

Stanley-Boyd High School

“Where all students learn at a high level while becoming college and career ready.”



Student-Guardian Handbook
2023-2024

Table of Contents

I. General Information		Plagiarism Policy.....15
School Year Calendar.....2		Senior Specific Responsibilities/Privileges.....15-16
Bell Schedules.....3		
Staff Directory.....4		IV. General Information
		Lockers.....16
II. S-B Privilege Program - Attendance		Student Search Policy.....17
S-B Privilege Card.....5		Vehicle Use.....18
Attendance Expectations.....5-6		Dances/Parties.....18
Reporting Procedures.....6		Academic Information.....18
Tardies.....6		Textbooks.....19
Wednesday Early Release Expectations.....6		Forms and Fees.....19
Unexcused Absence / Truancy.....6		School Closings/Virtual Snow Days.....20
Parental Notification.....7		District Communication.....20
Consequences for Unexcused/Truant Absences.....7		
Excessive Absences by an 18 Year Old.....7		V. Policies
College Visits.....7		Emergency Procedures.....20
Requirement for Co-Curricular Participation.....8		Visitors.....20
Passes.....8		Student Exemption from Class.....21
Leaving the Building.....8		Withdrawal from School.....21
Perfect Attendance.....8		Student Information.....21
Resource Expectations.....9		Insurance.....21
		Transportation Policy [Bus Rules].....22-23
III. S-B Privilege Program - Student Behavior		Guardian Information.....23
Dress and Attire.....9		Student Sexual Harassment Policy.....24
Food and Beverage.....9		Tobacco, Alcohol, Other Drugs Policy.....24
Electronic Devices.....10		Bullying Policy.....24
Acceptable Use Policy/Chromebook Rules.....11		
Library Expectations12		
S-B Behavior Matrix.....12		
Suspension / Expulsion Policy.....13		
Student Eligibility for Dances, Trips, etc.....14		
Alcohol, Tobacco, Vaping, Other Illegal.....14		
Weapons at School.....14		
Loitering.....14		

STANLEY-BOYD SCHOOLS 2023-2024 CALENDAR - Option 1

AUGUST Student days = 14 Teacher days = 19				
Mon	Tue	Wed	Thu	Fri
	1 NT	2 NT	3 Floating PD	4
7 PD	8 PD	9 PD	10 PD	11
14 Student's 1 st Day	15	16 WD	17	18
21	22	23 WD	24	25
28	29	30 WD	31	

SEPTEMBER Student days = 20 Teacher days = 20				
Mon	Tue	Wed	Thu	Fri
				1
4 NS Labor Day	5	6 WD	7	8
11	12	13 WD	14	15
18	19	20 WD	21	22
25	26	27 WD	28	29

OCTOBER Student days = 21 Teacher days = 22				
Mon	Tue	Wed	Thu	Fri
2	3	4 PT/WD K-12 4:30-7:30 pm	5	6 PD/PT
9	10	11 WD	12	13
16	17	18 WD	19	20
23	24	25 WD	26	27
30	31			

NOVEMBER Student days = 18 Teacher days = 19				
Mon	Tue	Wed	Thu	Fri
		1 WD	2	3
6	7 60 End Tri 1	8 PD	9	10
13	14	15 WD	16	17
20	21	22 NS	23 Thanks	24 NS
27	28	29 WD	30	

DECEMBER Student days = 16 Teacher days = 16				
Mon	Tue	Wed	Thu	Fri
				1
4	5	6 WD	7	8
11	12	13 WD	14	15
18	19	20 WD	21	22
25 Xmas	26 NS	27 NS	28 NS	29 NS

JANUARY Student days = 21 Teacher days = 22				
Mon	Tue	Wed	Thu	Fri
1 New Yrs Day	2	3 WD	4	5
8	9	10 WD	11	12
15	16	17 WD	18	19
22	23	24 WD	25	26
29 PD	30	31 WD		

FEBRUARY Student days= 19 Teacher days= 20				
Mon	Tue	Wed	Thu	Fri
			1	2
5	6	7 WD	8	9
12	13	14 60 WD End Tri 2	15 PD	16 NS
19	20	21 WD	22 PT	23
26	27	28 WD	29	

MARCH Student days = 20 Teacher days = 20				
Mon	Tue	Wed	Thu	Fri
				1
4	5	6 WD	7	8
11	12	13 WD	14	15
18	19	20 WD	21	22
25	26	27 WD	28	29 NS

APRIL Student days = 21 Teacher days = 22				
Mon	Tue	Wed	Thu	Fri
1 PD	2	3 WD	4	5
8	9	10 WD	11	12
15	16	17 WD	18	19
22	23	24 WD	25	26
29	30			

MAY Student days = 8 Teacher days = 8				
Mon	Tue	Wed	Thu	Fri
		1 WD	2	3
6	7	8	9	10 58 End Tri 3
13	14	15	16	17
20	21	22	23	24
27 Memorial Day	28	29	30	31

JUNE Student days = Teacher days =				
Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21

Student Days: 178

Teacher Days: 188

- PD** = Teacher Professional Development
- PT** = Parent-Teacher Conferences
- NS** = No School
- NT** = New Teacher Orientation
- ER** = Early Release 12:50 pm;
- WD** = Wednesday Schedule
- Graduation** – Fri. May 10th 6:00 PM

High School Bell Schedule

M/T/TH/F		
Period	Time	Minutes
1	8:15 - 9:20	65
NB	9:20 - 9:32	12
2	9:32 - 10:37	65
3	10:41 - 11:46	65
Lunch	11:46 - 12:46	60
4	12:46 - 1:51	65
5	1:55 - 3:00	65
6/Resource	3:04 - 3:30	26

Wednesday		
Period	Time	Minutes
1	8:15 - 9:12	57
NB	9:12 - 9:24	12
2	9:24 - 10:21	57
3	10:25 - 11:22	57
Lunch	11:22 - 12:22	60
4	12:22 - 1:24	62
5	1:28 - 2:30	62

2023-2024 Staff Directory

High School Administration		
Name	Position	Ext #
Tanya Mahr	High School Principal	157
Nick Mahr	Dean of Students/AD	124
Meslissa Holmes	Admin. Assistant	105

High School Special Services		
Name	Position	Ext #
Liz Mertens	Admin. Assistant	104
Brennan Schrader	Guidance Counselor	150
Patrick Marion	Librarian/Director of Wings	149

District Office Personnel					
Name	Position	Ext #	Name	Position	Ext #
Jeff Koenig	District Administrator	181	Wendy Hazuga	Special Ed / Lunch Accounts	108
Renee Mahal	Admin. Assistant	101	Jamie Dusick	Buildings/Grounds Supervisor	230
Linda Klapperich	Bookkeeper	112	Glenda Schuebel	Food Service	119
Marie Nawrocki	Payroll/Purchasing Clerk	102	Jacob Tiry	Transportation Supervisor	233
Krystle Bacha	Psychologist / Direction of Special Education	113	Greg Buryznski	Middle School Principal	124

