

**Bowler
Middle School
and High School**

Home of the Panthers



**Student Handbook
2023/2024**

Home of the Panthers

*“We provide access to success
in an ever changing world”*

To The Student and Parents/Guardians

On behalf of the faculty and staff, we would like to welcome you to the Bowler Middle School / High School. We are looking forward to a productive 2023-2024 school year.

The Bowler School District is committed to providing numerous academic and extra-curricular opportunities for all of our students. This handbook has been prepared to explain and clarify some of the policies, procedures and regulations at our school. We have high behavioral and academic expectations for our students and ask for your cooperation in making our school a safe and wonderful place to learn.

At Bowler we function as a team. Faculty, staff, students and parents/guardians are all critical members of our team. Each member plays a vital role in making our team a success. It is understood that the rules and regulations on the following pages are not all inclusive. The administration will take such action as is necessary and not forbidden by law to insure discipline and orderly conduct of the school. Action may be taken with any offense which interferes with the orderly conduct of the school or which impairs the usefulness or well being of the school regardless of the existence or nonexistence of a rule covering the offense.

All of the regulations that follow are set down in an attempt to maintain the rights of all. Even though a student reaches the age of 18, he or she is still required to follow the rules and regulations as outlined in this handbook.

Please read through this handbook. If you have any questions regarding any of the policies, procedures and regulations outlined in this handbook, you are urged to contact the school so that those questions can be addressed. Please note, in an effort to maintain a safe learning environment and an atmosphere conducive to learning, the school reserves the right to adjust/alter these guidelines as appropriate and as needed.

****At the end of this handbook is a signature page. We ask that you sign and return it to the Middle School / High School office by Friday September 8th 2023.***

Again, welcome and we look forward to working with you this school year.

*Mrs. Trina Borneman,, 7-12 Principal
Bowler Middle School / High School Staff*

The Bowler School District does not discriminate on the basis of any characteristic protected under State or Federal law including, but not limited to sex, age, race, color, national origin, ancestry, creed, religion, pregnancy, marital or parental status, sexual orientation, handicap, or physical, mental, emotional, or learning disability, citizenship status, arrest record, conviction record, veteran status, membership in the national guard, state defense force or any other reserve component of the military forces of the United States or this state, or use or nonuse of lawful products off the Bowler School District's premises during nonworking hours.

SCHOOL STARTING TIME AND DISMISSAL TIME

School begins promptly at 7:55 a.m. You are expected to be in your classroom in your proper seat. If you are being dropped off, you are not to arrive prior to 7:40 a.m, (doors will not be open).

School ends at 3:21p.m. Buses leave at 3:27 p.m., so you have plenty of time to gather your books and things for your homework. No need to rush. Students are not to remain after school waiting for games or siblings unless under direct supervision of a staff member.

Special Notes:

As you know, the front door is locked at 8:00 am. After that time, students, parents, or others must be buzzed in by the high school or district office. This system was set up so that the school could control who enters the building during school hours and ensure the safety of everyone. Please **DO NOT** open the doors even if you know the individual standing outside. It is very important that all students follow this simple rule while school is in session.

Telephones:

Bowler School District 715-793-4101
Elementary #1
High School #2
Administration Office #3
Business Manager #7
Special Services #8
Athletic Director #9
Bus Garage 715-793-4234

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ACADEMICS

COURSE LISTING

Courses available at Bowler High School are listed in the course description booklet. A variety of classes will be offered over the ERVING TV Network each year. These will vary each year according to the needs of students. Participating students will be required to sign and follow a behavior contract. Please refer to the current course description booklet for more information.

The Youth Apprenticeship Program is a program geared towards helping students gain work experience and employability skills while still in high school. Students will find their own jobs and work 450 hours per year which averages out to approximately 15 hours per week. This must be a paid position with a business. Students will also take one course related to their jobs per semester. These classes can be college courses or high school courses. Students must provide their own transportation to and from work.

Courses are also available online through Rural Virtual Academy (RVA) with administrative approval. These courses may include but are not limited to upper level courses, like AP English; remedial make up courses if not offered at Bowler or different electives not offered at Bowler.

Target Academy is an alternative learning program for Juniors and Seniors who struggle in the regular education setting and are credit deficient. This program allows students to earn their 24 credits in a smaller environment with the option for work release and credit recovery.

The GED Option 2 (GEDO#2) is a program at Bowler High School that allows a credit deficient senior an alternative opportunity to obtain a traditional high school diploma. Students must be 17 years old, at least one year behind in credits, with other requirements that must be met to be accepted.

Competency-Based Program

The Competency-Based Program allows a credit deficient senior another opportunity to obtain a traditional high school diploma. Students must be at least 17-years-old, be a senior, and be at least one year behind in credits to be eligible for the program.

Bowler has four options for students to obtain college credit while still in high school. All college options are offered to Juniors and Seniors only, however, some may also be taken by sophomores with prior approval.

1. Advancement Placement Courses (AP): Are taught through our ERVING Network and Advanced Placement Tests can be taken at Bowler High School. The UW Board of Regents policy requires all UW System institutions to grant credit for score of 3 and above on College Board Advanced Placement Exams. Each campus will determine whether course equivalent credit or credit in the major should be granted and which AP scores are required to grant credit for those purposes. These credit can allow students to save college tuition, study abroad, or secure a second major.
2. Dual Credit: Students enrolled in this program earn college credit while attending courses at Bowler School. Students in this program do not leave campus to receive college credit. Students can earn .25 high school credits for each college credit earned.
3. Youth Options: This program allows public high school juniors and seniors who meet certain requirements to take post secondary courses at a Wisconsin Technical College, a UW System college or university, a Wisconsin tribally controlled college or a Wisconsin private, non-profit college or university.
4. Course Options: Students can be enrolled in up to two courses at a time at a variety of educational institutes. Courses must meet certain requirements to be accepted. (Policy 5113.01)

GRADUATION REQUIREMENTS

All requirements must be met before a diploma is awarded and participation in graduation exercise are allowed. To graduate from Bowler High School you must obtain a total of 24 credits. Students are required to take a minimum 7 credits every year. Students should not have more than 1 study hall per semester. (this is up to the discretion of the principal. Examples may include students taking dual credit, AP course, etc.) Students must be in attendance for 53 days within a quarter to receive .5 credit for the course. (Addition)

Department/Class Credits

English	4.0
Mathematics	3.0
Science	3.0
Social Science	3.0
Physical Education	1.5
Health	0.5
Social Problems	1.0
Analytical Personal Finance Math (sem. 1)	0.5
Electives	7.5

TOTAL 24.0

Pass the Civics exam with 80% or higher.

