



## **CAMPBELLSPORT SCHOOL DISTRICT ANNUAL NOTICES OF POLICIES & PROCEDURES**

2022-2023

Per the 2015 Wisconsin Act 55, school districts are required to provide annual notices of the student academic standards, school accountability reports, educational options, and the Special Needs Scholarship Program. Additionally, certain Campbellsport School District policies and federal regulations require that parents/guardians be informed about them annually. Listed below are notices that are published to keep parents/guardians informed and to meet these notification requirements. Contact your child's school office, the district office, or the district website to obtain the complete policy or for additional information on these matters. View all district policies on [BoardDocs](#) (Active Policies).

### **ABSENCES FOR RELIGIOUS INSTRUCTION**

#### [Policy 5223](#)

The Board of Education desires to cooperate with those parents who wish to provide for religious instruction for the children but also recognizes its responsibility to enforce the attendance requirements of the State.

The Board shall permit students, with written parental permission, to be absent from school during required school periods at least sixty (60) minutes but not more than 180 minutes per week to obtain religious instruction outside of school.

A student must be properly registered and a copy of such registration must be filed with the principal. The supervisor of the religious instruction must report monthly to the District the names of the students who are attending the weekly instruction.

The District will assume no liability for a student while attending religious instruction nor will it provide transportation for such instruction.

No solicitation for attendance at religious instruction shall be permitted on District premises. No member of the staff shall encourage nor discourage participation in any religious instruction program.

### **ASBESTOS NOTIFICATION**

#### [Policy 8431.01](#)

The Board of Education recognizes its responsibility to provide students, employees, and visitors with a safe and healthful environment. Accordingly, the Board directs the District Administrator to ensure that the District satisfies its obligations to deal with asbestos building materials in any building that is leased, owned, or otherwise used by the District as a school building as required under State and Federal law including, but not limited to, the Asbestos Hazard Emergency Response Act of 1986 ("AHERA"). To this end, the Board authorizes the District Administrator to designate an individual responsible for ensuring that the District satisfies its responsibilities under AHERA. This individual will, at a minimum, develop and administer an Asbestos Management Plan as required by law. The Plan will address all requirements under AHERA including, but not limited to, inspection, reinspection, periodic surveillance, training, and recordkeeping requirements.

The District Administrator will also ensure that at least once each school year, the District provides written notice to parents, employees, and employee organizations regarding the availability of the District's Asbestos Management Plan and any response actions taken or planned.

## **BOARD OF EDUCATION**

Regular open meetings of the Campbellsport School District Board are held on the 1st and 3rd Monday of each month at 7:30 p.m. Please see our district website at <https://campbellsportwi.sites.thrillshare.com/page/board-of-education> for meeting agendas and minutes.

President - Michael Weiss  
Vice President - Danielle Neitzel  
Treasurer - Deborah Senn  
Clerk - Sharon Gazzola  
Member - Mandi Rahmer  
Member - Keith Peters  
Member - Maureen Koch

## **CONCUSSION**

### **[A Parents/Guardian's Guide to Concussion](#)** **[Policy 5340](#)**

A concussion is a type of traumatic brain injury. Concussions occur when there is a forceful blow to the head or body that results in rapid movement of the head and causes any change in behavior, thinking, or physical functioning. Concussions are not limited to situations involving loss of consciousness. Some symptoms of a concussion include headache, nausea, confusion, memory difficulties, dizziness, blurred vision, anxiety, difficulty concentrating, and difficulty sleeping.

At the beginning of a season of any athletic sport, the Athletic Director shall distribute a concussion and head injury information sheet to each coach and to each student participant. No student will be permitted to participate in any athletic activity unless that student, or if the student is under age nineteen (19) his/her parent, has returned a signed concussion and head injury information sheet. A student is only required to return one (1) signed sheet per school year in order to participate in athletics.

## **COPYRIGHTED WORKS**

### **[Policy 2531](#)**

The Campbellsport School District adheres to appropriate Copyright regulations and policies. Copyright issues and concerns can be communicated to the District Copyright Agent listed below.