High School Faculty					
Name	Position	Ext #	Name	Position	Ext #
Bob Allen	Special Education	205	Polly Hoffmann	Science	137
Bridget Brenner	Special Education	152	Erika Koenig	Math	121
Tory Crank	Math	164	Mary McIntire	Science	138
Jenny Denzine	Special Education	220	Peter Place	Physical Education	122
Louella Derrico	Vocal Music	127	Erin Plombon	Special Education	179
Jordan Donnerbauer	Agriculture	155	Amy Randall	Spanish	172
Karen Eslinger	Business Education	132	Travis Schindler	Business Education	232
Kim Goettl	Art	126	Bob Seidl	Social Studies	148
Sam Goettl	Technology Education	125	Kayleigh Steinmetz	Language Arts	147
Jessica Gumness	JAG Coordinator	151	Ryan Sturm	Physical Education	168
Kristie Gustafson	Math	176	Dominic Sturm	Social Studies	213
Joe Haines	Social Studies	157	Braxton Thompson	Language Arts	163
Kimberly Halterman	Language Arts	146	Kari Thorpe	Family & Consumer Education	134
Reannon Hartzell	Science	120	Devon Wendt	Band	128

Stanley-Boyd Privilege Card System

Stanley-Boyd Privilege Card is how we look at attendance, discipline procedures, and grades. It represents a philosophy of recognizing and rewarding proper behavior rather than just punishing improper behavior. It promotes giving students responsibility similar to what they will need to have when they leave the halls of SBHS and move on into the next phase of their lives.

The card represents all the attributes that our students will need to possess in order to be successful in school, and that our graduates will need to be successful in their lives after high school. The tenants of the privilege system are based on the belief that all students know right from wrong. The privilege system was developed to serve as a guide for students; a guide to help them make the right choices when it comes to attending school, behaving in an appropriate way, and meeting the requirements for classes.

More information relating to the privilege card is available in the MS/HS office. A detailed list of privileges that the card provides for students will be handed out the first day of school each year as changes to the list take place as needed.

Click the link to see the full description of the [Privilege System](#).

Attendance

The first component of the privilege system involves attendance. Students will be allowed **10 incidences** total to be absent from school during the school year, for any reason. Student attendance will be tracked on a period by period basis, but each time you miss (for any amount of time) it will count towards your 10 total incidences. Students will be excused for any reason, up to the equivalent of 10 incidences throughout the school year, provided the school office is notified by the student's parent/guardian of the reason for the student's absence no later than the day after the student's return to school from the absence. For example, *if a student is absent on Monday and returns to school on Tuesday, notification must be received in the office by the end of the day on Wednesday.*

- All students must be enrolled and in attendance on the Stanley-Boyd campus for all academic periods per term.
- Notification can be made by phone, written note, or email by the student's parent/guardian.
- If notification is not made within this timeframe, the student will be recorded as truant.

As stated above, students will be allotted 10 incidences to be absent from school for any reason. The following absences will not be counted towards the "ten" allowed incidences:

- a) Hospitalization [note is required from doctor/medical practitioner];
- b) Doctor's orders to not attend school [note is required from doctor/medical practitioner];
- c) School-sponsored field trips and activities [absence must be approved by the student's teachers];
- d) Religious observance [note must be received by the office prior to the absence];
- e) Legal requirements to appear in court [note required from clerk of court, lawyer, social worker, etc.].

Notes:

1. An **incidence** is missing school for any amount of time for any reason, except the 5 reasons stated on previous page.
2. In addition to contacting the main middle/high school office, parents are strongly encouraged to also contact the Counseling Office any time a student is hospitalized, injured, or otherwise under the care of a physician or other health care professional and/or is absent from school for five [5] consecutive days or more due to illness, injury, or if under the care of a healthcare professional. Communication of this type will provide the school personnel with the information we may need to provide special assistance, counseling, or transitioning services.

3. Students with a medical appointment having verification will be given a half day medical excused absence and are expected to be in school the remainder of the day unless the school is provided with medical verification that a full days' absence is necessary or the parent uses a parent excused absence of which there are only 10.

Reporting an Absence to be Excused:

1. We strongly encourage parents/guardians to contact the school office of a student's absence by 9:00 am so we are aware that the student will not be in school that day and can mark it appropriately. If the school is not notified of an absence, and the student is marked absent by a teacher, you will receive an automated phone call letting you know that your students is not at school. Contacting the office later than the day after the student's return to school from the absence will result in the absence to be considered as unexcused. i.e.: *Student is absent on Monday and returns to school on Tuesday...notification must be received in the office by the end of the day on Wednesday.*
 - a) Notification can be made by phone, written note or email by the student's parent/guardian.
 - b) If notification is not made within this timeframe, the student will be recorded as truant.

***Note: The Attendance Phone Line is available 24 hours to receive phone calls. Dial 644-5534 and press 4 to leave a message for grades 6 - 12**

Tardies:

Tardiness disrupts both the orderly progress of the class and the daily progress of the student.

- Students arriving to class without a pass after the scheduled start of the class period will be recorded as tardy.
- First hour tardies will result in a BLOP the following day and can count as an incidence towards truancy.
- Students who are late to 1st Period are required to report to the office before going to class.

Wednesday Early Release Required Attendance:

While class ends at 2:30pm each Wednesday, the time from 2:30-3:30pm is still instructional time and some students may be required to stay at school to complete academic work or as a behavioral consequence. Transportation home is available at 3:30pm. Failure to stay will be marked as skipping and considered unexcused unless it is for one of the following reasons:

- a) Hospitalization [note is required from doctor/medical practitioner];
- b) Doctor's orders to not attend school [note is required from doctor/medical practitioner];
- c) School-sponsored field trips and activities [absence must be approved by the student's teachers];
- d) Religious observance [note must be received by the office prior to the absence];
- e) Legal requirements to appear in court [note required from clerk of court, lawyer, social worker, etc.].

Student athletes who need to stay for practice may work in the cafeteria. All other students must leave the building.

Unexcused Absence and Truancy:

1. **An Unexcused Absence** occurs when:
 - a) the school office is notified by the student's parent/guardian of the reason of the student's absence more than two days after the student's return to school from the absence, or;
 - b) the student has exceeded 10 incidences, and the current incidence is not one of the types listed previously as not counting toward the 10 allowable [items a-e on previous page].
2. **Truancy** is defined as any absence of part or all of one or more school days during which the school has not been notified of the legal cause of the absence by the parent/guardian of the absent student. It also means intermittent attendance carried on for the purpose of defeating the intent of the compulsory attendance law as referenced above in Wisconsin State Statutes 118.15 and 118.16 (1) [c]. Parents/guardians shall be notified when a student has an unexcused absence[s]. Notices shall be made by personal contact, mail, or telephone of which a written record is kept. Notice by personal contact or telephone shall be attempted prior to notice by mail. A nonresident district may

terminate a pupil's open enrollment in the succeeding semester or school year if the pupil is habitually truant during any trimester in the current school year.

a) **Habitual Truancy** is defined by State Statute 118.16 as any student who is absent from school without an acceptable excuse for part or all of five days during which school is held during a term.

