

Rib Lake Middle School



2016-17 Student Handbook

Rick Cardey, Principal

715.427.5446

www.riblake.k12.wi.us

Respect Yourself, Respect Your School, Respect Others

The Mission of the School District of Rib Lake is to provide the highest quality education for every student in a responsive and enriching environment.

Rib Lake School District

2016-17 Calendar

August	25	New Teacher Staff Development (new teachers only)
	30	<i>No School</i> – Record Keeping
	31	<i>No School</i> – Staff Development
September	1	First Day for Students
	5	<i>No School</i> – Labor Day
	30	<i>Early Student Dismissal</i> – ½ Staff Development
October	13	<i>Early Student Dismissal</i> – MS/HS - PT Conf. 1 – 6 p.m. Elem – ½ Staff Development
	28	<i>No School</i>
November	4	End of Qtr. 1
	8	<i>No School</i> – Elem – PT Conf. 1 – 6 p.m. – ½ Record Keeping MS/HS – ½ Staff Development – ½ Record Keeping
	23-25	<i>No School</i> – Thanksgiving Vacation
December	23-30	<i>No School</i> – Christmas Vacation
January	2	<i>No School</i> – New Year Vacation
	3	School Resumes
	20	<i>Early Student Dismissal</i> – End of Qtr. 2 – ½ Staff Development
	23	<i>No School</i> – Record Keeping
February	23	<i>Early Student Dismissal</i> – Elem/MS/HS – PT Conf. 1 – 6 p.m.
	24	<i>No School</i> – Staff Development
March	28	End of Qtr. 3
	31	<i>Early Student Dismissal</i> – ½ Record Keeping
April	13	<i>Early Student Dismissal</i> – ½ Staff Development
	14-17	<i>No School</i> – Easter Vacation
May	12	<i>Early Student Dismissal</i> – ½ Staff Development
	29	<i>No School</i> – Memorial Day
June	2	<i>Early Student Dismissal</i> – Last Day of School – ½ Record Keeping

Early Student Dismissal Times

12:15 p.m. Elementary School

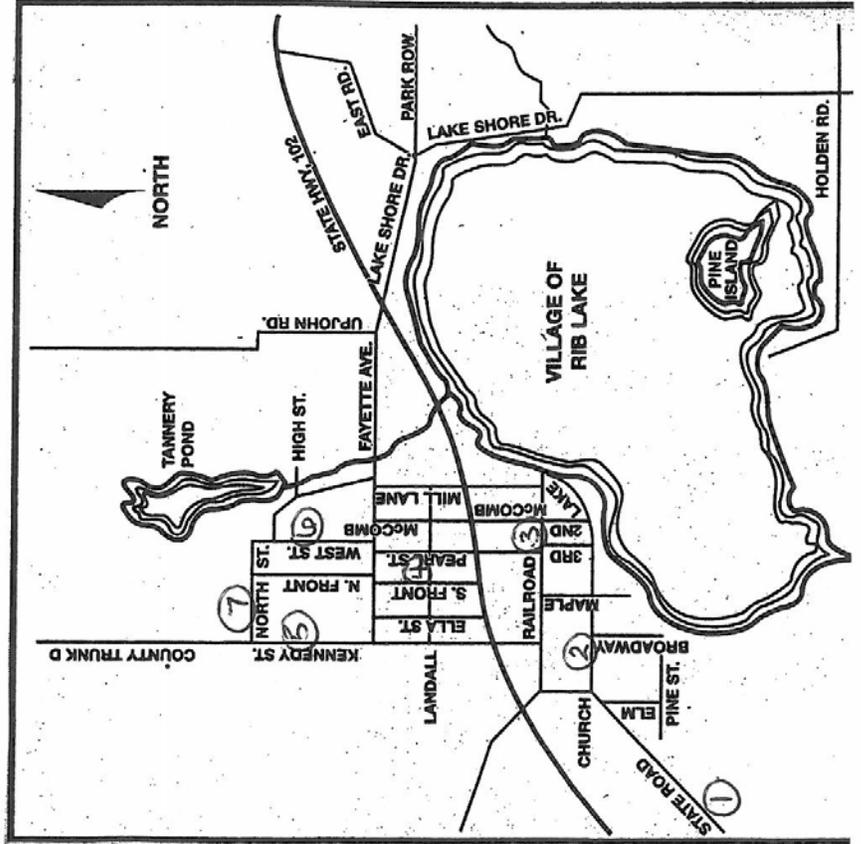
12:30 p.m. Middle School and High School

Make-up days (Inclement Weather or Health) – The first two cancellation days will not be rescheduled. All other days will be at the RL School Board's discretion. *2/24/17 may be used as a make-up day

Bus Stops

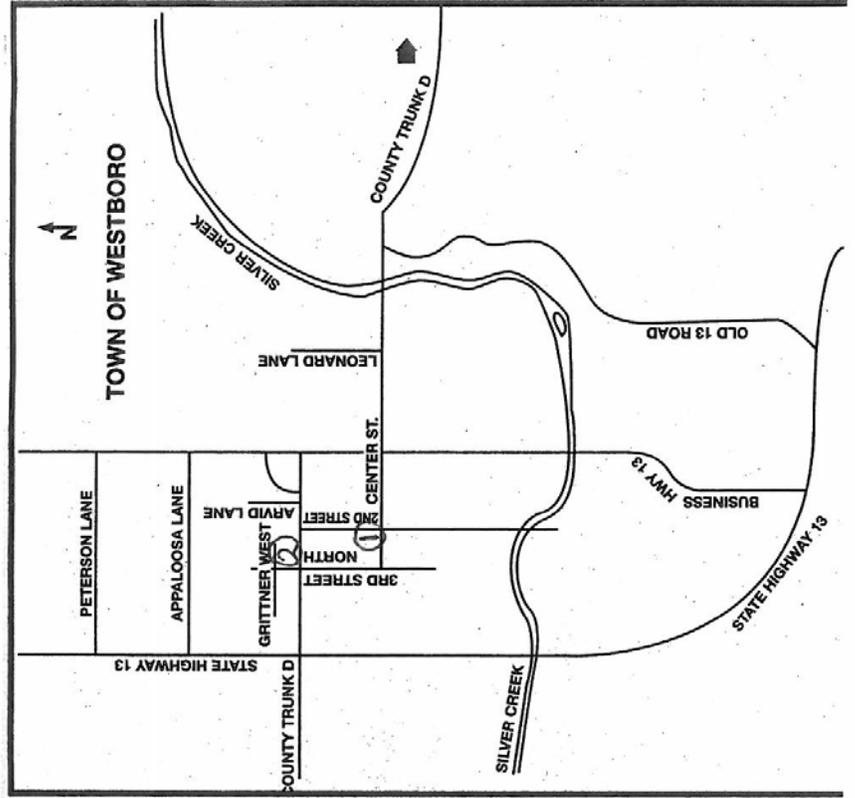
Rib Lake

1. 402 State Road
2. Methodist Church
3. Lakewood Credit Union
4. Corner of Landall & S. Front St.
5. Pebble Valley Driveway
6. West St. at top of hill
7. Middle School



Westboro

1. Westboro Library
2. CTH D & between 2nd & 3rd



INSTRUCTIONAL STAFF

Adams, John	Grade 6, 7 & 8 Math
Burns, Erika	Grade 6, 7 & 8 Language
Dallmann, Jonathan	Special Education Director
Dobbs, Jim	Special Education
Frelke, Amanda	Grade 6 & 7 Social Studies
Geisler, Mary	Grade 6, 7 Reading & Grade 7 FCS
Giese, Douglas	Tech Ed.
Giese, Toni	Grade 8 Reading, Title I
Hamus, Elizabeth	Occupational Therapist
Hebda, Rebecca	Grade 6, 7 & 8 Science, Grade 8 STEM
Hedrington, Justine	Speech Therapist
Iverson, Richard	Grade 6, 7 & 8 Physical Education and Health
LaSavage, D'Anne	Grade 6 Keyboarding & Grade 7 Introduction to Business
Robisch, Matthew	Instrumental Music
Scheithauer, Craig	Algebra
Schultz, Pamela	Grade 7 & 8 Spanish
Weiss, Kevin	Grade 6 & 8 Art
Wendland, Minette	Vocal Music
Wudi, Mike	Grade 8 History & Athletic Director

ADMINISTRATION

Cardey, Rick	Principal
Simurdiak, Elizabeth	School Counselor

SUPPORT STAFF

Boxx, Neva	Secretary
Klemm, Jennifer	Aide
Weinke, Todd	Custodian
Zimmerman, Sandra	Aide
Zondlo, Debra	Assistant Cook

2016-2017 BELL SCHEDULE

1 st period	8:10- 8:53
2 nd period	8:57- 9:40
3 rd period	9:44-10:27
4 th period	10:31-11:14
Enrichment St. Hall	11:18-11:42
Lunch	11:42-12:12
5 th period	12:16-12:59
6 th period	1:03- 1:46
7 th period	1:50- 2:33
8 th period	2:37- 3:20

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Dear Middle School Students and Parents:

Welcome to the 2016-17 school year. The staff at Rib Lake Middle School would like to thank you for taking an interest in our school. We are pleased to be part of the middle school students' life in one of their most important times in the developmental process. Hopefully, working together we can be a big part of the social, emotional, physical, and intellectual maturity process that prepares students for high school.