### **Campbellsport School District Copyright Agent**

Michelle Axmear-Rockelman  
MS-HS Library-Media Specialist  
(920) 533-4811  
[mrockelman@csd.k12.wi.us](mailto:mrockelman@csd.k12.wi.us)

## **DISTRICT AND SCHOOL REPORT CARD**

### **[Policy 2261.03](#)**

Each School District that receives Title I, Part A funds must prepare and publicly disseminate a report card on the performance and operations of the District. Report cards must be concise and presented in an understandable and uniform format that is developed in consultation with parents and accessible to persons with disabilities and, to the extent practicable, in a language that parents can understand.

The report shall contain the information called for in accordance with State and Federal law. The report must include 1) an overview section and 2) a detail section.

Report cards must begin with a clearly labeled overview section that is prominently displayed. The overview section of District report cards must include information on key metrics of State, District, and school performance and progress and is intended to help parents and other stakeholders quickly access and understand such information and provide context for the complete set of data included in the report.

#### **DISTRICT COMPLIANCE OFFICERS AND COMPLAINT FILING**

Policy [1422](#) - [3122](#) - [4122](#) Nondiscrimination and Equal Employment Opportunity

Policy [1662](#) - [3362](#) - [4362](#) Employee Anti-Harassment

Policy [1623](#) - [3123](#) - [4123](#) Section 504/ADA Prohibition against Disability Discrimination in Employment

Policy [2260](#) - Nondiscrimination and Access to Equal Educational Opportunity

Policy [2260.01](#) - Section 504/ADA Prohibition against Discrimination Based on Disability

Policy [5517](#) - Student Anti-Harassment

The following persons have been designated to handle inquiries regarding the nondiscrimination policies. The Compliance Officers are:

Shanda Cerny  
Campbellsport Elementary Principal  
Campbellsport School District  
327 North Fond du Lac Avenue  
Campbellsport, WI 53010  
920-533-1265  
[scerny@csd.k12.wi.us](mailto:scerny@csd.k12.wi.us)

Patrick O'Connor  
High School Principal  
Campbellsport School District  
327 North Fond du Lac Avenue  
Campbellsport, WI 53010  
920-533-1264  
[poconnor@csd.k12.wi.us](mailto:poconnor@csd.k12.wi.us)

#### **EARLY COLLEGE CREDIT PROGRAM**

[Policy 2271](#)

The Board recognizes the value to students and to the District of students participating in programs offered by University of Wisconsin System institutions, tribally controlled colleges, and private, non-profit higher education institutions in Wisconsin.

The Board will allow any high school students who satisfy the eligibility requirements to participate in the Early College Credit Program (ECCP) to enroll in an approved course at an ECCP-approved institution of higher education while attending in the District. Students will be eligible to receive college and high school credit for completing the course(s) at authorized institutions of higher education provided they complete the course(s) and receive a passing grade.

The School District's responsibility to pay for tuition, fees, books, and other necessary materials shall be limited to eighteen (18) postsecondary credits per student.

The District's Early College Credit Program will comport with applicable State law and the administrative rules of the Department of Public Instruction. The District Administrator shall also ensure that all students enrolled in the District in the 8th, 9th, 10th, and 11th grades are provided with information regarding the Program by October 1st each year.

## **EDUCATION FOR EMPLOYMENT**

### [Policy 2420](#)

Education for employment program shall include a long-range plan approved by the Board and developed by a team of District staff and community stakeholders, which may include businesses, postsecondary education institutions, and workforce development organizations. The Board will annually review the plan and, if necessary, update the long-range plan and education for employment program under s. PI 26.03. This review shall evaluate student postsecondary outcomes. At the conclusion of the review, the Board shall prepare a report on the District's education for employment program. The report shall describe the education for employment program's current progress and future goals related to improving student postsecondary outcomes. The Board will publish its long-range plan and the report on the District's website. The District shall annually notify parents of its education for employment program. The notice shall inform parents of the information and opportunities available to students under s. PI 26.03 (2) and (3), including the availability of programs at technical colleges.

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

### [Policy 5111.01](#)

Children who are identified as meeting the Federal definition of "homeless" will be provided a free appropriate public education (FAPE) in the same manner as all other students of the District. To that end, homeless students will not be stigmatized or segregated on the basis of their status as homeless. The District shall establish safeguards that protect homeless students from discrimination on the basis of their homelessness. The District shall regularly review and revise its policies, including school discipline policies that impact homeless students, including those who may be a member of any of the Protected Classes (Policy 2260).

