengths**

The Food service program has provided increased access to breakfast for all students K-12 in-person. The Health Curriculum has been reviewed and updated. Taher remains current with all changes and updates in nutritional guidelines and recommendations. Students and staff also participate in the school garden program, providing some fresh vegetables from garden to table opportunities.

Movement breaks were implemented at all levels to provide time for activity/exercise in response to cohorted/block-type scheduling.

Professional Development opportunities are available for all PE staff, as well as training/education for Taher food service staff.

### **Areas for Local Wellness Policy Improvement**

The District had to modify some food service options due to pandemic protocols. The salad bar could not be offered this school year. Students were asked to eat in their classrooms or other spaces for most of the year, instead of the typical congregation within the cafeteria environment.

Due to scheduling changes related to cohorting, PE scheduling was affected. As mentioned above, programs that were paused due to safety protocols will hopefully be reinstated when deemed safe.

Many fundraisers and other programs that offer food or beverages within the school or related to our District do not meet Smart Snack guidelines.

- H. Increase School Psychologist from 0.8 FTE to 1.0 FTE Using ESSER III Funding
- I. CESA 2 Convention Update
- J. 2021-2022 Elementary School Student Handbook 39

# **NEW GLARUS ELEMENTARY SCHOOL**



## **Handbook for Families and Students**

**“The Knight Way is the Right Way”  
2021-2022**

# Strategic Plan

## New Glarus School District

### Vision

To be a leader in K-12 education and prepare *all* students for future success.

### Mission

Educating each student to contribute and succeed in our global community by fostering a passion for learning and the pursuit of excellence.

### Core Values

- We will recruit and retain high quality staff.
- We will provide a safe learning environment.
- We will create a culture that is respectful and values diversity.
- We will develop students of good character who are strong and engaged citizens.
- We will develop practical, life skills of students, which includes the ability to be flexible and adapt to change.
- We will develop students who have strong academic skills, can think critically and creatively, and can communicate effectively.
- We will provide instruction that is rigorous, engaging and effectively uses data.
- We will partner with families and the community in the education of our students.
- We will provide leadership that is collaborative, responsible for student learning, and fiscally responsible.
- We will take responsibility to prevent student failure and ensure student growth.

### Strategic Goals

- 1) Increase the percent of students college, career, and life-ready by developing the whole learner.
- 2) Recruit and retain high quality staff and assist all staff as they continually improve and grow.
- 3) Provide high quality facilities that foster academic and emotional growth.
- 4) Ensure equity so all students have equal access to high quality educational experiences.

## Dear New Glarus Elementary Families,

Welcome to the New Glarus Elementary School!

The elementary building houses grades 4K-5<sup>th</sup>. We are excited to welcome new families and friends to our school. We are looking forward to another great year together.

If you have questions, concerns, or would like to share any information with us, please contact us or stop by the office. We are looking forward to continuing this journey together!

Warmly,

Laura Eicher  
4K-8 Principal

Anthony Edge  
4K-8 Assistant Principal



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The information in this handbook is the practice and procedures for daily activities of our staff and students at school. It is driven and directed by the Board of Education's policies. The purposes of the Board of Education's policies are as follows:

1. To individualize the learning program in order to provide appropriately for each student, according to his/her specific background, capabilities, learning styles, interests, and aspirations.
2. To protect and observe the legal rights of students.
3. To enhance the self-image of each student through helping him/her feel respected and worthy, and through a learning environment which provides positive encouragement.
4. To provide an environment in which students can learn personal and civic responsibility for their actions through meaningful experiences as school citizens.
5. To deal with students in matters of discipline in a just and constructive manner.
6. To provide in every way reasonable for the safety, health, and welfare of students.
7. To promote faithful attendance and good work.

## BOARD OF EDUCATION MEMBERS

**Bill Oemichen..... President**

**Larry Stuessy..... Vice-President**

**Jessica Geib..... Clerk**

**Travis Zimmerman..... Treasurer**

**Debra Fairbanks ..... Director**

**Corrine Hendrickson..... Director**

**Cari Ann Muggenburg.....Director**



## NEW GLARUS ELEMENTARY SCHOOL FACULTY

District Administrator.....	Dr. Thayer
<b>4K-8 Principal.....</b>	<b>Dr. Eicher</b>
<b>4K-8 Assistant Principal.....</b>	<b>Mr. Edge</b>
High School Principal (Grades 9-12).....	Dr. Eichelkraut
Special Education/Curriculum Director.....	Mrs. Krantz
Four Year Old Kindergarten.....	Mrs. Brecklin and Mrs. Bright
Kindergarten.....	Mrs. Duerst, Mrs. Hooks, Mrs. Retrum, Mrs. Wieser
<b>First Grade .....</b>	<b>Mrs. Baker, Mrs. Hedeman, Mrs. Ness, Mrs. Roska</b>
<b>Second Grade.....</b>	<b>Mrs. Arnett, Mrs. Buol, Mrs. McGraw</b>
Third Grade.....	Mrs. Arnett, Mrs. Pritchett, Mr. Sysko
Fourth Grade.....	Ms. LeGros, Mrs. Schepp, Mrs. Vetterli
<b>Fifth Grade.....</b>	<b>Mrs. Macaulay, Mrs. Nealis, Mrs. Burdette</b>
Music.....	Mrs. Bettin
Library/Media.....	Mrs. Hansen
Physical Education.....	Mr. Beutler
Art.....	Mrs. Kranz
Speech Therapists .....	Mrs. Schettler, Ms. Bentley, Mrs. O'Bel
Special Education Teachers.....	Mrs. Bristow, Mrs. Tryba, Ms. Zweifel
Intervention Specialist.....	Ms. George
Early Childhood.....	Mrs. Bristow
School Counselor.....	Mrs. Tidd
School Psychologist.....	Ms. O'Brien
Title I Coordinator.....	Ms. George
Occupational Therapy.....	TBD
Physical Therapy.....	Mrs. Elgin



## SUPPORT STAFF

Director of Building and Grounds..... Mr. McGowan  
Custodians.....Mr. Todd, Mrs. Clarke  
Kitchen Staff.....Rebecca Derke, Ms. Dani  
School Nurse..... Mrs. Zimmerman  
Office Secretary..... Mrs. Buesser, Mrs. Maloney  
4K Assistants..... Mrs. Truttman, Ms. Kendrick  
Teaching Assistants..... TBD, Mrs. Nimtz, Mrs. Dearth  
Technology Coordinator ..... Mr. Malaise  
Bus Drivers.....Ms. Bergemann, Mr. Duerst, Mr. Heimann, Mr. Lienhardt,  
Mr. Stuessy, Mr. Engelke



### CLASSROOM ASSIGNMENTS

Room #	Grade
22	Guidance
23	Special Education
24	Conference/Office
27	Library
28	Fifth Grade
29	Fifth Grade
30	Fifth Grade
31	Fifth Grade
32	Fourth
36	Title I/Intervention
37	4 Year Old Kindergarten
38	Speech and Language
39	4 Year Old Kindergarten
40	Early Childhood/Special Education
41	Kindergarten
42	Kindergarten
43	First Grade
44	Kindergarten
45	First Grade
46	Kindergarten
47	Art
48	First Grade
101	Special Education
104	First Grade
105	Second Grade
108	Small Group Instruction
110	Second Grade
113	Third Grade
117	Second Grade
120	Third Grade
124	Third Grade

125	Fourth Grade
128	Fourth Grade
138/142	Staff Workroom
16	Wrap Around Care
14	Music
GYM	Physical Education



## **ATTENDANCE**

Parents should report the absences of their children by calling the attendance line 527-2410 Press 1 for the Elementary Building at prompt press 2 for attendance. The reason for absence should be included in the message. If parents do not contact the office, we will attempt to reach you by phone or email through the school message system. All known or prearranged attendance notices are put into the system by 9:00 each morning. Absences that are unknown will have calls placed to parents/guardians after 9:00AM.

All children who are physically and mentally able are required by law to be in school from age 6-18. **The state law allows students to be excused from school no more than 10 days total in a school year.** The New Glarus School District in cooperation with the Green County Human Services Department meets monthly to review attendance concerns and provide support for students and families.

Please note, attendance letters will automatically be sent to families after 4 full days of absences, 7 days, and 10 days.

If you have concerns about your child's absences, please do not hesitate to reach out to Mrs. Eicher, your child's homeroom teacher, Mrs. Zimmerman, the school nurse, or Mrs. Tidd the guidance counselor. We are here to make sure your child has a positive, healthy school experience and is attending regularly.

There are two types of absences – excused and unexcused.

If families know of an absence in advance, a note to the teacher and/or office must be provided. Prearranged, excused absences commonly include the following:

- Medical appointments which are impossible to make outside of school hours
- Religious holidays
- Family trips that can **ONLY** be taken during the school year. The intent is to allow families to have a special opportunity together that would otherwise not be possible, providing it is within the 10 day limitation by state law.
- Court appearance or legal procedures
- Band students for the playing of Taps at military funerals

Students are also excused for absences because of illness. Please send a doctor's note after a child has missed three or more days because of illness to be sure illness absences are well documented for attendance/truancy.

When children become ill at school, parents are contacted and asked to pick up the child. Persons listed on the Emergency Information in Skyward will be notified if parents cannot be reached. A small health area is available for temporary use.



# **BEHAVIOR AND DISCIPLINE**

## **Positive Behavior Interventions and Supports (PBIS)**

PBIS stands for Positive Behavior Interventions and Supports. The Department of Public Instruction website has further information regarding PBIS and available resources.

Our goal is to promote a positive atmosphere where students demonstrate desired “Knight” behaviors. Students are recognized for these desired behaviors through verbal praise, a personal thank-you, a call home, a postcard, special privileges, or a Knight Card. These techniques are used to encourage and reward acceptable behaviors.

Students are directly taught the expected behaviors throughout the school-classroom, playground, hallway, bathroom, cafeteria, etc. Students are recognized for using the taught behaviors and are rewarded for this. Our school focuses on the positive impact between the direct teaching of expectations, desired responses, and beneficial results.

### **PBIS School Wide Expectations**

**Be Respectful**

**Be Responsible**

**Be Safe**

The expectations for students are very clear and are displayed throughout the school environments. The universal language is used by all staff. Staff may define the expectations further and with more detail within the classroom.

These behavior expectations are to be followed on school grounds, school buses and in the school building. They will be explicitly taught through the PBIS plan.

Each student has the right to an education; however, all students have the same right. Any student, who disrupts other students' right to learn or the teachers' right to teach, can lose his/her rights for learning in the classroom. Each student is responsible for his/her own actions. Our school is committed to providing a safe and happy environment for students and teachers to learn.

Some items of serious concern include a violation of state statutes as well as school policies. Included here are: alcohol, illegal drugs, tobacco; weapons, explosives, theft, vandalism, assault, harassment/bullying, and bomb threats.

Other behaviors not acceptable are: profanity (spoken, gestured, or written), cheating, fighting, intimidation, threats, disruptive behaviors, and insubordination (refusal to follow directions).

### School Discipline Policy

Beyond the classroom discipline policy there is the "visit to the office" for serious infractions. Should anyone be sent to the discipline team, we may provide a "time out" from the normal environment so that the child may (1) calm down, (2) reflect on the inappropriate behavior(s) and -- utilizing a member of the discipline team as an intermediary -- look closely into his/her own responsibility in the situation without taking the staff away from the other children for a long period of time. In such instances there may be a follow-up involving the discipline team, staff member(s) and the student to discuss strategies for avoiding similar occurrences in the future. Consequences will be individualized based on the frequency and severity of the situation. The discipline team consists of Mrs. Eicher, Mr. Edge, Mrs. Krantz, Mrs. Tidd, or any other staff member designated by the administrative team to act on disciplinary issues.

The staff and discipline team will document all date(s) and reason(s) involving any disciplinary action and the subsequent consequences. This documentation is called an Office Discipline Referral (ODR).

The consequence can be a verbal warning, student writing a reflection sheet, and/or ODR which would include parental contact. These are examples of a continuum of possible consequences.

Subsequent occurrences may result in parental involvement, with consequences ranging from loss of recess, to in-school suspension, to out-of-school suspension for severe behaviors. Obviously, once a student has been sent to the office several times, we are dealing with a problem that necessitates parental involvement and support.

Our school is committed to making the environment a safe place for all students, and we refuse to tolerate harassment or bullying in any form. Students who believe they are the victim of harassment should immediately report their concern to the principal, guidance counselor, or teacher. Formal complaints will be taken seriously and will be subject to thorough review and investigation.

If there is any part with which you have a question or concern, please call us immediately so we can discuss it.

We appreciate your cooperation and support. We hope that our emphasis on the three expectations and what it means to be a Knight will find their way into the community as well.

### **Bully Prevention and Procedure**

The New Glarus School District is committed to making our school a safe and caring place for all students. We will treat each other with respect, and we will have zero tolerance of bullying in any form in our school. Our district defines bullying as follows:

**Bullying is deliberate or intentional behavior using words or actions, intended to cause fear, intimidation, or harm. Bullying may be repeated behavior and involves an imbalance of power. 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.**

#### ***Bullying behavior can be:***

- 1. Physical (ex: assault, hitting or punching, kicking, theft, threatening behavior)*
- 2. Verbal (ex: threatening or intimidating language, name-calling, racist remarks)*
- 3. Indirect (ex: spreading cruel rumors, intimidation through gestures, social exclusion and sending insulting messages or pictures via mobile phone or the internet – also known as cyber bullying)*

#### **Prohibition:**

Bullying behavior is prohibited in all schools, buildings, property and educational environments, including any property or vehicle owned, leased, or used by the school district. This includes public transportation regularly used by students to go to and from school. Educational environments include, but are not limited to every activity under school supervision.

#### **Staff will do the following to prevent bullying and to help students feel safe in our school:**

- Closely supervise students in all areas of the school (hallways, bathrooms, bus line, cafeteria, parking lot). This includes the playground at the elementary school*
- Watch for signs of harassment/bullying and stop it when it occurs*
- Respond quickly and sensitively to bullying reports*
- Take parents' concerns about bullying seriously*
- Look into all reported bullying incidents*
- Assign consequences for bullying based on the district's discipline code*

- *Provide immediate consequences for retaliation against students who report bullying*
- *Provide the option to the person being bullied to confront the person doing the bullying if he/she wishes to do so*

**Students will do the following to prevent bullying:**

- *Treat each other respectfully at all times*
- *Refuse to bully others*
- *Refuse to let others be bullied*
- *Refuse to watch, laugh, or join in when someone is being bullied*
- *Report bullying to a staff member or the office and complete an incident report*
- *Understand that bullying behaviors carry negative consequences and that retaliation will not be tolerated*

***Possible Consequences of Bullying:***

- *Loss of break time*
- *Lunch time in the office*
- *Time spent in the office*
- *Student writes a behavior plan*
- *Student writes a letter to parents*
- *After-school detention*
- *In-school suspension*
- *Out-of-school suspension*
- *Police referral*
- *Recommendation for expulsion*

***Any student who retaliates as a result of the report will result in an automatic in-school or out-of-school suspension.***

***All assigned consequences will be kept confidential. Only the student involved, his/her parents/guardians, and appropriate staff members will be made aware of the outcomes.***

**Student Grooming/Dress Code**

Common sense is the best standard for daily dress and proper grooming. We believe that proper grooming and cleanliness add to the well-being and self-respect of students. We encourage parents to take an interest in this and believe that cooperation between home and school will help students develop good personal hygiene habits.

Accountability for personal appearance of students in the New Glarus School District rests with the students and their parents/guardians.

Dress or grooming that could cause a health problem, a physical danger, a disruption or distraction to others, or that sends a negative message will not be allowed.

The following guidelines concerning grooming and dress should be followed:

- Any apparel that promotes alcohol, drugs, or tobacco or displays profanity and/or sexually explicit material is forbidden. Any attire that implies a negative message regarding race, religion, or ethnicity, or otherwise depicting socially unacceptable subjects will not be allowed at school. Clothing with “double meaning” expressions about any of the previously mentioned items is not acceptable.
- ~~All shirts (tops) must hang down to at least the waistband and have a full front and back. Students shall have no skin or undergarments exposed from mid-thigh\* to the armpit line\*. See-through shirts or blouses, bare midriffs, strapless and/or backless outfits are prohibited. Straps and ties are acceptable if attached at both shoulders.~~
  - ~~Mid-thigh: the point where fingertips touch the thigh when arms are relaxed and at the sides.~~
  - ~~Armpit line: the line that connects the upper armpits across the chest and around the back.~~
- ~~All pants must be secured at the waistband. Pants should not hang down to a point where the student’s skin or undergarments are exposed.~~
- ~~Appropriate footwear must be worn at all times. Specific requirements may be applied to certain classes due to safety concerns.~~
- ~~Backpacks and purses are to remain in the student’s locker during regular school hours.~~



The final decision regarding appropriate dress will rest with the administration. This may include concerns regarding dress not mentioned in this policy that may affect the safety, health, or well-being of the students of the school. We will allow for special considerations to be given for selected days or reasons as deemed appropriate by the administration.

**Students not complying will be asked to change the non-compliant clothing.**

# **COMMUNICATION**

## **Who to Call**

Parents are encouraged to contact (i.e. email, phone, etc.) their child's teacher(s) with any questions or concerns that pertain to such items as homework assignments, special events, grades, tests, etc. Often it is possible to reach the staff members when calling, but if he or she is not available, a message will be taken or you can leave a message on the staff member's voicemail.

**When parents need to get an important message to their child during the school day, the message should be left with the school secretary at (608) 527-2410. In order to minimize class interruptions, messages should be limited to important ones such as family illness or a parent being absent from home after school. Parents should prearrange with their children that forgotten lunches or books will be left at the front office for the students to pick up during the day. In an effort to avoid interrupting classroom learning, calls will not be made to individual classes during the school day.**

## **Visiting the School**

During a health crisis, no visitors will be allowed into the building. When we are not in a health crisis, parent volunteers and other visitors are welcome, so long as the visit does not interrupt instruction. Visits should be arranged in advance. Parents and visitors must check in at the main office before going to a classroom. Unauthorized visitors are not allowed into the school building.



# **FOOD SERVICE**

## **Meal Programs**

These programs provide all participants with a nutritious, well-balanced meal, which follows the dietary guidelines.

### **Breakfast**

Served: 7:45 – 8:00 am daily.

### **Lunch**

A nutritious, well-balanced mid-day meal is prepared with strict adherence to State and Federal guidelines.

If possible, a microwave will be available for 4th/5th graders to use during lunch.

**If a student is allergic to a particular food, a note to that effect from the parent/doctor should be sent to school and placed on file.**

## **Milk**

A daily milk option will be available to all elementary students. This milk break will typically take place in the morning (except for PM 4K students).

