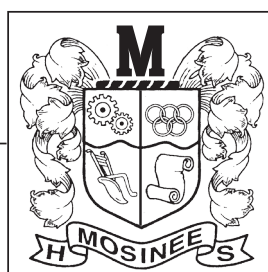


2011-12
STUDENT HANDBOOK
& PLANNER

MOSINEE HIGH SCHOOL



1000 High Street
Mosinee, Wisconsin 54455
Telephone: 715-693-2550
Fax: 715-693-1152
Web Page: <http://www.mosineeschools.org>

Raymond Przekurat, Principal
Dennis Kaczor, Associate Principal

THIS AGENDA BELONGS TO:

NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE: _____

STUDENT ID NO.: _____ HOMEROOM: _____

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STAFF DIRECTORY

ADMINISTRATION

Raymond Przekurat.....Principal
 Dennis Kaczor.....Associate Principal
 Guy Otte.....A.D./Community Relations

STAFF

Kelly Bauman.....Social Studies
 Amanda Bieri.....Social Studies
 Hannah Bohrtz.....Mathematics
 Deidre Bradford.....English
 Suzanne Brandt.....Special Education
 Andy Bruess.....Industrial Technology
 Leah Bruess.....Business Education
 Dana Busby.....English
 Curt Campbell.....Instrumental Music
 CESA.....Drivers Ed.
 Wen Ding.....Mandarin Chinese
 Carla Dul.....Vocal Music
 Leslie Felch.....Mathematics
 Todd Felch.....Mathematics
 Tom Fitzgerald.....Science
 Dennis Flathom.....Indust. Tech./School to Career
 Bill Franklin.....Health/Wellness Education
 John Holbrook.....Social Studies
 Peter Hoover.....Spanish
 Robert Isberner.....Mathematics
 Melissa Jirgl.....Special Education
 Anna Kaiser.....English
 Ann Kedrowski.....English
 Joe Kell.....Special Education
 Natalie Kell.....Special Education
 Kathy Klingenberg.....Special Education
 Diane Klinger.....Study Skills/MASH
 Ronald Klinner.....Industrial Technology
 Steven Kmosena.....Industrial Technology
 Amanda Knitt.....Wellness Education
 Tammy Koskey.....Special Education
 Danelle Ley.....Wellness Education
 David Ley.....Science
 Richard Lind.....Science
 Angela Lloyd.....Special Education
 Lisa Mages-Greene.....Spanish
 Kati Maier.....English
 Tom McCarty, Jr.....Social Studies
 Cody Roggenbauer.....Mathematics/Science
 Christine Samuels.....Special Education
 Mary Savage.....Special Education
 Bethany Schaefer.....Social Studies
 Beth Schilling.....Business Education
 Kelly Schumacher.....Family & Consumer Education
 Nicole Schwartz.....Family & Consumer Education
 Michael Sherfinski.....Art
 Rochelle Skaar.....English
 Margo Smith.....Science
 Daniel Stratton.....Mathematics
 Victor Voight.....Wellness Education
 Natalie Wieloch.....Science
 Gary Wirkus.....Agriculture

STUDENT SERVICES

Cynthia Olson.....District Publications Coordinator
 Susan Pohlkamp.....School Nurse
 Joseph Prillwitz.....School Counselor
 Tabitha Prutz.....School Psychologist
 Gina Struble.....School Counselor
 Matthew Wehn.....School Resource Officer
 Sandra Wurdeman.....Librarian

ADMINISTRATIVE ASSISTANTS

Jeanette Cherek.....Secretary
 Jill Jass.....Secretary
 Peggy Kodl.....Secretary
 Judith Martino.....Secretary

TEACHER ASSISTANTS

Joan Cherek.....General
 Laura Dahlstrom.....Special Education
 Jodi Dulak.....General
 Jackie Gburek.....Special Education
 Bill Giese.....Special Education
 Barb Lahr.....Special Education
 Kerri Leszczynski.....General
 Bobbi Jo Marcoff.....Special Education
 Heidi Pecha.....General
 Jeffrey Nenstiel.....Special Education
 Karen Vils.....General
 Laney Wierzbowski.....Special Education
 Donna Zumwalde.....Special Education

FOOD SERVICES

Jane Beatie.....Food Services Director
 Mitzi Hallas.....Lead Kitchen Assistant
 Melanie Hocker.....Kitchen Assistant
 Billie Kern.....Kitchen Assistant
 Barb Kramer.....Kitchen Assistant
 Sharon Kroll.....Kitchen Assistant
 Valie McKellips.....Kitchen Assistant
 Nancy Peterson.....Kitchen Assistant
 Jean Zagrzebski.....Kitchen Assistant

CUSTODIAL STAFF

Alan Gribowski.....Custodial Supervisor
 Ken Dunaj.....Custodian
 Shelly Harris.....Custodian
 Gary Kosloski.....Custodian
 Joan Sharkey.....Custodian
 Nancy Smith.....Custodian
 John Tryba.....Custodian

KEYS TO SUCCESS

MOSINEE SCHOOL DISTRICT MISSION STATEMENT

The mission of the Mosinee School District is to:

- Improve student progress academically and socially, preparing them to be productive members of a multicultural society.
- Promote partnerships with the community to create multiple opportunities for learning.
- Foster life-long learners who are self-motivated with the adaptability for future change.

MOSINEE HIGH SCHOOL MISSION STATEMENT

We believe we all have ability. Everyone has the right to learn and the right to choose to be successful. Learning can be achieved best in a positive environment which recognizes and accepts the individual needs and differences of all members of this school. In order to achieve this objective, the following values must be promoted and reinforced: **Responsibility, Honesty, Cooperation, Equality, Respect, Self-Control, and Social Justice.**

INTRODUCTION

The student handbook reflects the goals of the preceding mission statements and is based on State of Wisconsin Laws, school board policy, administrative rules and common sense. These rules will be enforced equally for all students. Those who follow the rules will be provided with various opportunities to learn and to be active in all of the extra educational programs, teams, clubs and organizations at Mosinee High School.

We request that you read the handbook carefully. Knowing and understanding the rules and policies that govern Mosinee High School will help everyone achieve the ideals established in the mission statement. Students who violate the rules will suffer consequences that lead to restrictions, less privileges, and loss of opportunity. A copy of this handbook is provided to each student and reviewed with their homeroom teacher at the beginning of the school year or upon the time of enrollment.

The student handbook is in effect on all Mosinee School property, property that the district rents or controls, and in all vehicles used to transport students. The rules are also in effect at school activities when students are involved. The activities include home and away athletic contests, music events, field trips, etc. At any time that a student represents the school he/she is governed by the regulations established in this handbook.

The school district realizes that a small percentage of its students have reached the age of majority. It is not the intent of the district to deny these students their constitutional rights. However, in order to maintain consistency in the school system and in its programs, it shall be the intent of the district to enforce all school rules and regulations of this handbook for all students regardless of age.

The School District of Mosinee is committed to the task of providing the best education possible for every child in the district for as long as the student can benefit from attendance and the student's conduct is compatible with the welfare of the entire student body. The right of the student to be admitted to school and to participate fully in curricular, extracurricular, student services, recreational or other programs or activities shall not be abridged or impaired because of a student's sex, race, color, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability. Complaints regarding the interpretation or application of this policy shall be referred to the district administrator and processed in accordance with established procedures.

EMERGENCY PROCEDURES

DISASTER ALERTS - FIRE ALARM

Upon hearing the fire alarm, all students will leave the classrooms and proceed along the corridor to the designated exit. Stay close to the walls of the corridor. The first persons leaving the building should go as far as necessary to eliminate any congestion in the outer areas of the exits. Emergency procedures are posted in each classroom. Students and teachers will remain outside until the all clear has been sounded. All clear will be indicated by the administration.

TORNADO WARNING

The public address system will be used for tornado drills and alerts unless the power is out. Teachers have been given information to send their class to an assigned shelter area. Students should proceed to the designated shelter area in an orderly manner and once in the area they are to remain there until released. Once in the assigned area students should be quiet, sit in a crouching position with their hands over their heads. Most tornado deaths are due to head injuries. If danger is immediate, students will be instructed to kneel on elbows and knees and put their hands over the back of their heads. Once the danger has passed, the all clear will be given by a member of the staff or administration coming to the shelter areas and stating the all clear.

EMERGENCY EVACUATION

An announcement to evacuate the building will be made over the public address system. Students will return to the building only after school authorities have sounded the all clear.

False alarms are illegal and appropriate action will be taken against any person turning in a false alarm. School time will be made up in the same manner as snow days. (Wisconsin Statutes 941.13 and 941.35)

VIDEO SURVEILLANCE

For security reasons, video surveillance cameras are utilized in the school at all times, but may not be monitored at all times.