We are excited to introduce all students to some new items relating to the 1 to 1 personalized initiative. Through the use of technology tools and standards based instruction, we are aiming to:

- enhance, expand, and accelerate learning
- provide personalized instruction
- improve student collaboration and engagement
- increase curricular collaboration, cooperation, critical thinking, and communication.

As part of this initiative, all students will be receiving a personal Chromebook to use during the school day starting the first week of school. These Chromebooks are not designed to replace the direct instruction of our teachers, but to give students access for deeper exploration and understanding through additional learning resources. We also are working on making cross curricular connections to learning, especially in the areas of reading, language arts and science. We have redesigned the design and furniture in the middle school IMC area to create a flexible learning space to allow for the team teaching and individual learning associated with personalizing learning.

We also will be moving the highly successful principles of the high school Cultures of Champions Program to the middle level. The focus will be on creating a "Rib Lake Way" focusing on leadership, attitude, healthy choices, and goal oriented students. Look for more information and mailings concerning this program in the near future.

We invite you to be an active participant or visitor in our school. If you would like to be involved with volunteering in either our school day programs or our after school program, please call the middle school at 715-427-5446. Your strong support will only increase the effectiveness of our school.

Sincerely,
Rick Cardey, Middle School Principal

RIB LAKE MIDDLE SCHOOL

FLOOR PLAN



MISSION STATEMENT

The mission of the School District of Rib Lake is to provide the highest possible education for every student in a safe, nurturing environment. This will be accomplished by providing meaningful opportunities and experiences, with a competent staff, and with quality facilities and equipment, resulting in responsible contributing citizens.

Accidents and Insurance

Student Assurance Services, Inc., Stillwater, MN, is the insurance furnished by the school district for every student. This is a scheduled insurance and gives you certain, but not complete protection in case of an accident which may occur while participating in regular school or school sponsored activities. Since this is not a complete coverage plan, the student should file under his/her own insurance as well. Report injuries immediately to the faculty member in charge or to the office and complete the necessary form.

Assignments

If a student is/will be absent from school and would like to have their assignments for the day(s) they plan on being absent from school, you may visit the middle school web page, click on the MS/HS Assignment Page and select the respective teacher(s). Assigned homework will be listed therein. If you would like the office to gather necessary textbooks/worksheets for the day, please call and make that request prior to 10 am.

Attendance Regulations and Procedures

According to Wisconsin State Statute 118.15, all children between the ages of 6 and 18 years of age, except as provided by law and the policies herein, shall attend during the full period and hours that school is in session until the end of the school term, quarter, or semester of the school year in which the child becomes 18 years of age.

Punctual and regular attendance is required of all students.

Excused absences: In advance of an absence, or upon returning from an absence, a student shall bring a written, dated statement from the parent/guardian giving the cause of absence, or a phone call from the parent/guardian will be accepted. (1) any student must be excused in writing by his/her parent/guardian before an absence is excused from school attendance. A student may be excused by the parent/guardian under this provision for not more than 10 days in the school year. (2) In addition, the principal may excuse any student for the following reasons; illness, family emergency, a suspension from school, other pre-planned absences approved by the principal. Family trips (i.e. hunting, fishing, vacations) should have a formal form completed, on file in the office prior to date of event(s). Assignments related to family trip absences are required to be completed prior to date of event(s).

Truancy: "Truancy" means any absence of part or all of one or more school days during which the school has not been notified of the legal cause of such absence by the parent/guardian of the absent student, and also means intermittent attendance carried on for the purpose of defeating the intent of the compulsory attendance law. Parent/guardian notification of legal cause or absence shall be submitted in writing prior to the absence or upon return. The parent/guardian of a student who is truant shall be notified as required by law.

Habitual Truancy: "Habitual truant" means a student who is absent from school without an acceptable excuse for five or more days on which school is held during a semester. The parent/guardian of a student who is habitual truant shall be notified as required by law.

Make-up Assignments/Examinations: Credit in a course or subject shall not be denied solely because of a student's unexcused absence from school. Regarding excused absences: (1) Students who are absent from school with the prior written permission of their parent(s)/guardian are required to make up work missed during the absence. The arrangements for making up course work and examinations shall be the same as for other excused absences. The make-up work is required to be completed prior to leaving or immediately returning to school unless prior arrangements have been made. (2) Students who are absent from school for reasons that are determined to be excused by the principal shall be given one full day to complete make-up work or tests/exams for each ½ day of excused absence. Make-up work turned in after the due date will not be given full credit.

Regarding unexcused absences: (1) Daily work missed during unexcused absences may not be given full credit. (2) All tests/exams or unit work must be completed by the end of the first day student returns.

No student may leave the building during the school day without a pass from the principal. Passes are to be obtained by students in the morning before school, by presenting a signed note from their parents indicating the reason and time for early dismissal. Students are not allowed to sign themselves out of school without a note or a phone call from parents granting them permission to do so. Three class periods missed from school on any given day will constitute a 1/2 day absence. Spot checks with homes of absent students will be made to determine the reason for absenteeism.

Rib Lake Middle School has a closed campus policy in regards to student lunches. Students are not allowed to leave school property for lunch.

Breakfast/Lunch Prices/Procedures

It is the policy of the district that all students shall have an opportunity to participate in the school lunch/breakfast program. However, those with negative balances of more than \$35.00 will be denied. Such individuals will be served an alternate cold lunch. The only exception would include cases of “extreme circumstances” which are appealed to the District Administrator.

Breakfast is served from 7:55-8:10 am, daily. Students eligible for reduced meals pay 30 cents for a breakfast, full priced are \$1.60. Additional juice may be purchased for 30 cents each. Student lunches cost \$2.85 per day. Extra milk is available for 30 cents a carton. Payment for meals may be made at the school office daily, beginning at 8:00 am. Lunchroom rules apply to student behavior for both the breakfast and lunch program.

Classroom Ethics

Teachers are responsible for providing the best possible learning atmosphere in their classrooms. Students are responsible for maintaining and utilizing this learning atmosphere. Showing a lack of respect for this positive learning atmosphere either verbally or non-verbally is a serious infraction and will be corrected by a sincere apology and in-school/out-of-school suspension for up to 3 days in length**. Showing a lack of respect for this positive learning atmosphere by neglecting to bring materials and completed assignments to class must be corrected in a similar manner.

Students are encouraged to accept responsibility with this in mind. Cheating is strictly prohibited. Students caught cheating will be on the first offense, given an “F” for the assignment/test; second offense, a one day suspension and parents notified; third offense, parents will be notified and the student will be suspended for 3 days.

The Rib Lake Middle School Student Council has decided that any student who has been suspended (either in-school or out-of-school) will not be allowed to participate in any school events taking place outside of the regularly scheduled school hours that they sponsor. This barring from after school hours Student Council events will hold for the entire school year.

**In-school suspension consists of student reporting to school, spending the day in a workroom with no student contact. Work is provided, with credit given and tests administered at teacher discretion.

Community Learning Center (CLC)

The Rib Lake School District offers the Community Learning Center to provide a safe before and after school environment to enhance and accelerate student academic growth AND support youth and family development.