~~NO need for separate checks for milk break. Milk will be deducted from the family account @ \$.50 per ½ pint.~~

~~Daily Milk purchased separately at lunch time—either as an additional milk or for students bringing a cold lunch from home (K-12 & adult) \$.50 per ½ pint.~~

# **NURSING SERVICES**

## **Health Screening**

Mrs. Zimmerman, RN, provides nursing services to the students of our district. Mrs. Zimmerman will be in the district 5 days each week. The following screenings will be conducted:

- Immunization Review – Grades K and all transfer students (State Law).  
Immunizations records must be shared with the school nurse as required by law.

- Vision Screening – Parent and/or teacher referrals.
- Hearing Screening – Parent and/or teacher referrals.
- Head Lice Checks – As deemed necessary by occurrence (exempt from objection – to control, all students may be examined). If children are found to have viable nits or live lice, they will need to leave school, be treated for the lice, and can return to school with proof of treatment. Children will be rechecked for lice and nits and are allowed back to school when they have no viable nits and lice.

The screenings are conducted for your child's benefit. Medical referrals are made as necessary if problems or concerns are detected. Feel free to contact Mrs. Zimmerman at 527-2810 (ext. 1010) if there are any questions or concerns. If there are objections to your child's participation, please notify the school nurse in writing.

In addition to the above screenings, the district has a number of forms which may be downloaded from the school website ([www.ngsd.k12.wi.us](http://www.ngsd.k12.wi.us)) or picked up in the office. Included are:

- Kindergarten Physical Exam
- Kindergarten Dental Health Form
- Kindergarten Eye Health Examination Report
- Physician/Parent Medication Administration Consent Form
- Authorization for Self Administration of Inhaled Medications
- Varicella Report
- Student Health Concern Form

### **Medications**

**All medications, whether over the counter or prescription, must be brought to the office in the original container with a signed medication form. Forms for medications are available in the office or visit the school website on [www.ngsd.k12.wi.us](http://www.ngsd.k12.wi.us). Medications will be dispensed by office staff and recorded in our log. Students with inhalers, Epi-pens and other emergency medications may keep these items with them and/or their teacher provided the office is properly notified.**

### **Sick Children – Is my child too sick to go to school?**

We may find ourselves asking this often. Sometimes this is a clear-cut decision while other times it is not. Please do not send your child to school when he or she is not feeling well. **If you feel your child is not well enough to go out for recess, it may be wise to keep them home.**

Here are some guidelines, which may make this decision a little easier:

- **Fever**, child should be fever-free for 24 hours prior to returning to school, without fever reducing medicine

- **Vomiting or diarrhea**, child should be symptom free (without medication) for 24 hours before returning to school
- **Unusual fatigue, paleness, and/or loss of appetite**
- **Sore throat**, especially if combined with a fever or swollen glands
- **Strep throat** suspected or diagnosed strep throat. Your child has to remain home until he/she has been on antibiotics for 24 hours before returning to school.
- **Pink Eye (Conjunctivitis)** If the eye is red, irritated, and/or draining, keep the child home and call your doctor. If the doctor has given the OK to return to school, please contact the school nurse at 527-2410 ext. 1029. Pink eye can be highly contagious and most cases are caused by a virus, which will not respond to an antibiotic. Bacterial conjunctivitis will require an antibiotic; your doctor will be able to determine if this is the case. The eye needs to be clear and/or medication administered for 24 hours before returning to school.
- **Rashes** can be highly contagious. Please contact your doctor
- **Chicken pox**
- **Live head lice or viable nits**

If your child suffers from any of the listed symptoms, he/she should be kept home from school. When deciding if your child can go to school, use your best judgment and keep this in mind: if the child is uncomfortable he/she won't be able to concentrate or learn. If he/she stays home and improves, they can always come to school later in the day. If you're still unsure, please contact your child's pediatrician or any 24-hour nurse on call hotline.

**If a child has missed three or more consecutive days for an illness, a doctor's note regarding the illness should be given to the school nurse when the child returns to school. This documentation is important for tracking illnesses and absences from school.**

# SCHOOL CLOSINGS

## Inclement Weather

In the winter, if the wind-chill factor is 0 or colder, recess will be indoors. Lightning and rain will also move recess indoors.

## Severe Storms, School Closing, Delayed Start, and Early Dismissal

Whenever school is to be closed due to bad weather it will be announced on local radio and television stations beginning as early as 6:30 AM. It is important that your child knows where he/she should go due to an early closing. Arrangements with a neighbor or relative might be helpful. The school will NOT personally contact parents to inform them of the change.

Early closing will be posted on the school website and on local radio and television stations. We will also utilize the SchoolMessenger system with an automated message to the designated phone number listed in Family Access.

**\*\*Please note - When an Early Closing time is announced, expect that we will begin dismissing from classrooms approximately 15 minutes prior to the posted early release time. For example, if the early closing time is announced for a 12:30 dismissal, classrooms will begin dismissing students to buses and the pick up line at 12:15 with K/1 going first , followed by 2nd/3rd at 12:20, and 4th/5th at 12:25. This is the same staggered dismissal plan used everyday in order to dismiss all of our elementary students to buses and to pick them up in a safe and orderly fashion.**

# TEACHING AND LEARNING

## FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that the New Glarus School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, New Glarus School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the New Glarus School District to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs and videos; and
- Sports programs, showing weight, height, and year in school of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. (These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the *No Child Left Behind Act of 2001* (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the *National Defense Authorization Act for Fiscal Year 2002* (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.)

If you do not want the New Glarus School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by September 12, 2021. The New Glarus School District has designated the following information as directory information:

- Student's name
- Address
- Telephone listing
- Grade level

Parents also have the right to inspect certain surveys and to opt their children out of those surveys that collect, disclose, or use personal information from students, including materials designed to sell or market student information to others. The types of surveys include those created by third parties (outside of the school district). If a survey asks students for information in any of the following eight categories, parents have the right to inspect the survey:

- Political affiliations or beliefs of students or their family.
- Mental and psychological problems of students or their family.
- Sex behavior or attitudes.
- Illegal, anti-social, self-incriminating, or demeaning behavior.
- Critical appraisals of individuals with whom students have close family relationships.
- Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
- Religious practices, affiliations, or beliefs of students or their parents.
- Income (other than that required by law to determine eligibility for program participation or financial assistance)

### **Communicating Progress with Parents**

Student progress is reported to parents in a variety of ways throughout the year. The aim is to communicate effectively how each student is developing, both individually and according to district expectations, as the student advances through the elementary grades. The report card is just one component of the reporting process. The combined process will help parents and students understand the skills and topics introduced by subject matter, together with the expected level of performance for each grade level.

The elements of the report process include:

- Report card
- Conferences
- Telephone conversations
- Curriculum informational meetings
- Curriculum maps posted on the website
- Written and verbal communications with the teacher
- Samples of student work
- Friday Folders
- State and District assessments
- District website
- Parent Advocacy Team

Formal opportunities for parent/teacher communication throughout a non-pandemic year include:

- October – 4K-5th Parent/Teacher Conferences
- December –Grade Report Cards
- January - Reading Teacher Conferences
- March – Grade Report Cards
- March – 4K Parent/Teacher Conferences, Math Teacher Conferences
- June – Grade Report Cards

State and district testing includes:

- Forward Exam (3<sup>rd</sup>-5<sup>th</sup> grade)
- Phonological Awareness Literacy Screening (PALS) - 4K
- I-Ready Math and Reading Assessment - K-5
- Curriculum Based Assessments - all grades

### **Parent Teacher Conferences**

New Glarus Elementary School provides opportunities for formal parent-teacher conferences. The first will take place in October. This conference is a 15 minute meeting between parents and teachers.

Conferences with reading and math teachers are also available later in the school year.

4K parents and teachers meet for 15 minutes for both fall and spring conferences. 4K, kindergarten and first grade families also have a Ready, Set, Go conference with their child's teacher prior to the start of the school year.

\*Parent teacher conferences during the pandemic crisis will be determined by what is considered safe for teachers and families.

### **Report Cards**

The purpose of Report Cards is to share the process of student progress with parents. The Report Card is an important means of communication to parents and students about what a teacher has observed and recorded related to specific grade level expectations. The 4K-5<sup>th</sup> grade uses a standards based report card. 4K-12<sup>th</sup> grade report cards are generated through the Skyward Student Records system.

The 4K-5<sup>th</sup> grade report cards are issued at the end of each trimester. The standards based system provides parents with specific information about their child's learning. The emphasis is based on an analysis of student work in relation to what a student should know and be able to do at a given point in the school year. As students work toward achieving grade level expectations in all curricular areas, teachers carefully consider a student's performance in all academic areas including art, music, and

physical education by examining their performance on a collection of work over time and on classroom-based assessments. Students are rated based on achievement of essential curriculum skills which are aligned with the Common Core State Standards. Our report card committee has also written grade level rubrics which outline the specific characteristics/expectations of performance.

### **Description of Grading Criteria:**

Proficient – Meets grade level expectations for this marking period.

- Demonstrations solid and consistent understanding of skills.
- Applies knowledge and skills that lead to quality work that meets grade level expectations.
- Requires minimal support to complete work.

Emerging – Approaching grade level expectations for this marking period.

- Demonstrates partial and/or inconsistent understanding of skills
- Requires additional reinforcement and practice of skills to produce work that is near grade level expectations
- Requires regular support to complete work.

~~Beginning – Below grade level expectations for this marking period:~~

- ~~● Demonstrates minimal understanding of skills~~
- ~~● Requires additional instruction and practice of skills; work produced is below grade expectations.~~
- ~~● Requires additional time and significant support to complete work.~~

### **Knight Behavior:**

All of the items evaluated in this category are directly observed by the teacher and represent a child's behavior in relation to the school-wide expectations of being respectful, responsible, and safe. The expectations are observed in all areas of the school such as classroom, playground, cafeteria, hallways, etc.

### **Comments:**

Written comments on the report card provide an anecdotal supplement of the grades reflected by the student's performance. The comments on the report card may reflect:

- A general statement of academic progress, as well as personal and social development
- Specific strengths
- Areas for growth
- Identification of goals for future learning
- Specific information regarding Knight Behavior

Teacher comments are written in an effort to create a comprehensive picture and foster understanding of the progress and learning needs of each student. Parent/teacher

conferences also provide an additional opportunity for parents to talk about their child's strengths and areas of growth.

### Curriculum and Staff

The academic course of study includes reading, writing, spelling, mathematics, science, and social studies - often referred to as the core instruction. Additional courses include art, music, and physical education with certified staff to teach these areas – often referred to as the encore classes.

We have two full time and one part time special education teachers, as well as two speech and language therapists, occupational and physical therapists, a consultant instructor for the hearing impaired, a school psychologist, and a guidance counselor. A library/media specialist is also on our staff to assist students in checking out fiction and non-fiction reading materials as well as teaching basic technology skills.

### Tier Two Time

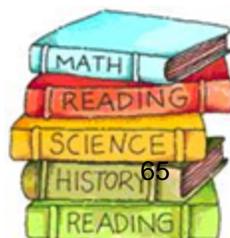
Tier Two Time is a daily session designed to assist students with the skills they are developing, as well as reinforcing the curriculum as they continue to grow as life-long learners. It is time set aside in the daily schedule. The time is provided for students who need additional intervention to practice and repeat skills for mastery, and allow students who have mastered particular skill areas to enrich their experience.

### Homework

We do not assign homework at the elementary level. Students are asked to read with their families nightly - could be their reading book from class, a library book, or a book from the classroom. Sometimes nightly reading may be students reading to parents, and other times it may be parents reading to children. Reading should be a lifelong hobby and source of entertainment and enjoyment. Not homework!

Practicing math skills with real life applications like cooking, measuring, constructing, crafting, or number games are also more important for developing lifelong learning of math processes and applications than assigning math worksheets as homework.

During the school year, children have a full time job - being a student. It is especially important for our young learners to have time to play and enjoy being with their families. Parents also have jobs and work to provide for their children. Families should be able to enjoy their time together without the pressure and stress of homework for young learners.



# **TECHNOLOGY**

## **Acceptable Internet Use Policy for Students**

The Internet is a global telecommunications network that is a wealth of data, resources, materials, information, projects, and people. It is an excellent educational tool and will be used on a research basis within the New Glarus School District. The following six guide points (Educational Purpose, Student Internet Access, Unacceptable Uses, Your Rights, Limitation of Liability, and Personal Responsibility) are to help students make good choices while they are using the district network.

### **A. Educational Purpose**

- NGSD has been established for a limited educational purpose only. The term "educational purpose" includes classroom activities and career development.
- NGSD has not been established as a public access service or a public forum. The New Glarus School District has the right to place restrictions on the material you access or post through NGSD. You shall follow the rules set forth in the district handbooks.
- You may not use NGSD for commercial purposes. This means you may not offer, provide, or purchase products or services through NGSD.
- You may not use NGSD for political lobbying. But you may use NGSD to communicate with elected representatives and to express your opinion on political issues.

### **B. Student Internet Access**

- All students will have access to Internet World Wide Web information resources at school.
- All students will be provided with individual e-mail accounts. At the 4K-5th grade level, students do not necessarily know their email address or use it for school related purposes
- The student and parent must sign this agreement to be granted an e-mail account on NGSD.

### **C. Unacceptable Uses**

The following uses of NGSD are considered unacceptable:

#### **1. Personal Safety**

- You will not post personal contact information about yourself or other people. Personal contact information includes your address, telephone, school address, work address, etc.
- You will not agree to meet with someone you have met online.

- You will promptly disclose to your teacher or other school employee any message you receive that is inappropriate or makes you feel uncomfortable.

## **2. Illegal Activities**

- You will not attempt to gain unauthorized access to NGSD or to any other computer system through NGSD or go beyond your authorized access. This includes attempting to log in through another person's account or access another person's files. These actions are illegal, even if only for the purposes of "browsing".
- You will not make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses or by any other means. These actions are illegal.
- You will not use NGSD to engage in any other illegal act, such as arranging for a drug sale or the purchase of alcohol, engaging in criminal gang activity, threatening the safety of person, etc.

## **3. System Security**

- You are responsible for your individual account and should take all reasonable precautions to prevent others from being able to use your account. Under no conditions should you provide your password to another person.
- You will immediately notify a teacher or the system administrator if you have identified a possible security problem. Do not go looking for security problems, because this may be construed as an illegal attempt to gain access.
- You will avoid the inadvertent spread of computer viruses by following the District virus protection procedures if you download software.

## **4. Inappropriate Language**

- Restrictions against Inappropriate Language apply to public messages, private messages, and material posted on Web pages.
- You will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.
- Users will not post information that, if acted upon, could cause damage or a danger of disruption.
- Users will not engage in personal attacks, including prejudicial or discriminatory attacks.
- Users will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If a user is told by a person to stop sending them messages, they must stop.
- Users will not knowingly or recklessly post false or defamatory information about a person or organization.

## **5. Respect for Privacy**

- Users will not repost a message that was sent to them privately without permission of this person who sent them the message.
- Users will not post private information about another person.

## **6. Respecting Resource Limits**

- Users will use the system only for educational and professional or career development activities.
- Users will not download large files unless absolutely necessary. If necessary, users will download the file at a time when the system is not being heavily used and immediately remove the file from the system computer to their personal computer.
- Users will not post chain letters or engage in "spamming". Spamming is sending an annoying or unnecessary message to a large number of people.
- Users will check their email frequently, delete unwanted messages promptly, and stay within their email quota.
- Users will subscribe only to high quality discussion group mail lists that are relevant to their education or career development.

## **7. Plagiarism and Copyright Infringement**

- Users will not plagiarize works that they find on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were originally yours.
- Users will respect the rights of copyright owners. Copyright infringement occurs when an individual inappropriately reproduces a work that is protected by a copyright. If a work contains language that specifies acceptable use of that work, you should follow the expressed requirements. If you are unsure whether or not you can use it at work, you should request permission from the copyright owner. Copyright law can be very confusing. If you have questions, ask a teacher.

## **8. Inappropriate Access to Material**

- Users will not use the District system to access material that is profane or obscene (pornography), that advocates illegal acts, or that advocates violence or discrimination towards other people (hate literature). A special exception may be made for hate literature if the purpose of your access is to conduct research and both your teacher and parent have approved.
- If you mistakenly access inappropriate information, you should immediately tell your teacher or another District employee. This will protect you against a claim that you have intentionally violated this Policy.
- Your parents should instruct you if there is additional material that they think would be inappropriate for you to access. The District fully expects that you will follow your parent's instructions in this matter.

## **D. Your Rights**

### **1. Free Speech**

- Your right to free speech, as set forth in the Discipline Code, applies also to your communication on the Internet. The NGSD is considered a limited forum, similar to the school newspaper, and therefore the District may restrict your speech for

valid educational reasons. The District will not restrict your speech on the basis of a disagreement with the opinions you are expressing.

## **2. Search and Seizure**

- You should expect only limited privacy in the contents of your personal files on the District system. The situation is similar to the rights you have in the privacy of your locker.
- Routine maintenance and monitoring of NGSD may lead to discovery that you have violated this Policy, the Discipline Policy, or the law.
- An individual search will be conducted if there is reasonable suspicion that you have violated this Policy, the Discipline Policy, or the law. The investigation will be reasonable and related to the suspected violation.
- Your parents have the right at any time to request to see the contents of your email files.

## **3. Due Process**

- The District will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted through NGSD.
- In the event there is a claim that you have violated this Policy or Discipline Policy in your use of NGSD, you will be provided with a written notice of the suspected violation and an opportunity to present an explanation before the principal or his/her designee or you will be provided with notice and opportunity to be heard in the manner set forth in the Discipline Policy.
- If the violation also involves a violation of other provisions of the Discipline Policy, it will be handled in a manner described in the Discipline Policy. Additional restrictions may be placed on your use of your Internet account.

## **E. Limitation of Liability**

The New Glarus School District makes no guarantee that the functions or the services provided by or through NGSD will be error free or without defect. The New Glarus School District will not be responsible for any damage you may suffer, including but not limited to loss of data or interruptions of services. The New Glarus School District is not responsible for the accuracy or quality of the information obtained through or stored on the system. The New Glarus School District will not be responsible for financial obligations arising through the unauthorized use of the system.

## **F. Personal Responsibility**

When using the NGSD, it may feel like you can more easily break a rule and not get caught. This is not really true because whenever you do something on a network you leave little "electronic footprint," so the odds of getting caught are really about the same as they are in the real world.

But the fact that you can do something or think you can do something without being caught does not make it right to do so. Even if you don't get caught, there is always one person who will know whether you have done wrong--and that person is you. Your use of the Internet can be a mirror that will show you what kind of a person you are.

**I have read the above guidelines for network use, and further understand that my use of the Internet and network is intended to further my education as a student in the District. Should I fail to adhere to these guidelines, my privileges of accessing the Internet at school will be revoked.**

### **Children's Internet Protection Act (CIPA)**

The Internet is an extraordinary resource for students. Some information, however, is not suitable for students. In an effort to protect students who access the Internet through the school, Congress enacted the Children's Internet Protection Act (CIPA). CIPA requires that schools leave both technology protection resources and an Internet safety policy in place.

