

Student Records

The Shawano School District designates the following personally identifiable information contained in a student's education records as "directory information" and may disclose that information without prior written consent.

1. The student's name
2. The student's photograph
3. The student's participation in officially recognized activities and sports
4. The student's weight and height if a member of an athletic team
5. The student's degrees and awards

The parents or eligible student have two weeks from this publication date to advise the school district in writing (a letter to the principal's office) of any or all of the items they refuse to permit the district to designate as directory information about the student.

At the end of the two-week period, each student's record will be appropriately marked by the records custodian to indicate the items the district will designate as directory information about the student. This designation will remain in effect until it is modified by the written direction of the student's parent or the eligible student.

The Shawano School District in compliance with the Final Regulations – Family Educational Rights and Privacy Act, dated June 7, 1976, transfers/receives students records to/from the school or school system in which the student is/was enrolled per written notice §.118.125(4) Wis. Stats.

Notification of Non-Discrimination

It is the policy of the Shawano School District that no person may be denied admission to any public school in this District or be denied participation in,

be denied benefits of, or be discriminated against in any curricular, extra curricular, pupil service, recreation, or other program or ancestry, creed, pregnancy, marital or parental status, sexual orientation, color, or physical, mental, emotional, or learning disability or handicap as required by §.118.13,

Wis. Stats. This policy also prohibits discrimination as defined by Title IX of the Education Amendments of 1972 (sex), Title VI of the Civil Rights Act of 1964 (race and national origin), and Section 504 of the Rehabilitation Act of 1973.

The District encourages informal resolution of complaints under this policy. A formal complaint resolution procedure is available, however, to address allegations of violations of the policy in the Shawano School District and any questions concerning this policy should be directed to:

Gary W. Cumberland
District Administrator
Shawano School District
218 County Road B
Shawano, WI 54166
(715-526-3194)

This school district is an equal opportunity employer and does not discriminate against applicants on the basis of race, color, creed, sex, national origin, handicap, age or political affiliation.

Electronic Communication Devices

It is the policy of the Shawano School District to restrict the use of personal cell phones and other electronic equipment. Students are expected to keep the device turned off and out of sight during the academic day and in other situations where the use is prohibited or distracting.

The Board recognizes that our electronic communications system (network) will allow unprecedented

opportunities for students, to communicate, learn access and publish information. The Board believes that the resources available through this network and the skills that students will develop in using it are of significant value in the learning process and success in the future. These new opportunities also pose many new challenges including, but not limited to, access for all students, age-level appropriateness of material, security and cost of maintaining systems. The District will endeavor to make certain that these concerns are appropriately addressed, but cannot ensure that problems will not arise.

Notification of Locker Searches

The school provides a locker for the convenience of the student.

The locker assigned to a student is the property of the School District. At no time does the District relinquish its exclusive control of such lockers. A locker may be searched as determined necessary or appropriate without notice, without student consent, and without a search warrant. The search may be conducted by the district administrator, a building principal, an associate principal, a police liaison officer, fireman, or a school employee or agent designated by the district administrator or building principal. Any unauthorized item found in the locker may be removed. Items removed from the locker may be held by the school for return to the parent(s)/guardian of the student or retained for disciplinary proceedings, or turned over to law enforcement officials. The adult student or parent/guardian of a minor student shall be notified of items removed from the locker and turned over to law enforcement officials.

The District shall include a copy of this policy in the student handbook that is distributed annually to each student enrolled in the District.

Student Religious Accommodations

The Board recognizes that reasonable accommodations with regard to examinations and other academic requirements may have to be made from time to time because of a student's sincerely held religious beliefs. Parents/guardians may make requests to the building principal. The requests will be judged individually, based upon state and federal guidelines. Any questions may be directed to the District Administrator, 218 County Road B, Shawano, Wisconsin 54166 or call 715-526-3194.

Administering Medication to Students – Policy 5330

The Board of Education shall not be responsible for the diagnosis and treatment of student illness. The administration of medication to a student during school hours will be permitted only when failure to do so would jeopardize the health of the student, the student would not be able to attend school if the medication were not administered during school hours, or the child is disabled and requires medication to benefit from his/her educational program.