The program offers homework help, STEM (Science, Technology, Engineering and Math activities), reading rewards, arts & crafts, music and drama, world cultures, sports and school yearbook (at the middle school level). CLC meets Monday-Friday when school is in session, immediately after school until 5:30 pm. CLC begins in mid-September and runs through mid-May.

All school rules apply during CLC time.

Computers and Technology

Computers and technology have been provided for the benefit and use of students. This benefit will be provided to students who treat the equipment with respect and refrain from compromising the confidentiality expected by the staff and other students. The district reserves the right to review the information in an individual account.

Students have been given RLMS e-mail accounts for school activities. No non-school related use of these accounts is acceptable. Students are expected to follow all the rules outlined in the user agreement.

Course Descriptions

Following is a brief summary of courses offered at RLMS.

Algebra: This class is only open to students entering 8th grade. They must have previously met the math standards set for the program. Students taking this class will receive one high school credit for the successful completion of the course. The credit will appear on the student's transcript and count as an elective credit toward graduation, but will not be included as part of their high school grade point average. By state statute, students will be required to take a minimum of three additional years of mathematics while in high school.

Art 6: The 6th grade art curriculum provides 9 weeks of instruction. Each class period contains forty-six minutes. The curriculum is designed to provide the students their first concentrated art experience. Projects provide a variety of experience and materials. Emphasis is placed on personal skill development.

Art 8: The 8th grade art curriculum provides 12 weeks of instruction. Students are provided with instruction in general art with an emphasis in various media areas. Focus is on the Elements of Art.

Band 6,7,8: Band is a performance oriented class, designed to acquaint students with styles of music from many world cultures and historical periods in addition to developing individual instrumental technique. Band reinforces cooperation, dedication and responsibility to a group and encourages critical thinking, goal-setting and achievement. Students in band will learn to become well-rounded musicians with an appreciation of all of the fine arts. Concert band members also have opportunities to participate in contests and solo-ensemble activities.

Business 7: All 7th graders will participate in a 12 week rotation EXPLORE class of which computer basics is one of the sessions. The class will include a review of keyboarding skills, as well as basic computer systems, internet, and beginning Microsoft applications.

Choir 6,7,8: The Middle School choral music program enhances the study of music through vocal performance. The development of the performers will be achieved through a study of proper tonal production, intonation, the care and use of the voice, interpretation, dictation and memorization. In addition, time will be spent on studying basic music fundamentals, ear training, and the history of the different styles of music to be performed. Choir members will have the opportunity to participate in solo/ensemble and festival activities.

Health 6: Topics covered in 6th grade health are: making choices, self-esteem, friendship, smoking, drugs, safety in regards to water, electrical, tornado, bike, etc. Classes meet every other day.

Health 7: The following topics are covered in Health 7 classes: anatomy, all body systems, first aid including CPR, mouth to mouth, bandaging, environmental health, pollution, making choices which includes self concept, emotional health, dating and AIDS. Classes meet every other day.

Health 8: Health 8 approaches life issues and helps students to consider topics that may confront them in their future. Areas covered include: units on becoming your own person, making responsible choices, birth, AIDS, consumer health, alcohol, abuse, gangs, stress and a career unit. Classes meet every other day.

History: Eighth grade Social Studies is made up of United States History and Current Events. We will use the textbook *The American Nation* along with other resources to learn about America's past. Current events will be covered using *News Bowl* competitions.

Human Growth and Development:

Rib Lake Middle School offers instruction in the following human growth and development areas as part of the Health 7 and 8 curriculums: valuing self, physical changes of adolescence, responsible decision making, reproductive anatomy, family and dating, and the family unit. Parents may review the curriculum by calling the high school office to set up an appointment to meet with the health instructor. Students may be exempted from human growth and development by filing a written request to exempt their student from this instructional unit. Exempted students are expected to complete all other Health 7 and 8 requirements

Keyboarding: All 6th grade students will participate in a 9 week rotation EXPLORE class of which keyboarding is one of the sessions. The students will learn the alphabetic keyboard using proper keyboarding techniques. Basic word processing skills will be introduced.

Language Arts 6: This course will focus on writing development through emphasizing the writing process and utilizing the 6 + 1 Traits of Writing. Basic grammar, writing conventions, sentence structure, organization, and parts of speech will be studied. The recognition of word roots and vocabulary expansion will be explored. Listening and speaking skills will be incorporated throughout the year.

Language Arts 7: This class entails a variety of writing experiences (expository, creative, poetic, and practical) along with focusing on English language components. In addition to journaling and technical writing, basic research techniques will be addressed. Students will also be exposed to various aspects of media literacy. Vocabulary acquisition will be deepened through the study of Greek and Latin roots and writing conventions will be strengthened through mini lessons. Listening and speaking skills will be incorporated throughout the year.

Language Arts 8: Language Arts 8 will focus also on a variety of writing experiences, but much attention will be given to the expository writing portion. English language components will be incorporated into each daily class. Daily oral language, language mini-lessons, writer's workshop, and public speaking will be incorporated throughout the year.

Middle School Mathematics Department:

The math department is using the Connected Mathematics Project. This curriculum is devoted to developing student knowledge and understanding the connections with the applications of mathematical ideas in the world outside school. The content goals are centered on the mathematical objectives and practices that are compatible with Common Core Mathematics Curriculum. This curriculum concentrates on Ratios and Proportional Relationships, Number Systems, Expressions and Equations, Geometry, Statistics and Probability, and Functions.

Math 6: Concentrates on number theory, data investigation, shapes and designs, rational numbers, area and perimeter.

Math 7: Uses rational numbers, rates, ratios, proportions and percents in problem solving. Algebra, integers, and 3-D measurement are introduced.

Math 8: Reviews rate, ratios, proportions, percents, and probability. The Pythagorean Theorem, slope, and irrational numbers are introduced. This level uses perimeter, area, and volume to solve problems. Linear, quadratic, and exponential relationships are analyzed using tables and graphs.

Physical Education 6: Fundamentals and rules of the following topics are covered in 6th grade phy ed: flag football, soccer, speedball, volleyball, basketball, softball, floor hockey, broomball, weightlifting, tumbling, dodgeball. Classes meet every other day, opposite Health 6.

Physical Education 7: 7th grade phy ed classes are required to take part in the following activities: bowling, cross country skiing, flag football, soccer, speedball, volleyball, basketball, softball, weightlifting and various other games. Classes meet every other day, opposite Health 7.

Physical Education 8: The following activities are part of the phy ed curriculum for 8th grade students: physical fitness, football, soccer, tumbling, volleyball, basketball, weight training, cross country skiing, track and field and softball. Each activity has both skill and written tests. Classes meet every other day, opposite Health 8.

Reading 6: Students will use the text *Language of Literature* to develop reading comprehension skills and identify the different elements and genres of literature. An emphasis will be put on learning new vocabulary words with each story we read. Spelling skills will be studied each week.

Reading 7: The focus of Reading 7 is to help students enjoy the reading process and to help them gain confidence in their abilities. Throughout the course we use the text, The Language of Literature, as well as many novels and short stories. Other components are vocabulary, spelling skills, and public speaking.

Reading 8: Students will develop reading comprehension skills and numerous reading strategies within a reader's workshop format. Independent reading choices, the *Language of Literature* text, and various informational readings will be incorporated throughout the year. An emphasis will be put on analyzing fiction and nonfiction in small and large group discussions as well as in writing. Vocabulary acquisition will also be included throughout the year.

Science 6: The 6th grade science curriculum includes using the scientific method to study problems, basic chemistry, and the changes in matter. Units in electricity, magnetism, sound, and light are also included. Study of motion and forces are incorporated into various units. The curriculum also incorporates the metric system in measurements of length, mass, volume, and density.

Science 7: The 7th grade science curriculum is centered on Earth Science. The course includes units on oceanography, meteorology, and astronomy. The curriculum also includes a study of earth's structure and changes. These areas involve the study of plate tectonics, earthquakes, and volcanoes. Also covered are units that study Earth's history, rocks/minerals, weathering/erosion, and the use of Earth's natural resources.

