

# Frederic 6-12 School

**“BE EXCELLENT”**

## 2024-25

# Student Handbook



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# WELCOME

Dear Parents and Students,

On behalf of the entire 6-12 School staff and school board members, it's my pleasure to welcome you to the 2024-25 school year at the Frederic 6-12 building. Here at Frederic Schools, we are committed to providing students with rich academics and life experiences that will ultimately prepare them to be college and career ready following graduation. Our goal is to partner with students and parents to work on building strong character qualities, achieving high levels of academic and extra-curricular success, and developing a deep sense of Frederic Viking Pride!

Please take the time to read this handbook together to confirm that you are familiar with the expectations we have for all Frederic 6-12 School students. As we partner together and work to ensure that phenomenal things happen here at Frederic, understanding and adhering to the expectations outlined within this handbook is critical. Doing so will allow us to focus on Frederic's vision and strive to BE EXCELLENT!

Please feel free to contact the 6-12 School Office if you have any questions while reviewing the expectations that follow. Thank you, and let's make this a fantastic 2024-2025 school year!

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*In our quest to be excellent in a rapidly changing global society, we will foster continuous academic excellence, citizenship, and personal development for all.*



**FREDERIC**  
SCHOOL DISTRICT

## DISTRICT VISION

### BE EXCELLENT!

Our vision is to foster an educational environment where students, educators, and the community embrace a culture of excellence. We believe in empowering every individual to strive for their personal best, pursue their passions, and develop their full potential. Our collective commitment to excellence will prepare students to become lifelong learners, responsible citizens, and leaders of tomorrow.

## DISTRICT MISSION

In our quest to “Be Excellent” in a rapidly changing global society, we will foster continuous academic excellence, citizenship, and personal development for all.

## DISTRICT CORE VALUES

- Learning First: Prioritizing and committing to learning for all.
- Empowerment: Empowering all individuals to reach their full potential, pursue their passions, and take ownership of their learning and responsibilities.
- Continuous Improvement: Committing to ongoing growth, innovation, and advancement.
- Inclusivity: Creating a welcoming and inclusive environment that respects and celebrates the diversity of all students, staff, and community members.
- Collaboration: Fostering a culture of collaboration and teamwork among students, staff families, and the community to achieve shared goals.
- Critical Thinking: Developing critical thinking skills, problem-solving abilities, and the ability to analyze and evaluate information.
- Positive Character: Nurturing, developing and practicing positive character traits such as integrity, empathy, resilience, and ethical decision-making.
- Community Engagement: Encouraging active involvement and partnerships with families, community organizations, and local businesses enhance the educational experience.
- Global Citizenship: Supporting social responsibility, cultural awareness, and respect for different perspectives.



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# SECTION 1: ACADEMICS

## ATTENDANCE

Attendance is a key factor in student achievement. Therefore, Frederic Schools, in recognition of Wisconsin statutory requirements for attendance and school board policy 431, provides the following information concerning attendance (brief overview):

- Attendance will be taken and recorded for each individual class period throughout the day.
- According to Wisconsin State Statute, a student who is excused in writing or by phone by his/her parent/guardian before an absence occurs, will be excused from school, but a student may be excused by the parent/guardian under this provision for not more than five (5) days in a semester and /or ten (10) days in the school year.
- Parents will be notified via phone call, text message, email through Infinite Campus when a student has two consecutive unexcused absences in one day.
- Wisconsin State Statute 118.16 (1)(a)(c) states:
  - 118.15 COMPULSORY SCHOOL ATTENDANCE: Unless the child has a legal excuse or has graduated from high school, any person having under his control a child between the ages of 6 and 18 years of age who has not graduated shall cause such child to attend school regularly, during the full period and hours, religious holidays excepted, that the public or private school in which such a child should be enrolled is in session until the end of the school term, quarter, or semester of the school year in which he becomes 18 years of age.
  - 118.16 TRUANCY: Truancy means any absence of one or more days from school during which the school attendance secretary, a principal, or teacher has not been notified of the legal cause of such absence by the parent or guardian of the absent pupil, and also means intermittent attendance carried on for the purpose of defeating the intent of S.118.15.
  - 118.16(4) HABITUAL TRUANT: “Habitual truant” means a pupil who is absent from school without an acceptable excuse under sub. (4) and s.118.15 for part or all of 5 or more days on which school is held during a school semester.
    - Defeating the intent of s.118.15 part or all of five (5) days on which school is held during the semester puts the student in a position to be prosecuted for violation of County and State laws. A child may not be EXCUSED for more than 10 days in a school year.
    - Possible termination of a student’s open enrollment due to habitual truancy pursuant to section 118.51(11) of the state statutes and sections PI 36.04(6) and PI 36.09(2) of the DPI’s administrative rules.



## EXCUSED ABSENCES

Attendance at school is fundamental to learning. The district recognizes that some absences from school may occur. We encourage parents to minimize the number of times their child is absent. If a student is not in the classroom, then they are not learning. Please schedule appointments during non-school hours whenever possible. The following lists provide some examples of excused and unexcused absences.

Excused:

- Personal illness of the student, where the student is temporarily not in proper physical or mental condition to attend school.
- A family emergency or other emergencies or circumstances beyond the control of the student as determined by the principal.
- Medical, dental, chiropractic, optometrical, or other valid professional appointments.
- A death in the immediate family or funerals for close relatives.
- Bona fide religious holidays with 3 days of school notice.
- A court appearance or other legal procedures which require the attendance of the student.
- Quarantine imposed by a public health officer.
- Attendance at special events of educational value which are approved by the principal/designee.
- Approved school activities during class time.
- Suspensions from school.
- Special circumstances approved in advance by the principal.

Unexcused:

- Oversleeping
- Missing the bus
- Not bringing a signed note from home stating the reason for absence
- Work schedule
- Job interviews
- Hair or other cosmetic appointments
- Leaving campus for lunch or errands
- Skipping a class
- False or forged passes

## ABSENCE PROCEDURE

1. For an absence to be excused, the following procedure must be followed: Communication to the school office must identify the date(s) the student will be, or was, absent and the reason(s) for the absence. Written notification must be provided prior to the absence or within two days following the absence. For an absence to be ruled excused it must be for one of the reasons included above and parents will be notified of any absence ruled unexcused.



2. Students must check in and check out at the school office whenever they arrive, leave, or return to school outside of the regular student arrival and departure times of the day for any reason unrelated to their school scheduled activities.
3. If the absence is excused, the teacher will assign make-up work for the missed period. The student will have two (2) calendar days to make up schoolwork for each day of absence; the student may receive more time at the discretion of an instructor. Students may receive a failing grade on all daily classroom work missed due to unexcused absence(s), but will be permitted to make up major tests and projects within two days. If not made up in the given time period, a failing grade for that test/project will result.

## **PERFECT ATTENDANCE**

Perfect attendance recognition will take place at the end of each trimester and end of the year. In order for a student to receive recognition, they must have attended all classes with no unexcused absences, unless it is for a school related activity.

## **TARDINESS**

Students are expected to be in class on time. The District recognizes a student may arrive late to school on occasion. At the same time, repeated tardiness is inconsistent with the purpose of the compulsory attendance law. Therefore, the principal or designee will arrange a meeting with a student, and/or their parent, after accumulating more than three (3) tardy notations in a 30 day timeframe. This meeting will evaluate the reasons for the tardiness and consider any available strategies to help avoid future tardiness. Excessive tardiness will result in further disciplinary action and will contribute to the documentation of truancy.

## **PRIOR-PARENT EXCUSED ABSENCES:**

A student may be excused from school by a parent/guardian under this provision for no more than 10 school days in the school year. Students so excused are responsible for making up work missed during the absence. It is the student's responsibility to make arrangements with their classroom teacher(s) to complete any assignments or examinations that are or will be missed during the absence.

## **CONSEQUENCES**

- Truant students and their parents/guardians will receive written notification from the principal/designee explaining the consequences for the unexcused absence(s) or tardies. Possible consequences could include: detention, suspension, or removal from school (18+-year-olds), and referral to law enforcement.
- (Parents/Guardians) Contributing to Truancy is defined as any person 18 years of age or older who, by the act of omission, knowingly encourages or contributes to the truancy, as defined under s. 118.16 (1) (c), if a child is guilty of a Class C misdemeanor and is also subject to a police referral.



