



# Parkview School District 2017-2018 Annual Notices

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## **ACADEMIC STANDARDS**

The school district must notify parent/guardians of students enrolled in the school district of the student academic standards that will be in effect for the school year. The Parkview School District follows the state standards as adopted by the Wisconsin Department of Public Instruction as an outline of base expectations for its students. The related accountability and testing is conformed to as appropriate to be in compliance with all state and federal laws. Where appropriate, classroom materials have been aligned to the Common Core Standards. The Common Core Standards is an outline of base expectations. Parkview School District meets or exceeds in almost all areas of school course offerings.

## **ASBESTOS NOTIFICATION**

Under AHERA (Asbestos Hazard Emergency Response Act), all primary and secondary schools are required to develop and implement a plan for managing all building materials which contain asbestos. Included in the AHERA Act is the requirement to annually notify all workers and building occupants or guardians of asbestos-related activities.

Beginning in 1988, all buildings owned, leased, or “under the control of” the School District were inspected by EPA accredited inspectors, with building material samples analyzed by an independent laboratory. Based on the inspection, the School District prepared and the state approved a comprehensive management plan for managing the asbestos.

Where the asbestos-containing materials are found, the District has in place an Operations and Maintenance program.

The District has accomplished the following compliance mandates regarding the administration of asbestos in school buildings:

- Environmental Management Consulting, Inc. (EMC) was contracted to be the school’s consultant for asbestos for the school year.
- The District is continuing with the Operations and Maintenance Program as designed for the District. This ensures that all asbestos materials are kept in good condition.
- Periodic “surveillance” in each area containing asbestos has been completed every six months by our consultant. Also, the buildings are re-inspected by an accredited inspector every three years.
- All outside contractors shall contact the lead maintenance person before commencing work.
- Our goal at the District is to be in full compliance with asbestos regulations. A copy of the Asbestos Management Plan is available for review by contacting Jeff Lund, Director of Buildings & Grounds, at 608-879-2717 ext. 6129.

## **BREAKFAST/LUNCH PROCEDURES / MEAL CHARGE POLICY**

No more than two (2) charges are allowed per elementary student for the lunch program. This policy applies to regular and reduced price meals. (Junior High, High School, and adults will not be allowed to charge meals.) After the second charge, elementary students will be served a cheese sandwich, fruit, vegetable and milk, a reimbursable meal, which will be charged the daily cost of a lunch, until the outstanding amounts are paid in full. If the account balance is not paid in full, any monies received will be applied to the unpaid balance. (A breakfast or milk cannot be charged.)

If after exceeding the courtesy limit as established by this policy, the parents and/or guardians continue to fail to provide the elementary student(s) with a sack lunch or lunch money, school district personnel may be asked to intercede on behalf of the student(s) by contacting the appropriate agencies.

Students will not be allowed to charge meals during the last 10 days of the school year. All outstanding balances must be paid by the final day of student attendance in the current school year.

The deadline to deposit money into lunch accounts for the day will be set at 11:00 am to allow food service personal to post the amount to the account and to avoid delays in preparation for serving lunch. All money deposited after this deadline will not show up until the next school day; unless an exception is made based on one of the scenarios below:

1. If a student does not have money in their account, but has money to deposit when standing at the register to check out; the student will be sent to the supervisor in the lunchroom – they will direct this student to the office to deposit the money. The Business Manager or secretary will then deposit the money and the student will receive a receipt. The student can come back to the lunchroom to eat when the deposit is made.
2. If a student brings money to be deposited after 11:00 am, the student will be sent to deposit the money in the main office and will be given a receipt.
3. If a student does not have money in the account and has gone through the line and is at the register, the student will be sent to the office with their tray and a phone call home will be made by the student to let the family know money needs to be deposited in the lunch account.
4. If a student comes through the lunch line more than one day without money in their account, the student will be sent to the supervisor in the lunchroom and then to the office with their tray and a phone call home will be made by administration to let the family know money needs to be deposited in the lunch account. The student will remain in the office to eat lunch. The lunch supervisor will keep track of who the student is and the following day the supervisor will check to see if the student has money in the account. If they do not have money in the account, they will not be allowed to get into the line.