Science 8: While learning to think like scientists, we will explore all aspects of life. We begin by identifying characteristics of living things and the basic unit of life. A study of reproduction and heredity will help us gain insight about the incredible variety of life on earth and the adaptations that help living things survive. Observing interactions between living things and following the flow of energy through the environment will help us see the connections between all living things, the Earth and the Sun.

Shop: At the Middle School level, the students are exposed to several different areas as they relate to Technology Education. The students begin with basic drafting skills with an introduction to computer aided drafting. Next they perform woodworking with emphasis placed on safety, correct operating procedures, and quality. The students begin with hand tools and progress through power tools. Next, the students are exposed to plastics and perform several plastic molding processes. 8th grade students will have shop class for a 12 week period.

Social Studies 6: The first unit is a detailed study of the 5 themes of geography, including physical and human geography, different cultures, and natural resources. The second unit is an in-depth study of world history beginning with the beginning of civilization and culminating in a study of the world today.

Social Studies 7: Social Studies 7 explores the regional studies of the regions of Africa, Latin America, Asia and the Pacific, and Europe and Russia. Included is the geography, a brief history, cultures, politics and economies of each region.

Spanish: Middle School Spanish is an introductory course designed to give students the basics to begin speaking a foreign language. Along with learning the language, we will be exploring Hispanic customs and culture.

Seventh grade students will have Spanish for a semester. Eighth grade students will have Spanish for 12 weeks.

Special Education: Special education courses consist of the teaching of a variety of subject areas all in accordance with the students' individual educational plans (IEP). Functional and life skills are concentrated on within each traditional subject such as Math, Reading, etc. Teaching is conducted on an individual and/or small group basis depending upon each student's particular needs.

Dangerous Weapons on School Premises

The Rib Lake School District shall strive to provide a safe and healthy environment for all persons on its premises or attending any of its activities or functions. To aid in reaching that goal, the district shall enforce a policy that no person shall unlawfully possess nor use a dangerous weapon on school premises, on school buses or at any school-related event. For purposes of School Board Policy, a “dangerous weapon” is defined as a firearm (whether loaded or unloaded), BB or pellet gun, explosive devices, nunchaku or other martial arts instruments, metal knuckles, razor, knife (+ pocket knife), chain, club, container or tear gas or similar substance used to cause bodily discomfort, or a look-alike/facsimile weapon such as a toy or other object which could be reasonably mistaken for an actual dangerous weapon and which intended to and/or capable of intimidation, alarming, threatening someone or for use to inflict bodily harm.

Any person violating this policy shall be referred to law enforcement officials for possible prosecution for violation of state or federal laws, local, city or village ordinances relating to possession or use of firearms of other dangerous weapons. In addition to prosecution, students who violate this policy shall be subject to disciplinary action, including suspension and expulsion, in accordance with established state law and district procedure.

Display of Affection

Displays of public affection are not allowed.

Door Opening

No student should arrive at the middle school before 7:45 a.m. unless required by school personnel. Students arriving at the middle school before 8:00 a.m. should wait in the hallway outside the office until the bell rings.

Dual Sports Enrollment

It is the philosophy of Rib Lake Middle School to allow students to participate in a wide variety of educational experiences to prepare them for high school. Starting with the 2012-13 school year, middle school students will be allowed to participate in two fall sports (cross country and football for boys, cross country and volleyball for girls) with parental permission and principal approval. The coaches of both sports involved will meet to make out an individual practice/game schedule for the entire season for all dual enrolled middle school athletes.

Dress Code

By school board direction, students shall dress appropriately for all occasions. Students are to come to school clean, neat and dressed in a manner that is accepted as being in good taste. The type of dress and grooming should not be detrimental to the health and safety of the students and should not cause a disruption of the educational process. The board, with the principal as their representative, will determine what is proper dress.

The following guidelines will be in effect for the school day and co-curricular activities:

- A. The advertising or promotion of any alcohol, illegal drug or tobacco related products shall not appear on any items of the clothing or accessories.
- B. No spandex shorts will be allowed as outerwear.
- C. The display or writing of obscene language or sexual innuendoes is prohibited.
- D. Tops must cover the majority of the shoulder and midriff and must not expose backs or cleavage (to include plunging necklines).
- E. Clothing worn in a manner so as to reveal underwear or bare skin between the upper chest and mid-thigh is not allowed.
- F. Caps, hats, and bandanas are not allowed to be worn during school (8:15 a.m.-3:19 p.m.). School sponsored activities will be excepted.
- G. Gang paraphernalia is not allowed at any time.
- H. Sleeveless shirts with open sides are not allowed.

Students in violation will be:

- A. Given direction to change or cover the article, to comply with the dress code.
- B. Will be sent home if refusal to comply.
- C. Will be dealt with using the disciplinary policy for multiple violations (insubordination).

Formal wear for special occasions (Prom, Homecoming, etc.) shall be appropriate for these occasions. Bare midriffs are not acceptable at any time. If you are unsure of an article of clothing, bring it to the principal **before wearing** for evaluation. Coats are not allowed to be worn during school hours unless permission is granted for extenuating circumstances.

Backpacks should be stored in student's lockers.

Dropping Classes

Band/Choir are the only classes a 7th or 8th grade student has the option of dropping once they have been scheduled (ALL 6th graders must take either Band or Choir). A decision for a student to take Band/Choir should be a serious one between the student, parent and school. However, if after a student is scheduled for Band/Choir and he/she decides she no longer wants to be enrolled in the course, they must have a signed note from their parent/guardian stating this fact, plus their reasoning behind the decision to drop the class. **NO ONE WILL BE ALLOWED TO DROP BAND/CHOIR CLASSES AFTER THE END OF THE 1ST WEEK OF SCHOOL UNLESS EXTENUATING CIRCUMSTANCES EXIST.**

English Language Learners

Upon enrollment, students, to whom English is their second language, will undergo an assessment of their English proficiency. Based on English proficiency levels, appropriate language assistance services will be provided and will be aimed at both developing proficiency in English and helping students master the same academic content as other students.

Extra-Curricular Activities

Guidelines for participation in extra-curricular activities shall be made and executed by the advisors of the activities with the approval of the principal. Removal from the activity can be made by the advisors if the advisors feel a student has not lived up to the guidelines. Our present activities include:

- 6th/7th/8th grade boys'/girls' basketball
- 7th/8th grade football
- 6th/7th/8th Volleyball
- 6th/7th/8th Cross-country
- 6th/7th/8th Student Council
- 6th/7th/8th P.O.P.S. Club
- 6th/7th/8th MathCounts
- 6th/7th/8th Yearbook

A student becomes ineligible for participation in any extra-curricular activities if he/she receives a failing grade on the quarterly report card, notice of failing grade on the mid-term progress report, or fails to maintain a "C" average. Eligibility can again be granted if, at the time of the next reporting, no failing grades are evident. Even though a student may be academically ineligible for participation in extra-curricular activities, they may still practice with the team as they are working towards improving their grades.

Students must not use or be in possession of alcohol, e cigarettes, tobacco products, or drugs (other than medicinal). In order to compete, practice or attend an event, a student must be in school all day the day of the event, unless prior arrangements are made with the principal (medical and dental appointments are examples of exceptions to be made).

Family Trips/Vacations

The school feels family outings are very valuable/educational opportunities. Anyone planning on participating in such an event should complete a slip requesting assignment make-up/permission prior to the anticipated event. A family trip form must be completed to pre-excuse your child from school. Unless other arrangements have been made with individual teachers, it is required that homework be completed before trip departure or at the latest, upon return to school.

Field Trip Eligibility

A student becomes ineligible to participate in school sponsored field trips if at the time of the trip they are receiving an "F" for a grade in any course. Students not allowed to participate in field trips are expected to be in school. Work will be given that will allow the student to attempt to raise his or her grade.

Fire Drills

Periodic fire drills are held in the school at unannounced times. Each room has fire drill instructions posted. Students are to leave the room in a single-file, walking rapidly and quietly without shoving other students. When outside, students must continue walking all the way to the assigned area.

Grading System

- | | |
|---|--------------------|
| A | Excellent Work |
| B | Good Work |
| C | Average Work |
| D | Below Average Work |
| F | Failing Work |

Incomplete: Unless extenuating circumstances exist, all incompletes must be made up within one week after the grading period or they will revert to a failure.