CLASS SCHEDULES

Period 1	7:55-8:38
Period 2	8:43-9:28
Enrichment/Homeroom	9:32-9:55
Period 3	10:00-10:43
Periods 4, 5, 6 Lunch	10:43-12:53
Period 4A 10:47-11:30	Lunch (4) 10:43-11:15
Period 4B 11:19-12:02	Lunch (5) 11:30-12:02
Period 5A 11:34-12:17	
Period 5B 12:06-12:49	Lunch (5C) 12:17-12:49

Students without release privileges must report to study hall when not in class or at lunch.

Period 6	12:53-1:36
Period 7	1:41-2:24
Period 8	2:29-3:12

ACADEMIC PROGRAM

JUNIOR/SENIOR RELEASE PRIVILEGES

Any junior or senior will be eligible for Release Privileges during the school year. Release Privileges will be determined from the previous school year's final six weeks attendance, conduct, and academic standing. Release Privileges will consist of an open campus policy during the student's assigned study halls and lunch period. **Enrichment is required for everyone!** Students may choose to remain on campus (study hall or IMC, cafeteria) or leave at the beginning of the privilege period(s) **from exits two and four only**. Students who choose to eat in the cafeteria will not be allowed to leave except during the passing periods. Students returning to campus for class must enter during the scheduled passing period **from exits two and four only**. Students may not enter between periods. **Students with Release Privileges who choose to leave campus and do not return to school for scheduled classes/assemblies will forfeit their Release Privileges.**

CRITERIA

1. The student is **enrolled in 6.5 credits (3.5 credits for early graduates)** and succeeding in all courses. Once a student is identified by a teacher as being "in danger of failing," the student's Release Privileges will be voided. Students who fail a class for the grading period will lose their Release Privileges until the following period's grades are reported.
2. Students may lose their privileges at any time during the school year for violations of school rules, unbecoming conduct, unexcused absences (including enrichment), outstanding fines/missing equipment, harassment, cheating and/or **excessive absences**. Students cited for habitual truancy will not be eligible for privileges until their case is dismissed.
3. Students whose conduct is offensive or guilty of violating Municipal, County, or State Laws, while on Release Privileges will have their privileges revoked.
4. The student has submitted a **signed waiver** from their parent/guardian.

In addition, the following expectations would be placed on both junior and senior classes:

1. Any day of unusual attendance will be interpreted as a skip day which will result in a loss of **all** Release Privileges for the balance of the term and may affect future release privileges.
2. Juniors and seniors will maintain good citizenship in the community while on Release Privileges. The administration would be forced to cancel Release Privileges for all students if abuse resulted in a public nuisance.
3. All juniors and seniors are required to attend mandatory class meetings, homerooms, and all enrichments (including those students who may have a free period the second and/or third period of the day.)
4. Student with Release Privileges are also expected to use free periods wisely when they consider scheduling appointments.

Release Privileges for each student will remain in effect through the term earned unless one or more of the criteria are violated after Release Privileges have been granted. In that case, the student will be required to attend all study halls, and remain on campus (within the high school) during the lunch period for the balance of the term.

HOMEROOM

Each student will be assigned to a **required** homeroom. Homeroom will meet during the Enrichment period.

CLUB MEETINGS

Club meetings will be announced in advance and held during an Enrichment Period, before, or after school.

CLASS REGISTRATION AND DEADLINES

Registration is done through homerooms and the Student Services Department staff. All materials necessary for registration are available through the guidance office. Every student will be required to maintain a minimum class load of six credits per year.

Early registration for classes provides an opportunity for students to choose the classes they most want. In cases where a conflict develops, the student is asked to make an alternate choice.

Student requests for changes after May 1 are arranged through the Student Service Department. All requests to change a schedule after that date will require a parent to accompany the student when they meet with a Student Services representative. All schedule changes must be completed within the first ten days of the semester. Students who drop a class after the tenth school day will receive an F for the semester unless it is teacher initiated.

Students are required to follow the schedule as it is printed. Students who are absent from classes or study halls will be listed as unexcused.

MINIMUM GRADUATION REQUIREMENTS

Students must earn a total of 22.0 credits to receive a high school diploma. The following list of specific requirements are necessary:

English.....	4.0
Social Studies.....	3.5
Mathematics.....	2.0
Science.....	2.0
Physical Education.....	1.5
Health Education.....	0.5
Elective Credits.....	8.5

Students must successfully complete the Mosinee High School Career Academy Program. This includes collecting the required elements in their Career Academy Portfolio and completing the Academy's Exit Interview. The required elements are found on the checklist that is attached to the student's Career Academy Portfolio.

GRADE LEVEL PLACEMENT POLICY

Current Mosinee High School students will be advanced to the next grade level based on the number of credits accumulated regardless of age. This determination will be made once a year before the fall term and will be:

Grade 9	0.0 to 5.25 earned credits
Grade 10	5.5 to 10.75 earned credits
Grade 11	11.0 to 16.25 earned credits
Grade 12	16.5 and beyond

EARLY GRADUATION

Some students may complete the graduation requirements short of the usual four years. In cases where there is a good reason, a student may graduate early. If a student considers early graduation,

these arrangements must be made with the Student Services Department at least three months before the conclusion of their final semester.

GRADE REPORTING

Six and twelve week progress reports and semester report cards will be posted on Family Access. Incomplete grades must be made up within five school days, or the grade(s) becomes an "F."

PLAGIARISM POLICY

Mosinee students are expected to conduct themselves with integrity and honesty in completing their schoolwork. All work submitted for the purpose of meeting course requirements should represent the individual efforts of each student. Any form of academic dishonesty is prohibited.

Academic dishonesty, cheating, and plagiarism is defined as, but not limited to:

1. Copying or stealing another student's work and submitting it as your own work.
2. Copying test answers during a test.
3. Allowing another person to copy your work and submit as their own.
4. Completing another person's work for them.
5. Buying or selling answer keys or teacher edition texts.
6. Copying or stealing answer keys or teacher edition texts.
7. Copying material from published material or the internet without proper documentation and submitting it as your own work.

Violators of this policy will be reported to the associate principal. Discipline will be determined on a case-by-case basis depending on the seriousness of the violation, prior violations, and other factors. Disciplinary measures may include, but are not limited to: alternative assignments, grade in the class, detention, suspension, or expulsion.

HONOR ROLL

Honor Roll is based on semester grades and will be listed as *Honors*, *High Honors*, and *Highest Honors*. Students who attain a grade point average between 3.0 and 3.69 will receive honors. Students who attain a grade point average between 3.7 and 3.99 will receive high honors. Students who attain a 4.00 grade point average receive Highest Honors.

GENERAL INFORMATION

LOCKERS

Lockers are assigned to students at the beginning of the school year. A student will keep the same locker throughout his/her high school career. Students are given the combination to his/her assigned locker. The locker is provided by the school for the convenience of the student and the locker is to be used for the storage of outer garments, footwear and school related materials. Students are advised not to keep money or valuables in their lockers. The school does not accept responsibility for items taken from a student's locker.

The locker assigned to a student is not the student's private property or under his/her exclusive possession, and as a result it may be opened and inspected by school authorities at any time. (Mosinee School Board Policy 446.1, Wisconsin Statute 118.32) Students are responsible for all items in their lockers. Unauthorized items found in the locker will be removed. The student and his/her parents shall be notified by the inspecting authority of items removed from a locker and of the parent's rights to obtain items removed. The student is responsible for his/her locker and will

be charged for any damage done to it. Any articles attached should be done so with magnets and not taped. Exterior locker signs, such as spirit signs, must be attached to the metal number plate or they will be removed.

Guard your combination closely. If it is necessary to change the combination, the student making the request will pay the full cost involved. All physical education and athletic lockers use locks provided by the school.

BACKPACK/PURSE POLICY

Backpacks, bookbags, and purses are restricted in the school building during normal school hours. Students will be allowed to carry materials and books into the school at the beginning of the school day and out of the school at the end of the day in backpacks/purses. At all other times (in the hallways, in the classroom, in the IMC/Auditorium, etc) students will be expected to leave their backpacks, bookbags and purses in their lockers. On an individual basis only, students with special circumstances may be allowed to take their backpacks/purses to class. Exceptions require the permission of a building administrator.

VALUABLES

Valuables should not be kept in school lockers. Anyone having valuables that they do not wish to have with them during the day may deposit them in the high school office for safekeeping.

BUS STUDENTS ENTRANCE

Riding the bus to or from school, for any school purpose, is considered an extension of the school day and all school rules are applicable. Bus students arrive between 7:30 and 7:50 am. The unloading area is in the parking lot north (back) of the building. At the beginning of the day, students will be able to enter the building through entrance seven only and are required to remain in the school until classes start.

STUDENT PARKING

Student parking is located adjacent to the football field. A refundable \$10 fee is required for a parking permit. Students may not use the staff lot, the middle school lot, or the Creske Center turnaround between 7:30 am and 3:45 pm. The district is not responsible for property that is damaged, lost, or stolen while on district property.