It is recommended that Phy Ed Credits for requirement be taken .5 for three different years. Any Phy Ed. credits beyond the required 1.5 credits will be counted as elective credits. Student athletes may substitute .5 credits of gym for an additional core course (Board Policy 5460)

Per Board Policy 5460 regarding graduation requirements, the following requirements are added for participation in the graduation ceremony:

1. Only students who have attended school at least 90% of their Senior year (both Semester I & II combined). The principal may accommodate this for sufficient reasons (extended illness, family emergency etc.)
2. All outstanding fees/charges must be paid by the Wednesday before graduation ceremony.
3. A student may also be denied participation in graduation activities for disciplinary reasons.

EARLY GRADUATION

Any student interested in graduating early needs to submit an application to the school board no later than June 1st following their junior year. Students interested in graduating early must have all the graduation requirements fulfilled by the end of the first semester of their senior year. Students graduating early will not be considered for Valedictorian or Salutatorian. Students graduating early will not be eligible for second semester extra-curricular activities.

Per Board Policy 5464 - this is an addition

GRADING PROCEDURE

Throughout your years in high school, you are working on your grade point average. A good grade point average is essential in being admitted to post secondary education and some places of work. This average is determined by your semester grades on your report card. Any course that a student earns credit for while enrolled in Bowler High School will count toward their GPA.

If a student or guardian disagrees with a final grade they have 10 business days to dispute that grade. To dispute a grade the student should start by talking to the staff member regarding the grade. If an agreement cannot be reached the student, Guardian or staff member may set up an appointment with the building principal. The building principal's decision will be final.

For the class 2024 and 2025 The Grading Scale is as follows:

The grading scale will be 99-100 A+, 93-98 A, 90-92 A-, 88-89 B+, 83-87 B, 80-82 B-, 78-79 C+, 73-77 C, 70-72 C-, 68-69 D+, 63-67 D, 60-62 D-, 59 or below F.

For the class of 2026 and all following classes the Bowler High School grading scale is as follows:

Letter Grade	Percent Score	Un-Weighted GPA	Weighted GPA
A+	99-100	4.33	4.66
A	93-98	4.00	4.33
A-	90-92	3.66	4.00
B+	88-89	3.33	3.66
B	83-87	3.00	3.33
B-	80-82	2.66	3.00
C+	77-79	2.33	2.66
C	73-77	2.00	2.33
C-	70-72	1.66	2.00
D+	68-69	1.33	1.66
D	63-67	1.00	1.33
D-	60-62	.66	1.00
F	59 and below	0.00	0.00

Weighted courses include the following courses:

Calculus
 College Chemistry
 Physics
 Advanced Physics: Modern Physics
 Anatomy & Physiology
 Assistant Childcare Teacher (ERVING)
 CAPP Elementary/Secondary Education (ERVING)
 ECE Certification-STC-NTC (ERVING)
 AP Language and Composition (ERVING)
 AP Literature and Composition (ERVING)
 Industrial Technology (DC)
 Drafting/Revit (DC)
 Drafting/Autodesk Inventor (DC)
 Drafting/SketchUp8 (DC)
 Welding (DC)
 Intro to Animal Science (DC)
 Intro to Soil Science (DC)
 Body Structure & Function (DC)
 Medical Terminology (DC)
 Math for the Trades (DC)

Foreign Language (required by many colleges)

Any Start College Now Class

Any Early College Credit Class

Dual Credit Courses (when credit requirements are met)

Any ERVING classes offered by an Institute of Higher Education – or considered College Prep by the delivering district.

HONOR ROLL

When you perform in an academically superior manner, you will be included on the Honor Roll for each quarter. Those students achieving a 3.0 grade point average or above are recognized on the honor roll. High Honors distinction is given to students achieving a 3.8 or above grade point average.

PLAGIARISM

Plagiarism destroys the trust between teachers and students and compromises other students' academic standing. Plagiarism is a violation of intellectual property, using someone else's work and presenting it as one's own. Plagiarism is a serious form of academic dishonesty that occurs when a student knowingly or unknowingly uses the work or ideas of someone else without giving credit to the source. Some forms of plagiarism include, but are not limited to:

- A. Submitting someone else's ideas, research, speech, video, language, art, or music composition as original work.
- B. Submitting work or portions of work (essays, speeches, videos, art work, music, etc.) from the Internet or any other source without giving proper credit.
- C. Violating copyright laws or submitting work after changing source information.
- D. Submitting purchased work as one's own work or A.I. (artificial intelligence) generated ideas or work without proper acknowledgment. If you are unsure how to properly credit or document a source, please speak with your teacher for their requirements
- E. Submitting work on which the student has received substantial help from someone else so that the work is no longer the student's original work, with the exception of assigned group work.
- F. Using the works of another translator when translating in a modern language.

Instruction about plagiarism will begin at the elementary level and will continue through the middle and high schools. Given this instruction, students will be held accountable. Student acts of plagiarism may result in disciplinary action.