**Note: It should be noted that implicit in the definitions of unexcused and truant is the understanding that while all truancies are unexcused absences, not all unexcused absences are truancies. The principal or designee will determine on an individual basis whether an unexcused absence is to be regarded as truancy.*

Parental Notification Procedure for Truancy Concerns:

1. Whenever possible, the high school office will attempt to contact the parent[s]/guardian[s] of any student who is absent for which notification from the parent has not been received. If contact cannot be made, the absence will be recorded as unexcused or truant.
2. When attendance concerns arise, parents/guardians will be informed of school attendance policy and state statute regarding compulsory attendance and penalties for truancy.
3. A meeting may be scheduled for parents/guardians, principal or designee and the student to meet and discuss reasons for absence[s] and the district policy regarding habitual truancy.

Consequences For Unexcused/Truant Absences:

Students who are determined to be truant will be referred to the department of social services in accordance with the county truancy ordinance. Additionally, there may be a loss of privileges or other disciplinary actions at the discretion of the principal or his/her designee.

Excessive absence by an 18 year old student:

Wisconsin State Law requires all children between the ages of 6 and 18 to attend school on a full time basis. Consequently, students who attain the age of 18 are no longer bound by state compulsory school attendance laws. While the state does not require school attendance of persons 18 years old and older, district policies require attendance for a person to remain a student of the district. Students who attain the age of 18 may be allowed to excuse an absence, given that parental permission to call or write their own notes is received in the high school office via the appropriate form.

In an effort to provide the same type of "motivation" truancy laws are intended to provide to students under the age of 18, students 18 years old or older who exceed the equivalent of 10 days of allowed absence, or display behavior that illustrates a repeated refusal to follow the rules of the school, will be required to sign an Attendance/Behavioral contract with the school.

College Visits:

Students are encouraged to plan their visits on those days that school is not in session at SBHS. On those occasions this is not possible, the following process is to be followed:

1. Pick up a College Visit Permission Form from the guidance office two days prior to the planned visit;
2. Have the form signed by parent/guardian and school counselor prior to visit;
3. Notify the office of planned absence;
4. Return form to SBHS office, with signature from college official, upon return from visit.

*Failure to follow this procedure will result in the absence[s] to count towards the student's 10 incidences.

Attendance Requirements For Co-Curricular Participation:

1. An unexcused absence of any kind during the day will cause a student to be ineligible to practice, perform, or compete that same day.
2. A student who misses any part of class during 4th or 5th period will be ineligible to practice, perform, or compete on that same day. Exceptions to this will be medical or legal appointments, school-related trips or events, or as pre-approved by the Athletic Director and/or Building Principal.
 - a) Students absent during this time for legal appointments must bring a note from a lawyer, social worker, or the clerk of court indicating the appointment was required.
 - b) Students absent during this time for medical appointments must provide a note including a statement clearing the student to participate for that day.
3. If a student is not present for the school day due to an unexcused absence, they are not permitted to attend athletic events, dance or any other school functions held on the same day.
4. A student must be present the day after a sporting event. Exceptions are the same as above.
5. Situations not covered here will be handled on a case-by-case basis by the Athletic Director and/or Building Principal.

Passes:

Passes which excuse students to leave the school grounds are to be issued ONLY by the OFFICE. Teachers are not to give permission or to write passes for students to leave the school grounds.

A teacher who signs a student's pass allowing him/her to be in the hallways must assume the responsibility for the conduct of that student. [Students must recognize that abuse of this privilege will result in their being denied the privilege of future passes from teachers.]

Students must leave their phone in the classroom and have a *pass* (classroom or signed yellow pass slip) with them if in the hallways during class.

Leaving Building:

1. Students must check out through the office in order to receive permission to leave the school building for any reason during school hours. Unless previous arrangements have been made, permission must then be obtained from the student's parent/guardian [or a person listed on the student's emergency form] that the student may leave.
2. Any student who leaves the school building with the proper permission and who is expected to return to school before the end of the day [i.e. during lunch, for a local appointment, etc.] but finds s/he is unable to do so, must notify the school office immediately. If a parent/guardian is not able to make this contact, the student him/herself can make the call. Should a phone call not be received, any absence will be recorded as unexcused.
3. If the student makes the call to inform the school that s/he will not be returning as expected, a note from a parent/guardian is required to be turned into the office upon the student's return to school. If the call is made by the parent/guardian, no subsequent note is needed.
4. Students leaving school during the school day with proper permission and who are not expected to return to school the same day do not need to provide any further contact or documentation, unless requested by the school office.
5. If a student leaves the building without permission, it will be considered skipping and the student will be subject to disciplinary action by the principal or his/her designee.
6. All students must sign out on the electronic device in the office before leaving the building.

Perfect Attendance:

A student will be eligible for a perfect attendance award at the end of the school year provided s/he has been in attendance every day that school was in session. This also means a student cannot be recorded as tardy to any class. The only exception is an absence due to school approved activities or field trips.

Stanley-Boyd High School does not recognize any type of “skip day”:

A “skip day” is measured by the “10% rule.” If 10% of the student body or a particular group or grade level are absent on a given day, all students absent on that day will be determined to be unexcused. The only students who will be excused in this case will be students who produce a doctor’s note, or if the absence has been pre-approved at least one day in advance. Absences due to students participating in a school sponsored activity will not apply to the general attendance count.

Resource Hour Expectations

Resource time is to be used for test prep/review, coursework completion, and/or remediation and reteaching. It is an important academic time for our students and teachers.

- Students are only allowed to go to teachers who they have for class, Homeroom, or club activities unless they have a pass from a teacher other than those listed.
- Students who are failing a class or classes (D and/or F) are expected to report to the teacher or teachers for the course of concern until the grade is passing or the teacher excuses them for a valid reason.
- At no time should students be allowed to just sit and socialize with each other. Students should be sitting in a desk/chair working. If students don’t have any work, they should have reading material to occupy their time.
- Phones are only allowed in Privilege Resource.
- Students will check out to one room for the entire Resource period.
- Passes out of the classroom will only be given in an emergency.

Dress Code

Dress and Attire:

- Hoods, hats, other head coverings, and sunglasses are not appropriate during school hours and will only be permitted to be worn during the school day per the approval of the building principal or his/her designee.
- No blankets are allowed during the school day.
- Clothing or jewelry that is considered obscene, or contains sexually suggestive wording or graphics, or that exhibit wording or graphics that relate to alcohol, tobacco, drugs or other illegal substances is prohibited.
- Clothing that would be deemed as indecent and/or otherwise inappropriate to be worn to school include extremely short or revealing garments or any type of clothing that allows for exposure of one’s undergarments.

The appropriateness of dress will be left to the discretion of the building principal and staff. Students may be asked to change clothes or to leave the building. Any other clothing and/or grooming which distracts or is disruptive to the educational process, or which causes health or safety problems, is prohibited. Repeated violations may result in a detention and/or suspension and/or referral for expulsion.