The school district has installed Internet Filtering devices. The school district has also established a policy, which outlines the guidelines for Internet use.

### **Cell Phones, Listening Devices, Games, and Other Electronics**

Students may bring cell phones and listening devices to school if it is absolutely necessary. However, they may NOT be used during school hours. This includes lunch and recess times.

Students who bring cell phones or other electronic devices to school need to keep them in their backpacks in their lockers during the school day, NOT in their pockets. Parents and students need to be aware that the lockers at the elementary building do NOT lock. Therefore, the electronic devices may be brought to school at the student's own risk. If it is important that a student has the ability to use a cell phone before or after school and there is a concern about the device being kept safe, the device may be checked in at the office in the morning and checked out of the office at the end of the day.

If a teacher observes a student using or possessing any of these electronic devices during school hours:

1. the item must be given to the teacher without question or argument
2. the item will be turned over to the principal's office
3. the item may be picked up after school hours

Should this become a recurring problem, parents will be asked to retrieve the offending items from the office.

### Use Of Telephone

Students may use the classroom telephone to call home by obtaining permission from his/her teacher. The office telephones are used for business purposes.



### Video and Audio Recording

The New Glarus School District uses video surveillance/electronic monitoring systems in the schools. This may include either video or audio footage, or both. Whenever individuals are on school property, their actions/behavior are subject to being monitored/recorded.

# **TRANSPORTATION**

## **Arrival and Pickup**

Breakfast will be served starting at 7:45 AM. Morning announcements and the Pledge of Allegiance will take place shortly after 8:00 AM.

**For the safety and security of our staff and students, all outside entrances will remain locked except for the front doors. ALL students should enter through the grade-level designated doors every morning.**

School begins at 8:00 AM; students arriving after 8:05 will be counted tardy.

If students are not riding the bus or walking home after school, they must be picked up by 3:40 PM. Again, there is no supervision for students after that time.

### **AM Drop off arrangements: (Kiss and Fly)**

- Enter from the south parking lot area
- Drop off along the west sidewalk. Please move as far forward as possible to allow more vehicles to drop off behind you, make a U-turn, and exit on the south end of the lot.
- No unattended vehicles. If you want to leave your vehicle, please park in the south lot or across the street at Veterans' park.
- Drivers should NOT put their vehicle in park and get out. The Kiss and Fly line is intended to keep traffic moving safely and efficiently past the school.

### **PM Pick up arrangements:**

- Families with last names beginning with A-L will pick up students in the north lot by the flagpole. Please move as far forward as possible to allow more vehicles to pick up behind you (but do not block the driveway leading to the back of the school). After picking up your child(ren) make a left turn and use the exit on the north end of the lot.
- Families with last names beginning with M-Z will enter from the south parking lot area, pick-up along the west sidewalk. Please move as far forward as possible to allow more vehicles to pick up behind you, make a U-turn, and exit on the south end of the lot. (Same routine as AM Kiss and Fly)
- No unattended vehicles. If you want to leave your vehicle, please park in the south lot or across the street at Veterans' park.

The parking lot in front of the office entrance is reserved for morning busses, staff, and handicap parking. Please DO NOT park in this lot for drop off or pick up.

### Riding The School Bus

Students are under the authority of the driver while being transported. Refusal to obey rules or orders of the driver will make a child liable to be reported to school officials and perhaps to be denied transportation privileges.

Students may ride a bus to another person's home only if there is room on the bus and if there is a note from the parents. Arrangements must be made prior to the day of the change and the note from the family is required. Your cooperation is appreciated.



**If parents need to make a change in a child's after school plan, please call the elementary office by 2:00PM. After 2:00, it is difficult to guarantee the message will get to the child before dismissal time.**

## **OTHER INFORMATION**

### **Administrative Statement**

The administration reserves the right to issue consequences for acts of discipline not specifically stated herein. The administration also reserves the right to amend any provisions in this handbook. Any revisions will follow district guidelines and policies.

### **Personal Belongings**

Each child should have his or her belongings marked before coming to school. Marking student's sweatshirts, coats, snow pants, etc. with a first and last initial will help lost items find their rightful owners. Tennis shoes are required for physical education classes.

All items brought to school are the sole responsibility of the owner. *Toys from home are not allowed at school except for items brought for show and tell or sharing time in the classroom.* In the event an item is lost, your child should check the lost and found.

### **District Non-Discrimination Policy**

It is the policy of New Glarus 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 or activity because of the person's sex, race, national origin, 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.

The 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 School District of New Glarus.

Any questions concerning this policy should be directed to:

District Administrator  
School District of New Glarus  
1701 2<sup>nd</sup> St.  
P.O. Box 7  
New Glarus, WI 53574



# New Glarus Middle School



## Student Handbook

*"BE THE BEST KNIGHT YOU CAN BE"*

**2021-2022**

New Glarus Middle School Student Handbook  
2021-2022

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# New Glarus Middle School Student Handbook 2021-2022

## Welcome to NGMS!

Welcome to New Glarus Middle School! We are so excited to be part of these important years of growth and change in the lives of our sixth- through eighth-grade students. New Glarus Middle School strives to provide our students with a safe environment for a positive learning experience with consistent expectations that started in elementary school and follow our students into middle school and through high school. We look forward to continuing this journey with you!

If you have questions, concerns, or would like to share any information with us, please contact us or stop by the office.

Sincerely,

Laura Eicher  
4K-8 Principal

Anthony Edge  
4K-8 Assistant Principal

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## Vision

To be a leader in K-12 education and prepare all students for future success.

## Mission

Educating each student to contribute and succeed in our global community by fostering a passion for learning and the pursuit of excellence.

## Core Values

- We will recruit and retain high-quality staff.
- We will provide a safe learning environment.
- We will create a culture that is respectful and values diversity.
- We will develop students of good character who are strong and engaged citizens.
- We will develop practical, life skills of students, which includes the ability to be flexible and adapt to change.
- We will develop students who have strong academic skills, can think critically and creatively, and can communicate effectively.

## New Glarus Middle School Student Handbook 2021-2022

- We will provide instruction that is rigorous, engaging, and effectively uses data.
- We will partner with families and the community in the education of our students.
- We will provide leadership that is collaborative, responsible for student learning, and fiscally responsible.
- We will take responsibility to prevent student failure and ensure student growth.

### Strategic Goals

1. Increase the percent of students college, career, and life-ready by developing the whole learner.
2. Recruit and retain high-quality staff and assist all staff as they continually improve and grow.
3. Provide high-quality facilities that foster academic and emotional growth.
4. Ensure equity so all students have equal access to high-quality educational experiences.

### **Academic Program, Policies, and Regulations**

#### Teaming

A grade-level instructional team approach is utilized at New Glarus Middle School. In grades 6, 7, and 8, all students are assigned to an instructional team. Teaming allows a group of students and staff members to develop a group identity and personal relationships while still being a member of the larger learning community. These teams provide the students with a sense of stability and consistency as they transition from grade to grade and, eventually, to their secondary level of education.

#### Course Offerings

##### **Cores:**

English Language Arts  
Science

Mathematics  
Social Studies

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## Surveys:

Agriculture	Art	Band
Business	Choir	Family and Consumer Sciences
Finance	Health	Introduction to Computer Science
German	Physical Education	Spanish
Technical Education		Technology

## Cores

When students are in their 'Core' rotation, they are taking the required classes (i.e. English Language Arts, Mathematics, Science, and Social Studies). These are progressive courses that students will be a part of their elementary, middle school, and high school educational careers and possibly beyond.

## Surveys

Students will have the opportunity to take classes that allow them to discover their talents, unique abilities, and interests. These programs also expose students to areas not necessarily covered by the 'Cores'. In 7th and 8th grades, there is a student elective process that allows students to select some classes.

## Enrichment

~~There are multiple times in a day for students to continue to develop skills, as well as reinforce the current curriculum they are learning. In addition to math and reading, students have the opportunity to choose enrichment options. These options include 'Enrichment Surveys', Band, Choir, Foreign Languages, etc.~~

## Tier 2

Tier 2 is an opportunity for teachers and students to have access to one another for re-teaching opportunities. This time is set aside in the schedule. Tier 2 is provided for students who need additional intervention to practice and repeat skills for mastery, and allow students who have mastered particular skill areas to enrich their experience.

## Tier 3

When students demonstrate a need beyond Tier 2, remediation is provided in Tier 3. Students work to reach proficiency on target learning outcomes in Tier 3. Students needing Tier 3 meet daily with an Interventionist.

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### **Guidance Services**

Guidance services are available for every student in the school. These services include assistance with educational planning, interpretation of test scores, occupational information, career information, study help, help with home, school, and/or social concerns, or any question the student may feel he/she would like to discuss with the counselor.

### **Mandated Reporter**

Due to the regular interaction with students, educators are required to report whenever financial, physical, sexual, or other types of abuse have been observed or are suspected.

Under The Keeping Children and Families Safe Act (P.L. 108-36), child maltreatment is defined as:

- Any recent act or failure to act on the part of a parent or caretaker that results in death, serious physical or emotional harm, sexual abuse, or exploitation;
- An act or failure to act that presents an imminent risk of serious harm.

A "child" under this definition generally means a person who is under the age of 18 or who is not an emancipated minor.

### **Special Education**

Students in need specialized instruction in order to succeed in their learning program may be referred for a team evaluation under the provisions of Public Law 108-446 – 108<sup>th</sup> Congress (IDEA of 2004).

Referrals generally come from a classroom teacher or a parent. A referral must be made to the Director of Special Education. The team evaluation is assigned to be case managed by a member of the special education team in reference to the needs documented on referral. This may include the school psychologist, learning specialists, behavioral specialist, speech and language clinicians, school nurse, and teachers. If you would like more information, please call the Director of Special Education at [608-527-5515](tel:608-527-5515).

Students with identified special needs will be provided with scientifically research-based specialized instruction in their specific areas of need. This individualized specialized instruction will be provided in the "least restrictive environment"(LRE). The specialized instruction needed and the LRE is determined by the Individual Education Program Team. The range of options may include support personnel within the regular education classroom setting, resource room instruction to support regular classroom curriculum, or

## New Glarus Middle School Student Handbook 2021-2022

specialized instruction taking place within the resource room environment with replacement curriculum individualized.

As a community of learners, one of our goals for all our children is to acquire an appreciation for diversity, recognizing all our strengths and weaknesses so that we may work together efficiently and cooperatively.

Any questions regarding special education services should be addressed to the Director of Special Education.

### **Library/Media Center**

There is a diverse collection of print and non-print resources providing curriculum support for teachers and students at the Library/Media Center. In addition to periodicals, the print collection includes fiction, non-fiction, biography, and reference books. Books are loaned out to students. Lost or damaged material will be at the borrower's expense.

### **1 to 1 Devices**

The New Glarus School District assigns each of its students in kindergarten-12th grade an electronic device. In New Glarus Middle School, students are responsible for a Chromebook. Students and parents complete a User Agreement prior to the distribution of the Chrome Books. It is important to note that students are responsible for both the physical well-being and the use of the devices whether the location is on-campus or off-campus. For further information on 'use', please see Appendix 1 (CIPA) for the policy on Internet use.

### **Video and Audio Recording**

The New Glarus School District uses video surveillance/electronic monitoring systems in the schools. This may include either video or audio footage, or both. Whenever individuals are on school property, their actions/behavior are subject to being monitored/recorded.

### **Books and Supplies**

Students will have textbooks 'checked-out' to them on the first day of school in their classrooms. Additionally, other classroom materials (i.e. paper, writing utensils, etc.) will be supplied by the middle school. Students can choose to bring their own supplies to school as well.

## Physical Education

The required dress for all physical education classes is tennis shoes. These should be kept at school to avoid not having the appropriate shoes on PE days, but may also be the shoes that students wear to school. Students will not be allowed to participate without tennis shoes. Athletic clothing is strongly recommended. Long sleeves may be needed when outside during cool weather.

## Meal Programs

These programs provide all participants with a nutritious, well-balanced meal, which follows the dietary guidelines.

### Breakfast

Served: 7:45 – 8:00 am daily.

### Lunch

A nutritious, well-balanced mid-day meal is prepared with strict adherence to State and Federal guidelines.

~~Qualified individuals may participate in the free and reduced breakfast and lunch programs. Application forms can be obtained at the front office.~~

~~Families are required to pay in advance for the lunch program and should maintain a positive balance in the account. The School Board policy states that each family will be given a line of credit not to exceed \$10.00.~~

***Note: If a student is allergic to a particular food, a note to that effect from the parent/doctor should be sent to school and placed on file.***

## Student Responsibilities

New Glarus Middle School utilizes a system that rewards positive behaviors (PBIS). Within this system is minimal use of punitive measures (assigned punishments). The intent is to place a focus on and positively reinforce the universal expected behaviors. When there is a need for a consequence, the primary goal is to make it a ‘natural consequence’ that is tied to the behavior and allows for a teachable moment. There is a PBIS matrix (see appendices) that is utilized to prompt reinforcements and provide teachable moments for the students.

### Attendance Information

Good school attendance is one of the first essentials to success in school and one of the components of the NGMS PBIS expectation of 'Be Responsible'. All students, parents, and staff are required to observe the compulsory school attendance law (s. 118.15). The State Statutes, Green County Ordinances, and Village of New Glarus Ordinances require that you adhere to attendance and truancy laws.

According to state law 118.15(1)(a), it is the responsibility of the parent or guardian to make sure that his/her child attends school daily during the full time that school is in session. Wisconsin Statutes 118.15(1)(a) reads as follows: Except as provided under paragraphs (b) to (d) and Sub. (4), unless the child is excused under Sub. (3) or has graduated from high school. Any person having under control a child who is between the ages of 6 and 18 years shall cause the child to attend school regularly during the full period and hours, religious holidays excepted, that the public or private school in which the child should be enrolled is in session until the end of the school term, quarter, or semester of the year in which the child becomes 18 years of age.

All children who are physically and mentally able are required by law to be in school from age 6-18. Students may only be legally excused because of illness. State law now requires that we list unexcused absences. Parents may excuse their children by calling the school office attendance line 527-2410, by the day's end of the absence.

When children become ill at school, parents are contacted and asked to pick up the child. Persons listed on the Emergency Information in Skyward will be notified if parents cannot be reached. A small health area is available for temporary use.

### Absence Procedures

Parents/guardians should call the school on the morning of an absence for the following reasons:

**Excused Absences**

- *Illness*
- *Family Illness (family responsibilities prohibit attendance)*
- *Quarantine imposed by an official*
- *Death in immediate family*
- *Funeral for close relatives*

*Note: The district may require the parent or guardian to obtain a written statement from a physician or licensed practitioner as proof of the physical or mental condition of the student. Such excuse shall be made in writing, shall state the period of time for which it is valid and shall not exceed 30 days. If parents cannot provide an excuse when required, the absence will be considered unexcused.*

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### **Tardiness**

A pattern of tardiness on the part of any student will not be allowed. It is the belief of New Glarus Middle School that promptness to class is part of good academia and an important life skill. In addition, being tardy is disrespectful to your instructor and a distraction to your classmates. In an effort to reduce tardiness, New Glarus Middle School has the following protocol for each trimester:

Students who are late to school for the first hour will report to class once they have a pass from the office. Parents will be notified via email that morning about their student being late to school.

In addition to classroom interventions, there will be consequences for being tardy in multiple classes. Attendance records will be kept and monitored every class period throughout the school day. When a student reaches 15 tardies, the student will meet with the principal/assistant principal in regards to being tardy to class. In addition, parents and coaches will be notified. The following interventions will apply if the student continues to record unexcused tardies.

#### **15 TARDIES**

At 15 tardies, the student will meet with the principal in regards to tardies.

#### **30 TARDIES**

At 30 tardies per trimester, the student may be eligible for a Tier 2 intervention to reteach and reinforce the importance of being on time.

If the behavior continues, general interventions, such as a detention, a contract, or a parent-student meeting may be used.

### **Truancy**

"Truancy" means any absence of part or all of a school day during which the school was not notified of the legal cause of such absence by the parent or guardian of the absent student. Truancy will be referred to law enforcement for the issuance of a ticket. Habitual truancy (unexcused absences) will be referred to the County District Attorney's office or local law enforcement. "Habitual truancy" is defined as being unexcused absence for part or all of five school days within a semester. Additionally, students missing more than ten days of school during a school year may be considered truant regardless of the absence being considered excused.

## New Glarus Middle School Student Handbook 2021-2022

The Principal shall make the determinations of truant students under District excused/unexcused policy and procedures. Parent/guardian notification of student truancy and review of Wisconsin requirements shall take place by phone or written contacts by the end of the second day after an unexcused absence.

### **Transportation**

In accordance with The Wisconsin Department of Public Instruction guidelines, The New Glarus School District provides transportation for students. Should parents/guardians choose to opt-out of this service, they become responsible for their students arriving and departing school grounds at the posted times. Students are expected to follow the PBIS Matrix as included in this handbook while on the bus. This includes:

- *Respect toward the driver*   - *Find seat quickly*                      - *Not blocking aisles*
- *Stay seated during travel*   - *Hands and articles in bus*

Students are not required to participate in the district's transportation options. Alternative options not provided by the district include: walking, biking, parent drop-off, etc.

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## Student Behavior

All students are expected to conduct themselves in a manner that reflects an understanding of their responsibilities as members of the New Glarus Middle School community and the rights of other students, faculty members, and visitors to our school. Violations of school or classroom rules create an unsafe environment and have a negative impact on a student's ability to profit from educational experiences. Because every possible act of misbehavior cannot be anticipated, there cannot be a rule to cover every possible situation. Students are expected to use their common sense and act appropriately at all times, in accordance with the standards described within this handbook.

New Glarus Middle School utilizes three core expectations – 'Be Respectful', 'Be Responsible', and 'Be Safe', along with the expectation of "Be Kind". These expectations are explained in more detail in multiple settings on the NGMS Behavior Matrix which is posted throughout the middle school and in the Appendix section of this handbook.

In the event where a student's behavior warrants 'office intervention' or assistance beyond the classroom, the student receives an Office Discipline Referral (ODR). An ODR is an infraction that is documented and monitored by the Principal's Office.

## Academic Integrity

The policy for Academic Honesty can be found in Appendix 4 of this handbook. In most cases, the teacher is granted the authority to exercise his/her good judgment in applying the range of consequences described. The principal has the authority to exercise judgment in determining an appropriate consequence but should strive to follow the procedure as outlined.

Students shall not engage in any act of deception or falsification of work product. This includes plagiarism by copying the language structure, idea and/or thought of another and representing it as one's own work, and verbal or written statement of untruth.