Gum Chewing

Gum chewing is not permitted in the school building.

Halls

Students walking throughout the school during class time must either have a written pass from a teacher, or be going to or coming from a music lesson. The washrooms are to be used between classes only, except in case of emergency. The halls, being inside the school, are not places to talk loudly or run.

Juice/Soda

Juice may be purchased by students before school, after school, and during lunch periods. Juice and soda should not be stored in lockers.

Laser Pointers

The School District of Rib Lake prohibits possession and/or usage of laser pointers at any time on school property, at any school-sponsored function either home or away, or on school owned or contracted vehicles. Teachers with administrative approval may use laser pointers and/or laser devices for instructional purposes. These devices shall not be loaned or checked out by students for their private use.

Students in possession of laser pointers shall be subject to the disciplinary rules, regulations and procedures established by the Board. Violations shall be considered under the category of "physical attack: the act of physically assaulting or in some manner attempting to injure another student."

Late Work

If an assignment is in the locker a student can go get it and receive full credit.

If the assignment is incomplete, the student will have 2 days to turn in the homework. The cost to the student is a drop of 2 letter grades or the percentage equivalent, plus a R.L.M.S. referral.

Any homework turned in beyond the above deadline will receive no credit.

Learning Center

The learning center is available for students in grades 6-8. Times and dates will be posted both in the building and on the school web site. A staff member is available to provide assistance with homework as needed.

Library

1. Library materials for regular checkout may be checked out for 6 weeks. They may be renewed unless another student is waiting to check out the materials. Lost or damaged books must be paid for by the student. Replacement costs will be assessed.
2. Periodicals and newspapers are to be read in the library. Back issues of periodicals are kept for one year. Students are required to check out periodicals while reading them in the library and return them before leaving. Defacing periodicals or newspapers will result in the student paying the replacement cost.
3. Students with overdue, lost, or damaged library materials will not be allowed to check out additional materials until the materials are returned or paid for.
4. Reference materials are to be used in the library. Reference materials may be checked out overnight and must be returned the following morning if needed.
5. Reserve materials will be placed near librarian's desk to support research projects and can be checked out if approved by classroom teacher assigning the project.
6. Students must have a pass to come to the library from another study hall.

7. Library computers are to be used for classroom projects/assignments only. Personal browsing is not allowed on library computers. Misuse of library computers will result in the loss of library computer privileges for a minimum of two weeks. Subsequent violations can result in a loss of library computer privileges for four weeks or longer.
8. Proper behavior is expected in the library at all times. Students are expected to maintain a quiet atmosphere; no social chatter is allowed. Students are expected to read or work while in the library. Students will lose library privileges for a minimum of two weeks for:
 - A. Disrespect
 - B. arguing when asked to leave
 - C. vandalismSubsequent violations will be for four weeks or longer.
9. Students are expected to help keep the library clean by putting materials away where they belong, cleaning area around them, and pushing in chairs before leaving. **NO FOOD OR DRINK IS ALLOWED IN THE LIBRARY.**

Lockers

Lockers are provided for student use. Students are responsible for keeping their lockers clean. No items are to be hung from the outside of lockers without permission.

Lockers should be kept locked at all times. The school is not liable if items become lost or stolen. Please be informed that the school retains ownership and possessory control of all school lockers and may inspect said lockers at any time. Students are not allowed to use their personal locks on any school owned locker. Should school officials inspect a locker, it will be done utilizing the following procedure:

1. Have another faculty member present.
2. Any unauthorized item (s) in the locker may be removed. Items removed from the locker may be held by the school for return to parent/guardian (without liability for security), retained for disciplinary proceedings, or turned over to legal authorities. The adult student or parent/guardian of a minor will be notified of items removed by letter.
3. If alcohol, drugs, or drug paraphernalia, or weapons are found, the student will accompany the school official to the office and an attempt will be made to contact parents/guardian.
 - a. If they cannot be reached, school officials will call the emergency number listed for the student. If parents/emergency contacts cannot be reached, law enforcement or human services will be notified.
 - b. If law enforcement agencies are not present, they will be called. An effort will be made to contact parents/guardians and have them present or to have permission granted before questioning by legal authorities. This may not be possible in all cases, where suspicion of a crime being committed has occurred.
4. Locker inspections may include the use of a canine unit.

Lost or Damaged Materials

Fines will be assessed when instructional materials, library books, or other school property is lost or abused. Fines will be in direct proportion to the damages incurred (taking into consideration the normal life span of the property and reasonable wear and tear). Fines will be determined by classroom teacher and/or building principal.

On-Line Grading

As part of a district goal to make student's grades accessible to parents on-line, parents and students will be able to check on the academic progress from any computer with internet access. All 6-12 regular education staff will be using the system with updates posted weekly if not more frequently. To ensure privacy of your student's grades, you have been assigned a user name and password. This allows you and no one else to view the progress and grades during the course of the year. This password can be changed, if needed, by contacting either school office.

The easiest way to access the grading program is to use the Quick Links button on the district home page at www.riblake.k12.wi.us or by going to Parents/Students resource links located on the home page and/or either school web page.

Perfect Attendance/Media Releases

Parent Permissions: There are many times that we would like to recognize students publicly for the fine jobs they are doing. This is done through the displaying of their work, articles in the local newspaper, school yearbook, or other media. In reporting these events, your permission is needed to release information to non-commercial organizations that is pertinent to the recognition. The type of information released includes student's name, parent's name, date of attendance, previous schools, activities or organizations, and photo of student. No other specific information would be released without your specific written permission. Any parent NOT wanting this information released must make such a request in writing to the principal. This permission is valid for the current school year only. Section 9528 of Elementary and Secondary Education Act (ESEA) provide access to students and student directory information to military recruiters and institutes of higher education. Parents may request that this information not be released without prior written consent.

Personalized Learning Initiative

Rib Lake Middle School has adopted personalized learning as a classroom instructional philosophy in the areas of reading, language arts, and science. The Mission of the Rib Lake School District's Personalized Learning Initiative is to create an environment that is responsive to individual student needs *through effective collaboration and instructional practices using technology integration*. This enables and supports students and teachers to implement transformative uses of technology while enhancing students' engagement with content and promoting the development of self-directed, lifelong, global learners. Teaching and learning will occur in an atmosphere of trust, where risk taking and innovation will be valued.

Rib Lake School District is committed to the following core values to ensure the development of valued next generation skills of communication, critical thinking, collaboration, and creativity. To do this, the RLMS staff will provide personalized learning to:

- Provide relevant and authentic experiences
- Utilize technology to create effective collaboration and communication for staff and students
- Foster creativity while developing critical thinking and problem solving skills
- Extend learning opportunities beyond the district's walls
- Explore interest areas further on an individualized learning plan
- Encourage project based learning and assessment of learning

A personalized learning website resource tool for parents and students is available on the RLMS web page. This site will give students information on standards currently being covered in reading/language arts, resources for success, and rubrics for assessment projects. Parents will find further information on personalized learning and communications of what "experiences" in a personalized format looks like.

Policy for Grades for Students with Special Education Needs

Students who have been identified as having special education needs, will be afforded a free and appropriate public education in the least restrictive environment in accordance with an Individualized Educational Plan. Considerations may be made as to the appropriate grading in classes where they are mainstreamed. That is as follows:

1. When the student is mainstreamed into a regular class and the Individualized Educational Plan Team determines that the student can handle the content of that class as required by the regular education teacher with only the modifications made in the methodology or approaches used, that student will receive a grade commensurate with all other students.
2. In those cases where the student's mainstreamed class is modified in content or other curricular format, the student will receive an A, B, C, D, F grade indicated as a modified grade.
3. The appropriate grade, be it regular or indicated as special education, should be discussed with the special education teacher as to its conformity with the Individualized Educational Plan records. It is only through the joint cooperation and communication effort of the special education teacher and the regular education teacher that appropriate academic offerings will be provided for students with disabilities. This is inclusive of the grading process.
4. Another option available for students with special education needs is the pass/fail policy. This may be considered for students who are presently earning below average grades or with modified curriculum. Again, this option must be documented with the Individualized Education Plan.