1. Any and all cases of speeding, careless, reckless, or inattentive driving on the part of student drivers in the school areas listed will be immediately reported to the police for proper action and disposition. (Speed limit - 15 mph)
2. Illegally parked, (on the grass, restricting traffic, etc.) unauthorized, and unregistered vehicles will be towed away from the school grounds at the owner's expense. Vehicles parked on school premises may be searched by school authorities if there is suspicion of violation of school rules and/or district policies.
3. Parking lots are school property. All school rules are in affect in the parking lots, including the Rec Center lot. **Students are not allowed to loiter in the parking lot during the school day.**
4. Students who violate the regulations are subject to the same types of penalties which include suspension, loss of Release Privileges, loss of parking privileges, and/or police referral.

LUNCH PROGRAM

The hot lunch program will begin on the first day of school.

1. The hot lunch program works on a computerized system. Students are issued a lunch ID number. This number is needed to make deposits into the lunch program and also to purchase a lunch. Students are asked to deposit money into the lunch program between the hours of 7:30-7:55 am, Monday-Friday, at the snack shack. Deposits can also be mailed directly to the Mosinee High School Kitchen, 1000 High Street. When making a deposit to the lunch system, please have the money in an envelope labeled with student name, lunch ID, and the amount of money, if the envelope contains cash. All students participating in the lunch program must have money in their lunch accounts before making a purchase. No cash is accepted in the hot lunch line.
2. Students entering the cafeteria are asked to form two lines to enter the serving areas. When reaching the end of the serving line, they are asked to form one single line, input their lunch ID number into the computer, and identify themselves to the person in charge.
3. Students wishing to purchase more than one meal per day must have a permission slip filled out before this privilege is allowed. This will eliminate the potential problem of students purchasing more food than their parents desire.
4. When finished eating, please return dishes and trays to the washing area. Do not leave anything on the tables.
5. The snack shack is open during the lunch hours. Any items purchased in the snack shack are on a cash per item basis.

* FEE SCHEDULE FOR HOT LUNCH

Fourth-twelfth grade.....\$1.40 per day or \$7.00 per week

BREAKFAST

Fourth-twelfth grade.....\$1.10 per day or \$5.50 per week

Kindergarten-twelfth grade Milk.....\$.30 per day

* Fee schedule subject to change by the Board of Education

LUNCH PERIODS

Classes continue during all lunches. As a result, students assigned to a lunch period will not be allowed to return to the hallways after eating lunch unless they have a written pass from a teacher to go to a classroom, the IMC or to the high school office. Students will remain in the cafeteria until dismissed. Head coverings, music listening devices are prohibited. Student bathrooms outside the main office are available during the noon hours.

All food and beverages, including bottled water, are to be confined to the cafeteria and classrooms. No food or beverages may be consumed in the halls. Staff will confiscate and dispose of any open bottles, containers, or food packages that are present in the hall or at lockers. Consumption in the classroom of food or beverages, including bottled water, will be at the discretion of the teacher, provided there is no mess or health hazard. All members of the school community are expected to properly dispose of waste and to recycle when possible.

Students with junior/senior privileges may leave the campus at the beginning of the period only. Students who leave campus should realize that they are visible representatives of the school. Students who abuse these privileges will have them suspended. **It is the student's responsibility to return on time. Students late or absent to class following lunch will be considered unexcused and lose their privileges. No excuses will be accepted!**

TELEPHONE

Only the pay telephone near the office is available for student use during the school day. Calls should be limited to five minutes to provide all students with an opportunity to use the phone. A reasonable attempt will be made to pass on messages to students from parents or guardians.

Under no circumstances are students to use the telephones in the classrooms. Any student who is found to have violated this rule will be suspended. In addition, any student caught tampering with a classroom phone will be turned over to the proper authorities and prosecuted to the full extent of the law. (Wisconsin Statute 943.01)

Cell phones may not be used during the regular school day. Unauthorized use of a cell phone during school hours may result in confiscation of the cell phone.

WORK PERMITS

Students may obtain a work permit at the main office from 8:00 am until 4:00 pm. Students must provide the following:

1. Proof of age - original birth/baptismal certificate, or driver's license
2. Letter from employer about hiring student
3. Letter from parent or guardian giving permission to work
4. A fee of \$10.00
5. Original Social Security Card, or letter from the Social Security Office

FEES

At registration, freshmen, sophomores, and juniors pay a fee of \$17.00 (\$15.00 for Physical Education towels and \$2.00 for locker rental); seniors pay \$2.00 locker rental, an additional \$15.00 fee will apply if a Physical Education class is taken. Students taking lab or shop courses will be expected to pay an additional fee for use of materials in these areas. All classroom fees must be paid within five days of the start of the semester. If fees are not paid, students will need to select and alternate class. Fees are paid at the main office and checks should be made out to Mosinee High School.

SCHEDULE OF FEES

Introduction to Metals.....	Shop Fee - \$15.00
Metals II	Cost of materials
Woods.....	Cost of materials
Crafts/Sewing	Cost of materials
Foods Lab (to offset consumable costs of class)	\$10.00
Building Construction Safety Equipment (e.g. glasses, hat).....	Est. \$20.00
Applied Technology.....	\$15.00
Personal Defense Class Fee.....	\$50.00
Uniform fee for first time students	\$25.00
Promotional Belt	\$10.00
Class Dues	\$5.00/year (or \$15.00 /four years)
Locker	\$2.00
Physical Education	\$15.00 (towels)
Parking Permit.....	\$10.00 (refunded at end of year)
Drivers' Ed.	\$75.00 (classroom); \$175.00 (behind the wheel)
Band Instrument Rental	\$50.00 (per semester)
Band Uniform Rental	\$20.00

Choir Robe/Gown Rental	\$15.00
Dist. Solo/Ensem. Regist.	\$12.00 (solo); \$9.00 (duet); \$6.00 (trio/quartet); \$5.00 (large group)
State Solo/Ensem. Regist.	\$18.00 (solo); \$12.00 (duet); \$8.00 (trio/quartet); \$6.00 (large group)
Planners	\$5.00 (replacement cost)
Spectator Bus	\$2.00 (per trip)
Sports.....	\$25.00/sport; \$150.00 maximum per family/year/school
Swimming.....	\$57.00 (covers lifeguard materials and mask for CPR)

Fee Schedule subject to change by the Board of Education.

ATHLETIC USER FEE

A fee will be assessed to all athletes for each sport. The athlete will be provided a clean towel daily as well as game uniforms. The cost of maintenance of equipment continues to rise and since it is not used by all students, a portion of the cost is assessed.

TEXTBOOKS

Textbooks are furnished by the school district. Students are responsible for the textbooks assigned to them. Fines will be charged for lost or damaged books based on the prior condition of the book when issued.

INSTRUCTIONAL MEDIA CENTER / INTERNET

The Mosinee High School IMC supports the curriculum and leisure reading by providing a wide variety of book, non-book, and electronic media. Loan periods for books are three weeks, reference material loan is overnight, and magazines are a one week loan. Students are encouraged to return media on time, a return box is located in study hall, and a book return is also located by the administration office. Students must pay a replacement cost for any lost materials. At the end of each school year, students must clear all library obligations via a clearance procedure.

Students may access the Internet once they have a signed permission form on file. Students and parents must sign an Acceptable Use Policy outlining the district's guidelines for use of electronic information.

Students may use the IMC during study hall by reporting directly to the IMC and signing the hourly attendance sheet. Study Hall will then be notified as to the student's attendance.

IMC hours: Monday-Thursday 7:30 am - 3:30 pm, and Friday 7:30 am - 3:20 pm.

Library Website: <http://www.mosineeschools.org/faculty/swurdeman/library.cfm>

INTERNET RESEARCH TOOLS

WORLD GEOGRAPHY Access:	User ID: mosinee	Password: mosinee
SIRS Researcher Access:	User ID: mosinee	Password: mosinee
WORLD HISTORY Access:	User ID: mosinee	Password: mosinee
WORLD BOOK ENCYCLOPEDIA:	User ID: mosinee	Password: mosinee
AMERICAN HISTORY Access:	User ID: mosinee	Password: mosinee
BOOKFLIX Access:	User ID: mosinee	Password: mosinee
ANCIENT HISTORY Access:	User ID: mosinee	Password: mosinee
SOUNDZABOUND Access:	User ID: mosineesd	Password: mosineesd

ASSEMBLIES

Student attendance at administrative assemblies is required. Attendance at social or cultural assemblies and pep rallies may be required. If students choose not to attend the social assemblies or pep rallies they are to attend the supervised study area in room 613. Students are responsible for returning to class on time at the conclusion of all assemblies. Standard tardy and unexcused absence policies will be in effect. Jackets, hats, coats, books, and backpacks/purses are not allowed at assemblies.