## Student ID & Lanyards

Part of being the "Best Knight You Can Be" includes the responsibility to have student identification. Students will utilize their ID cards for lunch, printer/copier, library use, a hall pass, etc.

## Dress/Apparel Expectations

The Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of students and their parents to make decisions

regarding their appearance, except when their choices interfere with the educational program of the schools.

Accordingly, the District Administrator shall establish such grooming guidelines as are necessary to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes. Such guidelines shall prohibit student dress or grooming practices which:

- A. present a hazard to the health or safety of the student himself/herself or to others in the school, including by way of communicating threats of harm or depictions of harmful conduct directed at others;
- B. interfere with school work, create disorder, or disrupt the educational program, including dress that promotes or depicts illegal activity, such as illegal drug use, underage alcohol consumption, or similar activities;
- C. cause excessive wear or damage to school property;
- D. prevent the student from achieving his/her own educational objectives because of blocked vision or restricted movement.

Such guidelines shall also apply to the dress requirements for members of the athletic teams, bands, and other school groups when representing the District at a public event. Where appropriate, a uniform or specific dress requirement shall be used for students when representing the District as described.

In enforcing the dress code, the following procedures shall be used:

- A. the principal shall serve as the initial arbiter of student dress and grooming in his/her building;
- B. before taking action to enforce dress code requirements, including by requiring that a student remove, cover, or otherwise conceal the item or depiction at issue, the principal shall determine whether the item constitutes protected speech in so far as the item independently makes a statement of a discernable nature to the observer by depiction, words, or combination of the two that does not require separate explanation.

Expressive dress may not be protected speech if it involves:

- A. Obscenity

**B. Language or depictions intended to incite violence or foment hatred of others**

Dress that is speech may still be prohibited if it is likely to cause a substantial disruption to the educational environment. This may include dress that includes the use of vulgarity, discriminatory language including racial or ethnic slurs, negative stereotypes, violence, or other communication when the clear intent is to invoke strong reactions in observers so as to impair the ability of teachers and/or students to engage in educational pursuit.

No protected speech may be prohibited on the basis of disagreement by District officials with the specific point of view expressed if the topic is otherwise permitted (e.g. permitting depictions of support for one political party, but prohibiting depictions of support for the other).

Each school may engage in efforts to develop a dress code that prescribes certain types of dress and that identifies building-specific dress expectations. The development of the dress code shall be completed using the following guidelines:

If the clothing cannot be removed or concealed, the student may be sent home after contact is made with the student's parent/guardian.

**Non-Discrimination**

It is the policy of New Glarus 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 or activity because of the person's sex, race, national origin, 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.

The district encourages informal resolution of complaints under this policy. If any person believes that the School District or any part of the school organization has failed to follow laws and regulations, or in some way discriminated against students on the basis of sex, color, handicap, race, national origin, ancestry, creed, pregnancy, religion, marital or parental status,

## New Glarus Middle School Student Handbook 2021-2022

sexual orientation or physical, mental, emotional or learning disability, he/she may bring or send a complaint to the School District Office at 1701 2nd Street, New Glarus, WI to the attention of the Superintendent. Complaints alleging a failure to reasonably accommodate a student's religious beliefs with regard to examinations and other academic requirements should also be sent to the School District Office for processing according to the set complaint procedure.

### **Student Lockers**

The school board retains ownership and possessor control of all student lockers. Designated school officials, employees, or agents may search a student's locker without consent of the student, without notifying the student, and without obtaining a search warrant.

Students should keep their lockers locked and not share their combination with others. Students are responsible for their locker and its contents. Lockers must be kept clean and free of food products for an extended period of time. Pictures attached to the interior of the locker must be school appropriate.

Students may not write on, deface, or attach stickers to lockers. No items may be attached to locker exteriors without permission from the office. Failure to comply with these guidelines will result in discipline action in accordance with established procedures.

### **Cell Phones/Electronic Devices**

The classroom teacher/grade-level teams will provide a list of expectations for electronic devices. These expectations will include the opportunities to use the devices in class. Students are expected to stay within those expectations of the classroom teacher.

If a teacher observes a student using or possessing any of these items inappropriately, or outside of classroom expectations, then the following will apply.

1. The item must be given to the teacher without question or argument.
2. The item will be turned over to the Principal's office.
3. The first offense will be a reminder of appropriate use of technology from the Principal.
4. Subsequent offenses may result in a student daily phone check-in to the office, or requiring the student's parent/guardian to pick up the phone after school hours.

**The use of cellular telephones to take photographs or to receive or transport video images is prohibited at all times in locker rooms, restrooms, and other similar private areas.**

**Any arguments may result in a more severe disciplinary action. Repeat offenders will also face the following disciplinary consequences: checking in of phone, detention, in-school suspension, or out-of-school suspension.**

### **Substance Use Policy**

The use of drugs, alcohol, and tobacco products of any kind by students poses a serious threat not only to their own well-being but also to the well-being of the school system. Drugs and alcohol have no place in an educational environment where the goals are learning and growth, and they will not be tolerated during school hours or on school property or at any school-sponsored activity or event. Actions include, but are not limited to:

- Purchasing or attempting to purchase
- Possession of drug paraphernalia
- Selling or distributing or intending or attempting to sell or distribute
- Using (prior or at school)
- Possession

***Note: "Substance" is not only limited to alcohol and drugs. Restricted drugs such as prescription or over-the-counter drugs; steroids; and other products that may be misused (aerosols, solvents, etc.) also fall into the parameters defining "Substance".***

Students who violate this policy will be subject to disciplinary action. The school will cooperate fully with the police to deal with violations of the law on school property.

### **Social Gatherings**

Assemblies, dances, and other social gatherings will occur during the school year. These events, designed to be educational as well as entertaining, require those involved to adhere to behavioral expectations and safety precautions:

1. Students are expected to follow the PBIS expectations as listed in this handbook, which include:
  - a. Arrive at the destination quickly and quietly, remaining with your supervisor/group.
  - b. Give your attention to the program/event.
  - c. Follow the instructions of the staff members.

## New Glarus Middle School Student Handbook 2021-2022

### **Administration**

The administration reserves the right to issue consequences for acts of discipline not specifically stated herein. The administration also reserves the right to amend any provisions in this handbook. Any revisions will follow district guidelines and policies.

### **Communication**

#### **Whom to Call**

Parents are encouraged to contact (i.e. email, phone, etc.) their child's teacher(s) with any questions or concerns that pertain to such items as homework assignments, special events, grades, tests, etc. Often it is possible to reach the staff members when calling, but if he or she is not available, a message will be taken or you can leave a message on the staff member's voicemail.

When parents need to get an important message to their child during the school day, the message should be left with the school secretary at (608) 527-2410. In order to minimize class interruptions, messages should be limited to important ones such as family illness or a parent being absent from home after school. Parents should prearrange with their children that forgotten lunches, PE clothes, instruments, or books will be left at the front office for the students to pick up during the day. In an effort to avoid interrupting classroom learning, calls will not be made to individual classes during the school day.

#### **Visiting the School**

Students are not to bring student visitors to the school. Unauthorized visitors are prohibited from school grounds from 8:00 am to 3:30 pm. Additionally, students will not be released to individuals that are not guardians or listed on a student's emergency list. This includes middle school-specific activities (i.e. dances, lock-ins, etc.). Community members are welcome to schedule appointments to meet with school personnel.

New Glarus Middle School provides opportunities for formal parent-teacher conferences along with the other buildings in the district. It is a chance for parents to check-in about the class or the student's progress, as well as an opportunity for parents and the student's team of teachers to work together as a team to find ways of helping a particular student. Because time is limited during the parent-teacher conferences, NGMS also practices an open-door policy for students and parents. Parents and students may request a team meeting at any point during the school year. This is a request that the school may make from time to time as well.

## New Glarus Middle School Student Handbook 2021-2022

### **Reporting Procedures & Grades**

The middle school report cards are issued online, and on paper at the parent's request, at the end of each trimester. NGMS utilizes learning targets as evidence of learning. Students can earn one of two grade marks - Proficient or Emerging. A 'proficient' mark is earned if the student has provided evidence that they have met the learning target. An 'emerging' mark is earned if the student is showing growth but has not yet met the learning target set forth by the content.

In an effort to continue to grow in providing a comprehensive picture and foster understanding of the progress and learning needs of each student, NGMS will send communication home multiple times a month. The most common forms will be with individual progress reports and grade level and school level updates.

### **No School Procedures**

Whenever school is to be closed due to bad weather it will be announced on local radio and television stations beginning as early as 6:30 AM. It is important that your child knows where he/she should go due to an early closing. Arrangements with a neighbor or relative might be helpful. The school will **not** personally contact parents to inform them of the change.

Early closing will be posted on the school website and on local radio and television stations. We will also utilize the School-Messenger system with an automated message to the designated phone number listed in Family Access.

### **Severe Weather**

The New Glarus School District has implemented safety procedures for severe weather situations that occur while school is in session. Evacuation routes are marked in each classroom and the staff has been trained on the process to best provide the safety for our students.

Appendix 1

**CHILDREN'S INTERNET PROTECTION ACT (CIPA)**

The Internet is an extraordinary resource for students. Some information, however, is not suitable for students. In an effort to protect students who access the Internet through the school, Congress enacted the Children's Internet Protection Act (CIPA). CIPA requires that schools leave both technology protection resources and an Internet safety policy in place.

The school district has installed Internet Filtering devices. The school district has also established a policy, which outlines the guidelines for Internet use.

All students must have a signed Internet policy permission form on file in the office. The form is located in the middle school office.

## Appendix 2

### FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that the New Glarus School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, New Glarus School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the New Glarus School District to include this type of information from your child's education records in certain school publications.

***Examples include: a playbill, the annual yearbook; honor roll or other recognition lists; graduation programs and videos; and sports programs.***

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses, and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. (These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the *No Child Left Behind Act of 2001* (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the *National Defense Authorization Act for Fiscal Year 2002* (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.)

If you do not want the New Glarus School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by September 12, 2021. The New Glarus School District has designated the following information as directory information:

- Student's name
- Address
- Telephone listing
- Grade level

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Parents also have the right to inspect certain surveys and to opt their children out of those surveys that collect, disclose, or use personal information from students, including materials designed to sell or market student information to others. The types of surveys include those created by third parties (outside of the school district). If a survey asks students for information in any of the following eight categories, parents have the right to inspect the survey:

*Political affiliations or beliefs of students or their family.*

*Mental and psychological problems of students or their family.*

*Sex behavior or attitudes.*

*Illegal, anti-social, self-incriminating, or demeaning behavior.*

*Critical appraisals of individuals with whom students have close family relationships.*

*Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.*

*Religious practices, affiliations, or beliefs of students or their parents.*

*Income (other than that required by law to determine eligibility for program participation or financial assistance).*

### Appendix 3

#### **BULLYING & HARASSMENT PREVENTION AND PROCEDURES**

The New Glarus School District is committed to making our school a safe and caring place for all students. We will treat each other with respect. Our district defines bullying as follows:

*Bullying is deliberate or intentional behavior using words or actions, intended to cause fear, intimidation or harm. Bullying may be repeated behavior and involves an imbalance of power. 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.*

Bullying behavior can be:

- Physical (contact)	- Verbal (words/body language)
- Indirect (body language, technological communications, etc.)	

#### **Prohibition**

Bullying behavior is prohibited in all schools, buildings, property, and educational environments, including any property or vehicle owned, leased, or used by the school district. This includes public transportation regularly used by students to go to and from school. Educational environments include, but are not limited to, every activity under school supervision.

#### **Staff will:**

- Closely supervise students in all areas of the school (hallways, bathrooms, bus line, cafeteria, parking lot). This includes all of the playgrounds in the New Glarus School District
- Watch for signs of harassment/bullying and stop it when it occurs
- Respond quickly and sensitively to bullying reports
- Take seriously parents' concerns about bullying
- Look into all reported bullying incidents
- Assign consequences for bullying based on the district's discipline code
- Provide immediate consequences for retaliation against students who report bullying

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- Provide the option to the person being bullied to confront the person doing the bullying if he/she wishes to do so

**Students will:**

- Treat each other respectfully at all times
- Refuse to bully others
- Refuse to let others be bullied
- Refuse to watch, laugh, or join in when someone is being bullied
- Report bullying to a staff member or the office and complete an incident report
- Understand that bullying behaviors carry negative consequences and that retaliation will not be tolerated

Possible Consequences (but not limited to):

- |                                     |   |
|-------------------------------------|---|
| - Detention (lunch or after school) | - Suspension (In-School or Out-of-School) |
| - Office Referral                   | - Recommendation for Expulsion            |
| - Police Referral                   |   |

Any student who **retaliates** as a result of the report will result in an **automatic in-school or out-of-school suspension**.

**All assigned consequences will be kept confidential. Only the student involved, his/her parents/guardians, and appropriate staff members will be made aware of the outcomes.**

## Appendix 4

### **Academic Honesty Policy**

Dishonesty, or cheating, is defined as:

- copying from others;
- having or using notes, formulas or other information in either written or programmable calculator or other technology-based formats without teacher permission;
- having or using a communication device such as a cell phone, pager, PDA or electronic translator to send or obtain unauthorized information;
- taking an exam for another student;
- providing or receiving information about all or part of an exam;
- having or using a “cheat sheet” that is not specifically authorized by the teacher;
- altering a graded exam and resubmitting it for a better grade; and
- working together on a take-home exam unless authorized by the teacher of the class where the take-home exam is used.

Plagiarism in papers and assignments includes, for example:

- giving or getting improper assistance on an assignment meant to be individual work;
- acting as a provider of paper(s) for a student or students;
- making up data for an experiment (“fudging data”); and
- citing nonexistent sources (articles, books, etc.).

Examples of other forms of academic dishonesty include:

- misrepresenting academic accomplishments, such as tampering with computer records; and
- deceiving a teacher or making up a false reason or excuse to get special consideration on an exam or an extension for an exam or paper.

Use of computers in any of the following ways is prohibited:

- Unauthorized copying of any software;
- Copying or using another student’s data disk or flash drive information; and
- Unauthorized use of hard copy (printed material) to develop one’s own software.

## Disciplinary Actions

Any action taken with respect to cheating shall take into account:

- First, the rights of those students whose educational opportunity was diminished because of another student's dishonesty.
- Second, the rights of the student who has violated this policy and the need to provide an appropriate action.

Procedures for dealing with alleged academic dishonesty in grades 6<sup>th</sup> through 8<sup>th</sup> shall be cumulative throughout a student's academic career in the New Glarus Middle School, starting at 6<sup>th</sup> grade cumulative to 8<sup>th</sup> grade.

### First Offense

The teacher, who observes the alleged dishonesty, will confront the individual student, preferably not in the presence of other students, provide a written description of the incident to the student, and permit the student to respond by providing a written or verbal statement of his or her viewpoint.

- The teacher will contact the parent/guardian by phone, make a documentation of the call.
- The teacher will submit a copy of the disciplinary report to the office of the principal.
- If the matter is not resolved, the teacher will refer it to the principal.

### Second Offense

- Penalties and procedures as in the first offense; plus:
- The teacher, who observes the alleged dishonesty, will confront the individual student and contact the student's parents.
- The teacher will submit a copy of the disciplinary report to the office of the principal.
- The principal will contact the parent/guardian by phone, make a documentation of the call, and send a copy of the disciplinary report (written description of the incident) to the parent/guardian. The parent/guardian will be asked to participate in a conference with the principal to discuss possible disciplinary action.

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Appendix 5

KNIGHT PRIDE	Behavioral Expectations			
Location	Be Kind	Be Respectful	Be Responsible	Be Safe
<b>Arrival /Dismissal &amp; Hallway</b>	<ul style="list-style-type: none"> <li>• Positively greet others</li> <li>• Keep space tidy               <ul style="list-style-type: none"> <li>◦ Throw away trash, even if it's not yours</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Be aware of other classes/activities</li> <li>• Walk on the right side of the hallway</li> </ul>	<ul style="list-style-type: none"> <li>• Wait in designated area</li> <li>• Take care of personal items</li> <li>• Go directly to destination</li> </ul>	<ul style="list-style-type: none"> <li>• Walk</li> <li>• Use crosswalks &amp; sidewalks</li> <li>• Walk bike between stadium and middle/high school</li> <li>• Follow assigned routes (inside/outside)</li> </ul>
<b>Bathroom</b>	<ul style="list-style-type: none"> <li>• Awareness of others' personal space</li> </ul>	<ul style="list-style-type: none"> <li>• Give privacy to others</li> <li>• Patiently wait your turn               <ul style="list-style-type: none"> <li>◦ Stalls and sinks</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Flush toilet</li> <li>• Wash hands with soap</li> </ul>	<ul style="list-style-type: none"> <li>• Keep areas dry</li> </ul>
<b>Cafeteria</b>	<ul style="list-style-type: none"> <li>• Positive conversation</li> <li>• Invite others to table</li> </ul>	<ul style="list-style-type: none"> <li>• Wait patiently</li> <li>• Be aware of other classes</li> </ul>	<ul style="list-style-type: none"> <li>• Bring your ID</li> <li>• Clean your table</li> <li>• Leave when dismissed</li> </ul>	<ul style="list-style-type: none"> <li>• Allergy awareness</li> </ul>
<b>School Environments (school property, including buses)</b>	<ul style="list-style-type: none"> <li>• Respond to others positively</li> <li>• Include all classmates</li> <li>• Encourage others</li> <li>• Make your interactions positive (staff &amp; peers)</li> <li>• Put personal items that are not yours in the lost and found</li> </ul>	<ul style="list-style-type: none"> <li>• Pay attention to speaker</li> <li>• Follow directions</li> <li>• Use appropriate language</li> <li>• Use appropriate voice level</li> <li>• Put trash in trash can</li> <li>• Put recycling in recycle bins</li> </ul>	<ul style="list-style-type: none"> <li>• Follow timelines               <ul style="list-style-type: none"> <li>◦ Be on time</li> <li>◦ Assignment completion</li> <li>◦ Return materials</li> </ul> </li> <li>• Positive role modeling</li> <li>• Bring ID</li> <li>• Use work time productively</li> <li>• Return materials where they belong</li> <li>• Keep track of usernames /passwords</li> <li>• Keep devices &amp; areas clean &amp; dry</li> <li>• Care for technology</li> <li>• Keep phones out of sight (yours included)</li> </ul>	<ul style="list-style-type: none"> <li>• Control hands, feet, body</li> <li>• Use materials as taught</li> <li>• Keep chair flat on floor</li> </ul>



# NEW GLARUS HIGH SCHOOL



## STUDENT HANDBOOK 2021-2022





# *Introduction*



The following pages comprise the 2021-2022 Student Handbook. It is filled with information that is important for both students and parents.