Food and Beverage

Food/Beverage Policies: Food and drink related policies are left to the discretion of individual classroom teachers. Students must follow the policy of each teacher.

Electronic Communication Devices

Per Wisconsin State Statute 118.258(1), each school board may adopt rules prohibiting a pupil from using or possessing an electronic communication device while on premises owned or rented by or under the control of a public school. This includes, but is not limited to pagers, cell phones, tablets or any type of two-way radio.

Building administrators or their designee[s] may allow for the use or possession of such devices if it is determined that the devices use will be for a medical, school, educational, vocational, or other legitimate purpose. Any student given such permission may be required to have written evidence of such permission when in possession of the device on school property as described above.

Students are prohibited from using privately-owned electronic devices, including but not limited to laptops, tablets and smart watches, during class or any other instructional time such as Seminar and Resource. **Cell phone free zones include classrooms, bathrooms, locker rooms, the library and hallways during class time. Ringers must be off and use is restricted to nutrition break, lunch, passing periods, and before and after school. Any phone in view or being used during non-designated times will be confiscated, the incident will be logged, and the phone will be held securely until the end of the day.** The school is not responsible for damaged phones.

If found not to have permission, consequences will be as follows:

1st Offense:

→ Teacher confiscates the phone, delivers it to the office, and student may pick the phone up at the end of the day.

2nd Offense:

→ Teacher confiscates the phone, delivers it to the office, and student may pick the phone up at the end of the day.

→ A referral is entered into Skyward to track the offense and the student will be assigned a BLOP.

3rd Offense:

→ Teacher confiscates the phone and brings it to the office to hold until a parent/guardian is able to pick up the phone.

→ A referral is entered into Skyward to track the offense and the student will be assigned a BLOP.

4th Offense:

→ Teacher confiscates the phone and brings it to the office to hold until a parent/guardian is able to pick up the phone.

→ A referral is entered into Skyward to track the offense and the student will be assigned a BLOP.

→ A cell phone plan will be enforced requiring the student to drop the phone off in the office at the start of the day with pickup at the end of the day for a period of time decided upon by the administrator or their designee[s].

Earbuds:

Students are not permitted to wear earbuds during class time unless teacher approved during independent work time only. Students have access to Spotify on Chromebooks and are not permitted to use cell phones to control music when given permission to listen.

Cameras/Videotaping:

The use of cameras, or the camera/video function of any device, is strictly prohibited in locker rooms, restrooms, classrooms and on buses. Devices of any kind cannot be used to photograph or video record any student or other school personnel without explicit permission from a school administrator or their designee[s].

→ 1st Offense: Photograph/video must be deleted and a BLOP will be assigned.

→ 2nd Offense: Photograph/video must be deleted, BLOP will be assigned and the student will lose privilege card for no less than one week.

→ 3rd Offense: Suspension of 1-5 days depending on the infraction

Depending on the seriousness of the photograph and/or video taken, it is the administration's right to warrant a suspension and any further disciplinary action that is deemed necessary on the first and/or second offense. Depending on the severity of the incident, law enforcement may be contacted.

Student Acceptable Use Policy:

The following is a listing of prohibited behaviors when using the District network, in conjunction with the Student Acceptable Use policy which may be obtained from the school office.

- Playing games;
- Unauthorized connection to/use of restricted WiFi networks, message boards, chat rooms or personal email;
- Providing your name, address or phone number [or that of another person];
- Use of another person's password, or changing another person's password;
- Download, creation, or display of any offensive pictures and/or messages;
- Violation of copyright laws;
- Use of computer for non-educational purposes while others are waiting to use the network for class work and/or research;
- Use of the internet for commercial purposes;
- Nothing with adhesives should be applied anywhere on the Chromebook. No stickers. If a hard case is independently purchased and placed on the Chromebook, stickers can be placed on the case.

Chromebook Rules:

Stanley-Boyd School District will provide our full-time students with a Chromebook laptop to access relevant information and resources at any time during the day, from anywhere in the building. This allows students the opportunity to develop the skills of problem solving, critical thinking, and communication as well as technological literacy, and will prepare them for success in the ever-changing world and future.

- Chromebooks are for educational purposes as referenced in the "Student Acceptable Use of Technology" policy that must be on file for each student.
- They should be charged and brought to school daily.
- The Chromebook, hardware and software remain the property of SBSB
- Students are responsible for their chromebook at all times. Parent/guardians are financially responsible to pay for all damage, vandalism or loss not covered by the warranty. Chromebook repair fees can be found [here](#).
- If a student **forgets** their Chromebook, they can obtain a **loaner from the library**. In order to do so, they will need to **leave their cell phone with library staff** and will receive it back upon the return of the loaner chromebook. If given a loaner computer, students are responsible for the device and damage done to it while checked out to them.

Violations of the Acceptable Use Policy may result in the following:

1. Revocation of Internet or e-mail privileges.
2. Student discipline including suspension or expulsion.
3. Criminal sanctions under Wis. Stat. 947.0125 for threatening, abusive, or intimidating messages sent to another person through e-mail or other computerized communication system.
4. Criminal sanctions under Wis. Stat. 943.70 for offenses against computer data and programs, including copying, modifying, accessing, destroying, or disclosing restricted access codes to unauthorized persons, of data, computer programs, or supporting documentation.

Any warnings or applied penalties will be documented. Penalties will be based on severity and/or frequency of the offense. Students have the right to due process which follows school district policy.

Library Expectations

The library is a K-12 space. All students using the library should do so respectfully. This includes the following expectations:

1. Students using the library must present the library staff with a pass signed by the teacher for whom they are visiting.
2. Students using Chromebooks in the library must adhere to the "Acceptable Use Policy" provisions. Computer use should be limited to use for schoolwork only.
3. Gum and any type of food or drink is not allowed in Library
4. Permission must be given by library staff to allow:
 - A. More than one person per table;
 - B. To work in groups / talk with others
 - C. Temporarily leave the Library
 - D. Work in library without a pass from a teacher

