Reuther Central High School Student Handbook

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The philosophy of Reuther Central High School considers the personal development of students as important as their educational growth and occupational readiness. The school operates in an environment of cooperation and mutual respect so that students may develop self-esteem, sensitivity, and respect for others. Reuther Central High School believes the development of a positive self-image is a critical ingredient of a successful education, leading to self-motivation, self-discipline, creativity and the ability to make informed decisions.

“Every Child Matters.”

The Mission of Reuther Central High School, a safe and caring learning community where students choose from a variety of engaging educational programs, is to inspire students to graduate and become productive members of society, by supporting them to create and pursue their dream.
REUTHER CENTRAL HIGH SCHOOL

Important Telephone Numbers

Attendance Office  359-6138
Main Office  359-6160
Or  359-6104

Guidance/Scheduling  359-6134
Or  359-5911

Athletics  359-6145
Custodian  359-6227
Facilities Manager  359-6136
Kitchen  359-6028
Library  359-6228
Nurse  359-7857
Police Liaison  359-6021
Skill Building  359-6162
Transition  359-6375

Principal
Karen Walters  359-6160

Assistant Principal
Andrew Baumgart  359-5923

Dean of Students
Steve Plato  359-6226

Dean of Student Engagement
Alyssa Sigman  359-7583

Counselors
Melissa Werner  359-6113
Maria DeReal  359-6102
Pat DeRemer (Grad Test Students)  359-7586

EL Instructional Guide
Jack Musha  359-7510

ESL Support
Carmen Delgado  359-

Librarian
Kris Miller  359-6228

School Psychologist
Sara Delgado  359-5929

Social Workers
Crystal Callahan  359-5904
Laurie Bonnar  359-6136
KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
2012-2013 REUTHER HIGH SCHOOL CALENDAR

August 22, 23, 24, 27, 28 (Wednesday-Tuesday).......................... New Teacher Orientation
August 29 (Wednesday).............................................................. Convocation/Building/Staff Meetings
August 30 (Thursday)............................................................... Teacher Workday*
August 31 (Friday)................................................................. Inservice Day
September 3 (Monday)............................................................ Labor Day
September 4 (Tuesday)............................................................ Students Report
September 14 (Friday).............................................................. Professional Inservice
September 21 (Friday)............................................................. Attendance Count Day
September 25 (Tuesday)........................................................... I.D. Makeup Day
October 19 (Friday)............................................................... Teacher Workday*
October 25-26 (Thursday-Friday).............................................. Convention Days
November 9 (Friday)............................................................... First Quarter Ends (47 Days)
November 22-23 (Thursday-Friday)........................................... Thanksgiving Recess
December 20 (Thursday - Close of Session)............................. Winter Recess Begins
January 3 (Thursday - Schools Reopen)...................................... Winter Recess Ends
January 11 (Friday)................................................................. Attendance Count Day
January 21 (Monday)............................................................. Dr. Martin Luther King, Jr., Day - ½ Day (A.M.) for Staff and Students
January 25 (Friday)................................................................. Second Quarter Ends (44 Days)
January 28 (Monday)............................................................. Teacher Workday*
February 15 (Friday).............................................................. Professional Inservice
March 15 (Friday)................................................................. Professional Inservice
March 28 (Thursday)............................................................ Spring Recess Begins (Close of Session) Third Quarter Ends (43 Days)
April 8 (Monday - Schools Reopen)............................................ Spring Recess Ends
April 26 (Friday)................................................................. Professional Inservice
May 27 (Monday)................................................................. No School Memorial Day
May 31 (Friday)................................................................. Graduation 7 pm
June 11 (Tuesday)................................................................. Fourth Quarter Ends (46 Days)/End of Year for Students
June 12 (Wednesday)................................................................. Teacher Workday*

INSERVICE – NO SCHOOL
September 14, October 19, 2012 / February 15, March 15, April 26, 2013

EARLY RELEASE @ 10:45 a.m.

PARENT CONFERENCES
November 8, 2012 & March 27, 2013 .......................... 4:30-8:00 p.m.
November 9, 2012 & March 28, 2013 ...................... 8:15 – 11:35 a.m. /Students Do Not Report

FINAL EXAMS RELEASE @12:55 P.M.
January 23 & 24, 2013
June 7 & 10, 2013

FINAL EXAM RELEASE@11:10 a.m.
January 25, 2013
June 11, 2013

INTENSIVES
January 17, 18, 21(a.m. only) & 22, 2013
June 3, 4, 5, & 6, 2013

BLENDING LEARNING ONLY – NO SCHOOL
January 15, 2013 / May 31, 2013
REUTHER PROGRAM DESCRIPTIONS

**Blended Learning**
Blended Learning will provide classes that are different than the traditional lecture and homework courses. This model will provide each student a chance to work on their curriculum at their level and at their pace. Each student will be viewed based on their credit needs and given a schedule that supports their work toward graduation. Blended Learning uses a combination of online class work (done in class or at home) with face to face instruction by the teacher. All courses are regular KUSD courses and your child would earn the same diploma as they would at any other high school in the district.

**The Adult Learning Lab**
The Kenosha Unified School District has developed requirements for the issuance of an Equivalency KUSD high School Diploma for eligible students. An adult program for all 18 year old students is housed at Reuther High School.

Eligible students, (1) are/will be 18 before the next test date, (2) are a resident of the Kenosha Unified School District, and (3) are a member of a District cohort group. Reuther students who are 17 in the quarter of the test during their senior cohort year may also be eligible for this option.

To pursue this diploma option, students must complete an employability component and a writing component, and they must have earned credit in the following course: Personal Finance/Economics, Health, and Government and Politics.

If eligible students pass the ITED Test and complete all other requirements, they will graduate with an Equivalency KUSD High School Diploma and be allowed to participate in the Equivalency Diploma graduation ceremony.

You should be aware that the Equivalency KUSD High School Diploma might not be acceptable for entry into all institutions of higher education or all branches of the military. It is accepted by all local colleges. You should also understand that some apprenticeship programs will not accept an Equivalency Diploma. It is the responsibility of the student to determine whether or not his/her future plans will be adversely affected by choosing an Equivalency Diploma option.