## **EDUCATIONAL OPTIONS**

### [Policy 8146](#)

School districts are required to provide a list of educational options that are available to children of the district. These include enrolling in public schools, private schools participating in a private parental choice program, charter schools, virtual schools, full and part-time open enrollment, youth options, course options, and options for students enrolled in a home-based private education program. More information can be found at <http://dpi.wi.gov/ed-options>

## **EMPLOYEE ANTI-HARASSMENT**

### [Policy 1662](#)

The Board is committed to a work environment that is free of harassment of any form. The Board will not tolerate any form of harassment and will take all necessary and appropriate action to eliminate it. Any member of the School District community who violates this policy will be subject to disciplinary action, up to and including termination of employment. Additionally, appropriate action will be taken to stop and otherwise deal with any third party who engages in harassment against our employees.

The Board will vigorously enforce its prohibition against harassment based on race, color, national origin, age, sex (including gender status, change of sex, sexual orientation, or gender identity), pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters (collectively, "Protected Classes"), or any other characteristic protected by law in its employment practices (hereinafter referred to as "harassment" ), and encourages those within the School District community as well as Third Parties, who feel aggrieved to seek assistance to rectify such problems. The Board prohibits harassment that affects tangible job benefits, interferes unreasonably with an individual's work performance, or creates an intimidating, hostile, or offensive working environment. Harassment may occur employee-to-employee, employee-to-student, male-to-female, female-to-male, male-to-male, or female-to-female.

### **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) MODEL NOTICE FOR DIRECTORY INFORMATION**

**[Note: Per 34 C.F.R. § 99.37(d), a school or school district may adopt a limited directory information policy. If a school or school district does so, the directory information notice to parents and eligible students must specify the parties who may receive directory information and/or the purposes for which directory information may be disclosed.]**

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that **[School or School District]**, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, **[School or School District]** may disclose appropriately designated "directory information" without written consent, unless you have advised the **[School or School District]** to the contrary in accordance with **[School or School District]** procedures. The primary purpose of directory information is to allow the **[School or School District]** to include information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965, as amended (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. **[Note: These laws are Section 9528 of the ESEA (20 U.S.C. § 7908) and 10 U.S.C. § 503(c).]**

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

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended
- Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user
- A student ID number or other unique personal identifier that is displayed on a student ID badge, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user.

## **FOOD SERVICES**

### [Policy 8500](#)

The food-service program shall comply with Federal and State regulations pertaining to the selection, preparation, delivery, consumption, and disposal of food and beverages, including but not limited to the current USDA's school meal pattern requirements and the USDA Smart Snacks in School nutrition standards, as well as to the fiscal management of the program. Further, the food-service program shall comply with Federal and State regulations pertaining to the fiscal management of the program as well as all Federal and State requirements pertaining to food service hiring and food service manager/operator licensure and certification. In addition, as required by law, a food safety program based on the principles of the Hazard Analysis and Critical Control Point (HACCP) system shall be implemented with the intent of preventing food-borne illnesses. For added safety and security, access to the facility and the food stored and prepared therein shall be limited to food service staff and other authorized persons.

The following statement applies to all programs administered by the District that are funded in whole or in part by the U.S. Department of Agriculture (USDA):

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, 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 may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

### **FREE AND REDUCED-PRICE MEAL INFORMATION**

#### [Policy 8531](#)

The Board of Education recognizes the importance of good nutrition to each student's educational performance.

The Board shall provide eligible children with breakfast and lunch at a reduced rate or at no charge to the student.

Children, eligible for free or reduced-price meals, shall be determined by the criteria established by the Child Nutrition Program. These criteria are issued annually by the Federal government through the Wisconsin Department of Public Instruction.

The Board designates the Director of Business Services to determine in accordance with Board standards, the eligibility of students for free and/or reduced-price meals.

The schools shall annually notify all families of the availability, eligibility requirements, and/or application procedure for free and reduced-price meals by distributing an application to the family of each student enrolled in the school and shall seek out and apply for such Federal, State, and local funds as may be applied to the District's program of free and reduced-price meals.