REPORTING TO PARENTS

If you find yourself in danger of failing a course you will receive a mid quarter progress report. Access to grades, schedules, attendance, discipline, etc. can also be obtained through Bowler School's Skyward Family Access program. This is a web-based information and communication center designed to provide parents/guardians with the answer to "What did you do at school today?" It is available 24 hours a day, seven days a week. Parents/guardians use a secure login and password that will give them access to all their immediate family members within the district.

Parent/Teacher conferences are held twice a year. Parents/guardians are encouraged to come in and meet with teachers.

CLASS ADD/DROP

Choose your course selections wisely and consider them unchangeable. We are very hesitant about making course changes for students unless **absolutely necessary**. The following is the procedure to which the school will adhere when considering denial or approval of a student's request to make course changes: 1. Courses may not be added to a student's schedule after the 5th day of a new semester for a semester course or dropped after 10 days. Students will be issued a grade of F if removed after day 10. 2. Courses

may not be dropped if a student's total number of classes falls below the required minimum of 7. 3. Courses already filled for a given term will not be available to students requesting program additions. 4. Students will not be allowed to withdraw from a course with a minimum enrollment, a transcribed credit or an ERVING course.

5. Course changes will not be allowed because of a student wanting his/her study hall(s) at a specific time of day.

6. Prior to any program change requests being honored, a conference with the Guidance Counselor, high school principal and the applicable instructors will need to take place.

CLASS RETAKE

Students may retake a class taken previously with a low passing grade. Both grades will appear on the student's record. Students must retake a required class for which they received a failing grade.

GIFTED AND TALENTED GRADUATION REQUIREMENT ALTERNATIVES

Identified G/T students may substitute a higher level class in the same curricular area with permission of the Principal and teacher in that curricular area. See complete policy for further information. Policy 2464

COUNSELING PROGRAM

The school counselors are here to serve you. The counselors can help you set realistic goals and help you make decisions to reach those goals. Stop by the counseling office any time to make an appointment or leave a message BUT remember your pass. Please set up appointments during your study hall and not during your classes, especially core classes.

Students should use the expertise of the counseling office in assisting you with college planning, placement, financial aid, and scholarships.

ATTENDANCE

STUDENT ATTENDANCE

1. In accordance with state law, all children between 6 and 18 years of age must attend school full time until the end of the term in which they become 18 years of age unless they have a legal excuse.

2. The Principal is designated to deal with matters relating to school attendance for grades 7-12. The Principal shall determine daily, which pupils enrolled in the school are absent and whether that absence is excused. NOTE: Board Policy 5460 regarding graduation requirements addresses specific language related to attendance and participation in the graduation ceremony. Please see board policy 5460 for more information. Additional information is also referenced in this handbook under Academic: Graduation Requirements.

3. Acceptable absences include illness, severe illness or death in the immediate family, or prearranged absences previously approved by the Principal.

4. Absences may be pre arranged by getting advance approval from the Principal. However, students may not be excused for more than 10 days in a school year under this provision. s118.15(3)(c). stats.

5. Parents or guardians are expected to provide an explanation of absences at the time the student returns to school unless the absence had prior approval by the Principal. If parent/guardian contact has not been made within 5 school days, the absence will be recorded as unexcused. Please see #8 below regarding Habitual Truancy.

6. Students are required to attend all their scheduled classes and study halls. All students will have the responsibility to make up work missed.

7. In the event of truancy, the School Social Emotional Wellness Coordinator, School Counselor and/or Principal shall meet or attempt to meet with the student's parent or guardian to discuss the child's truancy. Opportunity for school counseling to the student will be made available to determine options/interventions. A legal referral may also be initiated if a poor attendance pattern continues after the above actions have been taken.

8. Habitual Truancy

By Shawano County Truancy Ordinance, "habitual truant" means a pupil who is absent from school without an acceptable excuse under sub. (4) and s. 118.16(1)(a) and (c) stats for part or all of 5 or more days on which school is held during a school semester. Stockbridge-Munsee ordinance also follows State Statute. If a pupil is found to be habitually truant by the court, some of the consequences could include such things as: 1.

Assess the truant a fine,

2. Suspend driver's license for 30 days
3. Five days of secure detention
4. Court ordered counseling
5. Impose other consequences as appropriate in accordance with State Law and local ordinances.

TARDINESS

Regular and prompt attendance is the responsibility of the student and the parents. Students should be in school every day that they are physically able. Tardiness and absences without acceptable reason is truancy and is illegal in the State of Wisconsin. Repeated tardiness without acceptable reason can result in a juvenile referral to Shawano County Social Services.

The office realizes that instances may arise that cause a student to be late in **rare** cases. Parental communication generally clarifies the incident with the office and allows the school to make a fair judgment on whether the tardy is excused or unexcused.

Tardiness during the school day is generally unexcused. Students anticipating being tardy between periods **must** communicate with and obtain permission from both their assigned class teacher and the teacher or staff member they wish to see in order for the tardy to be excused. Students who have an unanticipated tardy need to discuss the matter with their instructor.

TARDY PROCEDURE

Each quarter, the following progressive measures will be taken:

- 5 Tardies = 1 Noon Detention
- 6th Tardy = 1 Noon Detention
- 7th Tardy = 1 Noon Detention
- 8th Tardy = 1 After School Detention
- 9th Tardy = 1 After School Detention
- 10th Tardy = 1 After School Detention

Students recorded as having more than 10 tardies within a grading period are subject to more restrictive measures. A meeting with the student, parent/guardian, guidance counselor, and teacher(s) will be required which could result in additional detention time and/or suspension.

SKIPPING CLASSES

Skipping classes without permission means you are truant. Your teacher will contact the office. This will result in a meeting with the Principal or, a contact with your parents, detention, and possible legal referral.

PLANNED ABSENCES/ADVANCE MAKE-UP SLIPS

If you are going to be absent, you must bring a signed excuse from your parents three days prior to your being gone. Requests made less than three days prior should express the extenuating circumstances and require the approval of the Principal. The office will issue you an advance make-up slip which must be turned

in and signed by your teachers before you leave in order for the absence to be classified excused. All work must be made up (School District Policy Code 5200).