- The district wishes to work with students and parents: however, if the district files truancy with the County, students and parents that fall under the previous two bullets and are found to have violated truancy laws shall be subject to forfeitures. All or part of the forfeiture plus costs may be assessed against the person, the parents or guardians, or both.

## HIGH SCHOOL GRADUATION REQUIREMENTS - (28.5 CREDITS)

English Language Arts	4.0 credits	Health	.5 credits
Social Studies	3.0 credits	Technical Education	.5 credits
Mathematics	3.0 credits	Family Consumer Science	.5 credits
Science	3.0 credits	Senior Seminar	.5 credits
Business	1.5 credits	Elective Courses	10.5 credits
Physical Education	1.5 credits		

Please visit the website <https://www.fredericsd.org/schools/6-12-grade/> for the Course Registration Guide for more information.

## FREDERIC 6-12 SCREENING ASSESSMENTS

Grades 6-10 Fastbridge Reading - assesses growth in grade level English Language Arts skills.  
HMH Into Literacy Diagnostics - progress monitoring individual essential skills.

Grades 6-10 Fastbridge Math - assesses growth in grade level math skills.  
iReady Math Diagnostics - progress monitoring individual essential skills.

## WISCONSIN STATE ASSESSMENTS

All students grades 6-11 are required to participate in Wisconsin State Assessments each spring:

<u>Grade Level</u>	<u>Assessment*</u>
6-10	WI Forward Exam
9-10	PreACT (practice ACT)
11	ACT Exam (SAT not required in WI)
11-12	CIVICS Exam - required passing score before graduation
11-12	ASVAB - Armed Forces Vocational Aptitude Battery ( <i>optional</i> )

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





## ACADEMIC & CAREER PLANNING

Students in grades 6-12 are required to participate in Wisconsin’s academic and career exploration and planning curriculum each school year. Questions regarding academic and career planning should be directed to the school counselor, Emily Stauty. [stauty@frederic.k12.wi.us](mailto:stauty@frederic.k12.wi.us)

## YOUTH APPRENTICESHIP

Youth Apprenticeship combines public high school courses and paid work-based learning to teach students the skills they will require to work in Wisconsin industries. Based on statewide curriculum guidelines, these programs are led by qualified teachers and skilled worksite mentors.

## DISTANCE AND ONLINE LEARNING

The Frederic School District recognizes “distance” as an appropriate instructional delivery system for students. Online instruction is viewed as a method for the District to enhance or expand course offerings and to provide an educational alternative better suited to the learning needs of a diverse population of students. Distance Education may include virtual courses through Google Classroom, Wisconsin Virtual School, or Acellus.

- Students enrolled in virtual classes will be considered students of the Frederic School District and will be subject to all state laws and board policies.
- All virtual courses must be approved by the Frederic School District principal.
- Students enrolled in virtual classes shall be allowed to participate in school sponsored field trips that are appropriate for their age and subject areas, and in school sponsored activities.
- Students enrolled in virtual classes who fulfill all requirements for graduation will be eligible for a diploma from the Frederic School District.
- Students participating in online courses will work at school in a designated location with attendance taken by a staff member.
- Students participating in online learning will be required to sign and adhere to the [Online Learning Contract](#).

### General Online Learning Information

- Due to the various resources and host platforms used to meet individual student needs, along with various completion timelines of courses, elements of the transcript may appear differently from one student to the next.
- Working ahead in a course’s platform may be a possibility and in some instances is encouraged; however, courses, grades, and credits will not be applied to the transcript and GPA calculations until the course is scheduled to end on a student’s schedule.
- When a platform’s schedule varies from the district’s trimester schedule, such as when a platform works on semesters or is self-paced, the principal and/or their designee will determine a method to assign a local trimester grade.



### Online Grades

- Are intended to reflect current workload and learning; therefore grades will be reflected each trimester unless otherwise specified.
- Early College Credit Program and Start College Now classes will receive grades at the end of the trimester(s) that is ending closest to when grades were received by school personnel. Final grades will be entered in Infinite Campus and added to Transcript.
- Online Classes will be subjected to Progress Grading each trimester.

### Progress Grading for Online Courses

- Students will be expected to meet a certain percentage of completion each trimester based on the number of credits each online course is worth and the amount of time given per course on Frederic's schedule. Grades will be given at the end of each trimester scheduled based on the score reported in Acellus and WVS & adjacent percentage completed.
- If a student does not reach the required course percentage completion by the end of the grading period each trimester, they will receive a failing grade (F).
- **Acellus AP Full Credit Course**
  - Students must complete at least 33% of the course by the end of trimester one.
  - Students must complete at least 66% of the course by the end of trimester two.
  - Students must complete 100% of the course by the end of trimester three.
- **Acellus Full Credit Course**
  - Students must complete at least 50% of the course by the end of the first trimester the course is added to their schedule.
  - Students must complete 100% of the course by the end of the second trimester the course is added to their schedule.
- **Acellus Half Credit Course**
  - Students must complete at least 50% of the course by the end of the first 6 weeks the course is added to their schedule.
  - Students must complete 100% of the course by the end of the trimester the course was added to their schedule.
- **Wisconsin Virtual School**
  - WVS courses are run on a semester system and students are given grades and deadlines by the platform & their teachers. Students must complete a semester course by the end of the grading period given by WVS. Students will be given the second half of any full credit course once they complete the first half of the course. A first trimester progress grade will be given at the end of the first trimester based on a student completing 75% of the course and having a passing grade at that time.

### Online Course GPA Weight

- A 4 point grading scale will be used for all non AP or College courses as defined by the district.



- A 5 point weighted grading scale will be used for select advanced courses, such as Advanced Placement (AP) or college courses taken for credit via Start College Now (SCN) & Early College Credit Program (ECCP).
- The weight assigned to each course is utilized to calculate cumulative GPA.
  - GPA Weight is the same for all, except college courses taken for college credit through an institution of higher learning.
  - Each AP course will carry a total GPA weight of two (2.0). The credits assigned each trimester will be .337 and will carry a .667 GPA weight.
  - College courses taken for college credit will carry a total GPA weight of three (3). These courses are taken through ECCP and SCN programs. These courses will appear twice on the transcript with a grade for each and a 1.5 GPA weight.

#### **Credits for Online Courses**

- AP (Acellus & WVS) courses will count for one (1) credit total for a year-long course and will be applied each trimester as .334 credits.
- Acellus (Non AP) one (1) credit course will be assigned and completed in two (2) trimesters, similar to any onsite course. Grades will appear on the transcript in two (2) trimesters. Each trimester will be worth .5 credits and carry a weight of 1 on the 4 point grading scale.
- WVS (Non AP) - With a .5 credit semester WVS course, the expectation is that courses will be completed by the end of the WVS semester. Grades will be assigned locally for two (2) trimesters at .25 credits per trimester and carry a weight of .5 on the 4 point grading scale. While extensions may be granted to finish a course, no additional credit or weight will be assigned in subsequent trimesters. The maximum credit that can be earned from a single WVS course is .5 credit unless the course is specifically set up for 1 credit.

### **DUAL CREDIT AND ARTICULATED COURSES (\*DC/AC)**

Students enrolled in Dual Credit courses have the opportunity to earn both high school credit and college credit through Northwood Technical College. DC/AC students will be considered students of the Frederic School District and will be subject to all state laws and board policies. DC/AC students will be allowed to participate in school sponsored field trips that are appropriate for their age and subject areas, and in school sponsored activities.

### **ADVANCED PLACEMENT (\*AP) COURSES**

Students enrolled at the Frederic High School have the ability to register for a variety of Advanced Placement courses. AP courses are an excellent opportunity for students to experience the challenge of college level content while still attending high school. College level courses are likely to require additional time spent outside of the classroom and may require additional work over the summer months. Students interested in AP courses must have completed all prerequisite requirements and must meet with the school counselor to discuss availability and scheduling.



Please note that registering for an **AP course is a commitment** that will not be changed after a contract has been signed by the student and parents. AP courses are scheduled as a **full year commitment with grading weighted on a 5-point scale**. It is recommended that students have maintained at least a 3.0 grade point average (GPA) before choosing to engage in an AP course.