ENRICHMENT PERIOD

The daily Enrichment Period is required for all students and designed to allow collaboration activity time for students and staff. These activities may include: individual and small group instruction, conferences, makeup work, support group meetings, club meetings, and use of resource rooms (i.e. computer, library, etc.) **The campus (including parking lots) is closed before, during, and after Enrichment.** Students assigned to a location by a classroom teacher will be unexcused if they do not attend. Backpacks are not allowed in the gym during Enrichment.

DANCES

With the exception of Homecoming, Fire and Ice, and Prom, all dances are limited to members of the present student body. Students should be prepared to show Student ID Cards. Middle school students are not allowed to attend any dances at the high school. The doors will close one hour after the beginning of the dance. Once a student leaves the building, he/she will not be allowed to return. All dances will end at 11:00 pm except for Homecoming and Prom. **An excused late list for dances may be established by the sponsoring organization.** A student may not be named to more than one dance court in a given school year (i.e. Homecoming Court, etc.)

If you bring a person from another school to our dance, you must have a Dance Permission Form filled out. The forms can be picked up at the main office and must be signed by parents and administrators from both schools.

FIELD TRIPS / EXTRACURRICULAR TRAVEL

Field trips are an extension of the classroom. All school rules are in effect during the field trip. Students who wish to attend must have their signed parent or guardian permission slip handed in one day in advance. Students who do not attend the field trip, must follow their regular schedule and report to study hall during the period of the class on the field trip. **Students must ride the transportation provided by the school district.**

STUDY HALL/GROUP STUDY REGULATIONS

The purpose of study hall is to provide an opportunity to complete school work, to study for tests, and to seek assistance from teachers. Students will have access to computers. A group study area is also available on a limited basis. Study halls are not regarded as free periods to be used to schedule appointments, fix cars, work, etc. (Mosinee School Board Policy 431-R).

VISITORS AND GUESTS

All visitors and guests must report directly to the main office when visiting the school. Parents or guardians of students are welcome as visitors and are encouraged to visit the school during the day. Please call ahead to insure that arrangements can be made.

We have limited space in our classrooms and therefore have to eliminate student visitors from adjacent school districts. Students not currently enrolled are not permitted as visitors. Also, no visitors are permitted the day before and the day after a vacation. Students who wish to have a visitor to school must make arrangements with the administration at least one day prior to the visit. If arrangements are not made, the student visitor will be required to leave. (Wisconsin Statute 943.13 and School Board Policy 860).

SCHOOL NURSE - MEDICATION

A school nurse is available in the district most school days. Students who need any medication during the school day - prescription or over-the-counter - must have a form on file, and should report to the health office during their free time - **not during class**. Forms for the occasional use of medications such as Tylenol or Advil are distributed with registration materials prior to the start of the school year. This form also provides an area for parents/guardians to inform the school of other student health issues. All medications (except asthma inhalers) must be kept in and distributed from the health office. Prescription medications will also need a doctor's signature and be in the original labeled bottle. You can obtain an additional labeled bottle, at no charge, from the pharmacy when you get the prescription filled.

HEALTH AND EMERGENCY PROCEDURES

Students who are injured or become ill in school are to report directly to the health office in the main office. Staff assistance and first aid supplies are available at this location. The school nurse may be available. Students who are ill may rest in the health room prior to going home or for a maximum of one class period before returning to class. Parent/alternate permission is necessary before any student may be released from school to go home or to any health care agency other than for emergency treatment.

Students who develop a communicable disease - such as chicken pox, mono, Lyme's disease, hepatitis, etc. - must, by state law, report this disease to the office. Students returning to school after serious illnesses and/or surgical procedures should provide the school with a doctor's note specifying instructions on activity and any limitations.

In case of an emergency, the school will call the Mosinee Rescue Squad. City of Mosinee Rescue Squad procedure requires transportation to the nearest 24 hour emergency medical facility. Every attempt will be made to reach parent(s) or alternate contact identified on the student's registration card in the event of sudden illness or severe injury.

STUDENT SUPPORT PROGRAMS

STUDENT SERVICES

Each student has an assigned counselor who will follow him/her throughout their high school years. Your high school counselor has special training and experience in helping you with your problems.

Mrs. Struble has the graduating classes of 2012 and 2014.

Mr. Prillwitz has the graduating classes of 2013 and 2015.

The assigned counselors will be responsible for working with you during your four years of high school in the following areas: course selection, scheduling, achievement and aptitude testing, credit evaluation, college applications, scholarships, and careers. However, you are encouraged to see the counselor of your preference when you want to discuss a personal concern. Students in

need of guidance services may request an appointment during their study halls, enrichment, lunch hour, or before and after school. Realizing that learning cannot take place while personal problems, academic difficulties, and other problems are foremost in your mind, your counselors are here to help you deal with the problems that may concern you as a high school student. It is important to note that high school counselors, like all certified staff in the school, are mandatory reporters of physical or sexual abuse. Likewise, they cannot keep confidential any imminent threat to one's own safety (suicide) or a real threat of physical harm towards another person.

Discussing something in private with your counselor gives you a chance to explore your ideas, thoughts, and feelings about your concerns. Your school counselors will not make your decisions for you, but they will help you to get more information and assist you in thinking through your decisions. The following are some areas of concern which you may wish to discuss with your counselor: personal/social concerns; educational progress and planning; and future plans.

SCHOOL TO CAREER

School to Career is a program designed to provide students with a variety of skills and attitudes necessary in the world of work. School to Career provides this through career guidance, portfolio development, and Work Based Learning Opportunities. 1) Career guidance will occur through a series of presentations and opportunities made available to all students. 2) Portfolio development will occur throughout all four years of high school. All students will be given a portfolio during their freshman year. Each student will have an opportunity to develop their portfolio during homeroom. This portfolio will be used during their junior and senior year in preparation for post secondary education and/or post secondary work opportunities. 3) Work Based Learning Opportunities provide students with real world experiences in career areas of interest to the student. These include Job Shadowing, Education for Employment, Internships, and Youth Apprenticeship. Internships are available in Ag Coop and Associated Builders and Contractors of Wisconsin. Youth Apprenticeships are available in Automotive Technician, Banking and Finance, Manufacturing Production Technician, Health, Architecture and Mechanical CAD, Information Technology, and Printing.

ALTERNATIVE EDUCATION

The Mosinee Alternative Senior High (MASH) is an alternative school program open to junior and seniors who are 17 years of age and unable to graduate with their class because of credit deficiency. MASH students attend 12 hours a week in a controlled study environment to help them pass tests in Math, Science, Social Studies, Literature and Writing. Students are also required to complete 1000 hours of documented work experience in order to receive a Mosinee Alternative High School diploma that allows them to pursue higher education, service opportunities, or continue on in the work force.

SCHOOL AGE PARENT GROUP

The primary goals of the School Age Parent Group are to provide group support for students who have similar needs and concerns and to help the school age parent develop necessary skills for achieving positive personal growth and economic independence. Interested students should contact the Student Services Department.

GRIEF SUPPORT GROUP

This is a support group made up of high school students who have experienced the personal loss of a loved one. This group provides an opportunity for students to discuss their reactions,

adjustments and ways of coping with their losses. Interested students should contact the Student Services Department.

SURVIVORS GROUP

The Survivors Group is for students who have experienced sexual abuse and/or sexual assault, and desire the support of a confidential group to help them deal with life at school. It includes: trust and fear, relationships - past and future, learning protective behaviors, anger, legal hassles, and dealing with the pain. Contact the Student Services Department.

POLICE LIAISON

A police liaison officer will be available for four hours per day during the school year. The officer is to be a resource person to/for a student, he/her family, the school and the community. The officer should fulfill an important task as a resident friend, counselor, and listener for youth with personal problems that they might bring to the officer. The officer may serve an educational function by assisting the provisions of courses of study designed to acquaint students with the law, the ways in which it operates on the local/state level, and how it affects their lives.

CRIMESTOPPERS QUICK 50 PROGRAM

The Mosinee School District, in cooperation with Marathon County CrimeStoppers, Inc., is participating in the CrimeStoppers Quick 50 Program in an effort to promote school safety and maintain a safe learning environment. The program is designed to confiscate drugs, alcohol and/or weapons in schools and to deter anyone from bringing in that type of contraband in the future.

The program is simple and safe. Students who have information about drugs, alcohol, or weapons on school property, or at school-sponsored events, are encourage to report the information. The recommended procedure is for students who observe this type of contraband to seek out a trusted school official or the school resource officer to report the information. School officials are required to keep the tipster's identity confidential. School officials understand the importance of **not revealing the student tipster's identity to anyone.**

The school official will verify the tip information and contact CrimeStoppers and law enforcement as appropriate. CrimeStoppers then makes arrangements to pay the student a \$50 cash reward through the school official. No one from CrimeStoppers ever meets with the student.