MAKE-UP ASSIGNMENTS

Students are allowed three school days to make up assignments from the date the assignment is received. Extra days are only for assignments of which the student has no prior knowledge. If the student is absent on the day of an announced quiz or test, long-term assignment or project, the student will be expected to fulfill that obligation the day he/she returns to school. (School District Policy Code 5200)

BEHAVIORAL EXPECTATIONS

Bowler 7-12 Discipline Policy

Philosophy

Bowler 7-12 School discipline philosophy is an abiding belief in the worth and dignity of each student and a desire to provide for the student a learning environment founded on excellence and opportunity.

In order for the Bowler 7-12 School to maintain the best learning environment possible, the administration and faculty have adopted a "PROGRESSIVE" approach to student expectations, a system of progressive consequences for poor behavior, and the provision for various positive support mechanisms for good behavioral choices.

All rules and expectations revolve around three basic assumptions:

- 1) Students cannot be allowed to stop our teachers from teaching.
- 2) Students cannot be allowed to stop our students from learning.
- 3) Positive behavior is in the best interest of students and staff.

Our belief is that student discipline is part of the educational process. Teachers will need to review classroom rules with students at the start of the school year. Students need to be reminded that not all rules are covered in behavior guidelines. Students are responsible for prudent and acceptable behavior. Most unrepeatable misbehavior initially receives a warning. Intentional actions meant to hurt, damage, or degrade students, staff, or the institution may receive action not prefaced by a warning. Students and parents are provided with the student handbook to become familiar with school policies

Minor behaviors:

Behaviors that do not highly disrupt the operations of the school or its ability to instruct the student or other students and **may** normally warrant noon detention as a minimum.

Major behaviors:

Major Behaviors are of a more serious or disruptive nature or behaviors that cause a concern for safety may warrant an after-school detention, suspension, police citation, expulsion, or combinations thereof. Reference should be made to Board Policy 5500 for more detailed information.

Public Displays of Affection (PDA)

The Bowler School District is a public institution that will not tolerate any signs of Public Displays of Affection on school property. Students displaying PDA may receive discipline for these actions with no warnings given. Public Displays of Affection include but are not limited to kissing, hugging, inappropriate touching, rubbing bodies against each other, patting, pinching, sitting on each others laps, heads in laps, etc. This will include all school sponsored activities whether they are held on our school grounds or away and include before, during and after school hours.

Student Harassment, Intimidation, and Bullying

The Bowler School District seeks to provide a learning environment free of any form of harassment, intimidation, or bullying in any form and will take all necessary and appropriate actions to eliminate it. Per

Board Policy 5517 & 5517.01, the following is noted:

Harassment includes striking, shoving, kicking, throwing an object at, or otherwise subjecting another person to physical contact or attempting or threatening to do the same, such as: name-calling; or engaging in a course of conduct or repeatedly committing acts which intimidate, cause discomfort, or humiliate another person, or which interferes with the victim's academic or work performance. Harassment includes verbal comments or other expressions that insult, degrade, or stereotype any person or group because of race, color, national origin, gender, sexual orientation, religion/creed, pregnancy, parental/marital status, disability, or age.

Harassment also includes sexual harassment. This refers to behaviors that are not welcome, that are personally offensive, that debilitate morale, and that interfere with the academic performance of its victims or their peers. Sexual harassment may also include, but is not limited to, actions such as sexually-oriented verbal "kidding" or abuse, pressure for sexual activity, sexual contact and unwelcomed touching, display of sexually suggestive objects or pictures, demands for sexual favors accompanied by implied or overt promises of preferential treatment or threats concerning an individual's employment or academic status, any job or academic-related action that is based upon an individual's acceptance of, resistance to, or refusal of sexual overtures.

Intimidation is defined as an individual intentionally behaving in such a way as to make another feel timid or fearful. This includes overt or implied threats and/or physical gestures.

Bullying is defined as a form of aggression in which there is an imbalance of power between the bully and the victim. Bullying can be physical, verbal, or psychological and is of a repetitive nature. It can be direct (face to face) or indirect (behind someone's back).

Harassment, intimidation, and bullying are prohibited. Such acts will not be tolerated and students who instigate or participate in any type of it are subject to disciplinary action. Please refer to Board Policy 5517 & 5517.01 for further information.

Alcohol, Tobacco and Other Drug Use on School Premises by Students, and Visitors

Smoking, electronic cigarettes (e-cigarettes), vapes and use of other alcohol and other drug products by students, and the community are prohibited on property owned, rented by, or under the control of the school district. This includes school buildings, grounds, buses, and school-owned vehicles. Per Board Policy 5512 and 5530 the following is noted:

Students in violation of this policy who are participating in WIAA activities will be subject to disciplinary measures as per school athletic code.

Visitors who are observed smoking (including e-cigarettes) or using tobacco products on school district property will be asked to refrain from doing so. If the individual fails to comply with the request, he/she will be referred to appropriate supervisory staff for possible further action.

Students who violate this policy may be subject to the following disciplinary action:

One to five-day suspension, parent notification, mandatory parent conference police notification, tobacco products confiscated, educational modules, suspension from school pending an expulsion hearing. Violations are cumulative.

Disciplinary Actions

Detention:

Disciplinary action taken depends on the severity and frequency of the offense. Lunch detention time will be 30 minutes. The teacher shall establish the date of detentions for those they will supervise. For other behavioral detentions, the principal shall make the determination. After-school detentions are assigned for more serious misbehaviors, frequent minor misbehaviors, and for unserved noon detentions. For after-school detentions the

parent/guardian will be notified before the detention is served. All disciplinary actions will be logged to the student's yearly disciplinary record. Students receiving three (3) major incidents will be referred to the superintendent for consideration of expulsion. All detention students will not be allowed to leave the room or visit. Students who report to detention, are to remain seated; working, not sleeping, or sitting quietly throughout the detention.