Report Cards, Progress Reports, and Parent Conferences

Report cards are issued at the end of each nine-week period. Progress reports are sent out in the mail at mid term during each nine-week period. Their purpose is to make parents aware that their students are making unsatisfactory progress, which is likely to result in failing quarter grades unless constructive action is taken.

Parent conferences are scheduled twice per year for the purpose of personal communication between the school and the home, regarding the progress of individual students.

The honor roll is published at the end of every quarter. Standards for eligibility on the honor roll are as follows:

High Honors	All A's
A	6 A's
AB	4 A's, 3 B's
B	6 B's

No student is allowed on the honor roll if they receive an "F" or an incomplete in any subject. Honor rolls will be published in *The Star News* unless the office is notified otherwise by the parent/guardian.

Final report cards will not be issued to students having out-standing fees.

Respect for Personal Property

It is impossible to lock up personal belongings at all times. Students involved with thievery, however small the offense will be corrected by suspension and/or prosecution.

Respect for School Property

Defacing or destroying school property is not permitted. Students involved in the destruction of school property face suspension and/or prosecution.

Responsible Learning Means Success (R.L.M.S.)

Responsible Learning Means Success (RLMS) is a program designed to encourage students to be responsible learners. The goal of the program is to promote success through the completion of all assignments, in a timely fashion. RLMS was designed as a positive program. It is a vehicle for staff to become more quickly involved with students who may be having difficulty in their studies. To help students succeed, the RLMS program outlines the procedures to be followed when homework is not acceptable.

PLEASE ASK YOUR STUDENT TO SHARE WITH YOU THE PROCEDURES AND EXPECTATIONS OF THIS PROGRAM.

How the RLMS Program works: Staff members will encourage **all** students to use assignment books. Assignments: Poor quality, missing, or incomplete assignments are regarded as unacceptable work and will be noted by the teacher as late. This work must be made up.

- Student will be expected to do the work during or before the student's next study hall.
- When work is accepted, study hall restrictions will be removed.
- Grade for late work will be deducted 2 letter grades or equivalent point value.

Procedure:

- Step 1: Parents will be notified by mail upon 2 or more unacceptable assignments per week or if student is struggling academically.
- Step 2: After the second consecutive week of 2 or more unacceptable assignments, parents will be notified and the student will be referred to the school counselor for suggestions concerning study skills.
- Step 3: After three weeks, the counselor will develop a plan of action to help students improve study habits. The student will be required to stay after school for help, if deemed necessary by the principal.
- Step 4: If more help is needed, referral for placement in the E.E.N. program will be considered.

Retention Standards

Students who receive an "F" as a final grade for the school year (average of quarter grades) in the subject areas of English, Math, Science, Reading or Social Studies may be required to repeat that class in addition to their next year's courses. Students who receive two "F's" as a final grade for the school year (average of quarter grades) in the subject areas of Art, Physical Education, FCS, Shop, Health, Band or Choir may be required to repeat those classes in addition to their next year's courses.

Any classroom teacher considering a child for retention (student does not advance to the next grade level for the next school year) shall, in writing, address this issue no later than the end of the 2nd quarter with the principal. At this time, a formal referral will be made to the school psychologist and/or multidisciplinary team for the purpose of evaluation. Strategies will be attempted to see if the students in fact can succeed without being retained. The parents shall be involved in this process. No students shall be retained unless this process has been followed.

If a course must be repeated it will take precedence over electives chosen by the student for the next year.

RLMS Positive Behavior Program

This program is designed to reward students for meeting all requirements of being responsible students and citizens. Rewards may include activities, chance drawings, and special privileges.

Rules for Student Bus Riders

The behavioral expectations for the school bus are the same as in the classroom. Riders are expected to show respect towards other students and adults while on the bus. Verbal or physical harassment of any type will not be tolerated.

1. Students who come to school on the bus are required to return home on the bus unless picked up by the parent/guardian with knowledge of the building principal, elementary principal, high school principal, or the administrator.
2. Busses will load and unload at specified locations. There will be no picking up or letting off at other than designated points.
3. Student bus riders leaving home on the bus may not get off the bus at any location other than the school. If students must leave the school grounds after being delivered to the school, permission must be obtained from the office.

4. Students shall be on time for busses. Bus drivers are required to wait a reasonable length of time, but too long a wait spoils time schedules.
5. Students are to be careful in approaching bus stops. Students should walk on the left side of the road facing traffic.
6. Students are not to stand, or extend head and/or arms out windows or move about at any time the bus is in motion.
7. Students shall remain seated on the bus until it stops. When crossing the road, students are to remain in front of the bus, crossing only after getting the signal to cross by the driver.
8. Students shall not do damage to seats or other bus equipment. Students will pay for any such damages.
9. Students shall be courteous to fellow students on the bus, to bus drivers, and to other school personnel.
10. Students shall keep the bus clean.
11. Students are to report any injury to the driver immediately.

Rural Virtual Academy

Students may dually enroll in the RVA and Rib Lake Middle School, with up to two courses being taken at RLMS. Enrollment at RLMS will be dependent upon classroom space being available and the student meeting the standards for admission to the class. Transportation to classes at RLMS will be the responsibility of the parent/legal guardian of enrolling student, unless the student's schedule coincides with the district's regular bus schedule/routes. RVA students may participate in extra curricular activities at RLMS, including athletic activities, with the approval of the building principal. Student participation in district activities will be subject to policy/procedure governing participation and eligibility. In order to dually enroll in two classes at RLMS, parent/guardian of enrolling students will be required to meet with the building principal and respective classroom teacher regarding the class expectations that will be required. Dually enrolled students are expected to follow the requirements of attendance outlined in the Wisconsin State Statutes. Failure to follow these attendance requirements may result in the student being dropped from RLMS courses enrolled in.

Safety and Security

Student safety is a priority at RLMS. Security and emergency preparedness procedures are in place and include:

1. Visitors can only enter through the front door and with set visitor procedures in place.
2. Regular drills are held to practice emergency responses.
3. Staff training on safety responses and plan implementation occurs and
4. On-going facility audits occur to assess safety and security.

School Closing

In the event of severe inclement weather, school may be canceled or dismissed early. If such a condition develops, it will be announced on the following stations:

Medford	WIGM 99.3
Wausau	WYCO 108
	WAOW TV 9
	WSAW TV 7
Eau Claire	WEAU TV 13

School Counselor

The school counselor is available for individual counseling as needed. Students may make appointments at their discretion. Parents are also encouraged to make appointments for students who they feel could benefit from such counseling.

Snowmobile/ATV Riding

A signed parental permission form must be on file in the office prior to students riding Snowmobiles/ATV's to school. It is also the student's responsibility to meet all state and local requirements for riding ATV's. Forms may be obtained from the school office. Rules for riders are clearly stated on the permission form.

Student Discipline

The School District believes that the primary obligation for developing self-discipline, responsibility and respect rests with the home and parents. Children who have developed these qualities usually do well in school. The school is also concerned with these attributes and must provide a suitable climate for learning. Therefore, it strives to work cooperatively with parents for the student's development.

When students do not follow the rules of proper conduct, the school has a responsibility to take action in the interest of the entire student body. To ensure an atmosphere that is conducive to learning, it is necessary to balance a student's individual rights with his/her responsibilities for good citizenship. The intended effect is to create an educational environment conducive to learning; for responsible and considerate behavior; and one in which the safety of all is assured.

Teachers are responsible for establishing and maintaining classroom discipline. Individual classroom rules and procedures will be explained to the student and students will receive a copy of the class rules. All staff members will work together to ensure proper behavior throughout the school.

Telephone

Students are allowed to use the office telephone on rare occasions however, frequent use is frowned upon. Please plan ahead to alleviate the need to use the school telephone. All outgoing telephone calls from the office telephone need to be approved by office personnel.

Tobacco, Alcohol, Other Drugs

1. NO illegal drugs, copycat drugs, drug paraphernalia, tobacco or e-cigarettes are permitted on school property, in the immediate vicinity of the school, or during school sponsored activities. Violators will be suspended and/or prosecuted.
2. Student Medications - All prescription medications which are to be administered at school must be accompanied by a signed parent note and a note from the physician. It must be in the original drug container which lists the child's name, date, name of the drug, exact dosage and exact time or time intervals the medication is to be taken. If the medication is to be used on a regular basis throughout the school year, a medical provider authorization form must be completed by both the doctor and parent. All over the counter medications require a note and signature of a parent if they are to be administered at school.