Students also have the option of calling the tip line (1-800-559-4203) directly to report the information to CrimeStoppers, 500 Forest Street, Wausau, WI 54403 (www.wicrimestoppers.org). When a student tipster chooses to contact CrimeStoppers directly, without going through a school staff member or the school resource officer, the student is guaranteed anonymity. Arrangements are made to have the reward payment made anonymously under this method as well.

REFERRAL TO COMMUNITY SERVICES

School authorities will refer students to community service agencies when appropriate. When appropriate the student's parents will be consulted.

SIGNS OF SUICIDE

Signs of suicide include: loss of interest in school and regular activities, withdrawal from friends and family, feelings hopelessness and worthlessness, self-blame or guilt, angry, irritable mood, feeling that there is no way out need to escape, talking about not being around and nothing matters anymore, talking about death and threats of suicide. The confidential 24-hour helpline phone number is: 1-800-799-0122 or 1-800-273-TALK or the Marathon County Crisis Hotline at 1-715-845-4326.

MEDIATION

Mediation is a process used to help resolve conflict. The purpose of mediation is to bring people to a common ground. By bringing in a neutral person, (the mediator), both sides are given an opportunity to explain their views and concerns on a particular situation. Through the mediation process the purpose is to eliminate further conflict and come to a resolution that both sides can agree on. If you have a serious issue involving another student or a staff member in which mediation may be necessary, please see your guidance counselor to get the process started.

STUDENT RIGHTS & RESPONSIBILITIES

DRESS AND GROOMING

Responsibility for the personal appearance of students enrolled in the Mosinee School District shall normally rest with the students themselves and their parents/guardians. Student dress or grooming should not affect the health or safety of students nor disrupt the learning process within the classroom or school grounds. This policy is in force during the school day and whenever a student is involved in activities under the direct supervision of a staff member or school designee (e.g. field trips, conventions, extracurricular participation, etc.) (School Board Policy 443.1)

Students will be required to adhere to the following rules:

- Hats, caps, bandana, or sweatbands (head coverings) are not to be worn in the building during normal school hours (7:30-3:30).
- Jackets may not be worn to classes. Hooded sweatshirts are acceptable; however students are not allowed to wear the hoods on their heads.
- Clothing should completely cover the torso from above the cleavage to mid-thigh (e.g. no bare midriffs). When standing up the shirt must touch the top of the pants, shorts, or skirt.
- Excessively short skirts are not allowed. Skirts/shorts should be four inches above the knee or longer when standing.
- Clothing items such as backless tops, halter tops, strapless tops, and spaghetti strap tops are not allowed except when being worn as a layering piece. All tops must have straps at least one inch wide on both shoulders. Undergarments must be worn and shall not be visible.
- Students choosing to wear low-rise pants need to make sure that their undergarments are not exposed. In addition, pants need to be secured around the waist/hip area. Boxer shorts and/or brief cannot be visible.
- Shoes must be worn at all times.
- No student shall be permitted to wear any clothing or have in their possession drawings which are normally identified with gang or gang-related activities.
- Out of respect for you and others, no student shall wear clothing/drawings with references to alcoholic beverages, tobacco products, sexual references, profanity, violence, illegal drugs, or which are offensive to students or staff.
- Sayings or drawings which are derogatory toward a person's gender, race, color, ethnicity, religion, or sexual preference will not be tolerated.

The school administration will use discretion to make decisions regarding the appropriateness of each student's dress and possible consequences for violation of this policy. If deemed inappropriate, students will be required to change into appropriate clothing. This may include being sent home to change clothes, or being asked to wear "loaner" clothing. Repeated violations of dress code rules will

result in severe disciplinary consequences being taken. With student and parent support, and the use of common sense in regard to student dress and grooming, issues can easily be resolved.

CLASSROOMS

Classrooms are the direct responsibility of the teacher assigned to that room. Recreational card playing and all forms of gambling are prohibited in all classrooms, study halls, or other areas of the building during the school day. Teachers may design additional class rules for students in their classes. Any student asked to leave a class for disciplinary reasons should report to the main office immediately. Failure to do so will result in an unexcused absence in addition to other disciplinary action.

Guidelines for computer use, Internet use, and e-mail use will be consistent with District Policy (363). Students are required to have an Internet waiver signed by their parents.

CRESKE CENTER

Students are not allowed in the Creske Center before or during the school day for reasons other than academic. Loitering is not permitted.

PHYSICAL DISPLAYS OF AFFECTION

Physical displays of affection are not appropriate in a work/educational setting. They fail to respect the personal space of others who are present. Students are to refrain from such displays on campus. Students or faculty have the right to request that such displays stop, and their request needs to be honored as a matter of Social Justice and Self-Control. Failure to honor the request will result in disciplinary action. Students who repeatedly are engaged in this practice will be referred to the administration for possible sanctions.

TARDY POLICY

Punctuality is a very important employability skill. It is very important that our students get to school and to each class on time. Any student in the hallway without a pass after the bell to start a period, late to or from Enrichment, or assembly will be assigned demerits. In addition, any student who accumulates 2 unexcused tardies in a particular class during a progress period will receive consequences from that teacher (one of which may include the loss of privileges for juniors and seniors). **Excessive tardiness will lead to in-school or out-of-school suspension for violation of school rules.** (Mosinee School Board Policies 431-R and 443).

Students reporting to school after 7:55 am will not be admitted to class and must report to the office. Students reporting late from lunch shall follow the same procedures as those late to school.

HALL PASSES

Students are only permitted in the hallway during class with their handbook pass. The handbook must be intact and signed by a staff member. Passes should not exceed five minutes. Students in the hallway during class without a permit to pass may be assigned consequences.

HONOR PASSES

Students may arrange for an Honor Pass from one study hall to one specific area and teacher. An application form must be signed by both the study hall aide and the teacher in the specific area. The completed application is then filed in the high school office. The student reports directly to the teacher and area specified on the application and remains there for the entire period. Failure

by a student to properly use the pass will result in removal of the privilege and an assessment of an unexcused absence(s). Students with a failing grade from the previous term are not eligible for Honors Passes.

SPECIAL PASSES

There are times when a student must leave the building as part of their educational program. When a student is going to another school building he or she should get a pass from the teacher and report to the Office before he or she leaves the building. If a student is in an educational program that involves a regular schedule of leaving the building, (for example the tutoring program) a permanent pass may be issued to the student by the teacher.

AGE OF MAJORITY

Mosinee High School recognizes that when a student reaches the age of majority (Wisconsin Statute 990.01), they are afforded all the rights and privileges of adulthood. Eighteen-year-old students are subject to the same rules as other students except as enumerated below.

1. Students 18 and older, not living with their parent(s) or guardian(s), must still call in their absences. Students who are 18 or older still living at home must still be excused by their parent(s) or guardian(s).
2. Eighteen-year-old students have the right to examine their records without parental approval.
3. A student, upon attaining the age of 18, can become legally responsible for his or her own report card, records, attendance, and all other school related procedures and activities if his/her parent(s) or guardian(s) are willing to sign a release form in the office.

ATTENDANCE PROCEDURES

ATTENDANCE REGULATIONS

S.118.1 WISCONSIN COMPULSORY SCHOOL ATTENDANCE:

Any child who is between the ages of 6 to 18 years must be in regular attendance during the school day, religious holidays excepted, that the public or private school in which the child is enrolled is in session until the child becomes 18 years of age.

The School District of Mosinee strictly enforces the state's mandate on compulsory attendance as regularity in attendance is one of the most important factors in school success. Class time missed during an absence can rarely be made up in a satisfactory manner since the value of class discussion is missed. It is, therefore, of the utmost importance that absence from school be kept to a minimum.

In general, the school accepts personal illness, emergencies at home, medical appointments, and death in the family, as reasonable excuses for being absent from school. **All other absences must be excused one day in advance.** Oversleeping, missing the bus, car breakdowns, etc. are not excused absences. It is the responsibility of the parents or guardian to provide reasons for student absences and the school's responsibility to determine if the absence is excused or unexcused.

These are the correct procedures for a parent or guardian to communicate reasons for student absence:

1. A phone call from a parent or guardian **on the day of the absence is advisable.** Calls can be made at any time of the day with the high school's voice mail system.

2. A note, complete with date and signature, written by the parent or guardian will be accepted **before** the next school day.

When the administration has a reasonable concern about student absences, usually due to an excessive number, it is their obligation to investigate the attendance patterns and ask parents to verify reasons for absence. As part of the investigation, if the absences are unexcused or not verified, truancy proceedings will begin. If student absences become excessive, the school attendance officer may request a written excuse from a doctor.

Students who have been absent are to report directly to their regular classes on the next school day unless they have a written note from their parents or guardian. Written notes should be delivered to the office before school starts. Students excused from school may not be on district property that day without the permission of the principal.

The school does not condone or support the intentional missing of school by student choice. This includes "Skip Days." Students involved in these activities will be identified as unexcused.

Wisconsin State Statute 118.15-3.c states a child may not be excused for more than ten (10) days in a school year.