Suspension:

Suspension is the removal from the school setting for a period of 1-10 days depending on the severity and frequency of the offense(s). The Principal may issue suspensions in school or out of school for noncompliance of school rules or conduct which endangers the property, health or safety of others, or other severe disruptive behavior.

Guidelines for In-School Suspension

A student is assigned to the in-school suspension by the Principal. The in-school suspension shall be assigned a location determined by the Principal.

The student is assigned to the in-school suspension for part of or all of the regular school day. The student receiving a full-day suspension may not attend his/her regular classes or participate in school-sponsored activities the entire day of the suspension. The student will be provided with assignments and will be expected to complete school assignments.

Guidelines for Out-of-School Suspension

A student assigned an out-of-school suspension is placed under the supervision of the parents or guardians during the period of the suspension. A suspended student is not to appear on school property during the period of suspension and cannot participate or appear at any school-sponsored activities. Prior to any suspension, the student shall be advised of the reason for the suspension. The nature of the suspension will be communicated to the parents.

Expulsion:

The school board may expel a pupil from school whenever it finds the pupil guilty of repeated refusal or neglect to obey the rules; or knowingly conveyed or caused to be conveyed any threat or false information concerning an attempt being made or to be made to destroy any school property by means of explosives; or finds that the pupil engaged in conduct which endangered the property, health, or safety of others; and is satisfied that in the interest of the school, demands the pupil's expulsion.

Police Referral:

Referral to the police liaison officer may be made for prosecution whenever pupils engage in activities that are in violation of local, county, and state ordinances or are involved in activities which endanger the property, health, or safety of others. Typically these activities may be swearing, disorderly conduct, insubordination, fighting, smoking, vandalism, truancy and theft.

Weapons

A student shall not possess, handle, transmit, or conceal any object commonly classified as a weapon. Lockers, book bags, gym bags, coats or jackets, other containers, and vehicles may be searched at any time by the Principal or designee where there is reasonable suspicion of the presence of any weapon or device that could harm property, health, or welfare of others.

Wis. Stat. 929.22 (10) defines "Dangerous Weapon" as follows: any firearm whether loaded or unloaded; any device designed as a weapon and capable of producing death or great bodily harm; any electric weapon or any device or instrumentality which, in the manner it is used or intended to be used, is calculated or likely to produce death or great bodily harm.

Students found to have such a weapon on school property or at school-related activities at any time or threatening to bring a weapon onto school grounds, may be recommended for expulsion by

school administrators.

General Operating Rules and Procedures

The following are operating rules which failure to adhere to could result in disciplinary action:

1. Students are not to be in the school buildings before or after regular school hours without permission and under the direct supervision of school personnel.
2. Students are not permitted to eat food or drink beverages in the classroom during the school day other than in the cafeteria during lunch, unless it is part of an approved-class project. Students bringing their noon lunch are required to eat in the cafeteria.
3. Students shall not skip class, have unexcused absences, or be tardy.
4. A student taking part in any extracurricular activity (band, athletics, etc.) outside the school district is required to use school-sponsored transportation and is expected to follow Bowler School rules. An exception may be made for a student to ride with their parent/legal guardian if their parent or legal guardian contacts the school activity advisor for approval. Approval will need to be made through the transportation waiver form found in the H.S. office.
5. Students attending a school-sponsored event are required to remain in the building until the activity is completed. Students leaving the building will be refused admittance back into the building unless supervised by parent/legal guardian or school personnel.
6. Students are not permitted in the halls unless a teacher or staff member accompanies them or have a hall pass from an authorized staff member after securing permission. Passes should be limited through out the day. No student is allowed in the halls during any class period as they should be in class for instruction.
7. Students are expected to conduct themselves in an orderly and respectful manner at all times while on school grounds. All school rules apply whenever a student is in the building, on school grounds, or on buses.
8. Students are expected to arrive in class on time and prepared to start class at bell time.
9. **High School** Students may use personal communication devices (PCDs) before school, after school, at lunch and during passing times between classes. **Middle School** Students may use PCDs before school, after school and at lunch. Use during passing times is prohibited, as is use during classes unless explicitly allowed by the classroom teacher, or administrator. If students have PCDs in their possession upon entering the classroom, they will be required to place them in the designated area of the classroom for the duration of the class.
10. Parents who wish to pick up their students during the school day must report to the office and sign the student out. The student will then be called to the office. Any student who fails to follow this procedure will be considered truant.
11. Objects deemed intentionally disruptive may be temporarily confiscated by the teacher and disciplinary action taken(laser pointers, whistles, toys, artificial scents, etc.).

DAMAGE TO SCHOOL PROPERTY

Anyone who destroys school property on purpose is responsible for replacing it. All damaged property should be reported to the office as soon as possible. Fines over \$5.00 must be paid to remain eligible for extracurricular activities. Students intentionally damaging school property may also be subject to further disciplinary action and/or legal proceedings.

SCHOOL ATTIRE

All students are expected to dress and groom themselves neatly in clothes that are suitable for school activities. The school reserves the right to send students home if their appearance does not reflect good taste and cleanliness, or if it is disruptive to the educational process.

During school hours (7:30 a.m. to 4:00 p.m.), students are NOT allowed to wear:

1. Coats, Scarves and Gloves, Blankets (unless approved by administration)
2. Skirts and shorts with less than a three inch in seam.
3. Tube tops, halter tops, spaghetti straps, crop tops and backless tops
4. Clothing or other attire with inappropriate text or images, including those that may degrade or devalue others. Examples of inappropriate text or images may include: Alcohol, drug or tobacco references, Suggestive sexual references including the playboy bunny, Weapons
5. Chains or spikes
6. Any apparel, color, accessory or object which denotes gang membership
7. Clothing that resembles underwear
8. Clothing with rips and tears that show undergarments or the rips are higher than mid thigh.
9. Hats and Hoods

Student MUST wear clothing that covers their:

1. Undergarments
2. Stomach
3. Chest
4. Back
5. Buttocks

Shoes are required at all times.