### **HUMAN GROWTH AND DEVELOPMENT INSTRUCTION**

#### [Policy 2414](#)

The Board directs that students receive instruction in human growth and development, consistent with Chapter 118.019(2) Wis. Stats. A citizens' advisory committee shall be established, in accordance with Board Policy 9140- Citizens' Advisory Committees and 118.019(5), Wis. Stats., in order to ensure the effective participation of staff, parents, health-care professionals, members of the clergy, and other residents of the District in the design and implementation of this program area. The Board authorizes the curriculum to include separating students on the basis of gender as determined by the Committee.

The District shall provide parents annually with an outline of the human growth and development program used in their child's grade level as well as information regarding how the parent may inspect the complete program and instructional materials. Prior to use in the classroom, the program shall be made available to parents for inspection.

The District shall notify the parents, in advance of the instruction and give them an opportunity, prior to instruction, to review the complete program and instructional materials and of their right to have their child excused from the instruction. The notice shall state that, in the event a student is excused, that student will still receive instruction under 118.01(2)(d)2c, Wis. Stats. unless exempted and under 118.01(2)(d)8, Wis. Stats.

## **MENINGOCOCCAL DISEASE**

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

Meningococcal disease refers to any illness caused by bacteria called *Neisseria meningitidis*, also known as meningococcus [muh-ning-goh-KOK-us]. These illnesses are often severe and can be deadly. They include infections of the lining of the brain and spinal cord (meningitis) and bloodstream infections (bacteremia or septicemia).

These bacteria spread through the exchange of respiratory and throat secretions like spit (e.g., by living in close quarters, kissing). Doctors treat meningococcal disease with antibiotics, but quick medical attention is extremely important. Keeping up to date with recommended vaccines is the best defense against meningococcal disease

## **NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY**

### [Policy 2260](#)

The Board is committed to providing an equal educational opportunity for all students in the District.

The Board does not discriminate on the basis of race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including gender status, change of sex or gender identity), or physical, mental, emotional, or learning disability (Protected Classes) in any of its student program and activities. This policy is intended to support and promote non-discriminatory practices in all District and school activities.

The Board is also committed to equal employment opportunity in its employment policies and practices as they relate to students. The Board's policies pertaining to employment practices can be found in Policy 1422, Policy 3122, and Policy 4122 - Nondiscrimination and Equal Employment Opportunity.

The District will identify, evaluate, and provide a free appropriate public education to students with disabilities who are determined eligible for special education and related services under the Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act of 1973 (Section 504).

The District's educational programs include academic and non-academic settings. Each qualified student with a disability shall be educated with students without disabilities to the maximum extent appropriate. In the non-academic setting, a student with a disability shall participate with students without disabilities to the maximum extent appropriate.

## **NONDISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY**

### [Policy 1422](#) - [3122](#) - [4122](#)

The Board does not discriminate in the employment of administrative staff on the basis of race, color, national origin, age, sex (including gender status, change of sex, sexual orientation, or gender identity), pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other legally protected category in its programs and activities, including employment opportunities.

## **NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE**

Policy [1422.02](#) - [3122.02](#) - [4122.02](#)

The Board prohibits discrimination on the basis of genetic information in all aspects of employment, including hiring, firing, compensation, job assignments, promotions, layoffs, training, fringe benefits, or any other terms, conditions, or privileges of employment. The Board also does not limit, segregate, or classify applicants or employees in any way that would deprive or tend to deprive them of employment opportunities or otherwise adversely affect the status of the person as an employee a, based on genetic information. Harassment of a person because of genetic information also is prohibited. Likewise, retaliation against a person for identifying, objecting to, or filing a complaint concerning a violation of this policy is prohibited.

The identity of the Compliance Officer (see Policy 1422 - Nondiscrimination and Equal Employment Opportunity) shall be posted throughout the District and published in any District statement regarding the prohibition of discrimination on the basis of genetic information in all aspects of employment, in any staff handbooks, and in general information publications of the District as required by Federal and State law and on the District website.