**The Transition Program**
The Transition Program is designed to reengage struggling regular education students. It targets students with health issues that have prevented them from attending a traditional high school program. Homebound students may be placed in Transition prior to being returned to a tradition schedule. Transition provided a curriculum that allows student to earn credits at an accelerated pace.
STUDENT BEHAVIOR/EXPECTATIONS/INFORMATION

STUDENT EXPECTATIONS

Starting this school year (2012-2013) the school building will house two separate schools. Each school will have clearly defined areas within the building. Reuther students will be housed in two areas:
  1. Entire First Floor
  2. West Wing Second Floor

For this reason Reuther students are not all allowed in two areas of the building:
  1. East Wing Second Floor
  2. Entire Third floor

Listed below are the common areas that will be used by both schools:
  1. Gym
  2. Locker Rooms
  3. Auditorium
  4. Library
  5. Second Floor Bathrooms

Reuther students must use the North or West stairs when entering the second floor of the building. Students are not allowed to use the East stairs when entering the second floor.
We expect KUSD high school students to:

- attend classes regularly, complete assignments, and behave appropriately.
- be respectful of the rights of others.
- be in class on time. Loitering in the halls is not tolerated. Passing time must be completed within the allotted 4 minutes.
- complete their own work with honesty and integrity.
- wear their ID’s at all times.
- obey all state and local laws. Possession and/or use of weapons, explosive or incendiary devices, pepper spray, gang activities, possession or sale of illegal substances, assault or harassment, theft, battery, setting off fire alarms falsely and all other violations of the law is cause for arrest by the Kenosha Police Department or Village of Pleasant Prairie Police Department.
- not smoke in the building or on school property.
- leave jackets, hats and gloves in their lockers. These items may not be worn in school. No chains are permitted.
- keep the building neat and quiet. No food should be carried into academic areas without prearranged permission.
- use appropriate language. **Profanity is not tolerated.**
- refrain from public displays of affection. Anything beyond holding hands is out of place and is not allowed.
- follow classroom rules.
- follow bus regulations, if a bus rider.
- follow attendance procedures for illness, prearranged absences and signing out of the building.
- keep all cell phones and other electronic devices off and out of sight during school hours unless authorized by a principal/designee; use beyond the school day may be monitored by the principal /designee. Electronic and laser light devices to school are prohibited. Beepers and cellular picture phones are not allowed in school by Wisconsin State Law.
- leave the building within 15 minutes of the final bell unless under the direct supervision of a teacher or an adult advisor.
RESPECTFUL BEHAVIORS COMMITMENT

The Kenosha Unified School District holds respectful behaviors among all individuals paramount. For individuals that make decisions which go against our expectation for respectful behavior, a number of pursuits are employed to create a teachable moment.

Interventions

Each program supports students in areas of concern for the student in unique ways depending on their program design and structure. Common interventions include student conferences, parent conferences, and referral to support staff or administration. Students may meet with teachers, support staff (dean, counselor, social worker) and administration to learn strategies for maintaining respectful behavior while dealing with every day problems. Support staff may recommend community services to assist the student or family outside of school. A Student Intervention Team made up of our support staff, teacher representatives and administration is available to review concerns and make recommendations for chronic or severe student problems that do not respond to other interventions. In some cases, students may change programs/schools within Reuther as an intervention.

Progressive Discipline

While these steps are progressive, some behaviors may warrant steps to be skipped/escalated based upon school or district policy or procedures.

1. Mediation
2. ART Training (As directed by Administration)
3. In School Suspension (part of class, all of class, whole day)
4. Out of School Suspension (1 to 10 days)
5. Administrative Review for Expulsion Consideration
6. Administrative Hearing for Expulsion
7. School Board Approval for Expulsion

Revoking Privileges

School Administration reserves the right to remove a student from any or all of the following privileges to preserve the integrity of our School Pride.

At all times, we intend to behave as a KUSD Community with dignity and respect. Because we care for each other as a team, we assist those that may slip from expected respectful behaviors. The goal is to provide opportunities to learn from mistakes and make meaning from the renewed pursuit of respectful behaviors.
RESPECTFUL BEHAVIOR VIOLATIONS

In all KUSD high schools, we expect all students to uphold the integrity of our professional learning community by honoring all rules, regulations, school board policies, local ordinances, and Wisconsin State Statutes. Complete policy listings are available at [www.kusd.edu](http://www.kusd.edu).

<table>
<thead>
<tr>
<th>POLICY/VIOLATION</th>
<th>DEFINITION</th>
<th>GENERAL ACTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>5434: Alcohol/drugs</td>
<td>Possession, use or sale of alcohol, drugs or look-alike including paraphernalia, on school property or at any school event. Students may be asked to take a breath analyzer test in accordance with Board Policy.</td>
<td>Suspension Administrative Review Police Citation SAIL participation</td>
</tr>
<tr>
<td>5433: Tobacco</td>
<td>Use/possession of tobacco products on school property or at a school sponsored event</td>
<td>Suspension Police Citation Discretionary Action</td>
</tr>
<tr>
<td>5439: Property Theft/Vandalism</td>
<td>Taking of/or willful damage to school, staff, or student property</td>
<td>Discretionary Action</td>
</tr>
<tr>
<td>6633: Student Use of Internet</td>
<td>Internet use at school is a privilege, not a right; misuse of internet for inappropriate or illegal activity is prohibited</td>
<td>Loss of Internet privileges Discretionary action Appropriate legal action</td>
</tr>
<tr>
<td><strong>PUBLIC SAFETY</strong></td>
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<tr>
<td>5436.1: False alarms or Incendiary devices</td>
<td>Setting off false fire alarms or falsely reporting a bomb threat.</td>
<td>Suspension Police Citation Discretionary Action</td>
</tr>
<tr>
<td>5435, 5435.1, 5436: Weapons/Electric communication devices/ laser light devices</td>
<td>Possession or use of weapons or dangerous instruments, electronic communication or laser light</td>
<td>Suspension Police Citation Discretionary Action</td>
</tr>
<tr>
<td><strong>STUDENT/STAFF RELATIONSHIPS</strong> see page 13</td>
<td></td>
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<tr>
<td>Classroom/Media Center</td>
<td>Violation of posted rules.</td>
<td>Discretionary Action</td>
</tr>
<tr>
<td>5430: Disrespectful</td>
<td>To insult, use derogatory names or obscenities verbally or in writing to any member of the school staff.</td>
<td>Discretionary Action</td>
</tr>
<tr>
<td>5430: Uncooperative</td>
<td>Failing to comply with the reasonable request of any member of the school staff. Violation of classroom rules.</td>
<td>Discretionary Action</td>
</tr>
<tr>
<td>5437: Threat</td>
<td>Verbally, in writing or by gesture expressing the intent to inflict bodily harm or property damage on any member of the school staff.</td>
<td>Discretionary Action</td>
</tr>
<tr>
<td>5437: Assault</td>
<td>Inflicting bodily harm on any member of the school staff.</td>
<td>Suspension Police Involvement</td>
</tr>
<tr>
<td>POLICY/VIOLATION</td>
<td>DEFINITION</td>
<td>GENERAL ACTION</td>
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<tr>
<td><strong>STUDENT TO STUDENT RELATIONSHIPS</strong></td>
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<tr>
<td>5437: Fight</td>
<td>Inflicting bodily harm on any student on school property.</td>
<td>Suspension, Police Involvement</td>
</tr>
<tr>
<td>5111: Harassment, Intimidation Extortion/threat</td>
<td>Harassing, intimidating or threatening, verbally or by gesture, the safety or welfare or another student on school property.</td>
<td>Discretionary Action</td>
</tr>
<tr>
<td><strong>OTHER DISCIPLINARY INFRACTIONS</strong></td>
<td></td>
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<tr>
<td>Cheating/Plagiarism</td>
<td>Deliberate attempt to deceive the instructor by passing off someone else’s work as one’s own.</td>
<td>Zero on work and parent conference</td>
</tr>
<tr>
<td>Civil Disobedience</td>
<td>Student protests, walk-outs and related actions that disrupt the educational process.</td>
<td>Discretionary Action</td>
</tr>
<tr>
<td>Classroom</td>
<td>Violation of posted rules and/or repeated classroom disruption.</td>
<td>Progressive Intervention</td>
</tr>
<tr>
<td>Gambling</td>
<td>Of any kind is prohibited.</td>
<td>Discretionary Action</td>
</tr>
<tr>
<td>5435: Cell phones, Electronic devices, Headphones, CD Players, Radios, MP3 Players</td>
<td>Are to be off and out of site during the school day. Classroom use of music equipment is restricted to activities approved by a teacher.</td>
<td>Confiscation, Intervention</td>
</tr>
<tr>
<td><strong>ATTENDANCE</strong></td>
<td></td>
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</tr>
<tr>
<td>5310: Truancy</td>
<td>Absent from class without permission – or – more than 30 minutes late to any class period.</td>
<td>Progressive Intervention, Truancy Ordinances</td>
</tr>
<tr>
<td>5310: Tardiness to Class</td>
<td>Violation of posted rules, unexcused tardiness is unacceptable.</td>
<td>Progressive Intervention</td>
</tr>
<tr>
<td>5431: Dress Code (The school official reserves the right to make the final determination on appropriateness of student attire.)</td>
<td>No wearing of see through fabric without opaque fabric lining. Bedtime attire; pajamas, undershirts, undergarments, or underwear. Attire that may be considered weapons, including but not limited to chain belts or wallet chains. Jewelry, piercing, tattoos or similar artifacts that are obscene or may cause disruptions to the educational environment. Hoods, hats, caps, bandanas, sweatbands, skullcaps, plastic hair bags, hair nets, hair curlers, or do-rags, except headwear work for legitimate religious purposes. Athletic shorts. House slippers, or any other type of footwear that could constitute a safety hazard. Flip flops at the elementary level. Any type of footwear with wheels. Steel-toed boots/shoes, hobnails, spurs or cleats on belts, boots, or shoes. Any reference to gangs, alcohol, drugs, sex, profanity or harassment/hate messages.</td>
<td>Parent call, parent brings appropriate clothes, student goes home to change, or student wears shirt/clothing or belt provided by school.</td>
</tr>
<tr>
<td>Hallway</td>
<td>Inappropriate or disruptive including language and displays of affection.</td>
<td>Discretionary Action</td>
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</tbody>
</table>
STAFF AND STUDENT RELATIONSHIPS
Reuther is committed to teaching students to cope with their thoughts and feelings by being respectful to themselves and others. Students will be guided to manage their behavior by the following program:

Capturing Kid’s Hearts

This innovative program practiced by staff and students will help build positive, productive, trusting relationships among all those in the Reuther community. The following are the goals of the program:

- Students will learn and practice safe, trusting, self-managing classrooms.
- Students will improve classroom attendance by building motivation and helping students take responsibility for their actions.
- Students will decrease negative behaviors that lead to classroom disruptions and other behavioral problems within the school community.
- Students will reinforce the role of emotional intelligence in teaching and learning.
- Students will develop empathy for diverse cultures and backgrounds.

This leadership program will help teach students to be great role models for others and also to respect everyone’s opinions. It will also teach students to take responsibility for their own actions.

What is Bullying?

Bullying includes three important components:

1. Bullying is aggressive behavior that involves unwanted, negative actions.
2. Bullying involves a pattern of behavior repeated over time.
3. Bullying involves an imbalance of power or strength.

Bullying can take on many forms.

1. Verbal bullying including derogatory comments and bad names
2. Bullying through social exclusion or isolation
3. Physical bullying such as hitting, kicking, shoving, and spitting
4. Bullying through lies and false rumors
5. Having money or other things taken or damaged by students who bully
6. Being threatened or being forced to do things by student who bully
7. Racial bullying
8. Sexual bullying
9. Cyber bullying (via cell phone or internet)

Behavior Referrals

Any behavior that disrupts student learning and relationships with others will be redirected. If the behavior is problematic enough to be considered bullying/harassment of staff or other students in action or speech, the student will be referred for support and possible disciplinary action including notification to parents, possible suspension and/or possible expulsion from school.
Support Continuum

Reuther will engage with student, parent, and our staff to support student learning of appropriate responses to stress. Poor behavior is usually due to thoughts and emotions that need redirection.

Reuther Support Continuum consists of:

- Classroom Teacher
- Counselor/Social Worker
- Dean
- Administration

DRESS CODE

Please be aware of these specific rules governing student attire as per KUSD RULE 5431:

**APPROPRIATE STUDENT BOTTOMS**: Slacks, pants, capris, shorts, skirts, jumpers, skorts, and dresses. Must be neat, clean and in appropriate repair, no holes or tears. Must be touching or extending above the belt line and appropriately fastened at the waistline and belts are required if necessary. Underwear must be covered at all times, when standing or seated. Dresses, skirts & jumpers must be at least mid-thigh length. Shorts & skorts must be at least fingertip length when standing and must fit appropriately and not be baggy, tight, or drag on the floor.

**APPROPRIATE STUDENT TOPS**: Shirts, blouses, sweaters. Rounded, buttoned, collared or higher necklines on tops must cover chest at all times. Must be long enough to be tucked in, cover the mid-section and past belt line when seated. Must have sleeves. Must be neat, clean and in appropriate repair, no holes or tears; and must fit appropriately and not be tight or baggy.

**APPROPRIATE STUDENT FOOTWEAR**: Athletic shoes, laced shoes and/or shoe boots, loafers, dress shoes, or sandals.

**INAPPROPRIATE STUDENT ATTIRE**: See through fabric without opaque fabric lining. Bedtime attire, such as pajamas, undershirts or undergarments as outerwear. Attire that may be considered weapons, including but not limited to chain belts or wallet chains. Jewelry, piercing, tattoos or similar artifacts that are obscene or may cause disruptions to the educational environment. Hoods, hats, caps, bandanas, sweatbands, skullcaps, plastic hair bags, hair nets, hair curlers or do-rags, except headwear worn for legitimate religious purposes. Athletic shorts, house slippers or any other type of footwear that could constitute a safety hazard, steel-toed boots or shoes. Any type of footwear with wheels. Hobnails, spurs or cleats on belts, boots, or shoes are not permitted.

Students who violate the rules for school attire may be sent home by the principal/designee for appropriate wearing apparel (with parent/guardian permission), or appropriate clothes will be brought by parent/guardian, or
student wears shirt/clothing or belt provided by school. If such action is repeated, the principal will call a conference with the parent/guardian, students and counselor. Repeated violations of school attire rules, or insubordination may constitute grounds for suspension.