#### Policy 763 - Food Service Automated System

### **BULLYING**

The Parkview School District is committed to creating a safe, caring, respectful learning environment for all students and strictly enforces a prohibition against bullying or harassment of any kind.

Bullying is defined as aggressive, intentional, or deliberately hostile behavior directed towards a student or students. Bullying consists of deliberately hurtful behavior, which occurs repeatedly over a period of time.

Bullying can include, but is not limited to, intimidation such as name calling or threatening; social alienation such as shunning or spreading rumors; written notes, phone calls or electronic messages that are offensive or hurtful, or physical aggression.

Once bullying has been reported, the principal and/or designee will contact, by phone or in person, the victim's parent the same day the incident was reported. The principal or designee will promptly and thoroughly investigate the alleged incident. The investigation will be completed within three (3) school days after the report or complaint is made. Where it is determined that inappropriate conduct has occurred, the principal will act promptly to: correct the problem behavior; prevent another occurrence of

the behavior; and protect the target (victim) of the act. At the conclusion of the investigation, the principal will report back to the parents of the students involved.

## **CHILD NUTRITION PROGRAM**

Children need healthy meals to learn. The Parkview School District offers healthy breakfast and lunches; during the regular school year

Students in the District shall have an opportunity to participate in the federally funded National School Breakfast Program (NSBP), the National School Lunch Program (NSLP) and the Wisconsin School Day Milk Program (WSDMP). All of these programs allow students to participate by paying for these services, or for those who qualify, they can receive these services for free or reduced price. The business manager for the school district or designee shall manage the programs in accordance with the USDA guidelines.

District meal and milk prices shall be established by the school board. In addition to the NSLP, NSBP and WSDMP the Food Service Department may offer ala carte food sales to students and staff and/or to community members for special events within the district.

Questions regarding our Food Service Program may be directed to Nancy Carlson, Student Nutrition Coordinator, at 608-879-2994 ext. 6123.

Policy 760 - Food Service Management

## **DIRECTORY INFORMATION**

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Parkview School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Parkview 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 Parkview School District to include this type of information from your child's education records in certain school publications. Examples include:

- Playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation program; and
- Sports activity sheets, such as for wrestling, showing weight and height 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

If you do not want Parkview School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing. Parkview School District has designated the following information as directory information: **[Note: an LEA may, but does not have to, include all the information listed below.]**

- ◆ Student's Name
- ◆ Telephone listing
- ◆ Photograph
- ◆ Major field of study
- ◆ Grade Level
- ◆ Weights and heights of members of athletic teams
- ◆ The most recent educational agency or institution attended
- ◆ Address
- ◆ Electronic mail address
- ◆ Date and place of birth
- ◆ Dates of attendance
- ◆ Degrees, honors, and awards received
- ◆ Participation in officially recognized activities and sports

Exceptions are stated in 34 CFR 99.31, Family Education Rights and Privacy Act regulations; Sec. 9528, PL 107-110, No Child Left Behind Act of 2001; and section 118.125(2)(a) to (m) and sub. (2m). Wisconsin Statutes.

### **EDUCATION OF HOMELESS CHILDREN AND YOUTH**

Students of homeless individuals and unaccompanied homeless students residing in the Parkview School District shall have equal access to the same free appropriate public education including comparable services, as provided to other students and youth who reside in the District. Homeless students and youth shall not be required to attend a separate school or program for homeless students and shall not be stigmatized by school personnel.

Information on the duties of the local liaison for homeless children and youth will be given to school personnel, service providers and advocates working with the families, parents or guardians of homeless children and youth. The Parkview School District will communicate specific information to parents and guardians of homeless children and youth and unaccompanied youth; as they are identified.

### **ELECTORAL VOTING (HIGH SCHOOL)**

Students have the right to participate in federal, state and local elections; upon reaching the age of 18. Registration takes place at the time of voting. Polling locations are determined by the municipality of residence.

### **ELECTRONIC DEVICES**

If the student is disrupting class, study hall, hallway, etc. with his/her electronic device school the staff member will address issue as appropriate using classroom interventions. Failure to cooperate with staff will result in discipline rubric being applied. No laser pointers are allowed in school. Teachers will determine how and when electronic devices can or will be utilized within the classroom. Teachers have the right to not allow electronic devices in their classroom.