Discipline and Eligibility

Oriole Pride Behavior Matrix

	Classroom	Hallways, Common Areas & Cafeteria	Bathroom & Locker Rooms	Parking Lot & Bus	School Events & Community
Positive Choices	<ul style="list-style-type: none"> ● Follow directions ● Use materials properly 	<ul style="list-style-type: none"> ● Pay attention; look where you are going ● Walk 	<ul style="list-style-type: none"> ● Keep conversations on appropriate topics ● Use only as needed 	<ul style="list-style-type: none"> ● Be kind to students of all grade levels ● Remain seated while the bus is moving 	<ul style="list-style-type: none"> ● Be welcoming and kind to visitors ● Be kind when visiting other schools, places in community
Respect	<ul style="list-style-type: none"> ● Follow the dress code ● Participate ● Use proper language ● Consider all opinions 	<ul style="list-style-type: none"> ● Use proper language ● Treat others the way you want to be treated ● Wait your turn 	<ul style="list-style-type: none"> ● Respect the privacy of others ● Keep quiet 	<ul style="list-style-type: none"> ● Drive safely and watch for others ● Yield for pedestrians ● Listen to the driver ● Use proper language 	<ul style="list-style-type: none"> ● Show great sportsmanship ● Cheer for your team, not against the other
Individual Responsibility	<ul style="list-style-type: none"> ● Complete work on time ● Be prepared for class ● Phones are put away 	<ul style="list-style-type: none"> ● Keep your hands to yourself ● Clean up after yourself 	<ul style="list-style-type: none"> ● Clean up after yourself ● No phones ● Lock your lockers 	<ul style="list-style-type: none"> ● Clean up after yourself ● Park in student parking ● Display parking pass 	<ul style="list-style-type: none"> ● Travel to and from activities safely ● Represent S-B with class as an athlete and fan
Dependability	<ul style="list-style-type: none"> ● Use Chromebook for school work ● Be on time 	<ul style="list-style-type: none"> ● Help others ● Only go where you are allowed to be 	<ul style="list-style-type: none"> ● Use at appropriate times 	<ul style="list-style-type: none"> ● Follow the flow of traffic ● Display parking pass 	<ul style="list-style-type: none"> ● Be positive ● Show support for your team
Excellence	<ul style="list-style-type: none"> ● Do everything to the best of your ability ● Do your own work ● Challenge yourself 	<ul style="list-style-type: none"> ● Help others in need ● Sit by those sitting alone ● Use good table manners 	<ul style="list-style-type: none"> ● Report messes and vandalism 	<ul style="list-style-type: none"> ● Clean up after yourself ● Report messes and vandalism 	<ul style="list-style-type: none"> ● Be humble ● Accept the outcome of an event

Discipline/Consequences:

Discipline referrals can result in consequences that may include before school detention, after school detention, Behavior Loss of Privilege (BLOP), service work, suspension, effects on practice/playing time for athletes and other school activities.

Suspension:

The building principal or designee may suspend a pupil not more than five (5) school days. Prior to any suspension, the pupil shall be advised of the reason for the proposed suspension. The parent or guardian of the suspended student shall be given prompt notice of the suspension and the reason for that action. The suspension may be served in school or out of school at the discretion of the principal or his/her designee. A suspended pupil shall not be denied the opportunity to make up work missed during the suspension period. A student may be suspended from school for:

1. A violation of rules.
2. Conduct while either at or not at school or under or not under the supervision of a school authority which endangers the property, health or safety of others at school or under the supervision of a school authority.
3. Knowingly conveying any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives.
4. Conduct while not at school or not under the supervision of a school authority which endangers the property, health or safety of any employee or school board member of the school district in which the student is enrolled.
5. Possession of a firearm while at school or while under the supervision of a school authority.

Attempt to contact parents by phone will be made whenever a student is suspended. A re-entry meeting may be required for students who are sent home from school.

Student Suspension and Attendance at/or Participation in a School Sponsored Event:

Students who are suspended from school for disciplinary or other reasons are not allowed to attend or participate in any school sponsored event during the time of suspension. Unless otherwise noted, the term of suspension begins immediately at the conclusion of the school day that the student is informed of the suspension and extends until the start of school day on the first day the student is allowed to return to school. **Privilege card will be removed until further notice.**

***Example: Student is informed on Thursday that she/he is suspended from school for Friday. That student is not to be on school property for any reason from the end of school on Thursday until the beginning of school on Monday. [In the event a student is required to leave school before the end of the school day, the term of suspension begins immediately].**

Expulsion:

In accordance with State Statute 119.25 & 120.13- [Powers of School Board], The School Board may expel a student from school for:

1. Repeated refusal or neglect to obey school rules or school board rules. [10 discipline referrals will automatically be considered as repeated refusal.]
2. Conduct while either at or not at school or under or not under the supervision of a school authority which endangers the property, health or safety of others at school or under the supervision of a school authority.
3. Knowingly conveying any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives.
4. Conduct while not at school or not under the supervision of a school authority which endangers the property, health or safety of any employee or school board member of the district in which the student is enrolled.
5. Repeatedly engaging in conduct while at school or while under the supervision of a school authority that disrupts the ability of school authorities to maintain order or an educational atmosphere at school or at an activity supervised by a school authority and such conduct does not constitute grounds for expulsion under [1] through [4] above; and [this reason only applies to students 16 years of age or older] is satisfied that the interest of the school demands the student's expulsion.

Additional Notes Regarding Expulsion:

- The school board has the authority to expel a student from school for a period of not less than one year for possessing a firearm while at school or while under the supervision of a school authority.
- Expulsion procedures outlined by state law shall be followed.

Student Eligibility for School-Related Trips And Non Co-Curricular Activities [Field Trips, Dances, etc.]:

1. Any student who has returned from a suspension from school within 5 school days of such things as a field or class trip, dance/party [including Homecoming and Prom] or any other similar school-related trip or non co-curricular activity is ineligible to participate in any such trip or activity.
2. Any student who has been referred for a pre-expulsion meeting will not be allowed to participate in any trips, dances or any similar activities [including Homecoming and Prom] for the term of the agreement.
3. For any trip which will cause students to miss classes, a list of students going on that trip will be distributed to staff. Any teacher has the right to request that a student not participate in the trip if the student has a record of excessive absences and/or is currently failing that teacher's class.
4. It is the responsibility of the faculty advisor in charge of the dance/trip/event to check student eligibility with the school office.
5. Students who don't have their privilege card will not be allowed to attend trips, games, or co-curricular activities unless determined acceptable by the building principal or his/her designee.

Alcohol, Tobacco, Vaping and Other Illegal Substances

Any student using or possessing alcohol or using, possessing, buying or selling illegal controlled substances or paraphernalia on school grounds shall be disciplined as deemed appropriate by school administration and may be denied participation in extra- and co-curricular activities. Students will not use or possess tobacco. Electronic smoking devices, vaping, vape juice or any similar products or paraphernalia (chargers) are prohibited on school grounds. All like items will be treated similarly to tobacco regardless of nicotine content. Violators will be turned in to Stanley PD and be issued a fine.

Devices containing Synthetic Marijuana (Delta-8 or Delta-10) will not be permitted and may lead to greater disciplinary action including but not limited to suspension and citations.

Weapons at School

Possession and/or use of dangerous weapons, or their look-alikes, is prohibited in school buildings, on school grounds, at school functions, or on school provided transportation. The School District reserves the right to define a dangerous weapon beyond those specifically listed by state statute. This policy prohibits any and all dangerous weapons including those that may or may not be in sufficient working order and those which may be found to be under "lock and key." In specific, it should be noted that a dangerous weapon found in a vehicle whether locked or unlocked on school grounds constitutes a violation of this policy. Students in violation of this policy shall be subject to disciplinary action, and may, depending upon the offense, be referred to the legal authorities for prosecution. Students in possession of a firearm in school buildings, on school grounds, at school functions, or on school provided transportation shall be referred to the School Board for expulsion in accordance with state statute.