Students may wear athletic shorts but they may not be temporary or permanently altered.

A student may be asked to turn shirts inside out or to put on a school issued garment to comply with our policy. The garment must be washed and returned. The school reserves the right to send students home to change clothing.

Please refer to **Board Policy 5511** for more detailed information. Please understand the regulations are a balance of the individual's freedom of expression with the public interest of a quality education. School officials will take appropriate action to correct the situation should violations occur. Repeated violations of these rules may constitute grounds for suspension or expulsion.

BUS SERVICES AND DISCIPLINE PROCEDURES

Refer to Bus Riders Handbook

EXTRACURRICULAR

SCHOOL EXTRACURRICULAR ACTIVITIES

Bowler offers you opportunities for involvement in extracurricular sports and activities. Sports at Bowler include volleyball, football, basketball, track, softball and baseball. Bowler students can also participate in Soccer with Gresham. In most cases memberships are open to anyone. A student must carry a total of 6.5 credits in order to participate in any activity. Students must maintain a good grade average in order to participate in sports. An Athletic Code has been established by the Athletic Council and this Code and Training Rules must be turned in by each prospective athlete.

Clubs and organizations play an important part in high school life. Some examples, but not limited to are Future Farmers of America, Culture Club, and Bohiscan Staff.

DANCES/ACTIVITIES

In order to provide a safe/fun environment for our students coming to school-sponsored dances/activities, the doors will be locked at 9:00 for high school and 8:00 for middle school; no students will be admitted once the doors are locked. Also, students are not to leave the designated area without securing permission from the school employee who is chaperoning. Students will be expected to be in assigned areas. Students will not be permitted to go in and out of the building, unless a student secures permission from the school employee who is chaperoning prior (only if it is an absolute necessity).

Middle school students will not be admitted to high school dances and high school students will not be admitted to middle school dances. Middle school students may not bring students who don't attend the Bowler Middle School to their dances/activities. If a high school student would like to bring a student from another school to the Bowler School sponsored dance/activity, they must secure a form from the high school office and turn it in the week before, not at the door. No one under grade 9 or over the age of 20 (unless currently enrolled in another high school) will be admitted into the dance/activity.

GENERAL PROCEDURES

NON-DISCRIMINATION

The Bowler School District does not discriminate against pupils on the basis of sex, race, color, national origin, ancestry, creed, religion, pregnancy, marital or parental status, sexual orientation, handicap, or physical, mental, emotional, or learning disability or handicap in its education programs or activities. Federal law prohibits discrimination in employment on the basis of age, race, color, national origin, sex, or handicap. The District encourages informal resolution of complaints under this policy if any person believes that the Bowler School District or any part of the School organization has failed to follow the law and rules of s118.12, Wis. Statutes, or in some way discriminates against pupils on the basis listed above, he/she may bring or send a complaint to the administration office at the following address: Superintendent, School District of Bowler, 500 S. Almon St., Bowler, WI 54416.

STUDENT GRIEVANCE PROCEDURE

If a misunderstanding were to arise between students and teachers or coaches, the following grievance process is available to all students to resolve the problem:

When feasible, the student should meet with the teacher or coach to discuss the issue. If the initial meeting does not resolve the situation, the parent or guardian may confer with the teacher or coach involved.

If still unresolved, the matter should be referred to the Principal. Students may file a grievance or submit a request for remedy by completing a formal grievance form available from the school office, by informal written statement, or by verbal statement to any licensed staff member. A parent or guardian may also file a grievance on behalf of the student.

In extreme situations, unresolved issues may be referred to the superintendent of schools, and, ultimately, the school board.

EARLY SCHOOL DISMISSAL/CANCELLATION Deteriorating weather conditions or other unforeseen events

may occasionally result in cancellation or early dismissal from school. Bowler School will provide an automated emergency notification system through email, text and/or phone, alerts through television stations, and information via the Bowler School District app, website, Skylert and Skyward. If worsening conditions force us to close school early, the same stations will carry this information. In the event that this should happen, know what your parents expect you to do.

***Please Note:** School staff recommends that you refrain from calling school, if possible, during an unexpected early dismissal as phone lines must remain open for parents needing emergency arrangements for their children. (Board Policy 8220)

STUDENT DRIVING GUIDELINES

1. Each student will have a car registration form on file in the office before a vehicle can be parked on school grounds during regular school hours.

a. Cars not properly registered with the high school office may be subject to fine and/or towed at students/owner's expense.

2. Cars are to be parked in the student lot and locked.

3. Students may not take cars from the parking lot during school hours. Students will not use their cars to transport other students during the school day under any circumstance other than an approved situation. Such approval may be secured from the 7-12 Principal or administrative personnel. Parents or guardians must be informed and their permission secured as well.

4. Students who drive must have a note or phone call and an acceptable reason to be excused early. Students must sign out in the office when leaving the building.

5. Failure to follow these procedures will result in disciplinary action-as determined by the Administrator or 7-12 Principal.

6. Reckless driving or misuse of a motor vehicle on school grounds-could result in a referral to law enforcement.

7. Students must use the mode of transportation provided by the school for any school sponsored events. The only exception to this rule would be with permission from parents/guardians and granted by school administrators with a completed **Transportation Waiver** prior to the event. Students will not be allowed to transport themselves or others to or from events.

LEAVING SCHOOL BUILDING

Under **NO** circumstances may you leave the school building or playground without permission from the office. The parking lot is "off limits" to you. If you must leave school during the school day, you **must** bring a written request from your parents to the office in the morning. The time and reason for leaving **must** be included. When possible, appointments should be made outside of school hours. Before leaving the building, you must be checked out at the office by your guardian. You will be released only to your parent unless the office has been notified that your parent has granted permission for someone else to pick you up.