The use of cell phones and other devices with photographic, video, and digital and imaging capabilities is strictly prohibited in locations where there is an expectation of privacy such as school locker rooms and bathrooms. Additionally, the use of cell phones and other devices with photographic, video, and digital imaging capabilities on school property without the express consent of the person being photographed is prohibited. The expectations extend to the publishing, release, and/or circulation of these images.

If your student is choosing to bring their own electronic device to school they must adhere to the (BYOD) Bring Your Own Device Policy 363.2. In the policy it states that the district is not responsible for lost, damaged or stolen personal technology devices. The student must bring back the signed Acceptable Use Agreement for Student use of Personal Technology Devices on School Grounds to Mrs. Buehl our LMC Director. They also must bring in the device to be evaluated and registered by Mrs. Buehl our LMC

Director. Violation of this agreement for use may result in information technology, network, and internet privileges being restricted or revoked and/or school disciplinary actions. If the violation constitutes a criminal offense, appropriate legal action may be taken.

- Cell phones shall not be visible in the classroom; if cell phone is visible, student will be asked to put it in the designated area. If the student is non-compliant, the student will be sent to the office.
- Cell phones can be accessed before school, between classes, during lunch and after school. In case of an emergency where you need to reach your student, please contact the main office.

## **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT**

The family Educational Rights and Privacy Act (FERPA) the Individuals with Disabilities Education ACT (IDEA), and section 118.125, Wisconsin Statutes, afford parents and students over 18 years of age (“eligible students”) the following rights with respect to education records:

- **The right to inspect and review the student’s education records within 45 days of receipt of the request.** Parents or eligible students should submit to the school principal or designee a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected. The school district will comply with the request without unnecessary delay and before any meeting about an individualized education program, or any due process hearing, and in no case more than 45 days after the request has been made. If any record includes information on more than one child, the parents of those children have the right to inspect and review only the information about their child or to be informed of that specific information. Upon request, the school district will give a parent or eligible student a copy of the progress records and a copy of the behavioral records. Upon request, the school district will give the parent or eligible student a list of the types and locations of education records collected, maintained or used by the district for special education. The school district will respond to reasonable requests for explanations and interpretations of the records. A representative of the parent may inspect and review the records.
- **The right to request the amendment of the student’s education records that the parent or eligible student believes is inaccurate or misleading.** Parents or eligible students may ask Parkview School District to amend a record that they believe is inaccurate or misleading. They should request in writing to the school principal, clearly identifying the part of the record they want changed and specify why it is inaccurate or misleading. If the district decides not to amend the record, the district will notify the parent or eligible student of the decision and their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedure will be provided to the parent or eligible student when notified of the right to a hearing.
- **The right to consent to disclosures of personally identifiable information in the student’s education records, except to the extent that federal and state law authorize disclosure without consent.** The exceptions are stated in 34 CFR 99.31, Family Educational Rights and Privacy Act regulations; Sec. 9528, PL 107-110, No Child Left Behind Act of 2001; and section 118.125(2)(a) to (m) and sub. (2m), Wisconsin Statutes. One exception that permits disclosure without consent is disclosures to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent of student serving on an official committee, such as a disciplinary or grievance committee, or assisting other school official in performing his or her tasks. A school official has a

legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the district discloses education records without consent to officials or another school district in which a student seeks or intends to enroll. Also the district discloses “directory data” without consent unless the parent notifies the district that it may not be released without prior parental consent.

- **The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.** The name and address of the Office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-4605.

## **FREE AND REDUCED PRICE FOOD SERVICES**

The Parkview School District shall take part, as feasible, in the National School Lunch Program to assure that all children in the district receive proper nourishment. In accordance with the guidelines for participation in this program, no child who a teacher believes is improperly nourished shall be denied a free lunch, or other food, simply because proper application has not been received from his/her parents or guardian.