<b>November 4th</b>	Deadline to register for an AP exam (\$40 down payment) All AP exams must be paid in full before the exam date (\$94)
<b>May</b> ( <i>current year</i> )	All AP exams are administered at the end of May

## START COLLEGE NOW

High school students in the 11th or 12th grade who meet the eligibility requirements defined in applicable statutes, regulations, and District policies, and who submit timely and complete applications and notices, may be permitted to enroll in one or more courses at a technical college through the "Start College Now" program. In addition to meeting other eligibility requirements, a student who wishes to enroll in a technical college course under this policy must submit a completed "Start College Now" application form to the District by the following dates:

<b>Fall Courses</b>	<b>March 1st</b> ( <i>of the previous school year</i> )
<b>Spring Courses</b>	<b>October 1st</b> ( <i>of the current school year</i> )

## EARLY COLLEGE CREDIT PROGRAM (ECCP) (343.46)

ECCP allows Wisconsin public high school students to take one or more courses at an institution of higher education for high school and/or college credit. "Institution of higher education" means an institution within the University of Wisconsin System, a tribally controlled college, or a private, nonprofit institution of higher education located in the state. High school students who meet the eligibility requirements defined in applicable statutes, regulations, and District policies, and who submit timely and complete applications and notices, may be permitted to enroll in up to 18 credits at an institution of higher education through the Early College Credit Program. Application deadline for Fall courses is March 1st of the preceding year, and for Spring courses is December 1st of the current year.

Students interested in enrolling in an institution of higher education (IHE) for the purpose of taking one or more nonsectarian courses under the Early College Credit Program must do all the following to start the application process:

1. Submit a timely and complete application directly to the applicable IHE in the semester prior to the semester or session in which the course is scheduled to begin. The student must adhere to all application deadlines and other related requirements established.
2. Submit a timely and complete written notice to the District that identifies the student's intent to take one or more courses under the Early College Credit Program. The notice shall include the titles of the courses in which the pupil intends to enroll and the number of credits of each course, and shall specify whether the pupil will be taking the courses for high school and/or postsecondary credit.



3. A separate notification form must be completed and processed for each IHE semester/session in which a student intends to take a course.

## DIRECT ADMIT PROGRAM

The Frederic School District is participating in a new state program called *Direct Admit Wisconsin*. *Direct Admit Wisconsin* is designed to provide a place for all Wisconsin high school students to access a world-class public education by proactively offering them admission to the Universities of Wisconsin.

Junior students wishing to take advantage of this program will be required to opt into the program in the Spring of their junior year. Universities will then view the student’s transcript (grade point average, math coursework, progression towards graduation), and receive correspondence in July indicating which UW schools will provide them direct admission, and the next steps needed in order to learn more about enrolling within the Universities of Wisconsin. **Participating in this program does not commit a student to attend the Universities of Wisconsin.**

To facilitate the administration of the Direct Admit Program, when a student opts into the program, the following information will be shared by the school with the Universities of Wisconsin: Name, WISEid, Local Student District ID, contact information, legal sex, race/ethnicity, GPA and high school transcripts.

For further information on Direct Admit Wisconsin please see the following FAQ: <https://www.wisconsin.edu/direct-admissions/>.

## FREDERIC 6-12 GRADING PROCEDURE

The Frederic 6-12 Staff is committed to providing quality instruction and assessment practices that support learning over the accumulation of points.

	High School	Middle School
Informal Practice	Not Graded	Not Graded
Formative Feedback	40%	50%
Summative Assessment	60%	50%

- Graded assignments and tests are to measure the learning of essential skills, and should not be a reflection of student behavior.
  - points will not be awarded for attendance or participation.
  - points will not be awarded or removed for compliance or behavior.
  - points will not be awarded for parent signatures on syllabuses.



- Extra credit can be awarded on a class by class basis. Extra points will not exceed 5% of total graded points and will not increase a score greater than 100%.
- Project & activity based grading will be awarded based on a rubric that reflects grading criteria and expectations.
- Formative assignments are to provide feedback to students in preparation for summative assessments, measuring mastery of the essential skills identified.
  - students will receive at least 10% more formative feedback assignments than summative assignments. Percentages will be based on overall assignments and not point value.
  - There will be at least two summative scores per unit of study. Where projects are used as summative assessments, one score per unit may be applied.
- Incomplete work is identified as any work that is unfinished due to a prolonged or unexpected absence.
  - Students and parents will communicate needs to the building principal or school counselor.
  - Any work deemed incomplete by the building principal or school counselor will be considered exempt from the grade book.
- Missing work: any work that has not been turned in for grading by the end of a unit of study
  - Students will have 5 days to complete all missing work from the end of the unit of study in which the assignments, quizzes, and tests were assigned. Missing work must be handed in no later than two days prior to the end of the trimester.
  - Priority of grading will be given to assignments turned in on time. Missing assignments will be graded at teachers discretion within two weeks after receiving the assignment.
  - Students whose grades are failing at the end of a trimester will be given the opportunity to attend Credit Recovery Programming during Tri-4 of the following summer.
- Retake Procedures:
  - Each classroom will have a retake policy shared with students in the syllabus during the first week of a new class starting..
    - students must have all formative work completed or corrected before a retake can be awarded.
    - retakes will not be scheduled on the same day of the original assessment.
- Student Responsibilities During Excused Absences (see attendance policy)
  - Families should communicate absences with the office in advance.
  - Students should communicate with teachers about work missed during their absence.
  - Students will receive additional time to make up assignments and/or assessments upon their return, as stated in the attendance policy of this handbook.

## REPORT CARDS/GRADES/PROGRESS REPORTS



Communication with a student’s parent/guardian regarding progress is an important component of the parent/school partnership. Teachers will communicate with parents when a student is not passing their class to discuss and/or create a plan for the student to be successful. Frederic 6-12 School provides six reports (progress/grades) and schedules three parent/teacher conference times throughout the year. We also rely on students and parents to communicate with each other on academic progress. Parents may monitor student academic progress online using Infinite Campus.

**FREDERIC 6-12 GRADING SCALE:**

<b>% Percentage</b>	<b>GPA Average</b>	<b>Letter Grade</b>	<b>Academic Achievement</b>	<b>Weighted Scale (*AP)</b>
94-100	4.000	A	Mastery	5.000
90-93	3.667	A-	Mastery	4.667
87-89	3.333	B+	Proficient	4.333
84-86	3.000	B	Proficient	4.000
80-83	2.667	B-	Proficient	3.667
77-79	2.333	C+	Developing	3.333
74-76	2.000	C	Developing	3.000
70-73	1.667	C-	Developing	2.667
67-69	1.333	D+	Emergent	2.333
64-66	1.000	D	Emergent	2.000
60-63	0.667	D-	Emergent	1.667
< 59	<0.667	F	Not Demonstrating	<1.667

**INFINITE CAMPUS**



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Infinite Campus is the school district's student information management system. Through an online portal or mobile app, families can access all student courses, grades and attendance records throughout the school year. By providing individual contact information, all family members can opt to receive emails, text messages, and voicemail communications from the school and district. These communications include updated schedules, events and activities, as well as school closures. <https://wicloud1.infinitecampus.org/campus/frederic.jsp?status=login>

## **ACADEMIC DISHONESTY**

The following actions are reflective of academic dishonesty and are subject to disciplinary action by the school and/or district. Some offenses may be criminal in nature and therefore prosecutable under local, state, or federal laws.

1. Using dishonest, deceptive, or fraudulent means to obtain or attempt to obtain credit for academic work;
2. Using notes, aids, or another student's assistance to complete a test, a project, or other assignment in a way other than that expressly permitted by the teacher. Unless otherwise directed by the teacher, students should accomplish all assignments individually;
3. Looking at another student's test, answer sheet, or other materials;
4. Talking during a test. The teacher cannot be expected to determine the content of a private conversation between students, therefore, all talking during tests is considered cheating;
5. Copying from or allowing another student to copy from a test, homework, or other coursework-which is not intended to be collaborative in nature;
6. Tampering with an instructor's records of grades or scores; abusing the privilege of internet access as stated in Frederic School's policy for use of the internet;
7. Accessing, deleting, modifying, transferring, or receiving of computerized files without authorization of the teacher. Although a student may authorize another student to copy or transfer electronic files, this action is considered cheating if acting without teacher permission;
8. Plagiarizing materials - that is taking the specific or general substance of another person's work and offering it as one's own work without giving credit to the original author. Plagiarizing encompasses omitting quotation marks for directly quoted material, omitting bibliographic references either in the text or on a source page appended at the end of the assignment, and/or paraphrasing an author without giving credit to that author for use of his or her ideas. Paraphrasing is the student's use of an author's idea by rewording and/or rearranging that author's original text;
9. Any use (talking, text messaging, taking pictures, etc.) of a cell phone or any other electronic communication device before, during, or after a test or exam is strictly prohibited. Students using these types of devices during an exam or test will be issued a "0" as a score on said test or exam.