**It will also cover the rights of students and parents, student rules and regulations of our school, and a list of several forms, which must be reviewed and signed by the student and a parent.**

Your school board and administrators have spent the past several years developing a strategic plan for the New Glarus School District. The results are a collaborative effort of community members, business people, educators, parents, and students. In this handbook you will find our mission statement.

As a school, our main focus will be academics and good citizenship. We want each of you to be able to make the best use of your time, your abilities, and the activities offered to you. Accepting your academic challenges and the responsibilities of good citizenship will help you participate successfully in school and in the future.

It is our hope that each of you will experience a rewarding school year.

# **Strategic Plan**

## **New Glarus School District**

### **Vision**

To be a leader in K-12 education and prepare *all* students for future success.

### **Mission**

Educating each student to contribute and succeed in our global community by fostering a passion for learning and the pursuit of excellence.

### **Core Values**

- We will recruit and retain high quality staff.
- We will provide a safe learning environment.
- We will create a culture that is respectful and values diversity.
- We will develop students of good character who are strong and engaged citizens.
- We will develop practical, life skills of students, which includes the ability to be flexible and adapt to change.
- We will develop students who have strong academic skills, can think critically and creatively, and can communicate effectively.
- We will provide instruction that is rigorous, engaging and effectively uses data.
- We will partner with families and the community in the education of our students.
- We will provide leadership that is collaborative, responsible for student learning, and fiscally responsible.
- We will take responsibility to prevent student failure and ensure student growth.

### **Strategic Goals**

- 1) Increase the percent of students college, career, and life-ready by developing the whole learner.
- 2) Recruit and retain high quality staff and assist all staff as they continually improve and grow.
- 3) Provide high quality facilities that foster academic and emotional growth.
- 4) Ensure equity so all students have equal access to high quality educational experiences.



# Welcome To New Glarus High School



Dear New Glarus High School Students and Families,

Welcome to the 2021-2022 school year at New Glarus High School! We are looking forward to working with you this school year. New Glarus High School is a small school with big opportunities and our goal is to make sure all students are both college and career ready by the time of their graduation. When your student has finished high school, we want them to have the opportunity to pursue whatever path they desire. This school year is the next step in that journey.

If at any point you have questions, concerns, or would like to share any information with me, please do not hesitate to let me know or stop by the high school office. I look forward to a great school year!

Sincerely,

Jeff Eichelkraut  
High School Principal

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# Principal's Welcome



Dear Parents and Students,

Welcome to a new school year! High expectations have become part of the way we do business at New Glarus High School. The three strong points of emphasis for this upcoming 2020-2021 school year are:

- High Expectations
- Knight Pride
- Character Development

New Glarus High School is a quality school that aims to provide an equitable experience for all students. We want every student to have the opportunity to experience the benefits of strong academic and extra-curricular experience. All students will have the opportunity to take rigorous courses, earn credits at the post-secondary level, and participate in any extracurricular activity.

As staff members, we hold our students to high expectations for achievement and growth because here at NGHS, we don't just want to be one of the best; we want to be the best. We ask our students to be their best by rising up to the challenge every day, and reaching their full potential.

The final emphasis is character development. New Glarus High School is committed to developing fine students and individuals. Character education continues to be a large part of what we do at New Glarus High School.

While the school year may look a little different than normal, I hope that you and your student share in our excitement about the start of school. Let's all work together to make the 2020-2021 school year as awesome as it can be!

Sincerely,

Jeff Eichelkraut, Ed.D.  
Principal  
New Glarus High School



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# DIRECTORY

## **ASSISTANCE**

High School, Middle School, Elementary School and District Offices

608-527-2410

*The high school office is staffed from 7:00 a.m. – 4:00 p.m. Attendance calls may be left on the voicemail attendance line at the same number (608-527-2410, opt. 3, opt. 2).*

## **FACULTY & ADMINISTRATION**

Julie Anderson  
Kris Anderson  
Matt Belknap  
Peter Bertling  
Rebecca Derke  
Amy Doefler  
Christy Douty  
Nita Duerst  
Dr. Jeff Eichelkraut  
Cara Fitzgerald  
Leif Gilbertson  
Jonathan Goodness  
Tamara Haight  
Melissa Holland  
Hanna Kearns  
Ann Klassy  
Stephanie Knellwolf  
Jennifer Krantz  
Rebecca Kuhl  
Don Malaise  
Tammy Marty  
Kathryn McBride  
Larry McGowan  
Jake Mihm  
William Nelson  
Angela O'Bel  
Jane O'Brien  
Laurie Plourde  
Patrick Porvoll  
Daniel Powers  
Angie Rear  
Renee Setterstrom  
Andrew Schulz  
John Soppe  
Brittany Spencer Grant  
Lexa Speth  
Kyland Taylor  
Dr. Jennifer Thayer  
Jerry Tordoff  
Steph Way  
Sam Weinbrenner  
Karen Wenger  
Alison Winters Hanson  
Kayla Zimmerman  
Emily Zuleger

MS/HS Family and Consumer Science  
District Administrative Assistant  
Middle/High School Spanish  
Science  
Food Service Director  
Middle/High School Band  
Special Education  
HR Financials  
9-12 Principal  
English  
Science  
Physical Education  
Middle/High School Business Education  
Special Education  
Middle/High School Agriculture  
Food Service  
Math  
Special Education Coordinator  
English  
Technology Coordinator  
Business Manager  
Middle/High School Librarian  
Director of Buildings and Grounds  
Industrial / Engineering  
Math  
Speech and Language  
6-8 Counselor / District Psychologist  
Youth Apprenticeship Coordinator  
English  
Science  
High School Building Secretary  
Middle/High School Choir  
Middle/High School Band  
Food Service  
MS Physical Education/Athletic Director  
Social Studies  
History and Social Studies  
District Administrator  
History and Social Studies  
9-12 Counselor  
Special Education  
Math  
Middle/High School Art  
District Nurse  
Middle/High School German

## **ACADEMIC HONESTY**

The School District of New Glarus regards academic honesty as a cornerstone of its educational mission. It is expected that all school work submitted for the purpose of meeting course or class requirements represent the original efforts of the individual student. Administration, faculty, students and their families are all important contributors to the upholding of this academic integrity in our school community. To this end, it is important that all involved understand their integral role in helping to promote this climate of academic honesty.

### **Teacher/Staff Responsibilities – Staff will**

- Educate students during the first week of class as to what constitutes cheating and what is acceptable and unacceptable behavior.
- Reference the Academic Honesty Policy and reinforce it on a regular basis.
- Be vigilant in the supervision of all exams and alert to indications of cheating.
- Carefully proctor tests to prevent cheating.
- Secure grade book and marked documents so grades are private and confidential.
- Secure test answers/answer keys from student access.
- By precept and concept support these ethical commitments related to academic honesty.

### **Parent/Guardian Responsibilities – Parents/Guardians will**

- Communicate to their son/daughter the values of moral and ethical behavior.
- Refrain from placing undue pressure for high grades.
- Be aware of a student's need for a quiet time and a place for study.
- Support the student's efforts; but not edit, type, word process or in any other way do the work.
- Encourage the student's wise use of time.

### **Student Responsibilities – Students will**

- Protect his/her own work, not lend or borrow homework.
- Use technology appropriately.
- Not look at another student's test or allow his/her test to be seen by another student.
- Not talk during a test or about the test until all classes have had a chance to take it.

### **Violation of Academic Honesty Policy**

The following rules for conduct apply to all students in grades 9-12. A student will be subject to disciplinary action for any form of academic dishonesty, resulting in consequences as described. The Principal has the authority to exercise judgment in determining an appropriate consequence, but should strive to follow the procedure as outlined.

Students shall not engage in any act of deception or falsification of work. This includes examples as follows:

- Plagiarism in written, creative, or oral work. (Plagiarism is using the language structure, idea and/or through another without acknowledgment of the source.)
- Giving or receiving unauthorized assistance on exams.
- Altering grades or other academic records, giving false information, or providing notes, signature, or other forged documents to school officials or teachers.

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- Submitting identical work in more than one course without the prior approval of the instructor.  
(Students may further develop previous work with prior approval of the instructor.)

### **Disciplinary Actions**

Any action taken with respect to cheating shall take into account

- First, the rights of those students whose educational opportunity was diminished because of another student's dishonesty.
- Second, the rights of the student who has violated this policy and the need to provide an appropriate action.

Procedures for dealing with alleged academic dishonesty in grades 9-12 shall be cumulative through a student's graduation from New Glarus High School.

Cumulative Penalties shall be:

### **First Offense**

1. The teacher who observes the alleged dishonesty will address the individual student, preferably not in the presence of other students, provide a written description of the incident ("disciplinary report") to the student and permit the student to respond by providing a written or verbal statement of his or her viewpoint. The initial letter grade will be an "F" and issued for the assignment in cases of verified academic dishonesty.
  - (a) Homework - The student will complete and re-submit the assignment, which may be eligible for partial credit.
  - (b) Test or Quiz - The student will retake that test or quiz, which may be eligible for partial credit.
  - (c) Marking Period or Semester Exam - The student will retake that exam, which may be eligible for partial credit.
2. The teacher will contact the parent/guardian by phone, make a documentation of the call, ~~and send a copy of the disciplinary report to the parent/guardian.~~
3. The teacher will submit a copy of the disciplinary report to the office of the Principal.
4. The principal will follow up with the student and the parents.
5. The student will be ineligible for membership or continued membership in National Honor Society.

### **Second Offense**

1. Penalties and procedures as in the first offense; plus the student
  - (a) Will be ineligible for position (title) of valedictorian or salutatorian.

### **Third Offense**

1. All penalties and procedures in first and second offense will be applicable under the third offense; plus the student
  - (a) Will be ineligible for position (title) of honor student at graduation.
  - (b) Will be ineligible for any scholarships controlled or sponsored by the District.
2. Penalties for the third offense will remain in effect for the student's entire high school career. Under the Academic Dishonesty policy, students will have the opportunity to earn back levels of eligibility and erase any prior violation of this policy. If a student remains violation-free for eighteen (18) calendar months from the completion of their last penalty, their last violation will be removed from their Academic Dishonesty record.

## ADMINISTRATION

The administration reserves the right to issue consequences for acts of discipline not specifically stated herein. The administration also reserves the right to amend any provisions in this handbook. Any revisions will follow District guidelines and policies.

## ADVISORS

9 <sup>th</sup> Grade	Mr. Belknap, Ms. Douty, Mr. Nelson, Mr. Mihm, Mr. Powers, Ms. Wenger
10 <sup>th</sup> Grade	Ms. Doefer, Mr. Gilbertson, Ms. Holland, Ms. Kearns, Ms. Knellwolf, Mr. Taylor
11 <sup>th</sup> Grade	Mr. Bertling, Mr. Goodness, Ms. Haight, Ms. Kuhl, Mr. Weinbrenner, Ms. Winters Hanson
12 <sup>th</sup> Grade	Ms. Fitzgerald, Ms. Holland, Ms. Martin, Mr. Porwoll, Ms. Speth, Mr. Tordoff, Ms. Zuleger

## ADVISORY

~~For the 2020-2021 school year, Advisory will be scheduled as a seventh hour and will go until 3:30 p.m. The practices and procedures of seventh hour follow the practices and procedures of a normal class period.~~

~~Advisory will be held in teachers' classrooms. It is designed for assisting students who have fallen behind, or do not understand the concepts, in a class. Students will be referred by teachers by Friday of the week prior and students will be notified on Monday of their referral. Students will be scheduled into a classroom for one week, and will be allowed to leave once they are back on track, as determined by the supervising teacher.~~

~~There will be no formal daily up-referrals. However, students can use Advisory to visit teachers if they have questions. Teachers can refer a student to stop by during seventh hour, otherwise known as Office Hours. Students who fail to show to an Office Hours visit can be referred to the office.~~

## Intensive Support

~~Intensive Support is to assist students who are not meeting expectations in academics, attendance, or behavior. Students will be expected to work on coursework or credit recovery materials during this time, and will be scheduled to attend Intensive Support for six weeks. They can apply for release for the second six weeks of the trimester.~~

## ATTENDANCE

Good school attendance is one of the first essentials to success in school. All students, parents, and staff are required to observe the compulsory school attendance law (s. 118.15). The State Statutes, Green County Ordinances, and Village of New Glarus Ordinances require that you adhere to attendance and truancy laws.

## **Absence Procedures**

No student may be absent from school without the school being informed in advance by a parent or guardian.

### 1. Unanticipated Absences

(a) Parents/guardians should call the school on the morning (by noon) of an absence.

Circumstances classified as unanticipated absences are

- (i) Student Illness- Evidence that the student is not in proper physical or mental condition to attend school or an educational program. The District may require the parent or guardian to obtain a written statement from a physician or licensed practitioner as proof of the physical or mental condition of the student. Such an excuse shall be made in writing, shall state the period of time for which it is valid and shall not exceed 30 days. If parents cannot provide an excuse when required, the absence will be considered unexcused.
- (ii) An illness in the immediate family which requires the absence of the student because of family responsibilities.
- (iii) A death in the immediate family or funerals for close relatives.
- (iv) Quarantine as imposed by a public health officer.

### 2. Absences Excused by Advanced Notice

(a) If a student needs to be absent from school, and his/her parents/guardians know in advance, the student is to obtain an anticipated absence form from the school office. The absence request must be made in writing in advance of the absence and provide sufficient time for the student to obtain coursework from all of his/her teachers. The student should take the form to each of his/her teachers for assignments and teacher approval. A student may be excused in writing for any reason by his/her parent or guardian prior to an absence for no more than a total of ten days in the school year. Examples of commonly requested absences are

- (i) Medical, dental, chiropractic, optometric or other valid professional appointments. Parents/guardians are requested to make appointments during non-school hours.
- (ii) Religious holidays.
- (iii) Family trips that can only be taken during the normal school term.
- (iv) A court appearance or other legal procedure which requires the attendance of the student.
- (v) Students in grades 6-12 will be excused for the purpose of sounding "Taps" during a military honors funeral for a deceased veteran.

### 3. Excused School-Related Absences

(a) If a student knows they are going to be absent in advance for a school related function, they need to fill out an advanced make-up or blue sheet prior to the absence. Examples are

- (i) Attendance at special events of educational value as approved by the Principal or his/her designee.
- (ii) Approved school activities during class time.
- (iii) In-school and out-of-school suspensions.
- (iv) Expulsion from school
- (v) Special circumstances that show good cause, which are approved in advance by the Principal or his/her designee.

## **Make-Up Work and Missed Exams**

All work and exams missed due to an anticipated absence must be completed according to school guidelines.

All work and exams missed due to an absence other than an anticipated absence must be made up upon

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return to school. A guideline to follow is if teachers provide work for students to complete during an absence, the first day of work must be submitted on the first day that the student returns, the second day on the second day of return and so forth. ~~Under no circumstances should the makeup work timeline be longer than the number of days a student was absent from school.~~ Teachers may extend the timelines to students who have special circumstances involved in the absence, and teachers may refer students for reteaching.

In addition

1. All work and exams, including trimester exams missed due to a school imposed suspension, shall be made up upon return to school with one day allowed for each day of suspension.
2. Exams given for absent or suspended students may be different from that given to students present for the test, but shall cover the same concepts and knowledge tested in the original test.

~~For unexcused absences, students will receive no credit for daily assignments missed during an unexcused absence.~~ **Assignments, exams and projects missed during an unexcused absence may be made up.**

Students must be prepared to turn in projects or take exams on the day they return to school. Make up times will be scheduled at the earliest convenience of the instructor. No student shall be denied credit in a course or subject solely because of his/her unexcused absences.

"Truancy" means any absence of part or all of a school day during which the school was not notified of the legal cause of such absence by the parent or guardian of the absent student. Truancy will be referred to law enforcement for issuance of a ticket. Habitual truancy (unexcused absences) will be referred to the County District Attorney's office, or local law enforcement. "Habitual truancy" is defined as being unexcused absent for part or all of five school days within a trimester.

### **Truancy Action**

1. The Principal shall make the determinations of truant students under District Excused/Unexcused Policy and Procedures.
2. Parent/guardian notification of student truancy and review of Wisconsin requirements shall take place by phone or written contacts by the end of the second day after an unexcused absence.
3. Review of attendance obligations and responsibilities shall take place between student and designated attendance officer.
4. School officials will continue to monitor student attendance and explore schedule modification options, if appropriate.
5. Students who have unexcused absences may be disciplined by the Principal or school attendance officer. Discipline may be a referral to the Green County Truancy Program or the student may receive a citation. ~~Discipline may include a detention, Saturday school, in-school suspension or other appropriate measures.~~

### **BELL SCHEDULE**

1st Hour-	8:00-9:02 a.m.
2nd Hour-	9:06-10:08 a.m.
3rd Hour-	10:12-11:14 a.m.
4th Hour-	11:18-12:20 p.m.
Lunch/Tier 2-	12:20-1:20 p.m.
5th Hour-	1:20-2:22 p.m.

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## **BULLYING PREVENTION AND PROCEDURES**

The New Glarus School District is committed to making our school a safe and caring place for all students. We will treat each other with respect, and we will have zero tolerance for bullying or harassment in any form in our school. Our District defines bullying as follows:

### **Definition**

Bullying is deliberate or intentional behavior using words or actions, intended to cause fear, intimidation or harm. Bullying may be repeated behavior and involves an imbalance of power. 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.

Bullying behavior can be

- Physical (e.g. assault, hitting or punching, kicking, theft, threatening behavior)
- Verbal (e.g. threatening or intimidating language, teasing or name-calling, racist remarks)
- Indirect (e.g. spreading cruel rumors, intimidation through gestures, social exclusion and sending insulting messages or pictures by mobile phone or using the internet – also known as cyber bullying)

### **Prohibition**

Bullying behavior is prohibited in all schools, buildings, property and educational environments, including any property or vehicle owned, leased or used by the School District. This includes public transportation regularly used by students to go to and from school. Educational environments include, but are not limited to, every activity under school supervision.

### **STAFF will do the following to prevent bullying and to help students feel safe in our school.**

- Closely supervise students in all areas of the school (hallways, bathrooms, bus line, cafeteria, parking lot). This includes the playground at the elementary school.
- Watch for signs of harassment/bullying and stop it when it occurs.
- Respond quickly and sensitively to bullying reports.
- Take seriously parents' concerns about bullying.
- Look into all reported bullying incidents.
- Assign consequences for bullying based on the District's discipline code.
- Provide immediate consequences for retaliation against students who report bullying.
- Provide the option to the person being bullied to confront the person doing the bullying if he/she wishes to do so.

### **STUDENTS will do the following to prevent bullying.**

- Treat each other respectfully at all times.
- Refuse to bully others.
- Refuse to let others be bullied.
- Refuse to watch, laugh, or join in when someone is being bullied.

- ☐ Report bullying to a staff member or the office and complete an incident report.
- ☐ Understand that bullying behaviors carry negative consequences and that retaliation will not be tolerated.