Also related to Dress Code, please note this brief excerpt from Policy 5438: Gangs and Gang Related Activities: The use of language, hand signals, graffiti, tattoos, haircuts, or the presence of any wearing apparel, footwear, jewelry, accessory, or manner of grooming which, by virtue of color, arrangement, trademark, symbol or any other attribute indicates or implies membership or affiliation with any kind of gang is hereby prohibited.
COMPUTER USE EXPECTATIONS

Policy 6633: Student Use of Internet System

Students in the District may have access to and use the District Internet system at school in accordance with established teaching and learning guidelines. The schools support and respect each family's right to decide whether or not to apply for independent access.

Student use of the Internet shall be viewed as a privilege not a right. School Internet access will be used for educational and research purposes, consistent with the educational objectives of the District. Students should understand that Internet access, including electronic mail (E-mail), are not guaranteed to be private and may be monitored by District staff if there is reason to suspect that they are violating state and federal laws and to see that they are being used in accordance with Board policy and the District's Internet system user rules and regulations.

LIBRARY MEDIA CENTER INFORMATION

Students are welcome in the Reuther Library to read, do research and work on school projects. They are required to have a Library Pass signed by their teacher; which must also include what the student is working on and a time that the student is to return to their classroom.

Food, drinks, snacks, large purses or bags, backpacks, coats, hats, headphones, or cell phones are NOT allowed in the library.

No materials can be checked out of the library if a student owes fines or has lost or overdue books anywhere in the Kenosha Unified School District. Diplomas will be held for seniors until all fines and financial obligations of the school district are met.

ATTENDANCE POLICIES & PROCEDURES

Call your school attendance office to report absences or to address any concerns not answered here.

Good attendance is a habit necessary for success in life – try not to miss school unless REALLY necessary! Wisconsin law requires students to attend school regularly during all scheduled school hours, with the exceptions of certain religious holidays.

In conjunction with the new citywide truancy ordinance, it is our commitment in KUSD high schools to work diligently with parents and guardians to promote consistent and committed school attendance.

Policy 5310: Student Attendance Procedures

A. Absence Reporting:
   1. An excuse from a parent/guardian is required for any student absence from school. For extended or excessive absence because of illness, a statement from a physician, dentist, or other qualified professional may be required.
   2. It is the responsibility of the parent/guardian to notify the school during the morning of the day that the student is absent.
   3. Students of legal age and emancipated minors shall be responsible for providing absence excuses and school notification of such absences themselves.
   4. At the middle and senior high level, unusual or frequent absence by a student shall be reported to the principal and/or school attendance officer, and/or the Executive Director of School Leadership.
At the elementary school level, such absence shall be reported to the principal and/or school attendance officer, and/or the Executive Director of School Leadership.

5. A record of attendance for each student will be kept and will be noted on the permanent record card in accordance with established District procedures. Each teacher will keep an accurate daily record of each student’s attendance including tardiness, and shall submit a report as directed by the principal.

B. Types of Absences:

1. Excused absences: A student’s absence may be excused by the principal/designee for acceptable reasons such as personal illness, illness in the immediate family, or death of a family member or relative, or other reasons of legitimate health or educational benefit to the student. Adult students and emancipated minors shall provide their own excuse.

A student will be considered excused if incarcerated temporarily. The parent/guardian or court services worker must notify the school of the reason for the absence and the exact dates of incarceration must be documented.

2. Prearranged Absences: Approval of a request for a prearranged absence may be given in situations such as family, group, or individual activities of significant benefit to the student to warrant absence from school.

Principals may approve the prearranged absence of students upon written request from a parent/guardian. Requests for approval of a prearranged absence will be submitted on the form provided by the school office, and will be considered after the necessary details are provided, including reason for the request, evaluative notations by the teachers, signature of the parent/guardian, and other information which may be requested. In emergencies where written request for prearranged absence is not feasible, direct contact should be made with principal/designee if possible. In such cases, a written statement should be provided following the absence in order for it to be considered excused.

Students who receive approval for a prearranged absence will be permitted to complete all schoolwork for credit and may arrange to do so either prior to or subsequent to the absence.

3. Make-Up Work: Students who are found to be truant will be permitted to make up schoolwork and receive full credit. A detention system may be established for completion of assignments and exams.

4. Truancy: “Truancy” means any absence of part or all of one or more days from school during which the school attendance officer, principal, or teacher has not been notified of the legal cause of such absence by the parent or guardian of the absent pupil, and also means intermittent attendance carried on for the purpose of defeating the intent of the compulsory school attendance law.

If the parent/guardian does not notify the school during the morning on a day when his/her student is absent, it shall be assumed that the student is truant. Such truancy may be reclassified as an excused absence following investigation of the circumstances.

The school shall notify the parent/guardian or designated adult of truancy as soon as possible, but no later than the end of the school day after making such a determination. The notice may be made by personal service, mail, or telephone call of which a written record is kept.

The principal may notify the Executive Director of School Leadership of names of students absent without cause. The Executive Director of School Leadership will determine the follow-up.
In those instances where the building principal/designee determines that court proceedings may be necessary because of violations of Wisconsin Statutes governing attendance, the Executive Director of School Leadership/designee will ascertain that during the school year in which the truancy occurred appropriate District personnel have taken the above actions.

5. Habitual Truancy: A student is considered a habitual truant if she/he is absent from school without an acceptable excuse for part or all of five (5) or more days on which school is held during a school semester. Students found to be habitually truant may be issued a municipal citation in accordance with local-municipal ordinances. The principal/attendance office/designee will ensure that District personnel have taken appropriate actions.

6. Tardiness
   a. Tardy to School: The principal/designee will decide if the reason for being tardy is valid. If the reason is judged to be invalid, appropriate remedial action will be taken. After repeated offenses the student's parent/guardian will be notified by phone and/or in writing to alert them to the problem. The student and the parent/guardian share the responsibility for preventing student tardiness.
   b. Tardy to Class: The teacher will determine the validity of the reason for the delay to class. If the reason is judged to be invalid, the teacher will admit the student to class and take remedial action to prevent the tardiness in the future, i.e., conference with student, detention after school, phone call to parent/guardian, etc. Should these techniques fail to solve the problem, the student may be sent to the office with a written referral form, and the principal/designee will take appropriate remedial action.
Frequently Asked Questions about Attendance:

1. When my child is absent, what should I do? Call attendance line any time within 24 hours of the absence (359-6138). If you must leave a message, please identify yourself by name and then be sure to include the student’s name, grade, ID number, and reason for their missing school. If at any time a student comes late to school, he/she MUST sign in at the Attendance Office whether or not a call has been previously placed. Absences not cleared by a parent or guardian within five days will not be excused unless formal documentation is provided by a doctor, court, etc.