Wisconsin State Statute 118.16-1.a states "habitual truant" means a pupil who is absent from school without an acceptable excuse for part or all of five (5) or more days on which school is held during a school semester.

PERMIT TO LEAVE THE BUILDING PASSES

Students leaving school before the regular dismissal time must get written permission from the main office. Permission is granted based on a prior phone call or note from the parent or guardian authorizing the absence. A reasonable effort should be made to schedule appointments outside of the school day.

LEAVING AND RETURNING TO SCHOOL DURING THE SCHOOL DAY

The campus (including parking lots) is closed during the school day, except for juniors and seniors with privileges. Mosinee Middle School is off limits to high school students before, during, and after school. The Creske Center restrooms are off limits to high school students during Enrichment and lunch. When a student needs to leave school for illness or other justifiable reasons, he/she must report to the office before leaving. **If the student does not report to the office, the absence is unexcused. Any student with release privileges who leaves for lunch and does not return for classes will forfeit their privileges.** Students returning to school during the day must report to the office.

ANTICIPATED ABSENCE

Absences due to family vacations, post-secondary visits, recruiting procedures to enter the military, etc. must be made in advance. Medical appointments that are long term are made in advance using the anticipated absence procedure. **Classwork that is required in advance needs to be turned in before the absence or the teacher will have the option of giving the student a zero for the assignment.** The responsibility to complete assignments is assumed by the student and the parents.

Students should report to the office at least one week in advance of the absence to request an anticipated absence form and take it home for their parents/guardians to complete. The completed form, including teacher signatures, must be returned to the office before departure.

When you return, it is your responsibility to follow up on the work to be completed. Parents should investigate whether it is reasonable for the student to be out of school, and if the student is not doing well, the parents must be the judge of how important the absence is for the student.

MAKEUP WORK

All students with **excused absences** shall be given the opportunity to makeup work missed in accordance with the following guidelines:

1. It is the student's responsibility to contact the teacher(s) to make arrangements for making up work missed during an absence from school.
2. Students who missed classes for reasons that are determined to be excused shall be given the opportunity, whenever possible, to makeup work missed when they return to school.
3. Teachers will be asked to grant the number of days absent plus one for makeup time. This provision applies to all work assigned during the absence(s). Students that miss class due to school-related activities (i.e. sporting events, SAP groups) are responsible to get assignments prior to leaving school and will be responsible to turn their homework in on the assigned due date.
4. Examinations missed during an excused absence shall be permitted to be taken at a time mutually agreed upon by the student and the teacher. In cases in which the student missed only one day, the student will be expected to makeup the exam within 24 hours of his return to school.

No student with unexcused absences shall be given credit for class makeup work. A grade of "zero" or "F" may be given for that class period providing all other students in the class receive a grade or credit for that day. Unexcused/truant students are permitted to make up all exams (but not daily quizzes) or long-term assignments which will affect their grades on the day they return to school. (Mosinee School Board Policy 431-R and Wisconsin Statute 118.16 (4) (b)).

ATTENDANCE AT SCHOOL ACTIVITIES

Students absent from school are not allowed to attend or participate in after school activities on the day of the absence if the absence is due to illness or is unexcused. Students who were excused because of emergencies, medical appointments, etc. will be allowed to participate in after school activities. When students are ill during the school day they should remain at home after the school day has ended.

A student who is excused because of illness in the morning and returns to school may be allowed to participate in after school activities if he/she is in school for all afternoon classes following his/her lunch period.

PHYSICAL EDUCATION EXCUSES AND DRESS

Students may be excused from their physical education activities (but, must still attend class) based on a **written excuse from their doctor**. The doctor's note **must** state the **extent** and **duration** of participation in order to determine program modifications consistent with their doctor's recommendations. The doctor's note **must** be turned in to the main office. Credit for physical education will be determined by the teacher, consistent with his/her grading procedures. All students are required to dress appropriately for class. Failure to do so will result in a non-participation grade.

PROCEDURE FOR DEALING WITH SINGLE PERIOD ABSENCES

It is the student's responsibility to clear up discrepancies. Single period discrepancies should be handled by obtaining a "Single Period Attendance Verification" (brown slip) from the office to have the individual teacher's clearance verified. **Any discrepancies not cleared up within 48 hours will automatically be unexcused.**

Students judged to be unexcused will be placed on a progressive disciplinary step for each unexcused absence during a semester (see ALAC). The consequences range from the assignment of demerits to a truancy referral. The School District of Mosinee strictly enforces the compulsory attendance laws and is hopeful that truancy will be minimized.

When a student is judged to be unexcused for part or all of five days in a semester they will be referred to Marathon County Truancy Court. (Wisconsin Statute 118.15, 118.16)

DUE PROCESS

Each student has the right to due process in the application of school rules and regulations. Any student who believes this handbook or other rules and regulations have been wrongfully interpreted or applied has the responsibility to request a meeting time and place with the principal or associate principal to discuss the issue. Any student directly affected by a decision which is felt to be wrongfully interpreted or applied may individually put such grievance in writing and submit it to the teacher and/or administrator involved. Any grievance not filed within five days after the occurrence of the event or incident is waived.

CONDUCT & DISCIPLINE PROCEDURES

STUDENT CODE OF CONDUCT

Mosinee High School expects that students will conduct themselves in an appropriate manner while attending school. Students must not withhold information, or fail to report all facts regarding threats or rule violations to school officials. Students who violate this policy will be disciplined, up to and including suspension. However, on occasion when students elect to violate rules then it may be necessary to suspend a student for one to five days to attempt to correct the behavior as well as protect students who comply with rules. Discipline and attendance may affect eligibility to participate in Youth Options. **Students who engage in willful, persistent, disruptive, and/or vulgar behavior that interferes with the educational process or engage in hostile and/or threatening personal behavior will be subject to suspension, police referral, and/or expulsion. (Mosinee Board Policy 443)**

ALTERNATIVE LEARNING AND ATTENDANCE CENTER (ALAC)

Mosinee High School's Alternative Learning and Attendance Center is a supervised study area. ALAC is generally considered more educationally sound than out-of-school suspension because it allows the student to be present in school under a very structured environment rather than being prohibited from attending school or school functions.

Students will be assigned demerits or detention (DT) for violations of school rules. Once the demerits accumulate to eight or more, the student will be assigned to a one day in ALAC. This will reduce the demerit total by eight. ALAC will also be available for building administration to assign students for single periods as the need arises.

Students must come with all appropriate materials. Locker passes will not be granted. Teachers and guidance counselors have access to students assigned to ALAC understanding that some

violations of school rules can be the result of student frustration with learning. A student tutor will be assigned to ALAC whenever possible.

Listed below are demerit penalties of violations of school rules:

Attendance Consequences: Students who are unexcused for one or more periods are placed on a truancy step (skipping 2-8 periods = ALAC). **Students who are approaching habitual truancy may receive a police referral or citation.**

- Step 1 Four demerits per period skipped up to eight demerits, or ALAC, or DT
- Step 2 One day ALAC
- Step 3 One day ALAC
- Step 4 Two days ALAC
- Step 5 Three days ALAC
- Step 6 Three days ALAC

Discipline

- No pass, or tardy to class Two demerits
- Late to school One to three demerits, if less than one period
(missed bus, car wouldn't start, overslept)
- Food in halls Two demerits
- Classroom One to eight demerits or ALAC/OSS
- Closed campus violation ALAC/OSS
- Exit violation Four demerits
- Dress code violation(s) Confiscation or ALAC/OSS
- Forged note/fake call ALAC/OSS
- Lack of Anticipated Absence Demerits or ALAC
- 48 hours Two demerits per day late
- No sign-out Unexcused Absence
- Throwing snowballs ALAC/OSS/Police Referral
- Other As needed

The administration reserves the right to assign additional demerits or revoke junior/senior privileges based on the situation being addressed.

OUT-OF-SCHOOL SUSPENSIONS (OSS)

Students may be suspended out-of-school for Major Violations of school rules for one to five days and possibly expulsion. Major violations may include, but are not limited to: tobacco possession, alcohol possession, drug/drug paraphernalia possession, harassment, fighting, gang activity, vandalism, insubordination, defiance of school rules, gambling, disorderly conduct, weapons possession, theft, damage to school property, other incidents as determined by building administration.

A student who has been suspended will not be allowed in the school building or on the school grounds. Verbal notification of a suspension will be confirmed in a follow-up written communication to the parents and/or guardian of the student suspended.

A student who has been suspended from school will remain in an assigned area until the parents/guardian make arrangements to pick him/her up at school. A student who has been suspended and refuses to cooperate with the administrator will be referred to the police.

During the suspension the student involved will be under the care of the parents or guardian during normal school hours and is not permitted on district property. The suspended student will

not be allowed to be involved in extracurricular activities as a spectator or participant. (Wisconsin Statutes 118.13 & 120.13(1); and Mosinee Board Policy 447).