Over the counter drugs must be sent to school in the original packaging and must include directions for administering. If a medication is to be given regularly, a parent medication administration form must be completed and signed. If an over the counter medication is to be given per parent instructions, it must NOT exceed the dosage recommended on the drug packaging, otherwise, a physician's order will be required for school administration.

Toys

Students are not permitted to bring toys to school. For example, water balloons, squirt guns, squirt rings, boom boxes, etc. Personal *Ipads, Ipods, Tablets and MP3* players are not allowed to be used during the regular school hours. If they are brought to school they must be stored in the student's locker.

Transportation to Extra Curricular Activities

1. Any student who rides the bus to extra-curricular activities must take the bus home from that activity. The only exception is a request in writing from the parent (a Rib Lake Redmen Transportation Request Form is available from the athletic director, coach, or front office) prior to the student leaving the event, given to the coach or faculty member in charge, for the student to ride home with parents, guardians, grandparents, aunts, uncles, and adult brothers, and sisters (out of high school). Parents assume responsibility. At no time will the school approve students riding home with other students in private vehicles.
2. All participants must ride the bus to school sponsored activities such as music, athletics, picnics, field trips, etc., unless prior approval is given by the faculty member in charge, and the administration.
3. Bus drivers may, however, unload passengers after returning from extra-curricular events at pre-arranged locations or at their home. At no time shall a bus driver drop off a passenger without having someone waiting to pick them up.
4. Students may not use profane language on the bus.

Two-Way Communication, Cell Phones and Paging Devices

Students use of cell phones and other two-way communication devices is permitted before and after the school day. The instructional day is defined as the correct period of time that all students are required to be in school.

The following applies to the use of cell phones (including internet compatible personal electronic devices) and two-way communications devices while at school or while on premises owned or rented by, or under the control of the School District of Rib Lake.

- The use of cell phones or two-way devices during the school day is prohibited unless authorized by a staff member. Text messaging is prohibited during instructional time under the standards of this policy.
- All cell phones and two-way devices, even when stored, shall be kept off during the instructional day.
- All students shall keep their cell phones and two-way communication devices in their locker during instructional hours.
- The use of cell phones to receive or transport video images is prohibited at all times. The use of such phones to transport images in locker rooms or similar areas is a violation of state law and shall result in severe disciplinary action.

The use of cell phones during off campus school activities under the direction and supervision of school staff is subject to the discretion of the staff member in charge of the activity.

Any parent or guardian who wants his/her child to use a two way cell communication device, cell phone, or pager at an unauthorized time may submit a request to the student's building principal. The principal's decision shall be final.

Cell phone infractions will be handled as follows:

- 1st offense will result in a warning and the item returned at the end of the school day.
- 2nd offense will result in a 60 minute detention and parent/guardian phone conference.
- 3rd offense will result in the confiscation of the phone until a parent/guardian can meet with principal.

Failure to turn in a cell phone/electronic device upon request of a staff member will be considered insubordination and the student will be disciplined accordingly.

Video Monitoring Systems

The Rib Lake School District approves the use of video cameras on school buses for the primary purpose of reducing disciplinary problems and vandalism on the bus, thereby allowing the driver to focus on the driving of the bus and providing for safer transportation of the students.

Visitors Policy

We have a parent/visitor sign-in protocol to improve security. You are required to stop by the office upon arrival and sign yourself into our new Visitor Pass Registry Book.

1. Complete the badge by listing your name, your destination, the date, and your time of arrival ("time in").
2. Remove the badge and apply it to your clothing in a visible location. Our staff has been trained to look for badges identifying all visitors to insure our protocols are being followed.

In the event of an emergency, it is critical that everyone in the building be accounted for. Careful and conscientious observation of visitor sign-in procedures will better enable the school to ensure the safety of all building occupants, including students, employees, staff and visitors.

Thank you for your cooperation and support.

Website

You may visit the middle school website at www.riblake.k12.wi.us/rims for daily announcements, daily assignments, monthly newsletter items, as well as pertinent forms/procedures.

Every Student Succeeds Act Notices

The federal *Every Student Succeeds Act* requires schools and districts who receive Title I funds to notify parents or legal guardians of various opportunities, information notices and family rights. The School District of Rib Lake receives federal Title I funding and provides the following information for your review as part of this mandate. As with all information and notices listed in this handbook, please contact your building principal for more information or clarification.

Parent and Family Engagement Policy

Per ESSA [20 U.S.C.6318(a)2 and (b)], School Districts and schools receiving federal Title I program funds are required to notify parents of their parent and family engagement policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The RLSD family engagement policy can be found on the district website.

Teacher & Paraprofessional Qualifications

In Wisconsin, a teacher of a core academic subject is “highly qualified” if he or she completed an approved educator preparation program resulting in a regular license to teach that subject. As a parent, you have the right to request and, in a timely manner, obtain information regarding the professional qualifications of your child’s classroom teachers and/or paraprofessionals by contacting the school district at 715.427.3222 or finding it on the DPI website by using the following address: <http://dpi.wi.gov/tepd/lookup/public-search> [ESSA 20 U.S.C.612(e)1A].

The district is also required to notify parents of students enrolled in a school receiving Title I funds of when their child has been taught for four or more consecutive weeks by a teacher who is not considered “highly qualified” [ESSA 20 U.S.C. 6312(e)1B(ii)]. This notice will be sent home with students who receive direct instruction from that teacher.

Student Assessment Information

Per ESSA (20 U.S.C 6312(e)2B), school districts receiving federal Title 1 program funds are required to notify the parents of each student attending any school receiving such funds that the parents may request information regarding any state or local school district policy regarding student participation in any assessments mandated by law and by the district. When parents request this information, the district must provide it in a timely manner and the information provided must include a policy, procedure or parental right to opt their child out of the mandated assessments, where applicable.

State law (section 118.30(2)(b) of the state statutes: establishes a parental right to excuse their child from taking the state-mandated examinations in grades 4, 8, 9, 10, and 11. According to the DPI, districts may also honor parent requests to excuse their child from state-mandated testing at grades 3, 5, 6, and 7 at their discretion and on an individual basis.

Information about each state and district required assessment can be located on our school website. There you will find a list of assessments, the subject matter that is assessed, the purpose for the assessment, who is requiring the assessment, and, where such information is available, the amount of time students will spend taking the assessment, the schedule for the assessment, and the time and format for disseminating results.

Student Achievement Level and Academic Growth on State Academic Assessments

Per ESSA [20 U.S.C 6312(e)1B(i)], each parent of a child who is a student in a Title I school will receive information on the achievement level and academic growth of their child, if applicable and available, on each of the state academic assessments. These assessment results will be sent home with student report cards.

District Report Card

Per ESSA 20 U.S.C. 631(h)(2), Districts receiving Title I program funds are required to prepare and disseminate an annual school district report card that includes designated information on the district as a whole and each school served by the district. The DPI is required to ensure that each district collects appropriate data and includes in the district's annual report card the academic and progress information and other information described in 20 U.S.C 6311(h)1C. The district report card must be: (1) concise, (2) presented in an understandable and uniform format, and to the extent practical, in a language the parents can understand, and (3) accessible to the public. The RLSD report cards can be found on the district website.

Programs for English Language Learners

Per ESSA [20 U.S.C 6311(h)(3), a school district that uses federal education funds to provide a language instruction educational program for English learners must, no later than 30 days after the beginning of the school year, inform parents of an English learner identified for participation or participating in such a program the following information:

1. The reasons for the identification of their child as an English learner and in need of placement in a language instruction educational program.
2. The child's level of English proficiency, how such level was assessed, and the status of the child's academic achievement.
3. The methods of instruction used in the program which the child is, or will be, participating and the methods of instruction used in other available programs, including how such program differ in content, instructional goals, and the use of English and a native language in instruction.
4. How the program in which their child is, or will be, participating will meet the education strengths and needs of their child.
5. How the program will specifically help their child learn English and meet age-appropriate academic achievement standards for grade promotion and graduation.
6. The specific exit requirements for the program, including the expected rate of transition from the program into classrooms that are not tailored for English learners and the expected rate of graduation from high school (including four-year adjusted cohort graduation rates for the program) if federal education funds are used for children in high schools.
7. In the case of a child with a disability, how the program meets the child's individualized education program (IEP) objectives.
8. Information pertaining to parental rights that includes written guidance (a) detailing the right that parents have to have their child immediately removed from the program upon their request (b) detailing the options that parents have to decline to enroll their child in the program or to choose another program or method of instruction (if available) and (c) assisting parents in selecting among various programs and methods of instruction, if more than one program or method is offered by the district.