Some children may qualify for free meals or for reduced price meals including:

- All children in households receiving benefits from Food Share, The Food Distribution Program on Indian Reservations (FDPIR) or W-2 cash benefits are eligible for free or reduced price meals.
- Children in households that receive Medicare benefits may qualify for free or reduced price meals.
- Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.
- Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
- Children may receive free or reduced price meals if their household’s income is within the limits on the Federal Income Eligibility Guidelines.

Please contact Terri Terrill, at 608-879-2717 ext. 6146, with questions on free or reduced price meals. Families may apply anytime during the school year.

## **HUMAN GROWTH & DEVELOPMENT CURRICULUM**

### *Elementary Level (Grades 4-6)*

Education on Human Growth and Development is integrated into the elementary curriculum and coordinated by the school nurse. The boys and girls are separated when teaching the objectives related to adolescent changes and puberty.

### *Middle School Level*

Grade 7: Taught as part of the required Life Skills Class

Grade 8: Key objectives which were introduced in seventh grade are reinforced as part of the required Character Education Class.

### *High School Level*

Grade 9: Taught as part of the required semester-long Health Class

Grades 10-12: Human Growth and Development is taught in part in two high school elective classes (Child Development and Parenting)

*Parents/guardians may file a written request to opt a student out of the Human Growth & Development Curriculum in its entirety or from specific subjects.*

Questions regarding Human Growth & Development Curriculum may be directed to:  
Steve Lutzke - District Administrator / Director of Curriculum at 608-879-2717 or via email at  
slutzke@email.parkview.k12.wi.us

### **MENINGOCOCCAL DISEASE (Meningitis)**

Public health authorities recommend that teenagers and college-bound students be immunized against a potentially fatal bacterial infection called meningococcal disease, a type of meningitis.

Meningococcal disease is a rare but potentially fatal bacterial infection that can cause severe swelling of the brain and spinal cord (meningitis) or a serious blood infection (meningococemia). Meningococcal disease strikes up to 3,000 Americans each year; nearly 30 percent of these cases are among teenagers and college students.

Up to 83 percent of all cases among teens and college students may potentially be prevented through immunization, the most effective way to prevent this disease. A meningococcal vaccine is available that protects against four out of five strains of bacterium that cause meningococcal disease in the U.S.

The Centers for Disease Control and Prevention (CDC) and other leading medical organizations recommends that all 11-12 years olds should be vaccinated with meningococcal conjugate vaccine (MCV4). A booster shot is recommended for teens at age 16 to continue providing protection when their risk for meningococcal disease is highest. Teens who received MCV4 for the first time at age 13 through 15 years will need a one-time booster dose at 16 through 18 years of age. If a teenager missed getting the vaccine altogether, they should ask the doctor about getting it now, especially if they are about to move into a college dorm or military barracks.

### **About Meningococcal Disease**

Meningococcal disease is often misdiagnosed as something less serious because early symptoms are similar to common viral illnesses. Symptoms of meningococcal disease may include high fever, severe headache, stiff neck, nausea, vomiting, sensitivity to light, confusion, exhaustion and/or a rash.

Teenagers and college students are at increased risk for meningococcal disease compared to the general population, accounting for nearly 30 percent of all U.S. cases every year. Meningococcal disease can be misdiagnosed as something less serious, because early symptoms like high fever, severe headache, nausea, vomiting and stiff neck, are similar to those of common viral illnesses. The disease can progress rapidly and can cause death or permanent disability within 48 hours of initial symptoms.

Meningococcal disease is spread through direct contact with respiratory and/or oral secretions from infected persons (for example, kissing or sharing drinking containers). It can develop and spread quickly throughout the body, so early diagnosis and treatment are very important. Even with immediate treatment, the disease can kill an otherwise healthy young person within hours of first symptoms. Of those who survive, up to 20 percent may endure permanent disabilities, including brain damage, deafness and limb amputations.

Lifestyle factors common among teenagers, college students and military personnel are believed to put them at increased risk of contracting meningococcal disease. These lifestyle factors include crowded living situations (for example, dormitories, sleep-away camps), active or passive smoking and irregular sleeping habits. Teens should avoid sharing eating utensils and drinking out of the same container, since infections may spread through this type of close contact.



To learn more about meningococcal disease, vaccine information, and public health resources visit the following web sites.