**Possible Consequences of Harassment/ Bullying are**

- ☐ Loss of passing times
- ☐ Lunch time in the office
- ☐ Time spent in the office
- ☐ Student writes a behavior plan
- ☐ Student writes a letter to parents
- ☐ After-school detention
- ☐ In-school suspension
- ☐ Out-of-school suspension
- ☐ Police referral
- ☐ Recommendation for expulsion

Any student who **retaliates** as a result of the report will result in an **automatic in-school or out-of-school suspension**.

**All assigned consequences will be kept confidential. Only the student involved, his/her parents/guardians, and appropriate staff members will be made aware of the outcomes**

**CELL PHONES/COMMUNICATION AND LISTENING DEVICES**

~~Students are encouraged to leave electronic devices in their locker unless they are needed for class. Students may use electronic devices during break, passing times and lunch break.~~

The classroom teacher will provide a list of expectations for electronic devices. These expectations will include the opportunities to use the devices in class. Students are expected to stay within those expectations of the classroom teacher.

If a teacher observes a student using or possessing any of these items inappropriately, or outside of classroom expectations, then the following will apply.

1. The item must be given to the teacher without question or argument.
2. The item will be turned over to the Principal's office.
3. The first offense will be a reminder of appropriate use of technology from the Principal.
4. Subsequent offenses may result in a ~~student~~ daily phone check-in to the office, or requiring the student's parent/guardian to pick up the phone after school hours.

**The use of cellular telephones to take photographs or to receive or transport video images is prohibited at all times in locker rooms, restrooms and other similar private areas.**

Any arguments may result in a more severe disciplinary action. Repeat offenders will also face the following disciplinary consequences: checking in of phone, detention, in-school suspension, or out-of-school suspension.

## CHILDREN'S INTERNET PROTECTION ACT (CIPA)

The Internet is an extraordinary resource for students. Some information, however, is not suitable for students. In an effort to protect students who access the Internet through the school, Congress enacted the Children's Internet Protection Act (CIPA). CIPA requires that schools have both technology protection resources and an Internet safety policy in place.

The School District has installed Internet filtering devices. The School District has also established a policy which outlines the guidelines for Internet use.

All students must have a signed Acceptable Use Policy Agreement on file with the office. The Acceptable Use Policy is available online through the School District's website and through Family Access during school registration.

## CLOSED CAMPUS

The School District of New Glarus is a closed campus. All students Pre-K through Grade 12 will not be allowed to leave the School District grounds during the school day, **including the designated lunch periods.**

Students must remain in school or on school grounds during the school day. During lunch period, students should not disrupt classes that are in session. ~~students may not be in hallways where classes are in session.~~ Students may not be in or at vehicles or in the parking lot during break time or lunch period. Students who leave school grounds in violation of the closed campus policy will be considered truant.

Students will be allowed to leave campus when they are involved in school-related programs such as: work release programs, youth options classes, co-op programs, and designated field trips or rewards as part of P.B.I.S. It is understood that students will be allowed to leave campus for necessary medical appointments and as dictated by exceptional circumstances, after permission is granted by parents/guardians and the administration.

## CODE OF STUDENT RIGHTS AND RESPONSIBILITIES

This code of student rights and responsibilities was adopted with the idea that every student has certain rights and responsibilities in respect to other individuals. No right, however, is absolute. The freedom to exercise one's rights ceases when that exercise unduly infringes upon the rights of others. The purpose of this code is not only to protect the rights of the individual, but to protect the rights of the student body

### STUDENT RIGHTS

1. Each student has the right to an education.
2. Each student has the right to be free from assault or intimidation.
3. Each student has the right to hold property free from theft or damage.
4. Each student has the right to utilize school facilities and programs according to established school regulations and procedures.
5. Each student has the right to expect courteous behavior from other students and school personnel.
6. Each student has the right to determine his/her own dress so long as it complies with the school dress code.

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7. Each student has the right to form, hold, and express opinions and beliefs so long as the expression does not disrupt the normal operation of the school.
8. Each student has the right not to be pre-judged for an alleged violation of this code and has the right to present his/her version before any judgment is made.

## STUDENT RESPONSIBILITIES

Each student will attend school and scheduled classes unless ill or excused by school officials.

1. Each student will report to classes on time and be prepared for class.
2. Each student will take advantage of available resources and learning opportunities presented to him/her and develop and learn to the best of his/her abilities.
3. Each student will complete assigned work within the time designated and will give the best possible performance in all testing situations.
4. Each student will accept help from their classmates and be willing to help others when they can.
5. Each student will participate in school sponsored events and activities.
6. Each student will obey all rules, directives, and District policies which are communicated either verbally or in writing.
7. Each student who has complaints and concerns will register these concerns with those who have the most direct responsibility to address them.
8. Each student is expected to care for school items checked out to them. ~~Text books must be covered.~~

## DISCIPLINE

Each student has the right to an education; however, must remember that their fellow students have the same right. Any student, who disrupts other students' right to learn or the teachers' right to teach, can lose his/her rights. Each student is responsible for his/her own actions.

We do not want to list discipline in a negative way. The majority of students are respectful and positive. Most problems can be handled through quick, verbal reprimands. Unfortunately, there are potentially severe violations that need to be addressed in a formal manner.

Some items of serious concern include violation of state statutes as well as school policies. Included here are: alcohol, illegal drugs, tobacco, weapons, explosives, theft, vandalism, and assault, harassment/bullying, and bomb threats. The school has adopted a zero tolerance policy regarding offenses endangering the property, health, or safety of others.

Other unacceptable behaviors are: profanity (spoken, gestured, or written), cheating, fighting, intimidation, and threats, disruptive items (squirt guns, firecrackers, noise makers, music devices, skateboards, pagers, cell phones, laser pointers, matches, lighters, etc.), and insubordination (refusal to obey teachers, administrators, or staff members reasonable directives). All students are expected to cooperate with investigations conducted by school personnel. Failure to cooperate will be considered insubordination.

~~If a discipline problem arises when a substitute teacher is in charge, a double detention may be issued.~~

Students should be aware of the School District Search and Seizure Policy. The New Glarus Board of Education has charged school authorities with the responsibility of safeguarding the safety and well-being of the students in their care. In discharge of that responsibility, school authorities may search school property

such as student lockers, or the person or their property, including students' backpacks or vehicles; if, in accordance with the District Search and Seizure Policy, there is "reasonable suspicion" that a student has violated, or is violating, either a particular law or a particular rule of the school.

When discipline problems do arise, consequences may result in a verbal reprimand, after school detention, removal from class, a suspension, or expulsion. When a detention is issued, it is the responsibility of the student to notify their parents. Students have 24 hours to make arrangements. It is the student's responsibility to follow through with detention arrangements. When a suspension that excludes a student from school is issued, he/she may not be in the school building or on school grounds during the suspension. When state statutes are violated, the police will also be notified. The school board will be involved in cases where the health and safety of others is concerned.

### **Removal from Class**

If a teacher finds it necessary to remove a student from class and send him/her to the office, the student is to report immediately to the office. The teacher will give the office/Principal a telephone call. The student will write a plan to change the behavior. Parents will be notified. Offenses will be treated in the same manner as other discipline matters listed above. Repeated violations may result in the offending student being dropped from that class and placed in an alternative educational setting as established by the District's Code of Classroom Conduct.

## **DISTRICT NON-DISCRIMINATION/HARASSMENT POLICY**

It is the policy of New Glarus 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, extra-curricular, pupil service, recreational, or other program or activity because of the person's sex, race, national origin, 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.

The District encourages informal resolution of complaints under this policy. Any person believes that the School District or any part of the school organization has failed to follow laws and regulations, or in some way discriminated against students on the basis of sex, color, handicap, race, national origin, ancestry, creed, pregnancy, religion, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, he/she may bring or send a complaint to the School District Office at 1701 2nd Street, New Glarus, WI to the attention of the Superintendent. Complaints alleging a failure to reasonably accommodate a student's religious beliefs with regard to examinations and other academic requirements should also be sent to the School District Office for processing according to the set complaint procedure.

## **DRESS CODE AND STUDENT APPEARANCE**

Accountability for personal appearance of students in the New Glarus School District rests with the students and their parents/guardians.

Dress or grooming that could cause a health problem, a physical danger, a disruption or distraction to others, or that sends a negative message, will not be allowed.

The following guidelines concerning grooming and dress should be followed.

- ☐ Any apparel that promotes alcohol, drugs, or tobacco or displays profanity and/or sexually explicit material is forbidden. Any attire that implies a negative message regarding race, religion, or ethnicity, or otherwise depicting socially unacceptable subjects will not be allowed at school. Clothing with “double meaning” expressions about any of the previously mentioned items is not acceptable.
- ☐ All shirts (tops) must hang down to at least the waistband and have a full front and back. Students shall have no skin or undergarments exposed from mid-thigh\* to the armpit line\*. See through shirts or blouses, bare midriffs, strapless and/or backless outfits are prohibited. Straps and ties are acceptable if attached at both shoulders.
- ☐ Mid-thigh: the point where fingertips touch the thigh when arms are relaxed and at the sides.
- ☐ Armpit line: the line that connects the upper armpits across the chest and around the back.
- ☐ All pants must be secured at the waistband. Pants should not hang down to a point where the student’s skin or undergarments are exposed.
- ☐ Appropriate footwear must be worn at all times. Specific requirements may be applied to certain classes due to safety concerns.

The final decision regarding appropriate dress will rest with the administration. This may include concerns regarding dress not mentioned in this policy that may affect the safety, health, or well-being of the students of the school. We will allow for special considerations to be given for selected days or reasons as deemed appropriate by the administration.

Students not complying will be referred to the office and will call their parents. In addition, the student will be asked to change the non-compliant clothing. They will remain in in-school suspension until their clothes are changed (parents may be required to bring a change of clothing to school). Habitual offenders will face disciplinary consequences.

The Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices interfere with the educational program of the schools.

Accordingly, the District Administrator shall establish such grooming guidelines as are necessary to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes. Such guidelines shall prohibit student dress or grooming practices which:

- A. present a hazard to the health or safety of the student himself/herself or to others in the school, including by way of communicating threats of harm or depictions of harmful conduct directed at others;
- B. interfere with school work, create disorder, or disrupt the educational program, including dress that promotes or depicts illegal activity, such as illegal drug use, underage alcohol consumption, or similar activities;

C. cause excessive wear or damage to school property;

D. prevent the student from achieving his/her own educational objectives because of blocked vision or restricted movement.

Such guidelines shall also apply to the dress requirements for members of the athletic teams, bands, and other school groups when representing the District at a public event. Where appropriate, a uniform or specific dress requirement shall be used for students when representing the District as described.

In enforcing the dress code, the following procedures shall be used:

A. the principal shall serve as the initial arbiter of student dress and grooming in his/her building;

B. before taking action to enforce dress code requirements, including by requiring that a student remove, cover, or otherwise conceal the item or depiction at issue, the principal shall determine whether the item constitutes protected speech in so far as the item independently makes a statement of a discernable nature to the observer by depiction, words, or combination of the two that does not require separate explanation.

Expressive dress may not be protected speech if it involves:

A. Obscenity

B. Language or depictions intended to incite violence or foment hatred of others

Dress that is speech may still be prohibited if it is likely to cause a substantial disruption to the educational environment. This may include dress that includes the use of vulgarity, discriminatory language including racial or ethnic slurs, negative stereotypes, violence, or other communication when the clear intent is to invoke strong reactions in observers so as to impair the ability of teachers and/or students to engage in educational pursuit.

No protected speech may be prohibited on the basis of disagreement by District officials with the specific point of view expressed if the topic is otherwise permitted (e.g. permitting depictions of support for one political party, but prohibiting depictions of support for the other).

Each school may engage in efforts to develop a dress code that prescribes certain types of dress and that identifies building-specific dress expectations.

If the clothing cannot be removed or concealed, the student may be sent home after contact is made with the student's parent/guardian.

## DRIVING & STUDENT PARKING

Students driving to school must purchase a parking pass and use the appropriately marked parking spaces in the student parking lot (south of the school). Each student, upon completion of a Vehicle Registration Form and purchase of a parking pass, will receive a designated parking stall. ~~Students must park in their designated stall. Students not parking in their designated stall, or parking in the school lots without a purchased pass, can~~

~~be towed or ticketed.~~ Inappropriate **parking** or driving practices are subject to legal action by the police and loss of student parking privileges.

The Vehicle Registration Form is available online through the School District's website and through Family Access during school registration.

Please be aware that vehicles and the parking lot are off-limits during school hours as noted above in our Closed Campus Policy. If students need an item from a vehicle during school hours, they must first get a pass from the office.

## **ELECTOR REGISTRATION**

All students are reminded of their right to participate in federal, state, and local elections upon reaching the age of 18. Registration may take place at the time of voting. Polling locations are determined by your residence address.

## **EMERGENCY INFORMATION**

All families must keep their children's emergency information up to day through Family Access or by contacting the office.

## **EXTENSION OF SCHOOL**

Students are reminded that while on school grounds, school buses, field trips, athletic contests, etc., they remain under the rules of school. Students are further informed that the Districts' school buses are equipped with video surveillance for discipline and safety reasons.

## **EXTRA-CURRICULAR ACTIVITIES**

New Glarus offers a variety of activities and athletics. Activity and athletic participation is a privilege from which all students are able to benefit. Therefore the philosophy of New Glarus School District's activities and athletic handbook emphasizes the following:

1. Students participating in any of the activities or athletics sponsored by the New Glarus School District are representing themselves, their parents, the school, the community, and their team or organization.
2. **All students participating in any school sponsored activity (clubs, organizations, dances, field trips, etc.) or sport must adhere to the academic training rules as set forth by this handbook.**
3. The W.I.A.A. states that a code of conduct must be on file for all students participating in extra-curricular activities. This code of conduct must remain in effect twelve months out of the year. They require each School District to set up training rules prohibiting the use of alcoholic beverages, tobacco and controlled substances unless properly prescribed.
4. The use of alcoholic beverages by anyone under the age of 21 is illegal according to state laws. The use of tobacco products by anyone under the age of 18 is illegal under state laws. The use of controlled substances is illegal for everyone unless properly prescribed. The use of performance-enhancing substances is against WIAA rules and regulations. Keeping this in mind, along with the

obvious health concerns of using the above listed drugs, the New Glarus School District sets forth the rules and regulations listed in this handbook.

### **Applicability of the Extra-Curricular Code of Conduct**

When a student represents New Glarus in a school-sponsored activity, that activity is covered by this code as long as the student's participation is not mandated by a course requirement and is tied to a grade. This means that all clubs, organizations, dances (prom and homecoming), field trips, etc. are subject to this code.

Although mandated by the W.I.A.A. for interscholastic athletics, this code applies to both W.I.A.A. sponsored activities as well as non-W.I.A.A. activities. A new code will be signed each school year. The code and any changes will go into effect on August 1st for each school year. If the student and the parents have signed the previous code, the new code will be in effect as of August 1st even if the student is not participating until later in the school year.

### **Extra-Curricular Code of Conduct and Pledge Sheet**

A signed copy of the New Glarus High School Athletic and Activities Handbook Pledge Sheet must also be on file with the School District before any student is allowed to participate in practices, contests, or events for any sport or activity. The student and his or her parents or legal guardian must sign this pledge sheet. According to W.I.A.A. rules, the school must have this pledge sheet signed and on file, or the student is ineligible.

### **Personal Conduct**

1. All students shall conduct themselves in a manner that reflects positively on themselves, their family, the community, and the School District while representing New Glarus High School.
2. Students who use or possess alcoholic beverages, tobacco products, controlled substances or performance enhancing substances will be suspended from interscholastic competition. See Disciplinary Action and Penalties for Major Violations.
3. Athletes must meet the practice requirements as set by each individual coach.
4. According to the W.I.A.A., a student violation that occurs during the W.I.A.A. tournament series, or an existing penalty that extends into the tournament series, will result in the student being ineligible for the entire tournament series.
5. According to W.I.A.A. rules, any student ejected from a contest will automatically miss the next contest in which his or her team competes.
6. Students may be suspended or disciplined from competition or an event by an individual coach or advisor for insubordination or disrespect to any school employee, coach, or official.

### **Transportation Regulations**

Team members of any sport must use the school provided transportation to reach the site of a contest. Team members must also return using the same transportation, unless the parent or legal guardian of the student gives permission in writing to the head coach that the student may ride home with the parents or legal guardian in their private vehicle. Transportation may or may not be provided to and from practices. Practice

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transportation schedules and guidelines will be provided and established by the coaches. A coach/advisor may release a student to his/her parent or guardian. No responsibility will be assumed by the School District for any mode of transportation not provided by the School District.

In cases of a practice for one of the sports in which we co-op or tri-op, parents must give written permission to their student's coach, in advance, allowing only their son or daughter to drive to practice in their vehicle.

Failure to follow transportation rules will result in a one (1) contest/activity suspension.

### **Parents and Coaches Pre-Season Meeting**

At the beginning of each school year, there will be an electronic meeting including all sports and extra-curricula's for the purpose of reviewing the changes in the Athletic and Activities Code. Each student that plans to participate in an extra-curricular activity must watch this meeting with a guardian. In addition, coaches may hold pre-season meetings for the purpose of organization for that season. Each individual team will meet separately and discuss team rules specific to their sport. This meeting will be with the coaching staff and the parents of all students involved in the program, freshmen through seniors. The purpose of the meeting will be to discuss the logistics of the season, meet the parents, discuss team and school rules, and answer any questions that the parents may have regarding the specific sport.

### **Awards**

Students competing at the varsity level will be eligible for three team awards: the MVP and Captain's Awards, which are voted on by the team and coaching staff; and the Coach's Award, which is voted on by the coaching staff only. Letters will also be awarded to the varsity participants whom the coach feels are deserving of a letter. This will be left to the individual coach's discretion, but playing time, attitude, respect, responsibility, sportsmanship, and dedication will all be considered.

### **Special Eligibility Rules**

All students participating in athletics at New Glarus High School in a school-sponsored sport must have a W.I.A.A. physical card signed by their parent(s) or legal guardian, giving them permission to participate. This card must also be signed by a doctor attesting to physical fitness and health allowing them to participate in athletic competition. A physical must be performed every other year to be valid. In the years where a physical is not required, a parent or guardian must sign the electronic W.I.A.A. parent permission card allowing their son or daughter to participate. Either the physical card or parent permission slip must be signed or the student/athlete will not be allowed to participate in practices or competition. Also, students must have turned in all their equipment from their previous sport to be considered eligible.

### **ACADEMIC ELIGIBILITY**

The top priority of all students should be to maintain the highest academic performance consistent with his/her ability. A student at New Glarus must continually make a commitment to pass all classes in which he or she is enrolled. It is required that a student be passing all classes. Failing one class in any grading period will result

in academic ineligibility. A grade of incomplete will be considered failing until it is made up and it becomes a passing grade.