2. What should my child do if he/she becomes ill at school? Students must go to the main office either during passing time or with a pass from their classroom teacher. The main office will contact a guardian, verify permission to go home and have the student sign out.

3. What does my child do if he/she has an appointment during the day? The student should bring a note from a parent/guardian regarding the appointment and time to the Attendance Office before school begins on the day of the appointment or contact the office to notify them the student will be leaving. Your child should then go to the Attendance Office for proper sign-out before leaving the building. A timely return is expected with the student signing back in at the Attendance Office unless otherwise specified. NOTE: State law does not allow the school to excuse students for job interviews or any appointments that are not specific to that student. Prearranged absences of one day or less may be excused by phone or note.

4. How does KUSD’s attendance system work? The classroom teacher takes attendance each block/period, having the choice of either present, absent, or tardy for each student. Parent phone calls resulting in an excused absence or prearranged absences/field trips/school sponsored activities are entered in the Attendance Office computers. The next day, a list of absences is given to each teacher for their specific classes so that they can double check accuracy and make corrections.

For those students still not excused, a system of personal or automated phone calls are then made to the student’s residence as a follow-up and as notification of the truancy. A parent, guardian, or student then has a FIVE-DAY WINDOW to correct any mistake that may still exist in the attendance record.

5. What happens if my child is tardy to school and/or class? Parents/guardians must contact the main office attendance to notify them if their student will be tardy.

6. Is the attendance expectation the same for athletic participation? Yes.

7. What if my child cannot medically participate in physical education class? Because Phy. Ed. is a requirement for graduating; it is imperative that every student changes (required) into appropriate attire that is NOT their clothing worn to school. In the event a student is unable to participate for any amount of time due to medical reasons (asthma, sprains, stitches, etc.), a doctor’s excuse MUST be presented to the teacher. Extended periods of time away from the Physical Education class will be handled on an individual basis.

8. What school do I notify of absence when my child has classes at more than one school? Parents need to notify both schools of absence. Students enrolled in more than one school must have a parent notify the attendance office when a field trip interferes with attendance at their second school. A note from the field trip supervisor may be requested.
Loitering/Hall Wandering

Students are expected to be in assigned areas based on their schedule of classes. Not being where assigned is a disruption to the learning climate of the school. Consequences for loitering will range from detention, in school suspension (ISS), out of school suspension (OSS), loss of hall pass privileges or a combination of any or all of these. Repeated violation will require a parent conference and the police may be called when students fail to cooperate with school authorities.

Class Releases

Students who have official school/class release such as: Youth Options Program (YOP), Student Partnership, Senior/Junior releases, and Individual Education Plan releases, etc, are not allowed in the building during their release time without permission from an appropriate school official. Students who are found in the building during their release time are subject to disciplinary action such as: out-of-school suspension and/or a trespassing citation may be issued.

Trespassing

Students (and others) who have been informed not to be on school premises or who have no permission or authorization to be on school premises may be issued a ticket for trespassing. Other consequences may include detention, out-of-school suspension, or a combination of any or all of these.
EXTRA CURRICULAR AND CO-CURRICULAR ACTIVITIES

KUSD POLICY 6700: EXTRACURRICULAR ACTIVITIES AND PROGRAMS

Extracurricular activities are recognized as an integral part of the educational program. The District will sponsor such activities, which are beneficial to a student's development.

The School Board encourages the full participation of elementary, middle and high school students in extracurricular and recreational programs and activities offered in the District. For purposes of Board policy, “full participation” means fair and equal participation to the extent that the budget, facilities or type of activity allows.

Persons attending any school activity shall conform to the rules and regulations of the school. Persons who refuse to honor these rules can be ejected from the building without monetary admission refunds, may be denied the privilege to attend future events and will be subject to other disciplinary measures as established by District policy.

The District shall not discriminate in admission to any program or activity, standards and rules of behavior, disciplinary actions or facilities usage on the basis of sex, race, religion, color, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap. This policy does not, however, prohibit the District from placing a student in a program or activity based on objective standards or individual performance. Discrimination complaints shall be processed in accordance with established procedures.

New extracurricular activity programs shall require the written approval of the building principal prior to any implementation.

Where such programs have current or future budgetary implications, written approval of the Superintendent of Schools or the Board of Education shall also be required.

WIAA ATHLETIC CODE OF CONDUCT

The Athletic Code of Conduct is required by mandate of the Kenosha Unified School District Board of Education, and to meet the standards of the Wisconsin Interscholastic Athletic Association. Athletes shall be ever mindful that the athlete is also a student and the athletic endeavors shall not supplant other needs of the student, such as satisfactory academic achievement. The Kenosha Unified School District's Athletic Code of Conduct shall be enforced uniformly year around. Athletes will be expected to abide by provisions of the Code of Conduct out-of-season as well as in-season.

1. APPEARANCE AND CONDUCT OF ATHLETES are to represent the ideals, principles, and standards of their school and the Wisconsin Interscholastic Athletic Association.

2. PARTICIPATION BY NINTH-GRADE STUDENTS at the senior high school level will be in accordance with the School Board policy.

3. STUDENT TRANSFER

   a. All code violations and penalties shall carry forward for athletes transferring to another District school during the school year.

   b. Major code violations only will carry forward to the new District school during summer transfers.
4. **ACADEMIC ELIGIBILITY REQUIREMENT.** All student athletes must maintain a 2.0 GPA to be eligible for athletic participation. In accordance to WIAA rules of eligibility, all athletes participating in interscholastic athletics must pass a minimum of 20 credit hours. Since our high schools will be participating in block scheduling the following grade eligibility rules will apply:

a. Students must be enrolled in at least two blocks per semester of athletic participation.

b. Students enrolled in only two blocks must have passing grades in both blocks in order to maintain their athletic eligibility.

c. Students enrolled in three blocks must have passing grades in at least two blocks in order to maintain their athletic eligibility.

d. Students enrolled in four or more blocks may not have more than one F on their report card in order to maintain their athletic eligibility.

e. First and third quarter grades will be used at mid-semester.

f. As in the past, the semester’s grades will be used to determine an athlete’s eligibility for the second semester and the next school year.

The new WIAA Rules of Eligibility have incorporated the one F policy. Therefore, students/athletes with more than one F on their report cards will be ineligible for 15 scheduled school days and nights at the high school and for the quarter at the middle school.

**Remember medical and parent permission cards must be presented to the coach before you are allowed to practice. You may obtain these forms in the Athletic Office of Reuther Central High School, room number 132.**

Per the WIAA rules, Reuther is a stand-alone school in the WIAA, therefore Reuther students may only play sports at Reuther High School. Reuther offers Boys and Girls basketball and this is simply the only sports that Reuther students may play at their school.