- [www.edc.gov](http://www.edc.gov) - General information regarding meningitis disease
- <https://www.cdc.gov/vaccines/hcp/vis/vis-statements/mening.pdf> - Meningitis Fact Sheet
- [www.aafp.org](http://www.aafp.org) - American Academy of Family Physicians
- [www.app.org](http://www.app.org) - American Academy of Pediatrics
- [www.musa.org](http://www.musa.org) - Meningitis Foundation of America\
- [www.nmaus.org](http://www.nmaus.org) - National Meningitis Association

### **NON-DISCRIMINATION AND HARASSMENT**

The Parkview School District is committed to a policy of nondiscrimination in relation to race, religion, sex or sexual orientation, age, national origin, handicap, marital status, arrest or conviction record, and other human differences. This policy will prevail in all matters concerning staff, students, the public, educational programs and services, and individuals with whom the Board does business.

The Parkview School District shall strive to maintain and ensure a learning environment free from any form of harassment or intimidation toward or between students, including sexual harassment. Harassment refers to physical or verbal conduct which interferes with a person's school performance, or which creates an intimidating, hostile, or offensive school environment.

Any person who believes he/she has been harassed or has knowledge that a policy violation has occurred may file a complaint with any Parkview School District administrator or school counseling staff. A complaint can be filed informally by discussing the situation with school staff or formally by providing a written statement regarding the complaint. For formal complaint procedures please see a school district staff member for a copy of the "Student Harassment and Discrimination Complaint Procedures", number 411.1-Rule, Parkview School District Board Policy or contact Steve Lutzke, District Administrator, at 608-879-2717 or at P.O. Box 250, Orfordville, WI 532576-0250.

### **NOTICE OF CHILD FIND ACTIVITY**

**The school district must locate, identify and evaluate all resident children with disabilities, including children with disabilities attending private schools, regardless of the severity of their disabilities.** The school district has a special education screening program to locate and screen all children with suspected disabilities; who are residents of the district and who have not graduated from high school, to determine whether a special education referral is appropriate. A request may be made by contacting Todd Greco, Director of Pupil Services, at 608-879-2994 ext. 6114.

**Annually the district conducts developmental screening of preschool children.** Each child's motor, communication and social skills are observed at various play areas. Each child is weighed and measured and the child's hearing vision is checked. The information is used to provide parents with a profile of their child's current development and to provide suggestions for follow up activities.

**A physician, nurse, psychologist, social worker or administrator of a social agency who reasonable believes a child brought to him or her for services is a child with a disability, has a legal duty to report the child to the school district in which the child resides.** Before referring the child, the person making the referral must inform the child's parent that the referral will be made. The referral must be in writing and include the reason why the person believes the child is a child with a disability. Others who reasonably believe a child is a child with a disability

may also refer the child to the school district in which the child resides. . A referral of a child residing in the Parkview School District may be sent to Todd Greco, Director of Pupil Services, at 408 W. Beloit Street, Orfordville, WI 53576.

### **NOTICE OF SUICIDE PREVENTION SERVICES**

The Parkview School District recognizes stress, depression and suicide as critical problems for learners, the education system and the community. The District is actively involved in promoting positive emotional development of students because children are at risk when they are under stress, depressed or suicidal. The Board is aware of its responsibility to promote the positive emotional development of students in the District. A Crisis Intervention Plan is in place. Within the plan is:

- Detailed district and building plans for prevention and intervention in emotional and behavioral crises.
- Postvention to support students and staff and prevent suicide contagion.
- Links to resources and publications for use by the District
- Resources for development and implementation

### **PARENT ACCESS TO CURRICULUM**

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

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

### **PROGRAMS FOR ENGLISH LANGUAGE LEARNERS**

Any school district that uses federal funds to provide a language instruction education program for children with limited English proficiency (no later than 30 days after the start of the school year) must give the parent(s) of each child identified for participation or participating in such a program the following information:

- Why the child is placed in the program
- The child's level of English proficiency
- How that level was determined and the status of the child's academic achievement
- The methods of instruction in the program that the child is placed in and those of other available programs
- How the program will meet the education needs of their child
- How the program will help their child learn English and meet age-appropriate academic achievement standards for grade promotion and graduation
- In the case of a child with a disability; how the program meets the child's IEP objectives
- Information about parental rights