For purposes of this policy, "practitioner" shall include any physician, dentist, podiatrist, optometrist, physician assistant, and advanced practice nurse prescriber who is licensed in any state. "Medication" shall include all drugs including those prescribed by a practitioner and any nonprescription drug products. "Administer" means the direct application of a nonprescription drug product or prescription drug, whether by injection, ingestion, or other means, to the human body. "Nonprescription drug product" means any nonnarcotic drug product which may be sold without a prescription order and which is prepackaged for use by

consumers and labeled in accordance with the requirements of State and Federal law.

Before any prescribed medication may be administered to any student during school hours, the Board shall require the written instructions from the child's practitioner accompanied by the written authorization of the parent.

Nonprescription drug products may be administered to any student during school hours only with the prior written consent of the parent. Substances, which are not FDA approved (i.e. natural products, food supplements), will require the written instruction of a practitioner and the written consent of the parent.

The document authorizing the administration of both prescribed medication and nonprescription drug products shall be kept on file in the administrative offices.

Only medication in its original container; labeled with the date, if a prescription; the student's name; and the exact dosage will be administered. Parents, or students authorized in writing by their practitioner and parents, may administer medication.

No student is allowed to provide or sell any type of medication to another student. Violations of this rule will be considered violations of Policy 5530 - Drug Prevention and of the Student Code of Conduct.

Medications will be administered and the instruction and consent forms will be maintained in accordance with the District Administrator's guidelines.

General Student Conduct Rules

1. No student shall be permitted or assigned the responsibility of participating in the discipline of another student.

2. Students will not coerce, intimidate or harass any other students.

3. Students will be held responsible for needless damage to school property or equipment, and shall make restitution to the school in the amount determined by the principal. Where the students are unable to make restitution, the parent/guardian shall be held liable.

4. Gambling shall be prohibited on school premises at all times.

5. Great importance is placed on individual honesty and integrity of students. Therefore, any breach of these qualities, i.e., cheating, shall be dealt with on an individual basis.

6. Student materials, equipment or devices which interfere in any way with the educational process will be prohibited. School personnel may confiscate such materials, equipment or devices and hold them until the end of the school day, or longer if necessary. In some cases materials, equipment or devices will be returned to parents. Illegal materials will be turned over to the proper authorities.

7. Students are expected to follow the specific rules and regulations of their respective schools, classrooms, and/or student handbooks, whichever applies.

Meningococcal Information

Meningococcal disease, a type of meningitis, is a bacterial infection that is potentially life-threatening. It is transmitted through direct contact with respiratory and/or oral secretions from infected persons. Symptoms may include high fever, severe headache, stiff neck, nausea, vomiting, sensitivity to light, confusion, exhaustion and/or a rash.

The Center for Disease Control and Prevention (CDC) recommend routine meningococcal immunization for adolescents at one of the following times; 11 to 12 year olds; 15 years olds at high school entry;

college freshmen living in dormitories. The meningococcal vaccine provides protection against four of the five types of bacteria that cause meningococcal disease. Immunization is the most effective way to prevent this very serious disease.

For more information, please go to your healthcare provider, your local public health department, or the school nurses, Jessica Wiesman and Heather Demerath at Extension 8108.

Screening and Evaluation of Possible Special Needs Students

The Shawano School District provides evaluations and special services to those students identified as handicapped in accordance with the state and federal guidelines. Each child between birth to 21 years of age is entitled to screening for, and evaluation of, suspected handicapping conditions. These services are at no cost to the parents or student identified. Child Find days are scheduled each school year. In addition, screening of other students will be done at parental request. Requests can be made by contacting the building principal or by contacting Karen Smith, Director of Pupil Services, 526-3194, extension 8040.

Military Recruiter Access to Students/Records

Districts receiving federal education funds are required to notify parents of secondary school students:

- 1 That a secondary school student or the parent of the student may request that the student's name, address and telephone listing not be released to military recruiters or institutions of higher education without prior written parental or student consent; and

- 2 That the district must comply with such request.