## **NONDISCRIMINATION IN RELATION TO CAREER AND TECHNICAL EDUCATION**

[Policy 2421](#)

The programs are available to students without regard to race; color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including transgender status, change of sex or gender identity), or physical, mental, emotional, or learning disability ("Protected Classes"). The District Administrator is to ensure that application forms for work-study programs contain a notice of nondiscrimination and that each employer associated with a work-study program has provided assurance of nondiscrimination based on the Protected Classes prior to the time the students are selected and/or assigned.

## **NONDISCRIMINATION ON THE BASIS OF SEX IN EDUCATION PROGRAMS OR ACTIVITIES**

[Policy 2266](#)

The Board does not discriminate on the basis of sex (including sexual orientation or gender identity), in its education programs or activities, and is required by Title IX of the Education Amendments Act of 1972, and its implementing regulations, not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The Board is committed to maintaining an education and work environment that is free from discrimination based on sex, including sexual harassment.

The Board prohibits sexual harassment that occurs within its educational programs and activities. When the District has actual knowledge of sexual harassment in its education program or activity against a person in the United States, it shall promptly respond in a manner that is not deliberately indifferent.

Pursuant to its Title IX obligations, the Board is committed to eliminating sexual harassment and will take appropriate action when an individual is determined responsible for violating this policy. Members of the School District community who commit Sexual Harassment are subject to the full range of disciplinary sanctions set forth in this policy. Third Parties who engage in sexual harassment are also subject to the disciplinary sanctions listed in this policy. The Board will provide persons who have experienced Sexual Harassment ongoing supportive measures as reasonably necessary to restore or preserve access to the District's educational programs and activities.

The District's Title IX Coordinator(s) is/are:

Dr. Sally Kellman  
Director of Pupil Services  
920-533-1267  
327 North Fond du Lac Avenue  
Campbellsport, WI 53010  
skellman@csd.k12.wi.us

Any inquiries about the application of Title IX and its implementing regulations to the District may be referred to the Title IX Coordinator(s), the Assistant Secretary for the U.S. Department of Education's Office for Civil Rights, or both.

The Board has adopted a grievance process that provides for the prompt and equitable resolution of student and employee complaints alleging any action that is prohibited by Title IX and/or its implementing regulations. The grievance process is included in Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities. The grievance process specifically addresses how to report or file a complaint of sex discrimination, how to report or file a formal complaint of Sexual Harassment, and how the District will respond.

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

The school district has a duty to locate, identify, and evaluate all resident children with exceptional educational needs, regardless of the severity of their disability. The district has a special education screening program to locate and screen all children with suspected disabilities who are residents of the district and who have not graduated from high school. The district locates and screens children in the following groups: children below school-entry age; children entering school for the first time; children currently enrolled in public and private schools; all transfer pupils, and school-age children who are eligible to attend school but who are not attending school and who are residents of the district. Upon request, the school district will screen any child to determine whether a special education referral is appropriate. Such a request may be made by contacting the Director of Pupil Services.

#### **NSF FEES**

A \$20 NSF (non-sufficient funds) fee will be charged to any person whose check does not clear the district bank.

#### **NUTRITION PROGRAMS**

#### **PART-TIME OPEN ENROLLMENT**

[Policy 5113.01](#)

The Board will provide students enrolled in the District with the ability to take up to two (2) courses at any given time through a non-resident public school district. Likewise, the Board will consider the enrollment of a non-resident student in up to two (2) courses per term under the criteria set forth in this policy and any criteria required by law.

#### **PROGRAM OR CURRICULUM MODIFICATIONS**

[Policy 2451](#)

The Board recognizes that the regular school program may not be appropriate for all students. Some students may need program or curriculum modifications to successfully meet the District's academic goals and/or graduation requirements. (See Policy 5461 - Children At-Risk of Not Graduating from High School) Any student's parent, or the student if the parent is notified, may submit a written request to the Board, to provide the student with program or curriculum modifications.

### **PROGRAMS FOR ENGLISH LEARNERS**

#### **[Policy 2260.02](#)**

The Board recognizes that there may be students whose primary language is not English residing within the District. With that in mind, the Board shall provide appropriate identification and transition services for District students who possess limited English language proficiency. The purpose of these services is to develop English language skills that will enable the students to function successfully in an all-English classroom and complete the District's required curriculum.