Loitering

"Loitering" is to stand or wait around idly or without apparent purpose. Students are not to be in the halls except before or after school and during the passing periods. **Students are not permitted to stay in the foyers or halls after 4pm unless waiting for an athletic practice or other co-curricular event.**

City of Stanley Loitering Ordinance 11-2-5 "No person shall loiter in or about any school or public place at or near which children or students attend or normally congregate. As used in this Subsection, "loiter" means to delay, to linger or to idle in or about any said school or public place without a lawful purpose for being present."

Plagiarism and Academic Dishonesty Policy

If any assignment has evidence of plagiarism, it will not be graded until it is revised. When academic dishonesty occurs, the student will arrange a Plagiarism Conference with the teacher after school and make revisions during this time to ensure academic integrity and student learning. Revisions will be scored against the original rubric.

All cases of academic dishonesty will be recorded in Skyward. Per teacher discretion, cases of academic dishonesty may result in BLOP and/or a loss of privileges including suspension from one athletic competition or one extra/co-curricular event/competition for each offense.

Each department has the ability to write a detailed policy that incorporates these basic elements.

Senior-Specific Responsibilities and Privileges

Senior-Specific Responsibilities and Privileges:

1. A senior who has returned from a suspension within 10 school days of graduation will not be eligible to participate in commencement exercises.
2. Any senior who has been referred for a pre-expulsion hearing anytime during his/her senior school year will not be allowed to participate in Commencement Exercises or any other school-sponsored "non"-curricular event.
3. Any student who does not meet the credit requirement for graduation will not be allowed to participate in Commencement Exercises or receive a high school diploma.
4. **Open Campus Lunch** may be earned Fridays only 1st and 2nd trimester and daily during 3rd trimester.
5. **Open Campus Resource** starts after the first grade check of trimester 1. Students must follow all rules and guidelines in order to attain and maintain eligibility.

ELIGIBILITY CRITERIA AND DETERMINATION:

1. A student must be classified as a Senior based on his/her credit status at the beginning of the school year.
2. A senior student will gain eligibility for the open campus privileges if s/he has **0-2 infractions of school rules** his/her senior year. Such infractions may include:
 - a) Unexcused absences related to skipping school for any class period
 - b) Tardiness resulting in action taken by the office or staff
 - c) Any behavior violating the discipline policy [as outlined in the handbook]
 - d) Any attempt to circumvent the provisions of the Open Campus Lunch and Resource program
3. A student must maintain the following grades to be eligible for Open Campus Lunch/Resource Release Privileges:
 - A student must maintain **grades of "C-"** in all of his/her classes to be eligible for Resource privileges.
 - Friday Open Campus Lunch privileges 1st and 2nd trimester requires a grade of **"C-"** or better.
 - To be eligible for 3rd trimester *daily Open Campus Lunch privileges*, students must have received **"A's" or "B's"** as final Tri 1 and 2 grades.
4. A student must maintain **good attendance** as determined by the principal.

PROCEDURE AND PROVISIONS:

1. Behavior, attendance, and academic records of senior students will be reviewed regularly throughout the year to determine eligibility for each trimester.
2. Students deemed eligible based on the eligibility criteria must complete a *Waiver and Release of Liability* form and return it to the high school office within the first week of the trimester they first meet eligibility requirements.

3. Students who meet all eligibility criteria, return a completed *Waiver and Release of Liability* form, and have their card, will be permitted to leave campus during the approved time. All students must sign out in the office.
4. When leaving the building for lunch or Resource, students are required to leave the building through Door 4 only. A student leaving the building from any other exit will be considered to be skipping and in violation of the Privilege Program and will risk having his/her privileges revoked.
5. Students who are hard requested for interventions by a teacher cannot opt to leave campus. Failure to report to requested teacher may result in a revocation of privileges.
6. Being tardy to 4th period after returning to campus from lunch will result in an automatic suspension of the student's lunch/resource pass for 10 school days. A second instance will result in a 20 day suspension. A third instance will result in the termination of the student's access to Open Campus Lunch and Resource for the remainder of the school year.
7. Specific complaints from the community regarding individual students [inappropriate behavior, traffic problems, theft/shoplifting, etc.] will result in the suspension of Open Campus Lunch and Resource privileges for those individuals. General complaints from the community regarding the same issues will lead to the suspension of Open Campus Lunch and Resource privileges for all students for the remainder of the trimester. Suspension of Open Campus Lunch and Resource privileges for these reasons cannot be earned back.

REVOCATION, PROBATION, EARN-BACK:

1. A student may have his/her privileges revoked and be placed on probation by:
 - a) Unexcused absence to a class period or skipping;
 - b) Tardiness resulting in action taken by the office;
 - c) Any behavior violating the discipline policy [as outlined in the guidebook];
 - d) Misuse of privilege card;
 - e) Any attempt to circumvent the provisions of the privilege card or the Open Campus policy.
 - f) Poor attendance
 - g) Grades below a C-
2. Any suspension of Open Campus privileges due to complaints from the community cannot be earned back.

Lockers

Lockers are provided for the convenience of the student and are to be used solely and exclusively for the storage of outer-garments, book bags, footwear and any other school-related materials. Lockers are not to be used for any other purpose. Students will be responsible for any writing or other types of vandalism on or in his/her locker and will be expected to keep the locker neat and orderly. The cost to repair any damage or to perform maintenance beyond what is ordinary will be assessed to the student.

BACKPACKS: Students are not allowed to have backpacks in class. They can be left outside the classroom or stored in lockers. The school is not responsible for lost or stolen items should students not opt to use secured lockers.

Search Policy - Locker, Student Vehicle, Electronic Communication Devices, Personal Belongings

In an effort to protect the health and welfare of its students, the Stanley-Boyd School District reserves the right to search vehicles parked on school property and lockers assigned to students. Such searches may include the use of canine units. In addition, any individual designated by this policy may conduct a search of a student's purse, duffel bag or similar articles if the search is based on reasonable suspicion that the student has dangerous or illegal items or substances in his/her possession. "Pat-down" searches of a student's person will only be conducted by law enforcement personnel. Strip searches are illegal and will not be conducted by School District personnel.

Lockers are the property of the School District and may be searched at any time by the building administrator or his/her designee without prior notice to, or consent of, the student(s) and/or parent(s)/guardian(s). Any unauthorized item found in the locker may be removed. Likewise, student parking on school property is a privilege. As such, vehicles parked on school property are subject to search at any time by the building administrator or his/her designee. Any unauthorized item found in a vehicle may be removed.

This policy also authorizes the use of trained canine units on school property. This is to include, but not be limited to, the exploratory sniffing of the outside of lockers, vehicles parked on school property, and any other area of/on school property deemed appropriate and at the discretion of the building administrator in conjunction with the District Administrator. The use of canine units may occur with or without notice. The use of canine units to search student vehicles on school property is the responsibility of the local Police Department or other designated law enforcement.