Failure to maintain academic eligibility will result in the immediate suspension of the student from the sport or activity. An athlete who is academically ineligible to compete in meets or games will be required to attend practices while under suspension. If after twenty-two (22) school days (from the date grades are posted) the student's grades have improved, reinstatement will occur.

## 2021 – 2022 Return to Play Dates

Fall – varies by sport due to school not being in session when each sport starts (WIAA chart below)

Sport	Boys Soccer	Girls Volleyball	Football & Cheerleading	Cross Country	Girls Swimming
Minimum Ineligibility Period: 21 Days or	8 games	5 meets	3 games	4 meets	5 meets
Student Regains Eligibility on this Date or After Sitting Out the Required Number of Events	Sept. 14	Sept. 14	Sept. 9	Sept. 14	Sept. 8

Winter – January 24, 2022

Spring – April 21, 2022

Coaches will be expected to promote and monitor the academic growth of their students. Academics must be viewed by the students, parents, and coaches as a priority and academic as well as athletic growth should be the goal of every program and athlete.

The Principal or Athletic Director will conduct weekly student academic progress checks each Monday. Any student with a failing grade (F) on this report will be contacted by the Principal or Athletic Director, and will be given two (2) weeks to raise his/her grade. If a student is failing any class for three consecutive grade checks, he/she will lose activity eligibility until the next academic progress check. The student must continue to attend practice during this time, but is not eligible to play in games or participate in events. Once the student has raised his/her grade to passing on a subsequent academic progress check, he/she will be eligible to participate in all activities.

## Attendance Eligibility

The objective of this code is to encourage students who are participating in athletics and extra-curricular activities to be in school. On the day of a contest, that day's attendance will determine eligibility for the contest. For weekend events, the previous school day will be used to determine attendance eligibility.

Students must be in school the entire day in order to compete in the athletic contest or extra-curricular event that evening. Extreme emergencies can be an exception at the discretion of the Principal and the Athletic Director.

In regards to other absences during non-contest or practice days, each student is awarded three (3) excused absences during the season where they can be excused from part of the school day and still practice. In non-athletic activities, the student will be allowed three excused absences during the semester where they can be excused from part of the school day and still participate in the after school activity. In regards to illness, the student must be in school the second half of the day to be eligible for practice. The Principal will inform the athlete when his/her excused absences are up. In the cases of dental, medical, and driver's license appointments, all students are required to bring a note from the doctor, dentist or driver examiner verifying their absence. These do not count as one of the absences once the verification note is received.

Any unexcused absences from any part of the school day will prohibit the student from practicing or participating in any co-curricular event after school. If the student is more than ten (10) minutes late for school or class and it is unexcused, it will count as an unexcused absence. Also, if an event is scheduled for a non-school day a student who is unexcused for the day before that event will be unable to participate in the event or contest.

Keeping in mind the above attendance rules, it is also required that the student attend the next regularly scheduled school day following a contest or event. Students being unexcused from school the day after an event or contest will be unable to participate in the next event or contest.

## **Offenses**

### **Minor Offense**

A Minor Offense would include missing a practice, undesirable in-school behavior, disrespect towards coach, advisor, etc., unsportsmanlike action either during practice or contests. These offenses will be dealt with individually by the coach or advisor involved. Disciplinary action may be taken if deemed warranted and the parents will be informed of such disciplinary action.

### **Major Offense**

A Major Offense would include:

1. The use, possession, buying or selling of intoxicating beverages, tobacco, controlled substances or performance enhancing substances that are on the banned list from the W.I.A.A. Please note that for anyone under the age of 21, alcoholic beverages are illegal drugs and tobacco is considered an illegal drug for anyone under the age of 18.
2. Suspension from school, whether it be in school, or out of school. A student that is suspended from school will be ineligible to attend any practice, contest, or event during the time of his or her suspension. If there are no scheduled events during the duration of the suspension, the student will be ineligible for the next athletic contest or activity.
3. Pleading guilty to a criminal act or being convicted of a criminal act as determined by the courts.

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4. Failure to cooperate with investigations related to code of conduct.
5. Attending a party, being in a vehicle or tavern where alcohol, tobacco or controlled substances are present, unless accompanied by a parent, will be considered a violation even if the student is not consuming. A student attending a gathering where alcohol, tobacco or controlled substances are being used will be considered to be in violation of this code of conduct except as follows:
  1. Attendance at an establishment licensed to sell alcoholic beverages in addition to food or recreational services. (i.e. restaurant, bowling alley, golf course)
  2. Attendance at family gatherings, including weddings, where alcoholic beverages are available to people over 21 years old and the student does not consume alcoholic beverages.
  3. A student will not be considered in attendance at a gathering if they simply arrived to provide a ride to a friend in need of transportation. This purpose must be verified by the student's parents and the person that received the ride. The student may not enter the location, but simply call for the individual to come to the vehicle.

### **Disciplinary Action and Penalties for Major Violations**

The following penalties will be enforced in the case of any code of conduct violation. Please keep in mind that the use of alcoholic beverages, tobacco and controlled substances are against the law as set forth by the federal, state, and local governments.

### **Reporting and Administration of the Code of Conduct**

If a student reports an incident to the Principal or Athletic Director and cooperates with the investigation they may have the report count as a self-referral. Self-referrals may only be used once every two years. **Upon being made aware** of a violation an adult must report the violation in writing to the Athletic Director or Principal for it to be considered for investigation. Incidents that occurred more than one calendar year in the past will not be investigated.

The standard of proof required for investigation will be reasonable suspicion. The Athletic Director or Principal must have reasonable suspicion to believe that a violation has taken place. The Athletic Director or Principal will make an attempt to contact the parent(s) or legal guardian and inform them of the situation. An attempt will be made to notify the parents or guardian that their son or daughter will be questioned on the matter. The student(s) involved will be interviewed and made aware of the allegations against him or her. The student will have the opportunity to present his or her side of the story. After this interview, the investigation may continue, disciplinary measures may be imposed, or the investigation may be dropped. The Athletic Director or Principal will make this decision after review of the information.

A violation may involve an eyewitness and that witness may submit the complaint in writing. However, there will be times when neither an eyewitness nor a written statement will be available or possible. In this case, the Athletic Director or Principal will interview the student as long as there is reasonable suspicion to do so. There will be other times when students take the responsibility to report themselves as violators of the code.

### **First Offense- (40% of the Season/ 20% of the Season)**

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Students involved in athletics will be suspended for 40% of the sport season in which they are currently participating. Students can lessen the sentence to 20% by turning themselves in (“self-referral”) to the Principal or Athletic Director. If not currently participating in a sport, students will be ineligible for the first 40% / 20% of the next sport in which they participate.

The student/athlete will be required to practice with the team, attend the contest in street clothes, and sit with the team during the contest. If the contest happens to be an away contest the student/athlete will ride the school provided transportation.

If the student is a member of an extra-curricular activity the student must practice or attend organizational meetings with that organization, but he/she will be ineligible twenty-two (22) school days and nights. That penalty will be reduced to eleven (11) school days and nights upon self- referral.

Students who receive a first offense violation will be referred to and expected to participate in the Student Assistance Program at New Glarus High School.

### **Second Offense- (100% of Season/ 60% of the Season)**

Students involved in athletics will be suspended for 100% of the sport season in which they are currently participating. If they turn themselves in and meet the self-referral guidelines, their sentence can be reduced to 60% of the season. Students not currently participating in a sport will be ineligible for the first 100%/ 60% of the next sport in which they participate. If the season is completed before the entire penalty is served, the student must serve the balance of the penalty by sitting out the first part of the season in the next sport in which he or she participates (see Carry-Over Policy below).

Example: A student commits his or her second offense after 15 games of the basketball season have been played. In this situation, the student will miss 30% of the scheduled basketball games. To complete the 60% penalty, the student will be unable to participate in the first 30% of the contests in the next sport in which he or she chooses to participate.

If the student is a member of an extra-curricular activity, the student will be ineligible to participate for one trimester from the date when a violation is found. If the student reports his/her violation to the Athletic Director / Principal, the second offense will be a seven (7) week penalty. If the violation occurs over the summer, the seven (7) week penalty will begin with the next event that the activity performs, or the first day of school, whichever comes first.

If the student will become eligible at some time during a specific sport season, he/she must practice with the team and attend contests in street clothes in order to complete the suspension penalty. The student will also be ineligible for all extra-curricular activities that he/she may be involved in while under suspension for a second offense violation.

Students who receive a second offense violation will be referred to and expected to participate in the Student Assistance Program at New Glarus High School.

### **Third Offense- (1 Calendar Year)**

A student involved in athletics or extra-curricular activities will be suspended for one calendar year from the date of conviction.

If the student will become eligible at some time during a specific sport season, he/she must practice with the team and attend contests in street clothes in order to complete the suspension penalty. The student will also be ineligible for all extra-curricular activities that he/she may be involved in while under suspension for a third offense violation.

Students who receive a third offense violation will be referred to and expected to participate in the Student Assistance Program at New Glarus High School.

Any additional offenses will result in the student being ineligible for athletics and activities for the remainder of his/her high school career.

### **Carry-Over Policy**

A student must serve his/her suspension and finish the entire season, or the suspension will carry over to the next sport or activity until the full suspension is served. Also, penalties will carry over from year to year, and they will carry over from handbook to handbook.

### **Earning Back Levels of Eligibility**

Under the activities/athletic code, students will have the opportunity to earn back levels of eligibility and erase any prior violation of the athletic/activities code. If a student completes the Student Assistance Program and remains violation-free for eighteen (18) calendar months from the completion of their last penalty, their last violation will be removed from their activities/athletic record.

Example: A student has a violation in October of their 9<sup>th</sup> grade year. The student serves his/her suspension, which is complete on December 1. On June 1, following the completion of their 10<sup>th</sup> grade year, the first violation is removed from their record. The student violates the code in the fall of their 11<sup>th</sup> grade year. Although it is the student's second violation, it will be considered a first offense violation with the penalty being 40% / 20%, depending upon the circumstances associated with that violation.

### **The Appeal Process**

If a student or parent is dissatisfied with the decision made by the Athletic Director or Principal, they may appeal that decision in writing to the Athletic Director or Principal within three (3) days after being informed of the decision. The Athletic Director or Principal or Athletic Director will then schedule a meeting of the extra-curricular council no later than three (3) days from the time that the Principal receives the appeal. The student will have the opportunity to present evidence or challenge evidence provided at this meeting. The student/athlete will remain under suspension while the appeal process is taking place.

The extra-curricular council will consist of the following people

- The Athletic Director (if not involved in the initial ruling)
- One varsity head coach
- One activity advisor
- One teacher not involved in extra-curricular activities

The members of the council will be chosen every year and will meet once at the beginning of the year to review the code. An alternate will be chosen for each of the group members listed above. If one member is unable to attend, the alternate will take his or her place. Anytime council members might experience a conflict of interest, they must remove themselves from the council. No coach or advisor will be allowed to rule on the guilt or innocence of a student on his or her team at the time of the ruling.

The extra-curricular council may take one of two actions

1. Sustain the Athletic Director's or Principal's decision.
2. Overturn the Athletic Director's or Principal's decision.

In making the decision, the council should consider whether or not the evidence against the student is reasonable, whether or not the student was treated fairly, and whether or not the penalty was in accordance with this code.

## **~~FALSE FIRE ALARMS~~**

~~Any student creating a false fire alarm will be referred to authorities and charged according to state law, as well as face suspension from school.~~

## **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)**

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that the New Glarus School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, New Glarus School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the New Glarus School District to include this type of information from your child's education records in certain school publications.

Examples include

- A playbill, showing your student's role in a drama production.
- The annual yearbook.
- Honor roll or other recognition lists.
- Graduation programs and videos.
- Sports programs, showing weight, height, and year in school of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. (These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the *No Child Left Behind Act of 2001* (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the *National Defense Authorization Act for Fiscal Year 2002* (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.)

If you do not want the New Glarus School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by mid-September. ~~Friday, September 18, 2015.~~ The New Glarus School District has designated the following information as directory information

- Student's name
- Address
- Telephone listing
- Grade level

Parents also have the right to inspect certain surveys and to choose to opt-out their children from surveys that collect, disclose, or use personal information from students, including materials designed to sell or market student information to others. The types of surveys include those created by third parties (outside of the School District).

If a survey asks students for information in any of the following eight categories, parents have the right to inspect the survey.

- Political affiliations or beliefs of students or their family.
- Mental and psychological problems of students or their family.
- Sex behavior or attitudes.
- Illegal, anti-social, self-incriminating, or demeaning behavior.
- Critical appraisals of individuals with whom students have close family relationships.
- Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
- Religious practices, affiliations, or beliefs of students or their parents.
- Income (other than that required by law to determine eligibility for program participation or financial assistance).

## FIELD TRIPS

All students going on a field trip must have a signed field trip permission form on file in the office. The Signature Form is available online through the School District's website and through Family Access during school registration.

## FIRE DRILLS

When the alarm sounds:

1. Proceed to the proper exit area (Routes are posted in each classroom).
2. Move quickly and quietly out of the building and proceed to the south end of the student parking lot (at least 100 feet away from the building).
3. Wait outside. You will be instructed when to return to the building.

## FOOD & BEVERAGES

~~All food and beverages are permitted in the hallways, but trash must be thrown away, or the privilege will be revoked. No open containers of food or drink may be kept in student lockers.~~

Food and beverages are permitted in the hallways and students are asked to make sure that all waste is thrown away. In addition, a general rule is that students should not keep open containers of food or drink in their lockers. Food is allowed in the classrooms with teacher permission.

## GRADUATION REQUIREMENTS

Starting in 2013, a minimum of 28 credits must be earned in your four years of high school including: 4 credits of English, 4 credits of math, 3.5 credits of social studies including .5 credits of service learning, 3 credits of science, 1.5 credits of physical education, .5 credit of Health during your freshman year, .5 credits of Employability Skills during your sophomore year and 9 elective credits. (17 required credits and 11 elective credits for a total of 28 credits). Students must also have some training in the area of Personal Finance prior to graduation. ~~Due to the COVID-19 pandemic, the graduation expectations may change to match the Wisconsin Graduation requirements.~~

## HALL PASSES

~~Student movement within the halls during classes is to be held to a minimum. In addition, students are not to be in the halls the first ten minutes after the bell rings.~~ If students need to leave their classroom, they will ask their teacher to leave for their desired reason. Teachers may employ a sign out sheet to track students leaving the classroom.

In the case of a planned departure during classes (e.g. medical or dental appointment), students must obtain a pass from the office in order to leave their classroom. Students will then report to the office to sign out of the building before departure.

## HOMECOMING

Students are eligible for homecoming if they are involved in an organization or sport at New Glarus High School. If a student is not involved with either, they can be eligible by completing their service learning project prior to homecoming or by participation in a youth apprenticeship program. Students would declare what they are representing and can represent any sport or organization on the court or in the parade. Students and sports would be verified by completion of the sports season. In organizations, students would simply need to complete a sheet with an adviser's signature that they have been a part of the organization and participated in

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a worthwhile event of some kind. Any student athlete who has been declared ineligible for any part of the fall season will not be eligible for court. The King will be selected from the senior male-representatives and voted on by the student body. The Queen will be selected from the senior female representatives and voted on by the student body. If the representatives were the King or Queen of the Junior Prom, they are not eligible to be Homecoming King or Queen.

## HONOR ROLL

- 3.20 – 3.49 GPA in grading period shall make Honor Roll
- 3.50 – 3.74 GPA in grading period shall make High Honor Roll
- 3.75 – 4.00 GPA in grading period shall make Highest Honor Roll
- Trimester grades will be used to determine Honor Roll.
- Honor Rolls will be complete when grades are final.
- Senior Class Scholarships are figured on the most recent cumulative GPA at the time of the scholarship deadline. The cumulative GPA after Trimester 2 of a student's senior year is used in preparation for the graduation ceremony and end of the year honors, including the selection of the valedictorian.

## MEAL PROGRAMS

These programs provide all participants with a nutritious, well-balanced meal, which follows the dietary guidelines.

### Breakfast

Served: 7:45 – 8:00 am daily.

### Lunch

A nutritious, well-balanced mid-day meal is prepared with strict adherence to State and Federal guidelines.

## NATIONAL HONOR SOCIETY

After six trimesters of high school, a student may be eligible to be selected for National Honor Society if he/she meets the following criteria specified in the National Constitution.

- Scholarship: a minimum of 3.400 Cumulative GPA.
  - Once selected, a student must maintain a minimum of 3.200 GPA to remain in NHS.
- Leadership: a record of positive contribution to school and/or community.
- Character: demonstrates traits that are consistent with the National Honor Society.

All academically eligible students will be notified. Completion of a Student Activity Information Form will be required for final consideration by the Faculty Council.

## PARTICIPATION FEES

~~The participation fee will be established each school year and the fee must be paid before the first practice of a sport in which a student will be participating. If the fee is not paid the student will be ineligible for practice and competition until the fee is paid.~~

## **POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS**

Schools nationwide are finding new ways to encourage positive behavior in the classroom, in the hallway and throughout the whole school. Positive Behavior Interventions and Supports works because it helps students understand what is expected of them, gives teachers a framework for acknowledgement and consequences, and enables administration to use data to make decisions about discipline.

~~P.B.I.S. at New Glarus High School is in its fourth year.~~ **At New Glarus High School, students will learn about initiative, integrity, and perseverance.** ~~Knight PRIDE (Perseverance, Respect, Integrity, Dedication and Excellence in their chosen endeavors).~~ Throughout the year, students will have behavior lessons called CoolTools, shown to them during the Knightly News. Students will also be rewarded with Knight Kash for positive behavior, which can be redeemed through prize drawings **or through the Knight Store.** ~~which are done throughout and at the end of each trimester.~~

At the end of each trimester, there will be Rewards Day for students. The activities are intentional to celebrate the positive contributions that all students are making to our school.

## **SCHOOL HOURS**

School is open from 7:30 a.m. - 3:45 p.m. Students arriving early may be in the commons area, or in an area designated and supervised by a teacher. Students are to be out of the building by 3:45 unless under supervision.

## **SELECTIVE SERVICE REGISTRATION**

Male students reaching the age of 18 must register with Selective Service. You may see the Principal for details.

## **SEVERE WEATHER/TORNADO EVACUATION**

When a warning of a tornado or severe weather is relayed to the students, evacuation will take place with all students and staff taking the proper route to designated areas.

## **STUDENT, ALCOHOL AND DRUG ABUSE**

It is incumbent upon the District to maintain a positive environment for learning and to provide for the health and safety of students. Therefore, the following actions are prohibited by students anywhere on school premises, in any District-owned or contracted vehicle and at any school-sponsored function or activity at all times.