School districts receiving federal education funds are required to provide, on request made by military recruiters or an institution of higher education, access to secondary school students' names, addresses and telephone listings unless access to such information has been restricted by the secondary school student or the student's parents as outlined above. Federal guidelines issued to implement this requirement state that if a school district does not designate student names, addresses and/or telephone listings as directory data it must still provide all three items to military recruiters and institutions of higher education upon request.

In accordance with federal legislation (Asbestos Hazard Emergency Response Act-AHERA) each primary and secondary school in the nation is required to complete a stringent inspection for asbestos and have a plan of management. SSD is up-to-date and a complete review of the plan may be obtained from the Director of Buildings and Grounds, 218 County Road B, Shawano, WI 54166

2017-18 School Asbestos Notification

As a result of recent federal legislation (Asbestos Hazard Emergency Response Act - AHERA), each primary and secondary school in the nation is required to complete a stringent inspection for asbestos and to develop a plan of management for all asbestos-containing building materials. Shawano School District has a goal to be in full compliance with this law and is following the spirit, as well as, the letter of the law. As a matter of policy, the school shall continue to maintain a safe and

healthful environment for employees and students.

In keeping with this legislation, all buildings (including portables and support buildings) owned or leased by Shawano School District were inspected by EPA accredited inspectors and samples were analyzed by an independent laboratory. Based on the inspection, the school prepared and the state approved a comprehensive management plan for handling the asbestos located within its buildings safely and responsibly.

Furthermore, Shawano School District has completed their 3-Year Reinspection required by AHERA. Our district buildings, where asbestos-containing materials were found, are under repair, removal and Operations and Maintenance through (called "surveillance") every six months of each area containing asbestos. In addition, the law requires all buildings to be reinspected three years after a management plan is in effect. MacNeil Environmental, Inc will accomplish this task under its current contract.

Short-term workers (outside contractors - i.e., telephone repair workers, electricians and exterminators) must be provided information regarding the location of asbestos in which they may come into contact. All short-term workers shall contact the lead maintenance person before commencing work to be given this information.

The Shawano School District has a list of the location(s); type(s) of asbestos containing materials found in that school building and a description and timetable for their proper management. A copy of the Asbestos Management Plan is available for review in the school office. Copies are available at 25 cents per page. Questions related to the plan should be directed to MacNeil Environmental, Inc., Burnsville, Minnesota, at 952/890-

3452 x618 or by contacting the Shawano School District at (715) 526-3194 x8011.

Vocational Education Offerings 2017-18

Advanced Animal Science
Animal and Pet Care
Aquaculture Production
Large Animal Science
Advanced Horticulture/Greenhouse
Beginning Horticulture/Greenhouse
Wildlife Conservation
Forestry
Veterinary Science
Food Science
Leadership
Computer Communications
Accounting I
Accounting II (Prerequisite Accounting I)
College Success & Study Skills
Computer Science I
Computer Science II
Computer Science III
AP Computer Science
Excel I
Excel II
Microword
On the Job
Per\$onal Finance
Small Business
Development/Entrepreneurship I
Small Business
Development/Entrepreneurship II
Sports & Entertainment Marketing
Multi Media: Yearbook
Today's Children
Life Skills
Living on Your Own
Let's Make a Meal
Health Occupations
International Foods
Assistant Child Care Teacher
Healthy Lifestyles
Theatrical Technical Education I
Theatrical Technical Education II
Drafting and Design Basics
Concepts of Mechanical Design and Engineering
Concepts of Architectural Design and Engineering
Computer Aided Design and Drafting

Communication Systems
Electricity and Electronics
Engineering Technology
Graphic Arts I
Graphic Arts II
Web Page Design
Material & Processes
Production Systems
Wood Products Manufacturing
Wood Products Manufacturing II
Beginning Carpentry Techniques
Machine Tool
Residential Building & Construction
Residential Blding & Construction II
CNC Manufacturing
Welding I
Welding II
Transportation Systems
Small Gas Engines
Automotive I
Automotive II/Chassis
Automotive II/Electrical

Please contact Mr. Gary Cumerland, Superintendent or Ms. Kelley Strike, Director of Curriculum, Instruction and Assessment, regarding any questions relating to the coordination of Title IX and Section 504 compliance at:
Shawano School District
218 Country Road B
Shawano, Wisconsin 54166
(715-526-3194)