## **DISCIPLINARY ACTION FOR ACADEMIC DISHONESTY**



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A teacher will refer any academic honesty infraction in written form to the administrative office. Administrators reserve the right to respond to violation with punitive action of varying severity including temporary suspension or permanent removal of the student from the class, school, or special program depending on the nature of the infraction and the number of previous infractions. Consequences for a student's involvement in an act of academic dishonesty will include one or more of the following actions:

- First Offense (in any class):
  - Phone call by the teacher to parents
  - Credit for redoing the work will be allowed. The teacher will determine what will be required.
  - Additional discipline measures to be determined by the teacher and administration.
- Second Offense (in any class):
  - Meeting of parents(s)/guardian with principal and teacher.
  - If a second offense takes place in any class, it warrants a possible removal from the class and/or a zero on the assignment.
  - Additional discipline measures to be determined by the teacher and administration.
  - No points or extra credit permitted.
- Note:
  - The student will be dropped from the class immediately on the first offense with no credit if the student is involved in an act of academic dishonesty in the class where he or she is a student aide to a teacher.
  - The student may be dropped from the National Honor Society (NHS) if the student is a member of that organization.
  - A second offense could be in the same, or any other class the student is taking. The academic dishonesty policy covers all the courses a student is enrolled in within the district.

## ACADEMIC HONORS

B Honor Roll:	GPA of 3.0 - 3.667	<i>(determined each trimester)</i>
A Honor Roll:	GPA of 3.7 - 4.0+	<i>(determined each trimester)</i>
Academic Letter:	GPA of 3.7+	for 3 consecutive trimesters
Academic Lamp:	GPA of 3.7+	for each additional 3 consecutive trimesters

Academic Honors:	Seniors graduating with an overall GPA of 3.7+
All Conference Award	Seniors graduating with an overall GPA of 3.7+
Salutatorian:	Senior graduating with the second highest overall GPA
Valedictorian:	Senior graduating with the highest overall GPA

WI Academic Excellence      \$2,250 awarded annually for a graduating Senior with the highest



Scholarship (AES)	GPA to be applied toward a Wisconsin College or University
WI Technical Excellence Scholarship (TES)	\$2,250 awarded annually to a graduating Senior with the highest proficiencies in Technical Education subjects, to be applied toward a Wisconsin College or University

## REGISTRATION (COURSES)

- Registration for the first, second, and third trimester of the next school year takes place in the winter - early spring of the preceding school year.
- High School students select the subjects they wish to take and have their selections approved by their parents and School Counselor and/or High School Principal.
- Class schedule changes will be made through the School Counselor’s and Principal’s Offices only. Once a student has selected his/her classes, changes may be made prior to the first day of class in each trimester.

## ACADEMIC GUIDANCE

Academic Guidance Rules and Regulations:

- Students are required to bring schoolwork with them to Academic Guidance. They will be encouraged to begin their schoolwork as soon as the class begins.
- Students are only allowed to leave their assigned advisory when they are in need of instructional help from another teacher. Students and Teachers will be able to request such a change using the appropriate Google form, and schedule specific learning time with teachers prior to the start of Advisory.
- Violation of any of the rules listed may result in assignment to detention or further consequences including suspension.

## SATURDAY SCHOOL

As the Frederic School District promotes excellence for all students and inspires them to meet the expectations of the graduate profile, students will be offered Saturday School to improve their work ethics and task completion to meet the objective of being a continuous learner. Saturday School is an opportunity for students to gain additional time and teacher help to complete their missing assignments. Similar to how a boss would expect an employee to complete all the work asked of them, teachers’ expectations should be viewed as equivalent to a boss. Just as employees are not allowed to pick and choose the tasks they complete, the same expectation is for our students. Frederic School District is promoting strong work ethic and task completion skills by ensuring each student completes each task (assignment) in a manner that is acceptable for grading.

Students who are not passing classes at the Extracurricular Eligibility Review times will be invited to attend Saturday School. Students in high school who choose not to participate in Saturday School could be subject to



retaking high school classes, attending Tri-4 for Credit Recovery, and of possibly not graduating from high school. Middle school students who choose not to participate in Saturday School could be subject to attending Tri-4 for Skill Recovery and of possibly being retained from moving to the next grade level.

### **Saturday School Information**

- Saturday School runs from 9:00am to 12:00pm.
- Students with failing grades will be allowed to attend.
- Students are expected to know what assignments and classes they will be working on prior to attending a Saturday School session.
- Transportation is not provided by the school district.
- No breakfast or lunch will be provided.
- It is recommended that students who work on Saturdays and are not passing their classes should reschedule their work hours on Saturday School days.
- Saturday School sessions for the 2024-25 school year will be:
  - October 5th
  - October 26th
  - November 16th
  - January 11th
  - January 25th
  - February 15th
  - April 5th
  - April 26th
  - May 31st

### **ALTERNATIVE EDUCATION OPTIONS**

Frederic School District provides alternatives to the traditional education setting. Determination of placement in an alternative option is based on individual needs, as determined by parents, principal, counselors, social workers, and/or teachers. Parents of students seeking an alternative option should contact their building's principal to discuss the best option for the student.

### **PROMOTION RETENTION TEAMS**

Students in grades 6-8 who are struggling to show growth academically will be supported through a Promotion Retention Team (PRT). The purpose of the PRT is to create a plan for the student to be successful in their classes and make academic progress so they are prepared to meet the rigor of grade promotion. The need for academic support will be determined through a screening process that incorporates the students proficiency based on Forward test scores, Fastbridge screeners, and classroom grades in math, ELA, Social Studies, and science. **In general, the PRT members include the student, student's parents/guardians, two general education teachers, counselor, and building principal.**



Students who have been identified through the screening process will have the opportunity to attend Tri-4 for Skill Recovery. Students who attend Skill Recovery and complete the necessary remediation will be considered in good academic standing, and will not be required to have an RPT for the following academic year.

Students who have been identified through the screening process and who were unsuccessful in Skill Recovery will have an RPT during the next academic year.

The PRT will:

- Define and review goals and interventions for the student.
- Meet and review academic progress twice prior to February 28th of the current school year, and inform the student's parents of possible retention in the succeeding school year.
- After March 1st, the PRT will meet one more time to:
  - Discuss intervention strategies that could be implemented in the following school year, as a possible alternative to retention.
  - Discuss the criteria that applies to the possible retention of the student (Forward test scores, Fastbridge screeners, and classroom grades in math, ELA, Social Studies, and science).
  - Other factors that tend to support either retention or promotion for the student in question.
- The PRT will follow the criteria stated in [Administrative Rule 345.4](#) to determine if a student will be promoted or retained. All Board Policies can be found on the Frederic School District website under the District, and then under Board of Education. Below is an abbreviated version of the set criteria:
  - The student is at least one year behind grade level in both math and ELA, OR is two years behind in either math or ELA.
  - The student, after given a realistic opportunity, has not made adequate progress on their set academic goals.
  - Building administration will promote a student who has, in the professional judgment of the administrator, a realistic opportunity to participate at the next grade level in a meaningful manner and make more than negligible progress in reducing the gap(s) between the student's academic achievement and the applicable grade-level standard; AND
  - For a student in 8th grade, promotion will be given to those students who displayed the ability to earn credit toward high school graduation in the core areas as a 9th grade student.

## WORK STUDY/TRANSITION PROGRAMS

- A Work Study program has been established for those who will benefit from an educational program, which includes part-time employment along with the usual classroom curriculum. The Work Study Program will provide Seniors 1/4 credit per trimester for work-related experiences. The credit earned under the Work Study program is above the minimum course load of 2.5 credits per trimester required of a full-time student. Work Study credit will apply toward elective graduation requirements.
- To become eligible for the Work Study program, a student must complete a Work Study program application and have this application approved by the Principal. The application contains a Student Work Study agreement, an Employer Work Study agreement, and a Parental Work Study agreement.