1. The use, possession, sale or distribution of alcohol, drug paraphernalia or illegal drugs (including prescription medication not prescribed to the student).
2. Being under the influence of alcohol or illegal drugs.
3. The possession, distribution or sale of look-alike drugs.
4. The misuse of over-the-counter or prescription drugs.

A student may be required to submit to a breath test to determine the presence of alcohol if a designated school official or law enforcement officer has reasonable suspicion that the student is under the influence of alcohol in violation of this policy. Such tests shall be administered by a law enforcement officer or trained school official and shall meet state law requirements. A student may be disciplined for refusing to submit to a breath test.

Violations of this policy shall result in school suspensions and other appropriate dispositions including, but not limited to, referral to the Student Assistance Program, referral to law enforcement authorities, citations under applicable municipal ordinances and expulsion from school. Students shall be disciplined in accordance with established procedures.

## **STUDENT ID AND LANYARDS**

Students will utilize their ID cards for lunch, library use and other privileges. Students who misplace or “forget” their ID will need to get a new one in the office.

## **STUDENT MENTAL HEALTH / PHYSICAL SAFETY CONCERNS**

The NGSD is dedicated to the mental health and physical safety of our students. The District has established procedures and supports for students experiencing stress that may be demonstrated by depression, self-injurious behaviors up to suicidal threats. This information serves as Passive Consent for your student to receive brief Social Emotional Counseling or a Depression Screening if the need is determined by the District procedures. Active Consent will be obtained if the student denies the support. You can request Active Consent through ~~Ms. Meeska~~ Mrs. Way.

## **STUDENT SCHEDULING**

Scheduling is completed each spring for the following school year. Changes from the master schedule must be handled through the high school office in accord with the following Drop/Add Procedure. Drop/Add must be completed during the **first week** of each trimester. No drops or additions will be made during the first day of the trimester.

A student that is overloaded **or experiences extenuating circumstances** may drop a class after the drop/add deadline with permission from the high school principal.

## **STUDENT HEALTH CONCERN FORM**

Any student who has a health concern of which the office should be made aware must have a health concern form on file in the office. The Student Health Form is available online through the School District’s website and through Family Access during school registration.

## **STUDENT LOCKERS**

The school board retains ownership and possessor control of all student lockers. Designated school officials, employees, or agents may search a student’s locker without consent of the student, without notifying the student, and without obtaining a search warrant.

Students should keep their lockers locked and not share their combination with others. Students are responsible for their locker and its contents. Lockers must be kept clean and free of food products for an extended period of time. Pictures attached to the interior of the locker must be school appropriate.

**Students may not write on, deface, or attach stickers to lockers. No items may be attached to locker exteriors without permission from the office.** ~~Failure to comply with these guidelines will result in discipline action in accordance with established procedures.~~

## **TARDINESS**

~~A pattern of tardiness on the part of any student will not be allowed.~~ It is the belief of New Glarus High School that promptness to class is part of good academia and an important life skill. ~~In addition, being tardy is disrespectful to your instructor and a distraction to your classmates.~~ In an effort to reduce tardiness, New Glarus High School has the following protocol for each trimester:

Students who are late to school for the first hour will report to class once they have a pass from the office. Parents will be notified via email that morning about their student being late to school.

In addition to classroom interventions, there will be consequences for being tardy in multiple classes. Attendance records will be kept and monitored every class period throughout the school day. When a student reaches 15 tardies, the student will meet with the principal in regards to being tardy to class. ~~When a student reaches five (5) unexcused tardies for a trimester, they will be called to the office and will receive a warning.~~ In addition, parents and coaches will be notified. The following interventions will apply if the student continues to record unexcused tardies.

### **15 TARDIES**

At 15 tardies, the student will meet with the principal in regards to tardies.

### **30 TARDIES**

At 30 tardies per trimester, the student may be eligible for a Tier 2 intervention to reteach and reinforce the importance of being on time.

If the behavior continues, general interventions, such as a detention, a contract, or a parent-student meeting may be used.

### **40 TARDIES**

~~At 10 tardies, the student will meet with the principal in regards to tardies.~~

### **20 TARDIES**

~~The student will serve a detention before or after school or at lunch.~~

### **30 TARDIES**

The student will serve a detention before or after school or at lunch and students will complete the tardy reduction contract.

### **40 TARDIES**

If the student reaches over 40 tardies, there will be a parent student conference with the principal.

## **TIER 2 TIME**

Tier 2 time will be held opposite of lunch. Tier 2 is a time for both intervention and enrichment and all students will have the opportunity to receive both; as well as additional assistance from their teachers. Prior to Monday, staff will select students for Tier 2 times in which students need to attend. Students will also have the opportunity to select locations for Tier 2 time.

All communication for Tier 2 will be done through a program called Flexisched, through which students can see and make their requests for their Tier 2 schedule. Each student will have an assigned homeroom location to which they will report during their Tier 2 time on Mondays to establish their Tier 2 plan each week. For Tuesday-Friday, students will have the opportunity to work with the teachers of their classes to receive additional instruction based on their needs. If a student doesn't have or make any Tier 2 location requests, they will report to their homeroom location.

Tier 2 time will count as part of each student's attendance record.

## **VIDEO AND AUDIO RECORDING**

The New Glarus School District uses video surveillance/electronic monitoring systems in the schools. This may include either video or audio footage, or both. Whenever individuals are on school property, their actions/behavior are subject to being monitored/recorded.

## **VISITORS TO SCHOOL**

Students are not to bring student visitors to school. Unauthorized visitors are prohibited from school grounds from 8:00 am to 3:30 pm.

## **WEAPONS ON SCHOOL PREMISES**

No person shall possess, use, or store a weapon on school property, on school buses, or at any school related event, or at any event that is under the supervision of school authorities. (This prohibition does not apply to law enforcement officers discharging their official duties or military personnel who are armed in the line of duty).

Any student violating this policy shall be subject to penalties outlined in state and federal law including possible expulsion, and mandatory referral for expulsion from school for possession of a firearm. Parents/guardians and law enforcement officials will be notified when this policy is violated. Weapons will be confiscated by the District or by law enforcement officials, as appropriate.

## WORK STUDIES

Students who are involved in work studies will ~~work through one of the CTE teachers (Mr. Ziegler, Ms. Martin, and Mr. Mihm).~~ Students are expected to sign out with them on a daily basis before going to work studies. The students will need to follow the rules of athletic academic eligibility to be able to leave school for work studies. Students will also meet the following expectations.

1. Arrive at school and class on time.
2. Make up assigned Advisory time.
3. Complete the work study paperwork.

In addition, all employers will be expected to complete an evaluation of the student employee which will be part of the student assessment.

## STUDENT ACCEPTABLE USE POLICY

The Internet is a global telecommunications network that is a wealth of data, resources, materials, information, projects, and people. It is an excellent educational tool and will be used on a research basis within the New Glarus School District. The following six guide points (Educational Purpose, Student Internet Access, Unacceptable Uses, Your Rights, Limitation of Liability, and Personal Responsibility) are to help students make good choices while they are using the District network.

### Educational Purpose

- NGSD has been established for a limited educational purpose only. The term "educational purpose" includes classroom activities and career development.
- NGSD has not been established as a public access service or a public forum. The New Glarus School District has the right to place restrictions on the material you access or post through NGSD. Students shall follow the rules set forth in the District handbooks.
- Students may not use NGSD for commercial purposes. This means students may not offer, provide, or purchase products or services through NGSD.
- Students may not use NGSD for political lobbying. But students may use NGSD to communicate with elected representatives and to express their opinions on political issues.

### Student Internet Access

- All students will have access to Internet World Wide Web information resources through their classroom, library, or school computer lab.
- All students will be provided with individual e-mail accounts.
- Students and parents must sign the agreement to be granted an e-mail account on NGSD.

### Unacceptable Uses

The following uses of NGSD are considered unacceptable:

#### Personal Safety

- Students will not post personal contact information about themselves or other people. Personal contact information includes address, telephone, school address, work address, etc.
- Students will not agree to meet with someone they have met online.

*NEW GLARUS HIGH SCHOOL ~ [www.ngsd.k12.wi.us](http://www.ngsd.k12.wi.us) ~ [newglarushighschool.blogspot.com](http://newglarushighschool.blogspot.com)*

*PBIS School Of Merit ~ U.S. News & World Report America's Best High Schools*

- Students will promptly disclose to their teacher or other school employee any message they receive that is inappropriate or makes them feel uncomfortable.

### **Illegal Activities**

- Students will not attempt to gain unauthorized access to NGSD or to any other computer system through NGSD or go beyond their authorized access. This includes attempting to log in through another person's account or access another person's files. These actions are illegal, even if only for the purposes of "browsing".
- Students will not make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses or by any other means. These actions are illegal.
- Students will not use NGSD to engage in any other illegal act, such as arranging for a drug sale or the purchase of alcohol, engaging in criminal gang activity, threatening the safety of person, etc.

### **System Security**

- Students are responsible for their individual account and should take all reasonable precautions to prevent others from being able to use your account. Under no conditions should students provide their password to another person.
- Students will immediately notify a teacher or the system administrator if they have identified a possible security problem. Do not go looking for security problem, because this may be construed as an illegal attempt to gain access.
- Students will avoid the inadvertent spread of computer viruses by following the District virus protection procedures if they download software.

### **Inappropriate Language**

- Restrictions against Inappropriate Language apply to public messages, private messages, and material posted on Web pages.
- Students will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.
- Users will not post information that, if acted upon, could cause damage or a danger of disruption.
- Users will not engage in personal attacks, including prejudicial or discriminatory attacks.
- Users will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If a user is told by a person to stop sending him/her messages, the user must stop.
- Users will not knowingly or recklessly post false or defamatory information about a person or organization.

### **Respect for Privacy**

- Users will not repost a message that was sent to them privately without permission of this person who sent them the message.
- Users will not post private information about another person.

### **Respecting Resource Limits**

- Users will use the system only for educational and professional or career development activities.
- Users will not download large files unless absolutely necessary. If necessary, users will download the file at a time when the system is not being heavily used and immediately remove the file from the system computer to their personal computer.
- Users will not post chain letters or engage in "spamming". Spamming is sending an annoying or unnecessary message to a large number of people.

- Users will check their e-mail frequently, delete unwanted messages promptly, and stay within their e-mail quota.
- Users will subscribe only to high quality discussion group mail lists that are relevant to their education or career development.

### **Plagiarism and Copyright Infringement**

- Users will not plagiarize works that they find on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were originally theirs.
- Users will respect the rights of copyright owners. Copyright infringement occurs when an individual inappropriately reproduces a work that is protected by a copyright. If a work contains language that specifies acceptable use of that work, students should follow the expressed requirements. If students are unsure whether or not they can use that work, students should request permission from the copyright owner. Copyright law can be very confusing. If you have questions, ask a teacher.

### **Inappropriate Access to Material**

- Users will not use the District system to access material that is profane or obscene (pornography), that advocates illegal acts, or that advocates violence or discrimination towards other people (hate literature). A special exception may be made for hate literature if the purpose of student access is to conduct research and both the students' teacher and parent have approved.
- If students mistakenly access inappropriate information, they should immediately tell their teacher or another District employee. This will protect students against a claim that they have intentionally violated this Policy.
- Students should seek instruction from their parents if there is additional material that they think would be inappropriate to access. The District fully expects that students will follow their parent's instructions in this matter.

## **Your Rights**

### **Free Speech**

- Students' right to free speech, as set forth in the Discipline Code, applies also to their communication on the Internet. The NGSD is considered a limited forum, similar to the school newspaper, and therefore the District may restrict student speech for valid educational reasons. The District will not restrict student speech on the basis of a disagreement with the opinions they are expressing.

### **Search and Seizure**

- Students should expect only limited privacy in the contents of their personal files on the District system. The situation is similar to the rights students have in the privacy of their lockers.
- Routine maintenance and monitoring of NGSD may lead to discovery that students have violated this Policy, the Discipline Policy, or the law.
- An individual search will be conducted if there is reasonable suspicion that a student has violated this Policy, the Discipline Policy, or the law. The investigation will be reasonable and related to the suspected violation.
- Parents have the right at any time to request to see the contents of their student's email files.

### **Due Process**

- The District will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted through NGSD.

- In the event there is a claim that students have violated this Policy or Discipline Policy in their use of NGSD, they will be provided with a written notice of the suspected violation and an opportunity to present an explanation before the Principal or his/her designee or they will be provided with notice and opportunity to be heard in the manner set forth in the Discipline Policy.
- If the violation also involves a violation of other provisions of the Discipline Policy, it will be handled in a manner described in the Discipline Policy. Additional restrictions may be placed on the student's use of his/her Internet account.

### **Limitation of Liability**

The New Glarus School District makes no guarantee that the functions or the services provided by or through NGSD will be error free or without defect. The New Glarus School District will not be responsible for any damage students may suffer, including but not limited to loss of data or interruptions of services. The New Glarus School District is not responsible for the accuracy or quality of the information obtained through or stored on the system. The New Glarus School District will not be responsible for financial obligations arising through the unauthorized use of the system.

### **Personal Responsibility**

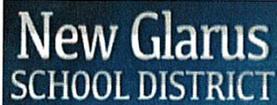
When you are using the NGSD, it may feel like you can more easily break a rule and not get caught. This is not really true because whenever you do something on a network you leave a little "electronic footprint," so the odds of getting caught are really about the same as they are in the real world.

But the fact that you can do something or think you can do something without being caught does not make it right to do so. Even if you don't get caught, there is always one person who will know whether you have done wrong--and that person is you. Your use of the Internet can be a mirror that will show you what kind of a person you are.

Students and parents are required to read the above guidelines for network use, and further understand that student use of the Internet and network is intended to further student education as a student in the District. Should students fail to adhere to these guidelines, their privileges of accessing Internet at school will be revoked.

Completion of the Acceptable Use Policy (AUP) Form is required for every student using technology at New Glarus School District. It is available online through the District website and through Family Access during school registration.





Kris Anderson &lt;kris.anderson@ngsd.k12.wi.us&gt;

## Fwd: HS JV2 Volleyball and MS Track & Field Resignation

1 message

Nita Duerst <nita.duerst@ngsd.k12.wi.us>  
 To: Kris Anderson <kris.anderson@ngsd.k12.wi.us>

Thu, Jul 8, 2021 at 5:15 PM

resignation - Matt Nelson HS Girls Volleyball and MS Track

----- Forwarded message -----

From: **Brittany Spencer Grant** <brittany.spencer@ngsd.k12.wi.us>  
 Date: Tue, Jul 6, 2021 at 11:36 AM  
 Subject: Fwd: HS JV2 Volleyball and MS Track & Field Resignation  
 To: Nita Duerst <nita.duerst@ngsd.k12.wi.us>

Brittany

Begin forwarded message:

**From:** Matt Nelson <matt.nelson@ngsd.k12.wi.us>  
**Date:** July 6, 2021 at 11:22:34 AM CDT  
**To:** Brittany Spencer Grant <brittany.spencer@ngsd.k12.wi.us>  
**Cc:** Kayla Zimmerman <kayla.zimmerman@ngsd.k12.wi.us>, Laura Marty <martylj@hotmail.com>, Erin Kleeman <erinkleeman\_ls@yahoo.com>  
**Subject:** HS JV2 Volleyball and MS Track & Field Resignation

Hi Brittany,

I am writing to inform you of my resignation from the coaching positions of JV2 Girls HS Volleyball and MS Track & Field.

This past spring I jumped back into HS soccer officiating and it led to some incredible experiences and future opportunities. I was fortunate enough to be asked to officiate multiple WIAA playoff games -- including the State Tournament. I have since been presented with opportunities to officiate higher-level matches. In pursuit of progressing in the soccer officiating community, I have decided to focus on officiating HS Boys soccer this fall and HS Girls soccer this spring. Unfortunately, this means I will be unable to coach HS Girls Volleyball in the fall and MS Track and Field in the Spring. I have discussed this situation with the other coaches and included them on this email.

Thank you so much for these coaching opportunities. I have been blessed with the coaches I have had the pleasure of working alongside this past season. I deeply appreciate all of the time, help, guidance, and they provided me along the way.

Sorry for the sudden notice of this decision as everything with officiating happened so quickly. Please let me know if there is anything I can do to help make the transition smooth. Thank you again.

Sincerely,  
 Matt Nelson  
 7th Grade Math Teacher  
 New Glarus Middle School  
[matt.nelson@ngsd.k12.wi.us](mailto:matt.nelson@ngsd.k12.wi.us)  
 (608) 527-2410 (ext. 3118)

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07/06/21

New Glarus School District  
1701 2<sup>nd</sup> Street  
New Glarus, WI 53574

To whom it may concern,

Please accept this letter as my formal notice of retirement from my position as Lead Building Secretary with the New Glarus School District effective Thursday, August 5<sup>th</sup>, 2021. Although I appreciate the opportunity I have been given to hold this position for the past two years I am looking forward to pursuing other interests and endeavors. I will assist in any way I can with the transition and replacement of my position. Thank you!

Sincerely,

Nina Woods



**New Position Board Approval  
07/12/2021**

**Name:** Maureen Priewe  
**Position:** Occupational Therapist  
**Percentage of employment:** 60%  
**Term of employment:** 2021-22 school year  
**Placement on Salary Grid:** MA, Level 16

VII. **FUTURE AGENDA ITEMS**

VIII. **FUTURE SCHOOL BOARD AND COMMITTEE MEETINGS**

A. August 2, 2021 - Discussion & Regular Board Meeting - 7:15 p.m.

B. August 16, 2021 - Annual Meeting -7:15 P.M.

IX. **CLOSED SESSION:** The Board of Education will entertain a motion to convene in closed session, pursuant to s. 19.85 (1) (c) and/or (f), as appropriate, to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Board may take action in closed session, if necessary and appropriate. Thereafter, the Board will entertain a motion to reconvene into open session. After reconvening into open session, the Board may take further action that is necessary and appropriate. The Board will then entertain a motion to adjourn.

X. **ADJOURN**

PURSUANT TO APPLICABLE LAW, NOTICE IS HEREBY GIVEN THAT A QUORUM OR A MAJORITY OF THE NEW GLARUS SCHOOL DISTRICT BOARD MEMBERS MAY ATTEND THIS MEETING. INFORMATION PRESENTED AT THIS MEETING MAY HELP FORM THE RATIONALE BEHIND FUTURE ACTIONS THAT MAY BE TAKEN BY THE NEW GLARUS SCHOOL DISTRICT BOARD.

UPON REQUEST TO THE DISTRICT OFFICE, SUBMITTED TWENTY-FOUR (24) HOURS IN ADVANCE, THE DISTRICT SHALL MAKE REASONABLE ACCOMMODATIONS INCLUDING THE PROVISION OF INFORMATIONAL MATERIAL IN AN ALTERNATIVE FORMAT FOR A DISABLED PERSON TO BE ABLE TO ATTEND THIS MEETING.