The above notice and information must be provided in an understandable and uniform format and, to the extent practicable, provided in a language that the parents can understand. For students not identified as English learners prior to the beginning of the school year, but are identified as English learners during the school year, the district must notify the students' parents within the first two weeks of the child being placed in the language instruction educational program.

A school district that uses federal education funds to provide a language instruction educational program for English learners is now also required by the ESSA to implement an effective means of outreach to parents of English learners to inform the parents regarding how the parents can: (1) be involved in the education of their children, and (2) be active participants in assisting their children to attain English proficiency, achieve at high levels within a well-rounded education, and (3) meet the challenging academic standards expected of all students. Implementing an effective means of outreach to parents shall include holding, and sending notice of opportunities for, regular meetings for the purpose of formulating and responding to recommendations from parents of students assisted by a language instruction educational program for English learners funded with federal education funds.

Usted puede leer esta información en español en nuestro sitio Web del distrito.

NOTICE OF NON-DISCRIMINATION POLICY

The School District of Rib Lake does not discriminate against any person on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability or handicap in its educational programs or activities.

The district encourages informal resolution of complaints under this policy. If any person believes that the School District of Rib Lake or any part of the school organization has failed to follow the laws and rules of s. 18.13, Wis. Stats., and Pi 9, Wis. Admin. Code, or in above, he/she may bring or send a complaint to the following address: 1236 Kennedy St., Rib Lake, WI 54470. Telephone number (715) 427-3222.

Formal Complaint Procedure

- Step 1. A written statement of the complaint shall be prepared by the complainant and signed. The complaint shall be presented to the Principal. That employee shall send written acknowledgement of the receipt of the complaint within 45 days.
- Step 2. A written determination of the complaint shall be made by the board within 90 days of receipt of the complaint unless the parties agree to an extension of time; appeals under 20 USC s. 1415 and ch. 115, Wis. Stats., relating to the identification, evaluation, educational placement, or the provision of a free appropriate public education of a child with an exceptional educational need shall be resolved through the procedures authorized by ch. 115, subch.V, Wis. Stats. Complaints under 20 USC s. 123 le-3 and 34 CFR ss.76.780-76.782, commonly referred to as EDGAR complaints, that the state or a statute is violating a federal statute or regulation that applies to a program shall be referred directly, to the state superintendent.
- Step 3. If a complainant wishes to appeal a negative determination by the board, he/she has the right to appeal the decision to the state superintendent within 30 days of the board's decision. In addition, the complainant may appeal directly to the state superintendent if the board has not provided written acknowledgement within 45 days of receipt of the complaint or made a determination within 90 days of receipt of the written complaint. Appeals should be addressed to: State Superintendent, Wisconsin Department of Public Instruction, 125 Webster Street, P.O. Box 784 1, Madison, WI 53707-7841.
- Step 4. Discrimination complaints on some of the above bases may also be filed with the federal government at the Office for Civil Rights, U.S. Department of Education, 300 South Wacker Drive, 8th Floor, Chicago, IL 60606.

Federal Title IX/Section 504 Complaint Procedure

Rib Lake School District Discrimination Complaint Procedure

If any person believes that Rib Lake School District or any part of the school organization has inadequately applied the principles and/or regulations of title IX (sex) and Section 504 (handicap) or in some way discriminates on the basis of sex, race, color, national origin, age, or handicap, he/she may bring forward a complaint to the following:

Title IX Rib Lake School District Office
1236 Kennedy Street
Rib Lake, WI 54470

Section 504 Mr. Rick Cardey
Rib Lake Middle School
1296 North Street
Rib Lake, WI 54470

Informal Procedure

The person who believes he/she has a valid basis for a complaint shall discuss the concern with the local Title IX or Section 504 coordinator, who shall in turn investigate the complaint and reply to the complainant in writing within five (5) days. If this reply is not acceptable to the complainant, he/she may initiate formal procedures according to the steps listed.

Formal Complaint Procedure

Step 1. A written statement of the complaint shall be prepared by the complainant and signed. This complaint shall be presented to the local Title IX or Section 504 coordinator within five (5) business days of receipt of the written reply to the informal complaint. The coordinator shall further investigate the matters of the complaint and reply in writing to the complainant within five (5) business days.

Step 2. If the coordinator wishes to appeal the decision of the local Title IX or Section 504 coordinator, he/she may submit a signed statement of appeal to the district administrator within five (5) business days after receipt of the local coordinator's response to the complaint. The district administrator shall meet with all parties involved, formulate a conclusion, and respond in writing to the complainant within ten (10) business days.

Step 3. If the complainant remains unsatisfied, he/she may appeal through a signed, written statement to the school board within five (5) business days of his/her receipt of the district administrator's response in Step 2. In an attempt to resolve the complaint, the school board shall meet with the concerned parties and their representatives within 15 days of the receipt of such an appeal. A copy of the board's disposition of the appeal shall be sent by the board secretary to each concerned party within ten (10) business days of this meeting.

Step 4. If, at this point the complaint has not been satisfactorily settled, further appeal may be made to the Office for Civil Rights, U.S. Department of Education, 111 N. Canal St., Suite 1053, Chicago, IL 60606-7204, 1-312-886-8434 or OCR_Chicago@ed.gov.

Complaint forms are available at the address listed above.

USDA NON-DISCRIMINATION POLICY

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (state or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities my contact USDA through the Federal Relay Service at (800)877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866)632-9992. Submit your completed form or letter to USDA by:

1. Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
2. Fax: (202)690-7442 or
3. Email: program.intake@usda.gov.

This institution is an equal opportunity provider.

Rib Lake District Promotion Criteria – Grade 8

No student may be promoted from grade 8 to grade 9 unless the student has satisfied the district promotion criteria for grade 8.

Students who receive an “F” as a final grade for the school year (average of quarter grades) in the subject areas of English, Math, Science, Reading, or Social Studies may be required to repeat that class in addition to their next year’s courses. Students who receive two “F’s” as a final grade for the school year (average of quarter grades) in the subject areas of Art, Physical Education, Health, Family and Consumer Education, Shop, Band, Choir, Computers, or Communications may be required to repeat those classes in addition to their next year’s courses.

- A. Student scores on Measurement of Academic Progress (MAP)
A student must receive a score above the 40th percentile on MAP sub-testing.
Students who do not meet this criteria must meet the alternative student academic performance criteria listed below.
- B. Student Academic Performance
During the 8th grade year the student must achieve an average of C- or above in the core academic areas or successfully complete the goals and objectives on the Individualized Educational Plan (for students with disabilities).
Students who do not meet this academic performance criterion must meet the alternative teacher recommendation criteria listed below.
- C. Committee Recommendation
The student must secure a consensus recommendation from the grade promotion staffing team. The grade promotion staffing team will consist of a minimum of one of the student’s core curriculum teachers from a sub-test not passed, the guidance counselor, school psychologist, and building principal. The team will base their decision on student attainment of grade level

benchmarks, past retention, performance in non-core classes, reports from outside agencies, performance on other tests, and other sources of relevant information (parent input, etc.).

Students who are unsuccessful in receiving the grade promotion staffing team's recommendation must meet other alternative academic criterion below.

4. Other Academic Criterion

Students must successfully complete a remediation or alternative delivery program approved by the grade promotion staffing team, i.e. summer school, extended day instruction, portfolio assessments or a satisfactory completion of a district approved standards-based project.

Appeals Process

Building level retention decisions may be appealed to the District Administrator. In the event that there is a disagreement regarding promotion or retention that can not be resolved, the District Administrator or his/her designee will make the determination. If the parties involved disagree with the District Administrator's decision, they may appeal to the School Board for a final determination.