Work-study students may have their eligibility revoked at any time by administration because of academic and/or disciplinary concerns.

- Participation in the Work Study program can be revoked at any time if the agreement is not upheld by the student and/or employer.
- To be approved, all terms of the Work Study program agreement must be maintained.
- A new application must be filled out each trimester as part of the student’s registration procedure.
- The Work Transition program applies to students with special needs.

## **SECTIONS 2: ATHLETICS/ACTIVITIES/CLUBS**

### **FREDERIC SCHOOL SPIRIT & SPORTSMANSHIP**

- COURTESY – Toward all staff, fellow students and visitors.
- PRIDE – In everything our school endeavors to accomplish.
- SPORTSMANSHIP – The ability to win and lose gracefully. The Frederic Spirit means loyalty to all functions of the school.
- LOYALTY - Students support the school and do his/her scholastic and activity standards at the highest level.

6-12 FREDERIC SCHOOL SONG  
FREDERIC HIGH SCHOOL  
HATS OFF TO THEE  
TO OUR COLORS  
TRUE WE SHALL EVER BE  
FIRM - UNITED- LOYAL ARE WE  
F-R-E-D-E-R-I-C  
HATS OFF TO FREDERIC HIGH

SCHOOL COLORS: Royal Blue and Gold

NICKNAME: Vikings

### **ACTIVITY CODE / ELIGIBILITY STANDARDS**

The Frederic Activity Code details the expectations of every student participant. The signed code covers a 12-month period. It is available as a separate document in the office, or in the school district website under Athletics. Please see the Athletic Director or Principal with any questions. Link to Extracurricular Activities and Programs Code [Extracurricular Activities and Programs Code](#)

## **SECTION 3: BUILDING/CAMPUS INFORMATION**



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## **NON-DISCRIMINATION NOTIFICATION**

The Frederic School District prohibits all forms of unlawful discrimination against students and other persons in all aspects of the District’s programs and operations. Accordingly, consistent with section 118.13 of the state statutes, no person shall unlawfully be discriminated against in any curricular, extracurricular, pupil service, recreational or other program or activity because of the person's sex, sexual orientation, race, national origin, ancestry, religion, creed, pregnancy, marital or parental status, or physical, any mental, emotional or learning disability, or any other legally-protected status or classification. Board Policy (411.0)(.1)(.2)(.3)

## **APPROVAL OF HANDBOOKS**

Administration is providing this student handbook for students and families to communicate expectations and responsibilities. The handbook is not intended to be all inclusive and may be updated by administration as necessary to reflect changes in policy, rules, formatting, and editing. The current handbooks are available on the district website and in the school office. [Frederic School District Board Policies](#)

## **BULLETIN BOARDS/POSTERS**

Students must have approval from the office before posting any notice, poster or publicity for student activities. No documents will be posted without an administrative signature. Posters and other materials involving activities not directly sponsored by the school must be left in the office for posting.

## **ANIMALS AND PETS**

They must be vaccinated as required by local government ordinances, appropriately housed, and properly handled. Poisonous and dangerous animals will not be permitted. Persons wishing to bring animals into the school for educational purposes must receive prior permission from the school principal. Animals are not to be transported on school buses. Parents should be involved in the transport of animals to and from school once the classroom teacher grants permission.

## **DANCES, PARTIES, AND EXTRA-CURRICULAR EVENTS**

The following rules shall be in effect for all school-sponsored dances or parties:

- All school dances are “closed dances.” A “Closed Dance” admits only regularly enrolled students. If one of the students has a “steady” boy- or girlfriend outside of Frederic, the school may allow the student to invite this person to “closed dances.” Persons who qualify in this regard must have made all necessary arrangements (filled in and obtained required signatures on the admittance to dance form) before the evening of the dance. Visitors are expected to abide by the same rules that govern the actions of Frederic students.



- Parents of students are welcomed spectators during grand marches.
- Doors will be locked after a reasonable time is allowed for getting to the dance. Anyone leaving the building, except with permission from a chaperone, will not be allowed to return.
- Students younger than high school age or older than 18 years old will not be allowed to attend Frederic High School dances. If a student is 18, he/she must be a current high school student.

## **VEHICLES ON SCHOOL PROPERTY**

- Students will be required to display a school issued parking permit in their vehicle at all times while parked on school grounds. Failure to follow parking rules will result in loss of their parking permit.
- Student vehicles not parked in the designated student lot are subject to being towed.
- Any student driving their vehicle in a reckless manner on the school grounds will be subject to disciplinary actions.
- Automobiles parked on school property can be searched.

## **SNOWMOBILE, ATV, & SIDE BY SIDE VEHICLES USE BY STUDENTS**

The following guidelines have been established for driving snowmobiles, ATV's, and side by side vehicles to and from school:

- All students operating these types of motor vehicles must meet the State of Wisconsin guidelines for operation and registration. (DNR Snowmobile Safety Certification for children ages 12-16, and ATV, Side by Side Certification for children ages 16)
- Parents must sign a release and give permission for their child to ride to school.
- All snowmobiles, ATV's, and Side by Sides must be registered in the office and have current registrations.
- Snowmobiles, ATV's, and Side by Sides can only be operated coming to and going from school. They cannot be ridden on school property except to come and go.
- A designated parking area will be provided.
- Only the registered operator may operate a snowmobile, ATV, or Side by Side on school grounds. Other students may not ride any motor vehicle they do not own.
- The speed limit on school property is ten (10) miles per hour.
- A student's privilege of driving a snowmobile, ATV, and Side by Side on school property may be suspended or revoked in the event the student driver violates any rule regulating the operation of snowmobiles on school property.

## **LOCKERS**

A student locker is provided by the school for the convenience of the student, to be used solely and exclusively for the storage of outer garments, footwear, and school related materials, and no student shall use the locker for any



other purpose. Lockers are assigned to the student, but are not the student's property or under their exclusive possession.

The Frederic School Board retains ownership and possessory control of all student lockers and if determined necessary or appropriate, without the consent of the student, notifying the student, or obtaining a search warrant, the principal can conduct a search of the locker. This may include personal possessions to ensure the safety of others; no dangerous weapons, alcohol, drugs (including tobacco products), explosive material, pornographic/obscene material, and/or stolen property. Any unauthorized item found will be removed. Periodic locker checks may be held at the discretion of the principal. (Board Policy 446)

Student responsibilities for locker use:

- Maintain the good condition of his/her locker.
- Keep it free of marks or stick-ons of any type. It is suggested that students use magnetic devices (magnets) rather than tape on the inside.
- Students are not to exchange lockers or share lockers with another student.

The school is not liable for personal valuables lost or stolen. Students are asked to be very cautious about leaving valuables in an unguarded situation. All students are encouraged to keep their personal property in their designated locked locker. Thefts do occur, and they are much easier prevented by removing the opportunity for the theft than rectified after they occur. It is each individual student's responsibility to make sure no valuables are left unguarded in the locker room and/or hallway lockers.

## **LEAVING SCHOOL DURING THE REGULAR SCHOOL DAY**

- Permission to leave school during the regular school day must be obtained from the office.
- Students who are on accepted release time programs may leave school according to their identified release time by checking out in the office.
- Any student who leaves school for any reason other than those outlined in #1 or #2 above will have an unexcused absence and be subject to disciplinary actions (Attendance and Closed Campus Policy). This includes students running to their cars to get something they forgot.

## **LIBRARY/ IMC**

The 6-12 School IMC exists for the benefit of all students. The media specialist and educational



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assistants are available to help students with academic work, recreational reading, and computer use. The use of the Library/IMC is a privilege. All students using the Library/IMC will maintain a demeanor conducive to learning for themselves and all other students and staff within the Library. Failure to adhere to this requirement may result in the step system of discipline and loss of Drives.

### **ASSEMBLIES:**

From time to time, programs will be presented to the student body. Students are requested to attend such programs unless otherwise excused. These programs may be held in the gymnasium or performance gymnasium. It is required that students show respect at all performances. School rules for behavior are in effect at all assemblies.