ILLNESS AND MEDICATION AT SCHOOL

If you are injured or get sick while at school, you should notify your teacher immediately. Minor first aid, which is necessary to meet the need of the emergency will be done. Your parent will be contacted.

Medications may be administered at school under the following conditions:

The drug must be delivered to the office in its original bottle or packaging, whether prescription or non-prescription. Your medication will be stored there in a locked drawer; it should not be kept in your bag or locker. Occasional exceptions are allowed for asthma inhalers per school policy.

Written parent consent with specific directions must be on file and updated annually. Medication consent forms are available for this purpose.

Prescription medications also require written consent from your physician/healthcare provider. It is the responsibility of the student to come to the office at the assigned time to receive medication.

STUDENT PASSES

You may not leave class or an assigned area to go anywhere in the building without a staff member or teacher's permission. You have three minutes passing time between classes. If you have "business" that must be completed beyond these three minutes, you must report to your next period teacher to secure a pass before beginning your business. It is the responsibility of the student to get permission from the teacher, before leaving the classroom. Any staff member who asks to see the student's pass, should be shown the pass from the student. Any student found in hallways without an appropriate pass or escort will receive an automatic noon detention.

CHROMEBOOK USE

Technology is a learning tool like a text book or calculator and should be handled with care and used appropriately. Teachers will be monitoring students use of their chromebooks. Teachers will write up disciplines if student is violating acceptable use agreement or disrupting the educational process.

1. **First Offense:** Noon Detention
2. **Second Offense:** Noon Detention
3. **Third Offense:** Lockdown of Chromebook sites available

(These steps may be skipped for more significant issues)

(See School District of Bowler Chromebook, Technology Procedures, Information, and Acceptable Use Policy for more information.)

PHONE USE

The phone in the office is only to be used in cases of an emergency. Please do not ask to use this phone because you forgot your lunch money or you just decided to go to a friend's house after school, or stay for a basketball game. Remember to make your arrangements with your parents before coming to school.

STUDENT INFORMATION

Keeping up-to-date information on students is a constant job. Let the office know immediately if you change any of your vital statistics. That is, (1) where you live, (2) home/emergency phone number, (3) parent work number, or (4) other emergency information such as health status, etc. General student directory information may be held at the request of parents by completing the "Release of Student Directory Information" Form.

SCHOOL VISITORS

Parents and guardians are welcome to visit the school periodically. However, in an effort to maintain the best learning and teaching environment for Bowler students, such visitors must first report to the office. Visitors will be asked to sign the visitor log after receiving clearance for the visit and wear a visitor's pass. A visitor may not interrupt the learning environment in any way. With concern for the safety of students and disruption of the educational process, students not currently enrolled in our school will not be permitted to visit during school hours. Please refer to Board Policy 9150 for further information.

SCHOOL SUPPLIES

It is your responsibility to attend class prepared to work, that is, with paper, pen or pencil, etc.

STUDENT VALUABLES

School is not the place to bring valuables such as jewelry or large amounts of money. If you must bring large amounts of money to school, take it to the office for safekeeping.

Bowler School will not be responsible for any items left in classrooms, lunchroom, locker rooms, lockers, etc.

NUISANCE ITEMS

Items which distract others from learning or your teachers from teaching should not be brought to school. These nuisance items, such as, squirt guns, rubber bands, water balloons, blankets, etc., will be confiscated. Most items will require that your parent pick them up from the office.

STUDENT LOCKERS

Your locker space is for storage of jackets, books, and your classroom supplies. You are solely responsible for the condition of your locker--inside and out. Do not mar, write, glue or paste stickers or other items on your locker. Do not use any tapes. If you desire to hang pictures or posters, please secure these with magnets. Bowler School District retains ownership and possessory control of all pupil lockers. Lockers and the contents of the lockers may be inspected and searched when deemed appropriate by the school administration. For your locker in the gym/locker room, a combination lock may be rented from the administration office for your use. Remember that you are responsible for the contents of your locker. Lockers and locker combinations should not be shared.

Personal property of students and staff members which is not covered by insurance, and which is damaged, stolen or lost on school premises or during school activities, shall not be paid for by the Board of Education. This includes glasses, clothing and any and all other personal property.

LOST AND FOUND

If you find an article of value, please bring it to the office. All lost items that are turned in will be placed in the "lost and found" box in the office. Items not claimed by the end of the week are either given away or disposed of. Please make sure all items you bring to school are labeled with your name.

BOOK USAGE

Your books are loaned to you. Damaged or lost books are your responsibility. You will be assessed a fine for damaged or lost books. A registration fee of \$25.00 is required. Treat your books with T.L.C., that is, tender loving care!

LIBRARY PROCEDURES

The library is located down in the elementary end of the District Building, it is a place to do research and quiet casual reading. The library is shared between both ends of the building, please be quiet and respectful when entering the library to pick out books, etc. It is not a hang out for visiting. If you need special research materials and equipment, contact the librarian so she can accommodate you in advance.

Our library is here for the convenience and fairness to all students. The following guidelines will help to ensure smooth and effective operations:

1. Students may withdraw books for a maximum of four weeks.
2. Books should be returned to the book-return box.
3. Books and magazines may not leave the library unless they have been properly checked out.
4. Encyclopedias, dictionaries, and other reference books must all be checked out if they are to leave the library.
5. Students should return reference books to their proper position when they are finished with them.
6. Magazines and newspapers should be replaced at least five (5) minutes before the end of a period.
7. The school reserves the right to adjust/alter these guidelines as appropriate and as needed.

Any changes or modifications will be posted in the library to alert students to such changes.

LUNCH PROGRAM

A nutritionally balanced hot lunch and breakfast is prepared each day. You must choose at least 3 items served on the menu. If you carry your lunch you should eat it in the cafeteria. Milk or any food items are not to be removed from the cafeteria. Currently all Bowler students receive free breakfast and lunch.