These services shall include the identification of students who are English Learners (ELs), the implementation of curricular and instructional modifications, the assessment of the EL student's academic progress, identification of EL students that achieve English Language Proficiency (ELP), and continued monitoring of ELP students. The degree of modification, the duration, and the type of services shall be determined individually and shall be based on the needs of each student.

If a sufficient number of the students identified with limited English proficiency are of the same language group to meet statutory requirements, the Board shall establish and implement a bilingual-bicultural education program as required by the law.

The Director of Pupil Services shall be responsible for taking a count of limited-English proficient students in the District that shall be completed on or before March 1st of each school year. The District will also assess the language proficiency of such students and classify them by language group, grade level, age, and English language proficiency. The annual assessment will measure a student's oral language, reading, and writing skills in English.

The District shall submit the report of EL students to the Department of Public Instruction as required by law.

### **PUBLIC REQUESTS, SUGGESTIONS, OR COMPLAINTS**

#### **[Policy 9130](#)**

Any individual(s), having a legitimate interest in the staff, programs, and operations of this District shall have the right to present a request, suggestion, or complaint to the District and the Board. At the same time, the Board reserves the right to protect District staff and students from harassment, disclosure of confidential information, and other violations of the staff or student's rights. It is the intent of this policy to provide guidelines for considering and addressing public requests, suggestions, or complaints in an efficient, reasonable, and equitable manner. Requests, suggestions, or complaints made by District staff members are covered by Policy 1422, Policy 3122, and Policy 4122. This policy is not to be used to appeal or to otherwise seek review of a personnel decision that was or could have been reviewed through the grievance policy, Policy 3340, or Policy 4340.

### **RECRUITER ACCESS TO STUDENTS/RECORDS**

#### **[Policy 8330](#)**

In accordance with Federal and State law, the Board shall release the names, addresses, District assigned e-mail addresses (if available), and telephone listings of secondary students to a recruiting officer for any branch of the United States Armed Forces or an institution of higher education who requests such

information. A secondary school student or parent of the student may request in writing that the student's name, address, District assigned email address (if available), and telephone listing not be released without the prior consent of the parent(s)/eligible student. The recruiting officer is to sign a form indicating that any information received by the recruiting officer shall be used solely for the purpose of informing students about military service and shall not be released to any person other than individuals within the recruiting services of the Armed Forces. The District Administrator is authorized to charge mailing fees for providing this information to a recruiting officer.

### **SCHOOL ACCOUNTABILITY REPORTS**

Policy [2605-2700.01](#)

The Campbellsport School District and individual school accountability reports can be found at <https://apps2.dpi.wi.gov/reportcards/>.

### **SCHOOL COUNSELING AND ACADEMIC AND CAREER PLANNING**

[Policy 2411](#)

The Board requires that a planned program of school counseling be an integral part of the educational program of the District. The plan shall be developed by licensed school counselors in collaboration with student services staff, teachers, parents, and community health and human service professionals. The developed plan will be adopted by the Board and maintained by the District. Such a program shall be available to all students without regard to race, color, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex (including transgender status, change of sex or gender identity), physical or mental, emotional, or learning disability ("Protected Classes").

Academic and career planning services, including individualized support and access to software tools and staff assistance, shall be provided to students in grades 6 to 12. The mission of academic and career planning is to provide a comprehensive plan, which will be developed and maintained by a student, that includes the student's academic, career, personal, and social goals and the means by which the student will achieve those goals both before and after high school graduation. The District shall inform parents in each school year about what academic and career planning services their child receives.

### **SECTION 504/ADA PROHIBITION AGAINST DISABILITY DISCRIMINATION IN EMPLOYMENT**

Policy [1623](#) - [3123](#) - [4123](#)

The Board prohibits discrimination against any employee or applicant based upon his/her disability. As such, the Board will not engage in employment practices or adopt policies that discriminate on the basis of disability, or otherwise discriminate against qualified individuals with disabilities in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, or other terms, conditions, and privileges of employment. The Board further will not limit, segregate or classify applicants or employees in any way that adversely affects their opportunities or status because of disability. Additionally, the Board will not participate in any contractual or other relationships that have the effect of subjecting qualified individuals with disabilities who are applicants or employees to discrimination on the basis of disability.