## **QUALIFICATIONS OF TEACHERS AND PARAPROFESSIONALS (Instructional Assistants)**

School districts receiving federal Title I program funds are required by the ESSA to notify the parents of each student attending that they may request and obtain information regarding the professional qualifications of their child's classroom teachers, including at a minimum:

- Whether the student's teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction, is teaching under emergency or provisional status through which state qualification or licensing criteria have been waived and is teaching in the field of discipline of the certification of the teacher.
- Whether the student is provided services by paraprofessionals and, if so, their qualifications.

Parents who request teacher and/or paraprofessional qualification information must be provided the information in a timely manner, in a uniform format (including alternative formats as requested), and to the extent possible, in a language that parents can understand.

A school receiving Title I funds is required by the ESSA to provide timely notice to each parent of a child who is a student in a school when their child has been assigned to, or taught for 4 or more consecutive weeks by a teacher who does not meet the qualifications.

## **SCHOOL ACCOUNTABILITY AND EDUCATIONAL OPTIONS**

State law requires school districts to publish their most recent school accountability performance categories and the educational options that are open to parents. The most recent school accountability performance categories for the Parkview School District schools are:

- Parkview Elementary School - Exceeds Expectations
- Parkview Jr. High School - Exceeds Expectations
- Parkview High School - Exceeds Expectations

Detailed accountability data on the Parkview School District (or any other school district in the state), may be found at <http://dpi.wi.gov/accountability/report-cards>.

Educational options available to student in Wisconsin may be found at:

<http://dpi.wi.gov/ed-options>.

## **STUDENT ASSESSMENT INFORMATION**

School Districts that receive federal Title I program funds are required by the ESSA to provide parents information on achievement levels and academic growth of their child. Also, parents of students attending any school receiving such funds may request information regarding any state or local school district policy regarding student participation in any assessments mandated by law and by the District.

For additional information on Student Assessments that are required by the State of Wisconsin; visit the following website: <http://dpi.wi.gov/assessment>.

## **SCHOOL ATTENDANCE**

In accordance with State law, all children who enrolled in the District who are between six (6) and eighteen (18) years of age must attend school regularly until the end of the term, quarter, or semester in which they become 18 years of age unless:

1. Are excused temporarily from school attendance for personal illness or other reason defined in state law and/or the District's administrative procedures implementing this policy;

2. Have been authorized to attend an alternative educational program leading to high school graduation or a high school equivalency diploma;
3. Are participating in Board approved program or curriculum modification; or
4. Have graduated from high school.

Children enrolled in a 5-year old kindergarten program shall be expected to attend school regularly during the full period and hours that kindergarten is in session during the school year.

Parents/guardians, or students who are adults or emancipated minors, have primary responsibility under State law for student attendance at school. Enforcement of student attendance policies, procedures and laws shall be a shared responsibility among schools, parents/guardians, students, service agencies, law enforcement and the community at large.

The principal has the authority in accordance with State law to determine if a student's absence is excused or unexcused.

Students shall be permitted to make up class work and examinations missed as a result of absences from school under the conditions outlined in District procedures. The District shall not deny student credit in a course or subject solely because of a student's unexcused absences.

Procedures shall be established by the administration to enhance the full attendance requirement and to determine appropriate action to serve as a deterrent to truancy. These procedures shall be in accordance with municipal ordinances and State law. The District shall establish regulations pertaining to attendance, absence, tardiness, and the basis for excused absences.

Policy 431

## **SCHOOL PERFORMANCE REPORT**

Parents/guardians of students enrolled in the Parkview School District have the right to request a school/district performance report. The report must be distributed to those parents/guardians who request it by May 1 of each year. The School Performance Report must be made available to the public on the District's website.

## **SPECIAL EDUCATION PROGRAM**

The Parkview Board of Education is committed to providing a free and appropriate education to all school-age students with a special education disability within its jurisdiction in accordance with pertinent state and federal laws. The School Board is responsible to ensure that all children within the District receive a free appropriate public education. Given this responsibility, the District shall provide a comprehensive, flexible range of service options that will provide appropriate educational services to all children with disabilities from the age of three until the end of the school term in which they become 21.