Positive lunchroom behavior is expected. After you are finished eating, you need to clean up after yourself -- put unused milk into the bucket, uneaten food into the plastic bin, and other garbage (paper, bones, peels) into the trash can and return your tray to the lunchroom window.

If allergies or medical conditions affect the types of food you can eat, you need to present a doctor's letter describing the restriction and medical condition.

EMERGENCY DRILLS

Elementary students will practice a fire evacuation drill as required by law. In addition, severe weather drills (tornado) will be practiced. The purpose of these drills are to ensure that students can follow safe and orderly procedures if the need arises. Students will also be asked to practice "crisis security procedures" for a safe evacuation or "lock-down" situation in the building.

If you have any questions regarding any of the policies, procedures and regulations outlined in this handbook you are urged to contact the school so that those questions can be addressed.

***On the last page of this handbook is a signature page. We ask that you sign and return it to the Middle School / High School office by the due date noted on that page.**

Again, welcome and we look forward to working with you this school year. The Bowler School District maintains a "Bowler School District Policy Manual" for student and public reference. Some policies students might be interested in are:

Safe and Healthful Facilities

Fire Drills - 8410

Bomb Threat - 8410

Emergency Closing - 8220

Buildings and Grounds Security - 7440

Vending Machines - 8510

Cancelation of Scheduled Extracurricular Activities - 8220

Student Publications - 5722

Interscholastic Athletics - 2431

Procedure to Retake High School Classes

Promotion and Retention of Students - 5410

Graduation Requirements - 5460

Equal Educational Opportunities - 2260

Student Harassment - 5517

Student Attendance - 5200

Open Enrollment - 5113

Bowler School District Acceptable Use Policy – 7540-03

Dress and Grooming - 5511

Tobacco Use on School Premises by Students, Staff Members, and Visitors - 5512

Alcohol/Drug Abuse Policy - 5530

Pregnant and Married Students - 5751

Locker Searches - 5771

Student Complaints - 9130

Bowler 7-12 Discipline Policy - 5500

Wellness - 8510

Emergency Procedure Administering Medications to Pupils - 5330

Head Lice - 8451

Guidelines for Determining Senior Class Valedictorian, Salutatorian, and Academic Excellence

Scholarship Recipients – 5451.01

Copies of individual policies are available upon request.

Bowler School District 2023-2024 CALENDAR

<p>17 Registration 7:00 am - 6:00 pm</p> <p>21-22 New Teacher Academy</p> <p>23-30 In-Service PD</p> <p>29 Open House K-12</p> <p>7th Grade Orientation 4:00 pm</p> <p>9th Grade Orientation 5:00 pm</p> <p>31-Labor Day break</p> <p>6 Contract Days</p>
<p>1-4 No School/Labor Day</p> <p>5 First Day of School</p> <p>29th inservice day</p> <p>19 Contract Days</p> <p>18 Instructional Days</p>
<p>3rd - Mid Quarter</p> <p>9 PTC 10-6 (No School for Students)</p> <p>12 - PTC 3:30-7:15</p>

AUGUST 2023						
S	M	T	W	Th	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		

SEPTEMBER 2023						
S	M	T	W	Th	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

OCTOBER 2023						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7

FEBRUARY 2024						
S	M	T	W	Th	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		

MARCH 2024						
S	M	T	W	Th	F	S
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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						

APRIL 2024						
S	M	T	W	Th	F	S
	1	2	3	4	5	6

<p>9 In-Service</p> <p>16 Mid Quarter</p> <p>19 PTC 10-6 (No School for Students)</p> <p>22 PTC 3:30-7:15</p> <p>21.5 Contract Days</p> <p>19 Instructional Days</p>
<p>1 No School</p> <p>21 End of Quarter 3 (41 days)</p> <p>22 In-service</p> <p>25-April 1 Spring Break</p> <p>15 Contract Days</p> <p>14 Instructional Days</p>
<p>1 Spring Break</p> <p>2 Start of Quarter 4</p>



<p>27 - No school</p> <p>21.5 Contract Days 20 Instructional Days</p> <p>Fall Picture Day October 3rd</p> <p>3 End of Quarter 1 (41 days) 6 In-Service Day 7 Start of Quarter 2 22-24 Thanksgiving Break</p> <p>19 Contract Days 18 Instructional Days</p> <p>Picture Retake Day November 9th</p> <p>8 In-Service Day (Mid Quarter) 25-29 Winter Break</p> <p>16 Contract Days 15 Instructional Days</p> <p>1 Winter Break 18 End of Quarter 2 (43 days) 19 In-Service Day 22 Start of Quarter 3</p> <p>22 Contract Days 21 Instructional Days</p>
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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>21 Contract Days 21 Instructional Days</p>

NOVEMBER 2023						
S	M	T	W	Th	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		

MAY 2024						
S	M	T	W	Th	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>2 InService (Mid Quarter)</p> <p>3 No School</p> <p>17 In-Service</p> <p>24th Graduation</p> <p>27 No School/Memorial Day</p>
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DECEMBER 2023						
S	M	T	W	Th	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						

JUNE 2024						
S	M	T	W	Th	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>21 Contract Days 19 Instructional Days</p> <p>5 Last Day of School Students (43 days)</p> <p>6 Last Day for Staff</p>
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JANUARY 2024						
S	M	T	W	Th	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			

186 Contract Days(+4 Holidays)=190 Days Total
168 Student Days Total

* Fall Picture Day October 3rd
* Retake Day November 9th

Approved by Board 4/24/2023

BOWLER 7 -12 STUDENT HANDBOOK 2023-2024

We have received and read the Bowler 7 - 12 Student Handbook. We understand that we are responsible for all the information contained herein.

Please sign and return this page to the 7-12 office by Friday September 8th 2023

Print Student's Name Grade

Student Signature Date

Signature of Parent/Guardian Date