### **SECTION 504/ADA PROHIBITION AGAINST DISCRIMINATION BASED ON DISABILITY**

[Policy 2260.01](#)

Pursuant to Section 504 of the Rehabilitation Act of 1973 (Section 504), the Americans with Disabilities Act of 1990, as amended (ADA), and the implementing regulations (collectively Section 504/ADA), no otherwise qualified individual with a disability shall be excluded from participation in, denied the

benefits of, or subjected to discrimination under any program or activity receiving Federal financial assistance solely by reason of disability. The Board does not discriminate in admission or access to, participation in, or treatment in its programs or activities. As such, the Board's policies and practices will not discriminate against students with disabilities and the Board will make its facilities, programs, and activities accessible to qualified individuals with disabilities. No discrimination will be knowingly permitted against any individual with a disability on the sole basis of that disability in any of the programs, activities, policies, and/or practices in the District.

### **SPECIAL EDUCATION**

The School District of Campbellsport provides special education and related services to all students, ages 3-21, with identified disabilities who live in the School District or who attend under Open Enrollment. A child with a disability is one who requires special education and related services. Special education and related services are provided to students with the following disabilities:

- Autism
- Intellectual disability
- Emotional behavioral disability
- Hearing impairment
- Other health impairment
- Orthopedic impairment
- Significant developmental delay
- Specific learning disability
- Speech or language impairments
- Traumatic brain injury
- Visual impairment

Special education and related services may also be provided to a child who, by reason of his or her disability requires special education. The following are some of the supportive and related services provided as needed to assist an individual child to benefit from special education:

- Assistive technology
- Audiological services
- Occupational therapy
- Nursing Services
- Physical therapy
- Specially designed physical education
- Speech-Language Pathology services
- Transportation

The Wisconsin Department of Public Instruction presents various reports regarding special education programs in the state including the School District of Campbellsport. You may access this link for the most current reports. <https://wisedash.dpi.wi.gov/Dashboard/dashboard/22316>.

### **USE OF SOCIAL MEDIA**

#### [Policy 7544](#)

Technology is a powerful tool to enhance education, communication, and learning.

The Board authorizes the use of social media to promote community involvement and facilitate effective communication with students, parents/guardians, staff, and the general public. Social media is defined in Bylaw 0100.

It is critical that students be taught how to use social media platforms safely and responsibly. Social media (as defined in Bylaw 0100) are a powerful and pervasive technology that affords students and employees the opportunity to communicate for school and work purposes, and to collaborate in the delivery of a comprehensive education. Federal law mandates that the District provide for the education of students regarding appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and regarding cyberbullying awareness and response. See Board Policy 7540.03 – Student Technology Acceptable Use and Safety.

#### **SPECIAL NEEDS SCHOLARSHIP PROGRAM**

Students with disabilities meeting specific conditions as outlined by the State of Wisconsin may be eligible for a Special Needs Scholarship Program. More information can be found at <http://dpi.wi.gov/sms/special-needs-scholarship>.

#### **STUDENT ACADEMIC STANDARDS**

[Policy 0151.2](#)

Pursuant to Section 118.30(1g)(a)1, Wis. Stats., and Campbellsport School Board Policy 0151.2 the District's Student Academic Standard for Mathematics, Science, Reading, Writing, Geography, and History incorporates the Wisconsin Academic Standards. You can obtain more specific information concerning the District's standards at <http://dpi.wi.gov/standards>.

#### **STUDENT ANTI-HARASSMENT**

[Policy 5517](#)

It is the policy of the Board to maintain an educational environment that is free from all forms of harassment. This commitment applies to all District operations, programs, and activities. All students, administrators, teachers, staff, and all other school personnel share responsibility for avoiding, discouraging, and reporting any form of harassment. This policy applies to conduct occurring in any manner or setting over which the Board can exercise control, including on school property, or at another location if such conduct occurs during an activity sponsored by the Board.

The Board will not tolerate any form of harassment and will take all necessary and appropriate actions to eliminate it, including suspension or expulsion of students and disciplinary action against any other individual in the School District community. Additionally, appropriate action will be taken to stop and otherwise deal with any third party who engages in harassment against our students.