ALCOHOL OR OTHER DRUG USE

STUDENT POSSESSION OR USE OF ALCOHOL, AND/OR OTHER DRUGS

Students have the right to attend school in an environment that is free from the nonmedical use of alcohol and controlled substances. These substances interfere with the learning environment of students and the performance of students and employees.

The following actions are prohibited by students in or on school property, in any district-owned or contracted vehicle or at school-sponsored activities:

1. The use, possession, dispensing, distribution, manufacture, transfer, sale or possession with intent to sell controlled substances, alcohol or drug paraphernalia (as defined by local, state and federal statutes);
2. Being under the influence of alcohol or controlled substances;
3. The possession, distribution or sale of look-alike or counterfeit drugs and/or controlled substances, designer drugs (e.g. performance enhancing) or look-alike alcohol (e.g. near beer); and
4. The distribution or sale of prescription or over-the-counter drugs.

The District will participate in programs, including student assistance programs, which focus on prevention of drug and alcohol use and abuse and provide intervention and support for those students affected, directly or indirectly, by controlled substance or alcohol problems. These programs are part of a network of community services and are provided through both school and community efforts. The Marathon County Canine Drug Enforcement Unit may also initiate a random search of district property including student lockers.

Non-Disciplinary Referral - Because alcohol-drug problems can prevent a student from developing academically, physically, emotionally or socially, Mosinee High School is committed to get help for any student affected. (Please refer back to Student Support Programs section in handbook).

Disciplinary Action - Mosinee staff and administration will actively enforce the school board policy prohibiting student use of alcohol or other drugs prior to or during the school day, or prior to or during school sponsored events. Failure to abide by this policy will result in disciplinary action up to and including suspension or expulsion from school. Such disciplinary action shall be done in accordance with state law and established procedures. Violation of this policy may also result in referral to law enforcement officials for prosecution under specific local, state, or federal laws.

A second offense would cause a repeat of this penalty and the administration would conduct an investigation to determine if expulsion proceedings are necessary to assure compliance with the existing rules and state statute.

Any student who leaves campus and returns under the influence of alcohol or any controlled substance will be subject to suspension and referral. This includes attendance at any after school activity while under the influence.

BOMB THREAT/SCARE

A bomb threat/scare is defined by conveying or causing to be conveyed any threat or false information, knowing it to be false, concerning an attempt or alleged attempt being made or to be made to destroy any property by means of explosives. Bomb threats/scares are considered a Class I felony in the State of Wisconsin. (Wisconsin State Statute 947.015)

Students who are responsible for creating a bomb threat/scare will be dealt with in a manner consistent with the weight of the offense. Individual(s) will be suspended immediately, law enforcement will be contacted, parents/guardians will be notified and individual(s) may be recommended for expulsion.

TOBACCO USE OR POSSESSION

Use of tobacco products on property owned, rented or under the control of the school district illegal at any time for any one (Wisconsin State Statute 120.12(20)). **Possessing or using tobacco products, lighters or snuff-like products** on school property or **on parking lots**, athletic fields, **rec. center grounds**, school-sponsored events, etc. will result in having the materials confiscated, the student will be referred to the police, and reprimanded as follows:

First Offense: ALAC or Out-of-School Suspension (OSS)

Second Offense: ALAC or Out-of-School Suspension (OSS)

In all cases the administration will also file a complaint with the City of Mosinee.

Any future offense will follow a continuing progressive discipline procedure.

POSSESSION OF BEEPERS, CELL PHONES, LASER POINTERS, AND CAMERAS

Students are prohibited from using or possessing laser pointers, electronic paging (Wisconsin Statute 118.258), or two-way communication devices while on school premises. **Cell phones are permissible in accordance with Board Policy 363.5 and may be used for a medical, educational, vocational or other legitimate purpose.** Unauthorized use of picture phones will lead to further disciplinary action which may include detention, suspension, expulsion and law enforcement involvement. Video and still cameras are not allowed unless authorized by school personnel. Violations may lead to confiscation and referral to appropriate authorities.

CELL PHONE POLICY

Mosinee High School recognizes the value technology devices add to the educational experience. Therefore, the use of personally-owned Wireless Electronic Devices (WED) including laptops, netbooks, iPods, iPads, cell phones, and others are permitted for student use.

The school district will not be responsible for loss, damage, or theft of any electronic device brought to school, nor will the school provide charging or docking stations at this time.

Such possession or use of the WED may not, in any way:

1. Disrupt the educational process in the school
2. Endanger the health or safety of the student or anyone else
3. Invade the rights of others at school
4. Involve in illegal or prohibited conduct of any kind
5. Involve cyber-bullying

In addition, students shall not be allowed any personal use during class time nor shall they access personal data plans while in class. Student use of WED will be at the discretion of the teacher. Students will be allowed to use their WED during enrichment and lunch hours, but not during passing times. Use of WED in large group areas, such IMC and study halls, will be at the discretion of the supervisors in those areas.

CONSEQUENCES

- Upon first offense, the student's WED will be confiscated by the teacher or other district

personnel and taken to the school administration. The student may pick up the WED at the end of the school day.

- Upon second offense, the student's WED will be confiscated by the teacher or other district personnel and taken to the school administration. The student's parent must pick up the WED at the end of the school day.
- Upon third offense, the student's WED will be confiscated by the teacher or other district personnel and taken to the school administration. The school will keep the WED for one school day. After that day of confiscation, the student's parent must pick up the WED.
- Upon fourth offense, the student's WED will be confiscated by the teacher or other district personnel and taken to the school administration. The school may keep the WED for a period of up to five working days. After the confiscation period, the student's parent must pick up the WED.

OTHER STUDENT BEHAVIOR SUBJECT TO SUSPENSION

- **FIGHTING ON SCHOOL GROUNDS**
(Wisconsin Statutes 118.13 & 120.13; and Mosinee Board Policy 447).
- **NAME CALLING OF A STAFF MEMBER**
(Wisconsin Statutes 118.13 & 120.13; and Mosinee Board Policy 447).
- **GAMBLING**
- **DEFIANCE OF SCHOOL AUTHORITY AND/OR SCHOOL RULES**
(Wisconsin Statutes 118.13 & 120.13; and Board Policy 447).
- **VANDALISM OR THEFT OF SCHOOL AND/OR STUDENT PROPERTY**
(Wisconsin Statutes 118.13 & 120.13; and Board Policy 447).
- **DISORDERLY CONDUCT** (Mosinee Municipal Code Sec. 9-2-9):
No person, within the City of Mosinee shall:
 1. In any public or private place engage in violent, noisy, riotous, abusive, indecent, profane, boisterous, unreasonably loud or otherwise disorderly conduct which tends to cause or provoke an immediate disturbance of public order or tends to annoy or disturb any other person.
 2. Intentionally cause, provoke or engage in any fight, brawl, riot or noisy altercation other than a bona fide athletic contest.
- **DISORDERLY CONDUCT WITH A MOTOR VEHICLE.** No person shall make unnecessary and annoying noises with a motor vehicle, including motorcycles and all-terrain vehicles, by squealing tires, excessive acceleration of the engine, or by emitting unnecessary and loud muffler noise. (Any violations of Wisconsin Statutes 939-948)
- **HARASSMENT, INTIMIDATION, AND HAZING**
The Mosinee School District prohibits harassment, intimidation, and/or hazing of any nature. This is defined as any act or attempted act intended to cause physical injury, emotional suffering or property damage through intimidation, harassment, stress, bigoted remarks, vandalism, force or the threat of any of the above, motivated all or in part out of hostility to the victim's real or perceived race, ethnicity, religion, handicapping condition, or sexual orientation.
Students violating this policy will be subject to disciplinary action which may include suspension or recommendation for expulsion review. The building administrator will

notify parents/guardians when disciplinary action is contemplated. Local law enforcement agencies will also be notified when appropriate. (School Board Policy 411-1)

- **WEAPONS ON SCHOOL PREMISES**

Possession or use of a weapon or replica in school buildings, on school grounds, in school vehicles before, during, or after school or at any school-sponsored activity is prohibited. Failure to report another student who is in possession of a dangerous weapon, or who talks about committing a crime, or who possesses or talks about selling drugs, may be committing a crime and may subject the student to discipline. A dangerous weapon taken from a student will be reported to the student's parents/guardians. Disciplinary measures taken will be the responsibility of the building principal and may include suspension, referral to law enforcement authorities, and/or recommendation for immediate expulsion. Students in possession of a firearm on school property or while under the supervision of school personnel, will be expelled. (1995 Wisconsin Act 75) Weapons Anonymous Tip Hotline - 1-800-622-3784.