The interiors of student vehicles may be inspected whenever a school authority has reasonable suspicion to believe that illegal or unauthorized materials are contained inside. Such patrols and inspections may be conducted without notice, without student/guardian consent, and without a search warrant.

Cell Phone Search Policy:

If an administrator has reasonable suspicion to believe a student's cell phone or any other portable media device¹ contains information related to a violation of any school policy or law, it may be subject to a search by school personnel or the police. Any search of a student's cellular phone or portable digital media device by school personnel shall be:

1. Justified at its inception and based on reasonable grounds that the search would reveal evidence of a student's severe violation of this policy.
2. Reasonably related to its objectives and not excessively intrusive in light of the nature of the infraction.

The Stanley-Boyd Area School District assumes no responsibility for loss, damage or theft of cellular phones and digital media devices, whether in the possession of students, on school property or if confiscated by school personnel pursuant to this policy.

1-Portable Media Device: A portable media device is defined as a cell phone, smart phone, tablet, MP3 player, smart watch, or any other electronic communication device.

Identifying a Pathway for Search of a Cell Phone:

Students will be notified of the pathway of the administrator's search. For example: "I am going to open Instagram and go into messenger to look for the photo of you drinking at a party."

If the administrator is unsure of the location of the desired information, the student will be asked to provide the location. If the student says the information is in a specific app, administration will only search there. If the student does not provide the location of the information the administrator can search the entire phone.

Vehicle Use

Students are permitted to park on school premises as a matter of privilege, not of right. Students wishing to park on school property must display a Stanley-Boyd Schools student parking pass and park only in areas designated as “student parking” during the school day. Students who park inappropriately, or park in any other area than the designated student parking, will be given one warning. Subsequent violations will result in a parking ticket to be issued by the school. If the student continues to park inappropriately, the police will be contacted and the car may be towed at the owner's expense.

Tractors, ATV's UTV's snowmobiles, motorbikes, go-carts, trail bikes and other such vehicles are prohibited from entering the school property without express permission. Permission may be granted by the building administrator or his/her designee.

Any behavior while driving a vehicle on school property by student drivers which is potentially hazardous to other students or the property of others will have his/her parking privileges suspended by the school principal. Serious or multiple offenses will result in fines and/or police contact. As deemed necessary by administration or his/her designee, parking privileges may also be revoked for persistent misbehavior, a major disciplinary infraction or unauthorized departure from campus.

Dances/Parties - Must have privilege card to attend

Dances / Parties: (Must have privilege card to attend)

1. Dance Planning forms must be returned to the office no later than one week in advance of the date of the dance in order to gain approval. If forms are not completed and returned by this time, the dance may be cancelled.
2. **The doors of the school will be closed 1 hour after the event starts.**
3. No one will be allowed to re-enter the dance after leaving the building once the dance has started.
4. There will be no admittance after the doors close unless special permission has been obtained from the principal or his/her designee prior to the event.
5. Only those enrolled as students at Stanley-Boyd High School can attend school-sponsored high school dances. SBHS students may invite a guest to a dance or activity provided:
 - a) The guest is a student in good standing at another high school, or;
 - b) The guest is a SBHS graduate from the previous year and;
 - c) The guest is registered in the office no later than one day in advance of the date of the dance. Any guest not pre-registered will not be allowed to attend the dance.
6. Regular high school dances will be held between 7:00 pm and 11:00 pm. All clean-up crews are to finish their jobs before leaving.
 - a) Homecoming and Prom may end at 12:00 am.
7. All school regulations are in effect at school dances (**including dress code**). All dances and parties must be chaperoned by at least 4 adults, in addition to the advisor/coach. At least one of the chaperones must be a paid member of the school faculty or staff.

Academic Information

All academic information is located in the Registration and Curriculum guide and can be obtained from the guidance department or the MS/HS office at any time.

Textbooks

The Board of Education will provide textbooks for all students regularly enrolled at Stanley-Boyd High School. At the beginning of the year, teachers will evaluate and register by number the books issued to students. At the close of the year, they will assess fines if books have been lost or damaged beyond normal wear. Fines should be paid at the end of each year.

Textbook Fines:

Damaged textbooks are subject to fines at the end of each course. The fine will be adjusted to the age and condition of the textbook when issued. Lost or severely damaged books are subject to replacement costs by the student. Books lost or damaged beyond use, full replacement pro-rated:

- Less than 1 year old: 100% of cost of new text
- 1 year old: 80% of cost of new text
- 2 years old: 60% of cost of new text
- 3 years old: 40% of cost of new text
- 4 years old: 20% of cost of new text
- 5 years old: \$5.00 Minimum

Forms and Fees

Required Forms: The following forms need to be completed online, via Skyward, during the first days of school:

- Update demographic and emergency information
- Transportation Agreement (all students – field trips, etc) (unless on file)
- Computer User Agreement (unless on file)
- Free/Reduced Lunch Eligibility Form [please complete even if you do not request or are entitled to free/reduced lunch]
- Media Release

All students who drive to school are required to complete a Parking form and obtain a parking permit tag from the high school office. Students will be charged \$10 for parking pass tags not returned to the office before graduation.

Lunch Fee:

Money can be deposited into student lunch accounts at the District Office or through our online service [SchoolPay](#). Students who want a second lunch are charged an additional price. If an account is empty, there will be no charging.

Library Fines:

Students are responsible for the materials checked out of the library. Lost or damaged books are subject to replacement costs by the student.

Calculator Rental/Fines:

Some math courses require the use of advanced calculators. Students may purchase their own calculator or check one out from the IMC. If a student loses or damages a school calculator, a fine of up to \$140.00, will be charged.

School Closings and Virtual Days

School closing due to snowstorms, other weather conditions, or other unusual circumstances will be announced on local television stations and the district website. Notification will also be sent out via text message. Due to student access to Chromebooks, snow days will be virtual learning days. On these days, students will be expected to check school email and to log into Canvas to complete assigned work. Teachers will be available to meet with students virtually to support independent learning.

District Communications

TO RECEIVE TEXT AND EMAIL MESSAGES FROM MR. KOENIG:

Download the **Stanley-Boyd School District app** on your personal electronic device for essential communications and emergency or weather related information as well as our calendar of events, staff directory, food service information and other quick links.

Emergency Procedures

Fire: Practice evacuations will occur throughout the school year at unexpected times. They are performed so that students and staff are properly prepared for evacuating the building in the event of a real fire emergency. Students will be aware of the exit rule for each room in which they have classes. Rules are posted in each room.

Tornado: In the event the National Weather Service issues a tornado warning for the Stanley-Boyd area, an announcement will be made over the PA for all students and staff to move to their designated shelter area. At least one practice situation will occur each school year. Students will be aware of the exit rule for each room in which they have classes. Rules are posted in each room.

Lockdown/Evacuation: District policy will be implemented any time information is received by the administration of a potential threat to student safety.