The Board will vigorously enforce its prohibition against harassment based on the traits of sex (including gender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability, or any other characteristic protected by Federal or State civil rights laws (hereinafter referred to as Protected Classes), and encourages those within the School District community as well as third parties, who feel aggrieved to seek assistance to rectify such problems. Additionally, the Board prohibits harassing behavior directed at students for any reason, even if not based on one (1) of the Protected Classes, through its policies on bullying (See Policy 5517.01 – Bullying).

## **STUDENT ASSESSMENT**

### **Policy 2623**

Campbellsport School District will follow the Wisconsin Student Assessment System (WSAS). The Wisconsin Student Assessment System (WSAS) is a comprehensive statewide program designed to provide information about what students know in core academic areas and whether they can apply what they know. For more information, please [click here](#).

## **STUDENT PRIVACY AND PARENTAL ACCESS TO INFORMATION**

### **Policy 2416**

The Board respects the privacy rights of parents and their children. No student shall be required, as a part of the school program or the District's curriculum, without the prior written consent of the student (if an adult, or an emancipated minor) or, if an unemancipated minor, his/her parents, to submit to or participate in any survey, analysis, or evaluation that reveals information concerning:

- A. political affiliations or beliefs of the student or his/her parents;
- B. mental or psychological problems of the student or his/her family;
- C. sex behavior or attitudes;
- D. illegal, anti-social, self-incriminating, or demeaning behavior;
- E. critical appraisals of other individuals with whom respondents have close family relationships;
- F. legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
- G. religious practices, affiliations, or beliefs of the student or his/her parents; or
- H. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program).

## **SUDDEN CARDIAC ARREST**

Sudden cardiac arrest is the leading cause of death in young athletes while training or participating in sports competitions. Even athletes who appear healthy and have a normal preparticipation screening may have underlying heart abnormalities that can be life-threatening.

Sudden cardiac arrest in young athletes is usually caused by a structural or electrical disorder of the heart. Many of these conditions are inherited (genetic) and can develop as an adolescent or young adult. Sudden cardiac arrest is more likely during exercise or physical activity, placing student-athletes with undiagnosed heart conditions at greater risk. Sudden cardiac arrest also can occur from a direct blow to the chest by a firm projectile (baseball, softball, lacrosse ball, or hockey puck) or by chest contact from another player (called "commotio cordis").

For more information please visit [Click Here](#) or [VIEW](#)

## **TITLE I PROGRAM**

### **Policy [2261](#) - [2261.01](#) - [2261.02](#)**

The Board elects to augment the educational program of educationally disadvantaged students by the use of Federal funds and in accordance with Title I of the Elementary and Secondary Education Act of 1965, as amended.

The District Administrator shall prepare and present to the Department of Public Instruction (DPI) a plan for the delivery of services that meets the requirements of the law, including those described below. The

plan shall be developed by appropriate staff members and parents of students who will be served by the plan. The District will periodically review and revise the plan, as necessary.

#### **VIDEO SURVEILLANCE AND ELECTRONIC MONITORING**

##### [Policy 7440.01](#)

The Board authorizes the use of video surveillance and electronic monitoring equipment at various facilities and school sites throughout the District and on school buses. Wherever the terms video surveillance or electronic monitoring are used, such reference includes both video and audio surveillance as possible technologies employed.

The District Administrator is responsible for determining where to install and operate fixed-location video surveillance/electronic monitoring equipment in the District. The determination of where and when to use video surveillance/electronic monitoring equipment will be made in a nondiscriminatory manner. Video surveillance/electronic monitoring equipment may be placed in common areas in school buildings (e.g. school hallways, entryways, the front office where students, employees, and visitors are permitted to freely come and go, gymnasiums, cafeterias, libraries), the school parking lots and other outside areas, and in school buses. Except in extraordinary circumstances and with the written authorization of the District Administrator, video surveillance/electronic monitoring equipment shall not be used in areas where persons have a reasonable expectation of privacy (e.g. restrooms, locker rooms, changing areas, private offices (unless there is express consent given by the office occupant), or conference/meeting rooms), or in individual classrooms during instructional times.