A Reuther student could be dual enrolled at their boundary school and Reuther, but per WIAA rules must be considered a full time student at the comprehensive boundary school. Therefore, per our activities code, the students must be in that comprehensive school for 4 blocks (or two double blocks).
ACADEMICS

GRADUATION REQUIREMENTS

KUSD student graduating with the Class of 2012 must earn 26 credits for a KUSD diploma. The specific requirements are as follows:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>4 credits</td>
</tr>
<tr>
<td>Social Studies</td>
<td>4 credits (3 credits of required courses - 1 credit U.S. History 9th grade, 1 credit World History 10th grade, ½ credit U.S. Government &amp; Politics or 1 credit Advanced Placement Government &amp; Politics 11th or 12th grade, ½ credit Behavioral Science; plus 1 credit elective course)</td>
</tr>
<tr>
<td>Mathematics</td>
<td>4 credits</td>
</tr>
<tr>
<td>Science</td>
<td>4 credits (3 credits of required courses - 1 credit Integrated Science 9th grade or 1 credit Biotechnology 9th grade, 1 credit Biology 10th grade, 1 credit Chemistry-Based Course, Physics-Based Course, or Physical Science 11th or 12th grade; plus 1 credit elective course)</td>
</tr>
<tr>
<td>Personal Finance</td>
<td>½ credit</td>
</tr>
<tr>
<td>Electives</td>
<td>7 ½ credits</td>
</tr>
<tr>
<td>Physical Education</td>
<td>1 ½ credits</td>
</tr>
<tr>
<td>Health</td>
<td>½ credit</td>
</tr>
</tbody>
</table>

KUSD student graduating with the Class of 2013 and beyond must earn 23 credits for a KUSD diploma. The specific requirements are as follows:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>4 credits</td>
</tr>
<tr>
<td>Social Studies</td>
<td>3 credits (1 credit U.S. History 9th grade, 1 credit World History 10th grade, ½ credit U.S. Government &amp; Politics or 1 credit Advanced Placement Government &amp; Politics, ½ credit Behavioral Science)</td>
</tr>
<tr>
<td>Mathematics</td>
<td>3 credits</td>
</tr>
<tr>
<td>Science</td>
<td>3 credits (1 credit Biology, 1 credit Physical Science, 1 credit Science elective)</td>
</tr>
<tr>
<td>Consumer Education</td>
<td>½ credit **</td>
</tr>
<tr>
<td>Electives</td>
<td>7 ½ credits</td>
</tr>
<tr>
<td>Physical Education</td>
<td>1 ½ credits</td>
</tr>
<tr>
<td>Health</td>
<td>½ credit</td>
</tr>
<tr>
<td>Community/Service Learning</td>
<td>Required of all Students</td>
</tr>
<tr>
<td>Diploma with Service Distinction</td>
<td>1 Credit Service Learning Project</td>
</tr>
<tr>
<td>Diploma with Honors Distinction</td>
<td>4 Advanced Placement credits</td>
</tr>
</tbody>
</table>

*Unless exempted pursuant to Wisconsin Statutes, exemption shall be granted for medical reasons upon presentation of a physician’s statement. Students excused from physical education for all four years of high school for medical reasons shall be required to make up ½ credit in another elective subject for each semester excused from physical education.

**Waived for students who successfully complete ½ credit Honors Economics, ½ credit Economics, 1 credit Advanced Placement Economics, or 1 credit Marketing.

For further details on these requirements, consult KUSD RULE 6456: Graduation Requirements or see your counselor. No student may participate in the graduation ceremony unless they complete all required credits.
GRADE POINT AVERAGE AND CLASS RANK

Kenosha Unified Schools rank students using two parallel methods. Both appear on the transcript and are used for college applications. The first is the “Traditional Method” of counting all A’s = 4 points, B’s = 3 points, C’s = 2 points, D’s = 1 point, and F’s = 0 points. This calculation places equal value on all courses. The cumulative grade point average result is placed on the transcript each year and a class ranking developed from the cumulative grade point average for a student at each grade level listed.

The second method gives differing values to honors classes, regular classes and basic classes. Grade point average on the weighted scale is computed and placed on the transcript with the rank developed from using these “honors” grade point averages in the same manner as using the Traditional Method.

All students are evaluated and ranked in two separate ways. The weighted approach gives greater value to more difficult and demanding honors courses and thus a student with honors courses ranked on the weighted scale will rank higher. The traditional 4.0 evaluation gives equal value to all courses regardless of difficulty. These two methods allow for two perspectives on student achievement.

HONOR ROLL

- Quarterly rolls are calculated using both the traditional 4.0 grade point scale and the weighted grade point scale. Students with a grade point average of at least 3.0 on the 4.0 scale or 4.3 on the weighted scale achieve honor roll status if they do not receive a grade lower than a C.
- Grade point averages (GPA) and class ranks are calculated on both scales only at the end of each semester. Both grade point averages and class ranks appear on student transcripts.

KUSD POLICY 6452: STUDENT PROGRESS REPORTING PROCEDURES

B. Grades Six through Twelve

A syllabus shall be developed for each course/class offered in grades six through twelve. The syllabus shall be given to students, made available to parents/guardians, and filed with the building principal. It is recommended that the syllabus be shared within the first week of the beginning of a course/class. The syllabus shall include academic/nonacademic expectations:

- Content/lifelong learning standards and benchmarks
- Methods of assessment
- Point distribution
- Board prescribed grading scale
- Course-specific information

The single grade on the report card and/or transcript shall be based on the successful completion of:

- The academic standards and benchmarks associated with the course/class
- The lifelong learning standards and benchmarks associated with the course/class

All standards-based learning experiences shall be weighted appropriately to convey their importance within the course/class. The lifelong learning standards shall be treated as one element of the total grade.

Students submitting work up to ten school days late, without prior approval, may receive up to two grades lower on the work than they would have received if the work had been submitted on time (i.e., B+ lowered to a D+). Student work submitted after ten school days, without prior approval, shall not be accepted for credit and shall be recorded with a score of zero (0).

Upon returning to school after an absence, a student has the responsibility, within the number of days equal to the length of the absence or suspension, to meet with the teacher to develop a plan for making up missed
work, quizzes, and examinations. A truant student has the responsibility, on the first day he or she returns to the course/class, to meet with the teacher to develop a plan for making up missed work, quizzes, and examinations. Lower grades may not be given for late work due to excused absences, suspension or truancy, unless the work is submitted later than agreed upon deadlines.

Teachers in grades six through twelve shall provide written notice to the parent/guardian of a possible failing grade for a student at each midterm. Teachers are also strongly encouraged to notify the parent/guardian anytime a student is at risk of failing a subject. In addition, conferences with the parent/guardian shall be held at regularly scheduled intervals.

Appeals for grade changes shall be made utilizing the following process in grades six through twelve:

Step 1. A request by the parent/guardian and/or adult student must be made to the teacher within thirty calendar days after the last day of the grading term.

Step 2. If no agreement is reached, the parent/guardian and/or adult student must make a written request to the principal for a grade change.

Step 3. A conference shall be held with the principal/designee, teacher, and the parent/guardian and/or adult student.