### **PHOTOS (STUDENTS)**

The school may video or take pictures of students without parental permission if such is used solely for school purposes. Pictures may be published on the district website, District Newsletter, social media and/or in various district print publications. Please notify the school office in writing if you have concerns about student photos. Students may take pictures of others for educational purposes with permission. Students may not post pictures publicly, share, or send pictures of students or staff to others without prior principal approval.

### **CARE OF SCHOOL PROPERTY**

Accidents may happen. When by accident something is broken, the school will bear the expense of fixing or replacing it. Some people vandalize, break or deface school property. As determined by administration, in cases where school property or equipment is damaged, lost or vandalized due to deliberate, negligent or careless action by a student, the student will be charged the value of the property or equipment. Law enforcement authorities may also be contacted.

### **FOREIGN EXCHANGE STUDENTS**

At the discretion of the high school principal, foreign exchange students are permitted to attend the Frederic School District. Foreign exchange students attending under the auspices of an accredited Foreign Exchange program may attend up to one (1) year.

### **SUBSTITUTE TEACHERS**

Students are to be polite, helpful, and considerate to substitute teachers whose impression of our school will be carried into the community and surrounding communities. Proper behavior, respect for, and compliance with the directives of substitutes is required and expected.

### **SURVEILLANCE CAMERA USE**



To better provide a safe and healthy environment, surveillance cameras and recording devices are used in district buildings and transportation vehicles. (Board Policy 731.3).

## **TELEPHONE USE (OFFICE)**

Telephone calls may be made to the 6-12 school office (715-327-4223) between the hours of 7:30 a.m. and 4:00 p.m.

- Only in case of emergency will students be called to the office for phone calls and only messages of an urgent nature will be delivered to students. Schoolphones are for school use therefore students will not be allowed to make unnecessary calls.
- The 6-12 school recognizes that a majority of students carry their own cell phone throughout the day. The school also recognizes that at times, communication between a parent and a child during the school day is important. Student and parent communication is encouraged to take place through the 6-12 office, as to not disrupt the learning environment. Parents, please refrain from texts or phone calls directly to your child during the school hours. If communication is necessary, please call the school office and the message will be provided to your child.
- Students needing to make a call on their cell phone are required to make the call in the office, after requesting permission. Cell phone calls are not allowed in classrooms or hallways during the school day.

## **VISITORS**

All building visitors are required to register at the building office, with a valid driver's license and/or equivalent state identification card, stating on a sign-in sheet the purpose of the visit (Board Policy 860). Visitors will be required to wear a yellow visitor badge in plain sight at all times while in the building or on school grounds. The following are exceptions to the above:

- Persons who are in the building at the specific invitation of the District and are working with a district employee.
- Parents or citizens who have been invited to visit the school as part of a scheduled open house, event, or special activity.
- Individuals who are attending a scheduled performance by a school class, team, or group.

The building principal shall have the authority to deny visitor access to buildings or school grounds, and limit the length of visits of any person or persons that he or she has reason to believe may disrupt the educational program of the school or classroom. Unwelcome visitors will be referred to law enforcement.

## **STUDENT VISITORS**



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The Principal's office is to be notified a minimum of two (2) days prior to student visitor request. All visitors require principal approval. Student visitors may be permitted in school only after they have checked in at the office and only if their 6-12 Frederic School chaperone is in good standing (does not owe detention time and has full Drive rights). These visitors will be kept at a minimum and must have an educational purpose to visit. Visitors are not allowed during the first 6 weeks or the last 6 weeks of school. Each teacher should check with the visitor to see if they have a pass signed by a principal.

## **WORK PERMITS**

Work Permits may be obtained on the 6-12 website. To obtain a permit, all forms need to be submitted online. Everyone under the age of 16 and employed is required to have a work permit under the Department of Industry, Labor and Human Relations.

## **SECTION 4: STUDENT CONDUCT**

### **THE STEP DISCIPLINE SYSTEM**

When re-teaching efforts for behavioral infractions or the rule infraction is of a serious nature, the incident will be reported through the office disciplinary reporting system (ODR) and to the principal for investigation and action. The consequences of the infraction will depend upon the severity of the offense and the previous discipline record of the student. In order to incorporate these two factors, a progression of consequences called the Step System may be applied at the discretion of administration or their designee. While the step system offers a guide for discipline, it is not all encompassing as to how the administration will address all situations.

#### The Step System

**Step 1:** Referral to Principal for conference, ODR filed, parent notification if deemed necessary.

**Step 2:** Principal conference, assigned detention/consequence, parent notification if deemed necessary.

**Step 3:** Assigned detention/consequence and loss of Drives for 1 day; parent notification by phone or email.

**Step 4:** One-day in-school suspension and loss of Drives for 1 day; parent notification by phone or email.

**Step 5:** Two days in-school suspension and loss of Drives for 2 days, parent conference.

**Step 6:** One to three days' out-of-school suspension and loss of Drives for an additional 2 days; parent notification by phone or email.

**Step 7:** Three days out-of-school suspension and loss of Drives for an additional 5 days, parent conference for re-admittance.

**Step 8:** Three to five days out-of-school suspension and loss of Drives for three weeks; all succeeding violations may be treated with a Step 7. Parent conference required for pre-expulsion contract.

**Step 9:** Five-day out-of-school suspension with the possibility of an expulsion recommendation to the school board.



### Good Conduct Clause

A student may work his/her way down the step system by demonstrating good behavior. Each period of 15 days without a referral may result in the reduction of one step. A behavioral contract may be put in place and successful completion could also result in the student being placed on a lower step.

### Severe Infraction Clause

These examples of severe infractions may lead to a student being placed on Step 4 or higher in the discipline Step System on the first offense and may result in a referral to law enforcement:

1. Fighting, threats, or harassing (sexual or otherwise) students or school personnel;
2. Insubordination or defiance of authority (disobedience); disregard of reasonable requests, directions or commands by school personnel, disrespect;
3. Disruptions that interfere with the learning process including but not limited to inciting violence or disobedience, false reports, public displays of affection, profanity;
4. Vandalism, theft, possession of stolen property, possession of pornographic material;
5. Use or possession of disruptive explosive devices, weapons, or any paraphernalia associated with these items. Any student with a gun at school illegally may be expelled for no less than one year by Wisconsin statute.
6. Involvement in an activity that may threaten the health and/or safety of others, including but not limited to discriminatory acts;
7. Tobacco use or possession (including vaporizers and/or electronic cigarettes) anywhere in the building, on the grounds, or at a school-sponsored event on or off school grounds;
8. Alcohol or drug use and/or possession on school grounds or at a school-sponsored event;
9. Any act that is covered under the disorderly conduct statute;
10. Academic misconduct, including but not limited to plagiarism, cheating, and forgery.

### Truancy Infraction Clause

Attendance violations such as unexcused absences and truanies should not be placed in the Step System. Students who are found to be truant may serve one hour of after-school service for each infraction, may receive a truancy ticket, and may also be referred to county court when appropriate.

## **INSUBORDINATION**



Disrespect or refusal to follow directions of school personnel will be regarded as defiance of authority and insubordination and may result in disciplinary measures by school staff. The willful failure to respond or carry out a reasonable directive by authorized school personnel will result in the parent/guardian being notified.

## **DRESS CODE**

The Board of Education 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.

Administration believes the student and their parent/guardian hold the primary responsibility in determining a student's personal attire, hairstyle, and/or accessories. Schools are responsible for ensuring that student attire, hairstyle, and/or accessories do not interfere with the health or safety of any student and do not cause a substantial disruption to the school environment.

1. Students are allowed to dress and style their hair for school in a manner that expresses their individuality without fear of unnecessary discipline or body shaming.
2. Dress code enforcement will not create disparities, nor will it be more strictly enforced against students because of their legally protected status or classification, household income, body size/type, or body maturity.
3. Individual students and staff members are responsible for managing their own personal feelings, assumptions, and/or judgments of others' appearances.

## **STUDENTS MUST WEAR:**

1. Clean Attire:
  - Top - shirt, sweater, sweatshirt, dress, etc.
  - Bottom - pants, leggings, shorts, skirt, etc.
  - Footwear - that does not cause damage to school property and is appropriate for daily school activities.
2. Clothing must be worn in a way such that a student's private areas (genitals, buttocks, and nipples) are fully covered with opaque fabric. *\*i.e. not able to see through* Attire that resembles undergarments may be addressed by the building Principal or their designee
3. Additional student attire requirements, when necessary to ensure safety in certain academic or public settings (*e.g., physical activity, science or CTE courses*) are permitted. Additionally, this allows for reasonable variation in required student attire for participation in activities held at public venues or public events involving student groups.