Weapons are defined in two categories:

1. Articles commonly used or designed to inflict bodily harm and/or to intimidate other persons. Examples include but are not limited to firearms, BB guns, look-alike weapons, knuckles, razors, switch blade/butterfly knives, chains, clubs, stars, etc.
2. Articles designed for other purposes but which in the manner such articles are used or intended to be used are calculated to inflict bodily harm and/or intimidate. Examples include but are not limited to belts, combs, pencils, files, compasses, aerosol sprays, scissors, etc.

The following are three exceptions to this policy:

1. Weapons under the control of law enforcement personnel are permitted;
2. Weapons that are registered and handled in a legal manner for the purpose of education may be authorized by the principal; and
3. Weapons properly registered and handled during the community use of school facilities may be permitted. (School Board Policy 443.6)

- **GANG AND GANG-RELATED BEHAVIOR**

The Mosinee School District will not tolerate gang-related behavior in the schools, on school property, on buses, or at school-sponsored events. Gang behavior creates an atmosphere where unlawful acts or violations of school regulations may occur. Such behavior intended to initiate, advocate or promote activities which threaten the safety or well-being of persons or property is harmful to the educational process and school environment and interferes with the mission of the school district.

A "gang" as defined by this policy is a group of two or more individuals with a unique name, identifiable marks or symbols who claim turf or territory, who associate on a regular basis, and who engage in antisocial or criminal activity.

The following gang-related behaviors are prohibited in school buildings, school buses and at school-sponsored activities:

1. The presence of jewelry, accessories, manner of grooming, or apparel which implies membership, affiliation or sympathy with a gang
2. Displaying gang markings or slogans on personal property or clothing
3. Uses of gang-related hand signs or signals

4. Possessing literature that indicates gang membership
5. Antisocial or criminal activities which disrupt school or school-sponsored activities
6. Committing a crime
7. Initiations, hazings and intimidation

If the administration verifies a student's involvement in gang activities, the parent or guardian will be informed in writing as will the appropriate law enforcement agency.

Violation of this policy will subject students to appropriate disciplinary action which may include suspension or expulsion. (School Board Policy 443.9)

STUDENT EXPULSION

“Expulsion” means an action taken by the School Board to prohibit an enrolled student from further attendance for a period specified by the School Board. Students who repeatedly violate school rules and/or their conduct represents a threat to the safety of others may face expulsion.

A recommendation that a student should be expelled may be made by the principal when all of the following have occurred:

1. **The student demonstrates blatant disregard for school rules, and his/her presence represents a danger or disruption to the education of other students.**
2. The student has been suspended a minimum of three times in the current semester, or four times during one academic year.
3. A minimum of two parent conferences have been held (or attempts by the administration to meet with parents made) to discuss the child's defiant behavior.
4. **An assessment by the Building Assistance Team has been completed.** The assessment included determining if the student could benefit from school support programming.

In severe cases of student misconduct when the student's behavior represents a threat to the welfare of him or herself and others (i.e. striking a staff member, calling in bomb threats, excessive vandalism, or other extreme behavior) the principal will have the authority to recommend expulsion **immediately** if they feel this action is warranted.

COMPLAINT PROCEDURES

Any complaints regarding the interpretation or application of the district's nondiscrimination policy shall be processed in accordance with the following grievance procedures:

1. Any student, parent, or resident of the district complaining of discrimination on the basis of sex, race, color, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability in school programs or activities shall report the complaint in writing to: Director of Instructional Programs, Mosinee School District, 591 West State Highway 153, Mosinee, WI 54455, (715) 693-2530.
2. The Director of Instructional Programs, upon receiving such a written complaint, shall immediately undertake an investigation of the suspected infraction. The director will review with the building principal, or other appropriate person, the facts comprising the alleged discrimination. Within 15 days after receiving the complaint, the Director of Instructional Programs shall decide the merits of the case, determine what action to be taken, if any, and report in writing the findings and the resolution of the case to the grievant.
3. If the complainant wishes to appeal the decision of the Director of Instructional Programs, he/she may submit a signed statement of appeal to the school district's administrator within five (5) school/business days after the receipt of the local director's response to the grievance.

The school district administrator shall meet with all parties involved, formulate a conclusion, and respond in writing to the grievance within ten (10) school/business days.

4. If the grievant is dissatisfied with the decision of the district administrator, he/she may appeal the decision in writing to the board. The board shall hear the appeal at its next regular meeting, or a special meeting may be called for the purpose of hearing the appeal. The board shall make its decision in writing within 15 days after the hearing. Copies of the written decision shall be mailed or delivered to the grievant and the district administrator.
5. If the grievant is dissatisfied with the board's decision, he/she may within 30 days appeal the decision in writing to the State Superintendent of Public Instruction.
6. Discrimination complaints relating to the identification, evaluation, educational placement or the provision of free appropriate public education of a child with exceptional educational need shall be processed in accordance with established appeal procedures outlined in the district's special education handbook.
7. Discrimination complaints relating to programs specifically governed by federal law or regulation shall be referred directly to the State Superintendent of Public Instruction. (Board Policy 440 and Wisconsin Constitution - Article I)

STUDENT SENATE & MSD ADMINISTRATION

STUDENT SENATE OFFICERS

President..... Ryan O'Hara
Vice President..... Rubie Mackie
Secretary..... Jamie Gronski
Treasurer..... Eric Zimmerman
School Board Representative..... Bridgette Walters
Student Senate Advisor..... Mrs. Klinger

OPERATIONS COMMITTEE MEMBERS

Senior Representatives..... Kim Kaiser, Kristen Wanta
Junior Representatives..... Aubree Antosch, Britian Samuels
Sophomore Representatives..... Andrew Hardin, Jeremy Zyduck
Freshman Representatives..... Justin Cisewski, Kevin Hahn

CLASS OFFICERS

Senior Class

President..... Jordan Matis
Vice President..... Austin Fochs
Secretary..... Jenna Baumann
Treasurer..... Micaela Schulte
Advisors..... Mrs. Bauman/Mrs. Smith

Junior Class

President..... Ryan O'Hara
Vice President..... Nick Weber
Secretary..... Jeni Eder
Treasurer..... Trey Johnson
Advisors..... Mrs. Koskey/Mr. Kmosena

Sophomore Class

President..... Camille DuPuis
Vice President..... Hallie Martens
Secretary..... Hallee Nieuwenhuis
Treasurer..... Marissa Nechuta
Advisors..... Mrs. Lloyd/Mr. Roggenbauer

Freshman Class

President..... Erik Jass
Vice President..... Monica Janz
Secretary..... Cassi Volm
Treasurer..... Colin Pozorski
Advisors..... Mr. Isberner, Mrs. Struble

MOSINEE DISTRICT ADMINISTRATORS

Superintendent of Schools..... Jerry Rosso
Director of Instructional Programs..... Linda Erickson
Business Manager..... Brent Zimmerman
Director of Buildings and Grounds..... Steven Kaiser

MOSINEE BOARD OF EDUCATION

President..... James Haine
Vice President..... Mark Gewiss
Clerk..... Judith Berdan
Treasurer..... Michael Kaiser
Director..... Dennis Carlson
Director..... Carolyn Krautkramer
Director..... Jessica Maple
Director..... Cory Tomczyk
Director..... Kelli Zebro

CLUBS & ATHLETICS

CLUBS

- Band Club
- Chess Club
- Chinese Club
- Color Guard
- DECA
- Drama
- Forensics
- F.F.A.
- Graphic Arts Club
- Library Club
- M-Club
- Manufacturing Club
- Math League
- National Honor Society
- Outdoors Club
- Pom Squad
- Student Senate
- TNT Club
- Vocalmotion
- Yearbook

ATHLETICS

- Baseball (Boys)
- Basketball (Boys & Girls)
- Cross Country (Boys & Girls)
- Football
- Golf (Boys/Girls)
- Gymnastics (Girls)
- Hockey (Boys & Girls)
- Soccer (Boys & Girls)
- Softball (Girls)
- Track (Boys & Girls)
- Volleyball (Girls)
- Wrestling (Boys)

2011-12 MOSINEE SCHOOL DISTRICT CALENDAR

<p style="text-align: center;">AUGUST</p> <table style="width: 100%; text-align: center; border-collapse: collapse;"> <thead> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> </tbody> </table> <p style="font-size: small; margin-top: 10px;">No School - Administrative Day - August 24, 2011 No School - Inservice Day - August 25, 2011</p>	S	M	T	W	T	F	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				<p style="text-align: center;">SEPTEMBER</p> <table style="width: 100%; text-align: center; border-collapse: collapse;"> <thead> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td></tr> </tbody> </table> <p style="font-size: small; margin-top: 10px;">First Day of School for Students - September 1, 2011 No School - Labor Day - September 5, 2011</p>	S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		<p style="text-align: center;">OCTOBER</p> <table style="width: 100%; text-align: center; border-collapse: collapse;"> <thead> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p style="font-size: small; margin-top: 10px;">No School - Teacher Convention - October 27-28, 2011</p>	S	M	T	W	T	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					
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