Step 4. If no agreement is reached, a ballot shall be held by a review committee composed of the principal/designee and four certified staff members designated by the principal/designee. One of the four certified staff members shall include a teacher who teaches at the same academic level and in the same content area from another District school. The decision of this committee is final.

C. District-wide Grading Scale for Grades Three through Twelve

A numerical percentage for each letter grade shall be used District-wide in grades three through twelve. Exceptions to this rule may be allowed in special cases, as approved by the principal. If an elementary student’s grade is based on work indicating proficiency at a lower grade level, it must be clearly marked on the report card. Letter grades shall be based on the following:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>98 - 100%</td>
</tr>
<tr>
<td>A</td>
<td>93 – 97%</td>
</tr>
<tr>
<td>A-</td>
<td>90 – 92%</td>
</tr>
<tr>
<td>B+</td>
<td>86 - 89%</td>
</tr>
<tr>
<td>B</td>
<td>83 – 85%</td>
</tr>
<tr>
<td>B-</td>
<td>80 – 82%</td>
</tr>
<tr>
<td>C+</td>
<td>76 - 79%</td>
</tr>
<tr>
<td>C</td>
<td>73 – 75%</td>
</tr>
<tr>
<td>C-</td>
<td>70 – 72%</td>
</tr>
<tr>
<td>D+</td>
<td>66 – 69%</td>
</tr>
<tr>
<td>D</td>
<td>63 – 65%</td>
</tr>
<tr>
<td>D-</td>
<td>60 – 62%</td>
</tr>
<tr>
<td>F</td>
<td>0 – 59%</td>
</tr>
</tbody>
</table>

Nothing in the District’s student progress reporting policy or these procedures is intended to conflict with approved programming for a student with an Individual Education Plan (IEP), a Section 504 plan, or a Limited Language Plan (LLP).

FIELD TRIPS

Students participating in school-sponsored field trips must complete a Parent Permission Form prior to the field trip. This form must be signed by your parent or guardian. Field trips are not considered absences. You should not be marked absent in any class if you are on a field trip. Check with your teachers upon return to see that you were not marked absent. Homework from the classes that you missed must be made up. Students enrolled in more than one school must have a parent notify the attendance office when a field trip interferes with attendance at their second school. A note from the field trip supervisor may be requested.
GUIDANCE AND COUNSELING

COUNSELOR INFORMATION: - Counseling offices are on the first floor room 156.

SCHEDULE OF TESTING: - Newsletter with testing information to be mailed throughout year.

REGISTRAR – Located in the Guidance office (359-6134)

YOUTH OPTIONS

Under this State of Wisconsin program, high school juniors and seniors may apply to take college or technical college courses for both high school and college credit. Tuition and books for students enrolled in approved courses will be paid by the Kenosha Unified School District No.1.

To participate in the program, student must complete an application provided by their school by the due date during the semester prior to enrollment. The student must meet the admissions requirements set by participating colleges. Courses must meet district-approved guidelines. Courses comparable to high school advanced placement courses will not be approved. Interested students should meet with their school counselor to discuss their interest, course approval and guidelines, and the impact the desired course work may have on their high school educational program and future plans.

See KUSD POLICY & RULE 6434.2 for complete Youth Options details and procedures.

INTERNSHIPS/APPRENTICESHIPS/PARTNERSHIPS, ETC.

See your school counselor.

CREDIT RECOVERY OPTIONS

The following program options provide credit recovery opportunities at Reuther.

Blended Learning
Adult Learning Lab
Transition
SCHOOL SAFETY PROCEDURES

LOCKERS

Some students report books or other missing items from lockers that are presumed stolen. The staff investigates each case and records all items missing in hopes that they can be found and returned. In an attempt to reduce theft, we ask all students to do the following:

1. Be sure your locker is closed and locked before you walk away.
2. Immediately report any difficulty with your locker to the main office.
3. Do not give your locker combination to anyone – not even your best friend!
4. Write your name in ink on the inside cover of all textbooks and identify personal property.
5. When opening your locker, be sure that you do not allow others to see your combination.
6. Lockers are school property and subject to inspection at any time by the Principal/designee (per KUSD Policy 5461).
7. No personal locks are permitted on school lockers.

If personal items are lost or stolen, there is no school insurance to cover the loss. Each family should check with their insurance company to see if coverage is provided. Locker and backpack inspections may occur at any time.

Students may decorate the inside of their locker with school appropriate items. These items can be taped or magnetic and easily removable. Students can be charged with school vandalism for marking any school property with permanent marker or stickers. Students are responsible to keep a clean locker during the time they use the locker and clean out their locker at the end of the year. No items are to be put on the outside of lockers.

BACKPACKS – PURSES – AND PERSON

Students are permitted to carry their school materials and personal items in backpacks, purses, or any other object which carries personal items. However, all items are subject to inspection by the building administration when reasonable suspicion exists of possession of stolen or illegal items. This also includes a reasonable search of clothing when deemed necessary.

VISITORS TO THE BUILDING

POLICY 1600: SCHOOL VISITORS

Parents/guardians of District students and the public shall be encouraged to visit schools and to become better acquainted with their operation and curriculum. Classroom visits may not interfere with instruction and will be arranged with the principal.

Students from other schools shall be permitted to visit only for specific purposes and at times mutually agreed upon by the administrators of the schools.

Representatives of any fundraising organization or commercial enterprise shall be approved by the Assistant Superintendent of Business before visiting schools.

In order to provide for school safety and maintain a favorable academic atmosphere, all visitors to the school shall report to the school office before visiting elsewhere in the building.
No person is allowed to loiter or cause a disturbance on school property. Violators will be requested to leave and assistance may be sought from law enforcement agencies when necessary.

SEVERE AND INCLEMENT WEATHER

School District Inclement Weather Procedures

The Kenosha Unified School District No. 1 has a specific process for deciding whether buses will run and if schools will be closed due to inclement weather.

The school day begins very early in the morning on days of inclement weather for the Superintendent of Schools, the Supervisor of Transportation and the Maintenance and Operations Supervisor. The Supervisor of Transportation drives the streets and roads of the school district, checking to see if they are safe for buses to travel. He also checks official weather forecasts, with the County Highway Department, the Sheriff’s Department, the Police Department, with the school bus company, Laidlaw Transit, Inc., and with the City Transit Office. He then reports his findings to the Maintenance and Operations Supervisor.

The Maintenance and Operations Supervisor checks to see that all school sidewalks and parking lots can be plowed or made safe by the time staff members and students are scheduled to arrive and reports all findings and recommendations to the Superintendent of Schools by 5:00 a.m. The Superintendent then determines which of three set inclement weather procedures will be followed by the school district that day. Student and staff safety is the primary consideration in making the decision to close schools.

Procedure 1 states, “All schools in the Kenosha Unified School District No. 1 will be open today. Students and personnel will be expected to attend as normally scheduled.”