## **STUDENTS MAY NOT WEAR:**



1. Clothing, headwear, jewelry, or personal items that: are pornographic, contain threats, or that promote illegal or violent conduct such as the unlawful use of weapons, drugs, alcohol, tobacco, or drug paraphernalia; demonstrate hate group or gang association/affiliation and/or use hate speech targeting groups based on race, ethnicity, sex, gender, gender identity/expression, sexual orientation, religious affiliation, or other protected groups. (*ie. confederate flags, swastika, etc.*)
2. Swimsuits, leotards, singlets, and other similar attire when not participating in such associated activities.
3. Blankets, sunglasses, non-medical masks, or other costume accessories that disrupt the learning environment.

*\*Attire worn in observance of a student's culture and/or religion may not be subject to the provisions of this dress code.*

### **ENFORCEMENT:**

The Principal will ensure all staff members are aware of and understand the provisions of the dress code. Staff members will use reasonable efforts to avoid addressing dress code violations with students in front of others. When necessary, the Principal or their designee will address possible dress code violations with students and their parents/guardians. The step discipline system outlined in the school handbook will be followed for dress code violations.

*\* The administration reserves the right to determine appropriate school attire.*

## **HARASSMENT, GENERAL AND SEXUAL**

The bullying and harassment of students will not be tolerated at the Frederic School District. The Board of Education considers these actions detrimental to the health and well-being of students, and will not be tolerated. The school board has defined bullying, cyberbullying, and harassment in policy 411.1. All school staff, students, and parents should refer to these definitions for clarity on what is considered bullying, cyberbullying, and harassment.

Students are prohibited from bullying or harassing any person when either the aggressor and/or the target (victim) of the behavior is:

- At school or on school grounds
- At any school-sponsored activity
- Using District-provided transportation
- Under the supervision of school district authority
- Otherwise within the scope of the District's disciplinary jurisdiction (such as conduct that occurs away from school that endangers the health, safety or property of a person who is at school).

Students violating this policy will be addressed through interventions and/or consequences that consider the totality of the relevant circumstances including by not limited to the nature and severity of the conduct, the student age and developmental level, and the student's behavioral history. Possible consequences could include:

- Revocation of school-related Drives



- Temporary removal from class or school activities
- Suspension, expulsion, and/or referral to law enforcement officials

Students, parents, and/or staff shall report any bullying, cyberbullying, and/or harassment either verbally or in writing.

## **CYBERBULLYING**

Students who report to staff or administration that they are being harassed or bullied over the internet or social media, will have the situation investigated. These cases may result in disciplinary action at school and/or possible Police investigation.

## **CELL PHONES & OTHER PERSONAL COMMUNICATION DEVICES**

Frederic 6-12 School recognizes the increasing use of cell phones and other personal communication devices (iPods, tablets, MP3 players, Kindles, etc.) amongst students and families. While the use of technology is encouraged and supported, it is recognized that personal electronic devices can be a distraction to the learning environment when not used properly. Frederic 6-12 School students may bring cell phones and/or other electronic devices to school as long as the following guidelines are met:

Students may use their personal communication device (PCD) before and after school, during lunch, and during passing times. High School students may use their personal devices in the classroom for instructional purposes with teacher permission. Middle school students are to leave their personal devices in their locked lockers during instructional time. Students cannot use them in the hallways, bathrooms, locker rooms, or anywhere else in the building during instructional time. Cell phones and other devices capable of taking pictures or video are not allowed in bathrooms or locker rooms (Board policy 731.1). Use of a PCD to capture, record, and/or transmit audio and/or pictures/video of an individual without proper consent is considered an invasion of privacy rights and is not permitted. Violation of this provision may result in confiscation of the PCD, direction to delete the recorded file, and/or referral to law enforcement if the violation involves a potentially illegal activity.

Use of cell phones for field trips and co-curricular activities will be at the discretion of the chaperone/advisor/coach. The school district will not be responsible for the loss, damage, or theft of any electronic device brought to school.

1. First Violation:
  - a. Cell phone confiscated. Students must pick up their cell phone at the end of the school day from the 6-12 Office.
2. Second Violation:



- a. Cell phone confiscated. Lunch detention and the student's parent must pick up the cell phone from the 6-12 Office.
- 3. Third Violation:
  - a. Cell phone confiscated. Half day in-school suspension and the student's parent must pick up the cell phone from the 6-12 Office.
- 4. Subsequent Violations:
  - a. Cell phone confiscated. In-school suspension and the student's parent must pick up the cell phone from the 6-12 Office.

### **BUS DISCIPLINE - SIREN BUS COMPANY**

All students utilizing District provided transportation shall follow all bus transportation rules. Students that compromise bus safety, exhibit behavior that endangers the health, safety or property of others will be disciplined by administration in accordance with the Frederic 6-12 School Student Handbook, which may result in permanent removal from District provided transportation, suspension from school, expulsion from school, or other forms of discipline as determined by administration.

### **PHYSICAL DISPLAYS OF AFFECTION**

Physical display of affection between students is not considered acceptable behavior in school or on the school grounds. Any contact between students beyond holding hands is considered inappropriate in a school building and may result in a disciplinary action.

### **PROFANE LANGUAGE**

The use of profane or vulgar language or other means of expression is forbidden on school grounds and at school activities. Students using such language or other modes of expression may be held accountable according to the step discipline system.

### **INCITING OTHERS TO VIOLENCE OR DISOBEDIENCE**

This includes inciting others by words, acts, or deeds giving encouragement to demonstrations or protests, which disrupt the normal educational process of the school. Parents/guardians will be notified and the step discipline system may be implemented.

### **REMOVAL OF DANGEROUS, UNRULY, OR DISRUPTIVE STUDENTS**

A student who threatens to harm another student/teacher will be removed from school grounds until the situation is resolved. A student who physically attacks another will be removed from school for an appropriate period of time determined by the administration. Incidences may be reported to the authorities and lead to severe disciplinary measures, including up to expulsion. (Policy 447.1 & 447.3)





## **TOBACCO (Use or Possession Of)**

The Frederic School District, in compliance with the state law, prohibits any use of tobacco or nicotine on school property. Smoking, vaping, or any use of tobacco, nicotine, lighters, matches, products, or paraphernalia is prohibited on school premises at any time. This includes any function in which the student body participates, including co-curricular bus transportation and school sponsored events off school grounds. Students caught with any tobacco or nicotine products or paraphernalia (regardless of the age of 18) on school grounds will be assigned a minimum of 2 days out-of-school suspension and may be issued a citation by law enforcement.

## **ALCOHOL & OTHER DRUG (AODA)**

The Frederic School District is committed to providing an optimal school environment for student learning and positive youth development. Alcohol and controlled substances use and abuse seriously interferes with the school environment and jeopardizes the health and well-being of students. The use, possession, sale, or furnishing of alcohol, non-prescribed substances, chemical or illegal substances anywhere on school property by a student at any time is prohibited. No student or parent/guardian may appear at school or any school-sponsored function under the influence or possession of alcohol, non-prescription substances, chemicals, illegal substances, or look-alikes. (Wisconsin statutes 66.054, 947.04) Disciplinary action may result in expulsion procedures from the District.

## **WEAPONS (DANGEROUS WEAPONS IN SCHOOL)**

The Board of Education prohibits students from possessing, storing, making, or using a weapon in any setting that is under the control and supervision of the District for the purpose of school activities approved and authorized by the District including, but not limited to, property leased, owned, or contracted for by the District, a school-sponsored event, or in a District vehicle without the permission of the Superintendent. The term “weapon” means any object which, in the manner in which it is used, is intended to be used, or is represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons. Weapons include, but are not limited to, firearms (including, but not limited to, firearms as defined in 18 U.S.C. 921(a)(3)), guns of any type whatsoever, including air and gas-powered guns (whether loaded or unloaded), knives, razors, clubs, electric weapons, metallic knuckles, martial arts weapons, ammunition, and explosives.

Violation of this policy will be immediately reported to law enforcement or juvenile delinquency authorities as outlined in Chapter 938 of the Wisconsin Statutes. Dangerous weapons will be confiscated by school personnel and reported to the parents/guardians. Any student violating this policy shall be subject to penalties outlined in state law and referred for suspension or expulsion in accordance with state and federal law.