Children with disabilities shall be identified and provided educational services in accordance with state and federal laws and regulations. Services for these children shall be provided through District-operated programs and cooperative agreements and tuition arrangements made with other districts.

The Board shall establish an individualized education program (IEP) team and appoint at least one individual to serve as the local educational agency (LEA) representative. The IEP process serves as the basis for specifying the child's educational program and services and as the vehicle for making student assessment decisions. Children with disabilities shall participate in state-required testing, with or without modifications, or alternative assessments as outlined in the child's IEP.

Within the parameters of state and federal laws governing the operation of programs for children with disabilities, there are due process safeguards for parent rights and appeal. Such provisions shall be adhered to by the District.

The Parkview School District shall provide appropriate special education services to all students identified with special education disabilities in compliance with the Wisconsin Department of Public

Instruction (DPI) Model Local Educational Agency Special Education Policies and Procedures (revised: 2011).

All district special education programs and placement of district students with special education disabilities are under the direction and supervision of the Director of Pupil Services. Copies of the district adopted DPI Model Local Educational Agency Special Education Policies and Procedures are available through the office of the Director of Pupil Services. The District Administrator or designee shall complete all special education reports and District plans as required by the DPI.

## Policy 342

### **STUDENT RECRUITING INFORMATION**

Two federal laws require local educational agencies (LEA or school) receiving assistance under the Elementary & Secondary Education Act of 1965 to provide military recruiters, upon request, with three directory information categories – names, addresses, and telephone listings – unless parents have advised the school that they do not want their students information disclosed without their prior written consent.

### **STUDENT RELIGIOUS ACCOMMODATIONS**

The Parkview School District shall for reasonable accommodation of a student's religious beliefs with regard to examinations and other academic requirements. Request for accommodations shall be made in writing and approved by the principal or designee. Accommodations may include, but are not limited to, exclusion from participation in an activity, alternative assignments, and release time from school to participate in religious activities and opportunities to make up work missed due to religious observances. Any accommodations granted under this policy shall be provided to students without prejudicial effect.

*Questions and complaints regarding the interpretation of this policy shall be referred to the District administrator and processed in accordance with established procedures.*

### **STUDENT SEARCHES**

The District recognizes its responsibility to provide students and staff with a safe, drug-free environment that is conducive to learning. The Principal or designee retains the right to inspect school-owned lockers/desks and their contents. The lockers/desks are loaned to the student for school use only. Lockers/desks and their contents will be searched **without notice, without consent and without a search warrant** by school authorities when they suspect that they may contain any prohibited substances or items.

### **TITLE I**

It is the policy of the Parkview School District that no person may be denied admission to any public school in this district or be denied participation, be denied the benefits of, or be discriminated against in any curricular, extra-curricular, public service, recreational, or other program or activity because of the person's sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability as required by Section 118.13 of the State Statutes. 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, color, national origin), Section 504 of the Rehabilitation Act (handicap), and Americans with Disabilities Act of 1990 (disability).

The District shall provide appropriate educational services or programs for students who have been identified as having a handicap or disability, regardless of the nature of severity of the handicap or disability. The District shall also provide for the reasonable accommodation of a student's sincerely held religious beliefs with regard to examinations and other academic requirements.

The District encourages informal resolution of complaints under this policy. A formal complaint procedure is available, however, to address allegations of policy violations in the school district. Direct questions to the District Administrator at 608-879-2717 ext. 6130.

### **YOUTH OPTIONS PROGRAM**

The Youth Options program is open to any Parkview School District 11<sup>th</sup> or 12<sup>th</sup> grade student who meets the established requirements. The Parkview School District will pay for up to 18 post secondary credits total, during the course of a student's participation in Youth Options. The Principal or designee shall be responsible for administering the Youth Options Program. In doing so, he/she shall determine whether a course taken through Youth Options program is comparable to a course offered in the District, whether it satisfies graduation requirements and what, if any, high school credits will be awarded to the student.