Procedure 2 states, “All schools in the Kenosha Unified School District No. 1 will open one hour later this morning, and buses that transport students will be running approximately one hour late. Personnel are expected to report as normally scheduled. Dismissal will be at the regular time.”

And Procedure 3 states, “All schools in the Kenosha Unified School District No. 1 will be closed, and no students are expected to report. The Senior Citizens Center will be closed. Secretaries should not report to work, with the exception of secretaries assigned to the Educational Support Center, Department of Recreation, and 12-month school secretaries who may report to work. The only persons required to report to work today are: full-time Custodial employees; full-time Food Service workers; Maintenance personnel; Carpenters and Painters; Warehouse personnel; Administrative, Supervisory, and Technical personnel.

Radio Stations WLIP (1050 AM), WIIL (95.1 FM), WEXT (104.7 FM), WRJN (1400 AM)/WEZY (92.1 FM and WGTD (91.1 FM) are then notified as to the procedure to be followed. If the stations are not contacted by District personnel, it means Procedure 1 is in effect—that schools are open as normally scheduled. If schools are to be closed (Procedure 3), radio stations WISN, WLTQ, WKKV, WTMJ, WKTI, WMIL, WOKY, WMYX, WEMP, WRIT, WXXS, WJBX, WJZI, and WLUM are contacted as are Milwaukee television stations Today’s TMJ 4 (Channel 4), Fox 6 (Channel 6), WISN (Channel 12), CBS 58 (Channel 58), and the Chicago area’s Emergency Closing Center which notifies Chicago media.

The correct procedure is also placed on the Cable Channel 20 message bulletin board. Cable Channel 20 is available to local Time Warner Cable subscribers. Power outages may affect the operation of Cable Channel 20.
The correct procedure is also placed on the District’s Internet website; www.kusd.edu, in the pulldown menu associated with the title "mouseover to choose."

A message outlining the correct procedure is also available by calling 359-SNOW (359-7669) after 5:30 a.m.

If weather conditions deteriorate during the day, local and Milwaukee radio and television stations are contacted and advised of any early closings or events/activities cancellations. Information will also appear on Cable Channel 20 and on the District’s website.

The school district uses as a guideline for closing schools sustained temperatures of -20 degrees F or lower and/or sustained wind chills of –34 degrees F or lower.

When the weather is questionable, it is always a parent/legal guardian’s decision if, for safety reasons, their child or children should attend school that day. The parent/guardian must notify the child or children’s school of the absence, and the absence becomes part of the student’s permanent record.

As always, parents/guardians are reminded to make sure their children are dressed appropriately for the weather. Elementary school students will not be going outdoors for recess if the temperature is below zero with the wind chill.
IMPORTANT REMINDERS

CLOSED CAMPUS

Kenosha Unified schools all have a “Closed Campus”. Students are not permitted to leave the school or engage in non-school related activities during the school day without the permission of the principal or designee and a parent/guardian. Students are permitted to leave the school campus for approved education activities and programs.

LUNCH PROGRAM AND BREAKFAST PROGRAM

A computerized purchasing system is used. Students enter their personal ID number when purchasing their food. Students can elect to deposit money in advance and withdraw food purchases from their account. Students are to eat food in the cafeteria. No food is to be taken from the cafeteria for consumption in the classrooms unless approved by the Principal. Students have a closed lunch – they must remain on campus.

Some students will be eligible for free or reduced lunch, dependent upon Federal guidelines. Application is made at the beginning of the year using forms available in the Main Office or the Food Services Department at the Educational Support Center. Approved applicants abusing the free or reduced price ticket privilege (for example, giving or selling them to friends) will have discretionary disciplinary action.

Reuther will also continue to provide a breakfast program beginning at 7:30 a.m. and ending at 8:30 a.m.

PARKING FEE

Students will be charged a $50.00 annual parking fee. No student will be allowed to park their vehicle in any of the KUSD school parking lots without a parking permit. The parking permit must be visible. There will be a $5.00 replacement fee for lost or missing permits. The following are the consequences for a parking permit violation:

- First Violation – Warning with two school days to be in compliance.
- Second Violation – Student given one day to be in compliance with a warning that if not in compliance in one day the student vehicle will be ticketed.
- Third Violation – Student’s vehicle is ticketed and parents are informed.
- Fourth Violation – Student’s vehicle is ticketed and towed at the student’s expense.

Note: Students need only one permit from LakeView, Bradford, Tremper, Indian Trail, or Reuther to park in any of the school student parking lots.

NEW CHILD LABOR LAWS

Minors ages 14-15

May work no more than four hours per day on school days Monday, Tuesday, Wednesday, and Thursday. On Friday and other non-school days, minors ages 14-15 may work eight hours per day. Minors ages 14-15, during the school week, may not work more than 18 hours per week. During school week of less than five days, minors ages 14-15 may not work more than 24 hours per week. During a week where there is no school at all, minors ages 14-15 may work up to 40 hours per week.

Time of Day for 14 and 15 Year Olds

Minors ages 14-15 on school days may not work before 7:00 a.m., nor past 8:00 p.m.
On Fridays or other non-school days not preceding school, minors ages 14-15 may work not before 7:00 a.m., nor past 11:00 p.m.

Minors ages 16-17
During the school day, Monday through Thursday, minors ages 16-17 may not work more than four hours per day.
On Fridays or other non-school days, minors ages 16-17 may work eight hours per day.
Minors ages 16-17 may not work more than 26 hours in the week.
In a school week of less than five days, minors ages 16-17 may work 32 hours.
In weeks where there is no school at all, minors ages 16-17 may work 40 hours and may volunteer to work up to 50 hours, provided time and one-half is paid for all hours worked over 40 hours.
Minors ages 16-17 may not work before 7:00 a.m. nor after 11:00 p.m. on school days.
On Fridays or other non-school days not preceding school, minors ages 16-17 may not work before 5:00 a.m., nor after 12:30 a.m.
Minors enrolled in a school cooperative education program or student learner program where there is an agreement between the school, the employer, parents and the child where the child sees wages and also grades, those hours worked in the school coop program during school hours only do not count against the maximum hours a minor can work.
Any hours worked in the coop program outside school hours do count towards the maximum hours.
Minors may not work more than 6 days per week except in newspaper and agricultural work.
Minors must have a work permit before they begin work.
Minors must receive a 30 consecutive minute meal break if they are scheduled to work more than a six hour day.
Minors must punch in and out to show they receive this 30-minute meal period.

KUSD NON-DISCRIMINATION STATEMENT

The Kenosha Unified School District No. 1 is an Equal Opportunity Educator/Employer with established policies prohibiting discrimination on the basis of age, race, creed, religion, color, sex, national origin, disability or handicap, sexual orientation, or political affiliation in any educational program, activity, or employment in the District. The Superintendent of Schools/designee (262-359-6320) addresses questions regarding student discrimination, and the Executive Director of Human Resources (262-359-6333) answers questions concerning staff discrimination.