The building principal may allow weapons in the building for the following purpose:



1. Weapons under the control of law enforcement personnel or by an individual in accordance with a contract entered into between a school and the individual or an employee of the individual.
2. Theatrical props used in appropriate settings or equipment used in appropriate sporting events.
3. For purposes of demonstration, educational presentations, or safety classes. Approval must be in writing and granted prior to the weapon being brought to the school. The weapon shall be maintained in the possession of the principal or person(s) designated by the principal, except during the actual demonstration or presentation.

## **SEARCH AND SEIZURE**

School authorities have the responsibility of safeguarding the safety and well-being of the students in their care. School authorities may search school property, such as lockers used by students, and the person or property, including vehicles on school grounds. Anything found in the course of a search pursuant to this policy which constitutes evidence of a violation of a particular law or school rule, or which endangers the safety or health of any person will be seized. Seized items will be returned to the owner if the items may be lawfully possessed by the owner. If the owner of the lawfully possessed item is a minor, then the item will be returned to their parent/guardian. Seized items that may not lawfully be possessed by the owner will be turned over to law enforcement.

## **SLEEPING IN CLASS**

Students are expected to be engaged and attentive during instructional time. In some cases the step discipline system may be implemented.

## **DETENTION**

Detention may be required of a student for one or more major violations of school rules.

Detention will be completed at the time the school assigns it. Once assigned, the detention becomes the responsibility of the student to complete on the assigned day and time. Students are expected to do schoolwork while serving their detention.

Refusal to Attend:

- Students will receive an additional day of detention for each unexcused detention day missed.
- Students will receive a ½ day in school suspension when an assigned detention is missed twice.
- Students will not be allowed to participate in afterschool activities on days they miss detention.
- Parent phone call or meeting to discuss further consequences as determined by the principal.

## **EXPULSION OF STUDENTS**

The Board may expel a student from school for the following types of conduct if it is determined the student is



guilty of the conduct charged, and that the interest of the school demands the student's expulsion:

1. Repeated refusal or neglect to obey school rules or regulations;
2. Knowingly conveying or causing to be conveyed any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives;
3. Engaging in conduct while at school or while under the supervision of a school authority which endangers the property, health or safety of others. Conduct that endangers a person or property includes making a threat to the health or safety of a person or making a threat to damage property.
4. Engaging in conduct while not at school or while not under the supervision of a school authority which endangers the property, health or safety of others at school or under the supervision of a school authority or endangers the property, health or safety of any employee or Board member of the district. Conduct that endangers a person or property includes making a threat to the health or safety of a person or making a threat to damage property; or
5. Repeatedly engaging in conduct while at school or while under the supervision of a school authority that disrupted the ability of school authorities to maintain order or an educational atmosphere at school or at an activity supervised by a school authority and such conduct does not constitute grounds for expulsion under (1) through (4) above.  
(This reason for expulsion only applies to students 16 years of age or older.)

The Board shall expel a student for engaging in conduct outlined in state law which requires the student's expulsion (e.g., possession of a firearm).

Student expulsion proceedings shall be conducted in accordance with state law and established district procedures. Any consideration of expulsion for an exceptional educational need student will conform to legal requirements. Legal Ref: Sections 118.16(4) & 120.13(1) Wisconsin Statutes

## **FIGHTING**

Fighting is defined as aggressive, hostile bodily contact with others. Parents/guardians will be notified and the step discipline system may be implemented. Causing bodily harm to another by an act done with intent to cause bodily harm to that person or another without the consent of the person harmed is considered battery.

## **SECTION 5: TECHNOLOGY**



## **COMPUTER USAGE/INTERNET POLICY**

The Frederic School District has a computer usage/internet policy for students (363 and 363.3).

- This policy also includes the use of student work selected for inclusion on the district website.

Yearly, all students, parent(s)/guardian are required to read and sign the Frederic School District [Internet & Technology Responsible Use Agreement](#).

## **SECTION 6: SAFETY**

### **IMMUNIZATIONS**

The Board of Education requires that all students be properly immunized pursuant to the provisions of the State Health Department regulations. All students shall be required to provide records establishing that they meet the State Health Department's immunization requirements or request a waiver of those requirements not later than the 30th school day from the beginning of the school year or initial enrollment in the District, for students transferring into the District.

### **MEDICATIONS**

All medications, including over the counter pain relievers and allergy medications, must be registered and stored in the nurse's office. Staff will not administer OTC medication without a parent permission form. Staff will not administer a prescription medication without a physician order. Prescription medications must remain in the original, labeled containers, identifying the dates, time and dosage amounts for the current school year. Additional medications will be sent home after the registered end date or end of school year.

### **ILLNESS**

If a student becomes ill at school, attempts will be made to reach a parent, legal guardian, or a designated emergency contact. Students will remain in the office's designated sick room until someone is available to come pick them up. If a student is sent home ill due to a fever greater than 100.4 and/or vomiting/diarrhea, they will be required to stay home for 24 hours after symptoms have resolved. All families are required to provide the office with current changes involving emergency contact information throughout the school year.

### **HEALTH SERVICES**

The Frederic School District has a Registered Nurse on our staff. Students should report illness or injuries to their teacher when possible, but if serious situations arise they should report directly to the School



Nurse or Principal. Parents/relatives/designee will be notified in case of emergencies to assist with appropriate medical decisions. If a parent/guardian, relative, or designee cannot be contacted by phone, the Registered Nurse or principal will arrange for transportation to a clinic or hospital if necessary. Parents are asked to complete the emergency contact information in Infinite Campus at the beginning of each school year, and to update it with any changes as the school year progresses. We also ask that you update the school office on address and phone number changes that may occur during the school year.

- Parents should notify the School Nurse of any health conditions that could affect the behavior or wellness of their child.
- Student accident insurance is carried by the Frederic School District, and it will apply in most cases toward payment of medical costs beyond that covered by your family policy. Contact the School Nurse to fill out an accident report.
- Students suspected of carrying a communicable disease will be excluded from school until a doctor's note is received stating the doctor's approval of the student's re-entry to school.
- Administration of medication should be done at home whenever possible.
- Absenteeism due to illness should be specified clearly on the written excuse returned to school.

## **SCHOOL CLOSING ANNOUNCEMENTS**

Families will be notified of inclement weather cancellations and delays via Infinite Campus Messenger. Information will also be provided on the district website and the following local news outlets: WCCO Channel 4, KSTP-TV Channel 5, KMSP FOX 9, and KARE 11

## **ACCIDENT INSURANCE**

The School Board provides student accident insurance to cover injuries to students resulting from accidents during the regular school term. Such insurance shall cover students while:

- Attending regular school sessions.
- Participating in school-sponsored co-curricular activities.
- Traveling to and from school for regular sessions and to and from school for school sponsored activities while under the supervision of a school employee.
- Practicing for or competing in interscholastic sports scheduled by the school and while under the supervision of a school employee.
- Traveling to and from such practices or competition while under the supervision of a school employee.

## **FIRE, SAFETY, & TORNADO DRILLS**

Fire, Safety, and Tornado Drills are required by state law. Fire drills are conducted monthly, safety drills twice a year, and a tornado drill yearly. Emergency exit routes shall be posted in each classroom and



students are expected to cooperate with directions provided to them by school personnel. The signal for a fire drill is flashing lights and siren. The signals for safety and tornado drills will be given through the 6-12 office and may vary depending on the scenario being practiced.



## ACKNOWLEDGEMENT OF THE STUDENT HANDBOOK

The 2024/2025 Frederic 6-12 Student Handbook is available to all families on the Frederic School District Website- Schools- 6-12 Schools- Handbook

We acknowledge that the Frederic School District has provided our family access to the 2024/2025 Frederic 6-12 Student Handbook. We are aware of the current policies and procedures that govern student learning, behavior, and social/emotional growth.

Student \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Student \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Student \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Student \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Student \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Student \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

The Frederic 6-12 Student Handbook is a comprehensive resource that outlines important information families require throughout middle and high school. As we continue to work hard to improve our resources and communications with families and the community, please contact our office if you have any further questions or concerns throughout the school year. Our collaboration and support is vital to the success of our students!