Non-Emergency Lockdown: In the event of a non-emergency lockdown, such as a K-9 search, a non-emergency announcement will be made over the PA for all students and staff to stay in their current locations until the lockdown is complete.

Visitors

All visitors must stop in the office for a visitor's pass or for permission to be in the building.

Alumni and/or students from other schools will not be authorized to visit the school during school hours, unless prior authorization from the building principal is received. As a general rule, visitors of this type will only be given permission to visit the school during school hours under extenuating circumstances.

Student Exemption from Class

Students may be exempt on a limited basis from a particular preplanned classroom activity or from selected portions of the established curriculum where required by statute. Except as required by statute, the District does not have an obligation to allow a student to be exempt from a required course of instruction unless the student or his/her parent/guardian can show that the course's content would violate the family's religious beliefs. All requests for student exemption from classroom and/or curriculum activities must be made in writing and signed by the student's parent/guardian. Should an exemption be granted, alternate class work will be assigned. If a request is denied, the parent may appeal the decision in accordance with the District's student discrimination complaint procedures.

Withdrawal from School

Students who are withdrawing from school during the regular school year must pick up a "Withdrawal from School Notice" and follow the directions on that form.

Student Information

Student information shall be considered public information and may be released to appropriate persons or media, unless parents or adult students refuse the release, in writing, of their own initiation. Such information may include the student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, photographs, degrees and awards received and the name of the school most recently previously attended by the student.

Insurance

The school does have a supplemental insurance for all school-related accidents which occur while in school or participating for the school. All accidents are to be reported to the building principal as soon as possible after the accident occurs. The insurance carrier has a \$250.00 deductible amount per accident. This insurance is just a supplemental type insurance, which requires your family insurance carrier must pick up most bills, the amount that is not picked up by your family insurance will be picked up by the school carrier minus the deductible amount.

Transportation Policy

The behavior of students in school buses is a concern of everyone working with pupil transportation. Maintaining open and adequate channels of communication is essential if discipline problems are to be understood and solved.

Transportation to and from school is a privilege. This relates to the authority of school boards to enforce regulations governing pupil conduct.

The rule is well established by many cases that school authorities may govern the conduct of pupils while off the school grounds and out of school hours. A Board of Education may discipline a pupil for any act, no matter where or when it is committed, provided that the act tends immediately and directly to destroy the discipline and impair the efficiency of the school.

Transportation to and from school is a privilege that can be terminated [per Attorney General's Opinion, dated 10-17-74]. Parents will be notified if there is misconduct by their son or daughter on the bus. If such conduct is continued, the student's privilege to ride the bus may be suspended by school authorities.

Only students of the district and persons authorized in writing by a school administrator may ride the bus to and/or from school or a school sponsored activity.

Regulations for student transportation at any time by the school District.

1. Prior to Loading [on the road and at school]:

- a) Be at designated school bus stop five [5] minutes before scheduled pick-up time. Buses will not wait. Students shall not damage in any way property in the vicinity of the school bus.
- b) Stay off the road while waiting for the bus.
- c) Wait until the bus comes to a complete stop before attempting to board the bus. Line up in an orderly single file manner. Do not rush to get on the bus. Do not take advantage of younger children in order to get a seat.
- d) If there is no sidewalk or path, it is recommended that you walk to the side of the road facing traffic to get to the bus stop.
- e) Use handrails and watch your step when boarding the bus.
- f) Do not cross the road to the pick-up stop until the bus has stopped, flashing red lights are on, and the bus driver gives the signal to cross.
- g) Not to get off at a different place.

2. While on Bus:

- a) All riders shall remain seated when the bus is in motion.
- b) Keep head, hands, and arms inside the bus.
- c) All riders remain in the seats assigned to them.
- d) Scuffling, fighting, drinking, smoking or obscene language is forbidden.
- e) Do not litter the bus with food or other debris.
- f) The rider and their parents will be liable for damage to the bus other than ordinary wear and tear.
- g) Never tamper with the bus or any of its equipment.
- h) Don't leave books, lunches, or other articles on the bus.
- i) Keep books, packages, coats, and all other objects out of the aisle at all times. No animals of any type are not allowed on buses at any time.
- j) Remain on the bus in the case of a road emergency, unless directed otherwise by the bus driver.
- k) Keep absolutely quiet when approaching a railroad crossing.

- l) Always be courteous to fellow students, the bus driver and passersby.
- m) The drivers are responsible for controlling the bus riders. Their directions must be obeyed promptly at all times.
- n) If you ride to an event on the bus you must ride home on the bus unless written permission from parent is presented to principal – then signed and turned over to supervisor or coach.

3. After Leaving the Bus:

- a) Cross the road at least ten [10] feet in front of the bus but only after checking to be sure that no traffic is approaching and after receiving a signal from the driver.
- b) Help look after the safety and comfort of small children.
- c) Be alert and obey any danger signal from the driver.
- d) Riders are not permitted to leave the bus at other than their regular stop unless a written request of a parent has been approved in advance by an appropriate school administrator, bus supervisor or driver.

The following actions may result in an immediate loss of riding privileges:

1. Deliberate destruction of school property or personal property of riders.
2. Striking or hitting a bus driver or school official.
3. Use of profane language to driver or others on the bus.
4. Smoking or drinking on the bus.
5. Any act which in the opinion of the bus driver or bus supervisor and/or school officials endangers the safety of others.
6. Insubordination or disrespectful actions to bus personnel.

Infraction Procedures:

- Drivers are required to notify the bus supervisor in writing of any bus rider rule infraction. The bus supervisor shall inform the principal or his/her designee of all alleged infractions.
- A second infraction of bus rider rules may result in a suspension of riding privileges of as long as three days.
- Repeated refusal or neglect to obey the bus rider rules may result in a total suspension of bus privileges.
- No suspension of bus riding privileges shall be valid unless made in accordance with this procedure.

Guardian Information

Parents of Stanley-Boyd High School students are encouraged to visit the Stanley-Boyd High School at any time. If questions arise about school, school-related problems, assignments in class or any other information, do not hesitate to contact the school. Please note: All visitors MUST state their name, student's name, and/or purpose for the visit to get buzzed in before proceeding to register in the main office and receive a visitor's badge. This security measure is to help keep our students and staff safe. Thank you for understanding.

The following procedures should be followed for obtaining answers to your questions:

- **Class or Assignment Question: Call the specific teacher involved**
- **School Counselor: Reach out to Mr. Brennan Schrader (715-644-5534 Ext 150) with questions about scheduling, scholarships, future plans, mental health concerns, etc.**
- **Bus Information or Concerns: Call Jake Tiry-Bus Supervisor at 715-644-5534 Ext 233**
- **Principal: Tanya Mahr at 715-644-5534 Ext 157**
- **School Nurse: Karyn Nitz 715-644-5534 Ext 107**
- **Attendance: 715-644-5534 Ext 105**

In order to ensure an orderly process and to make sure that specific people are available for conferences, it is advisable to make an appointment with the people you wish to confer with.

Grades, attendance and behavior information can be found on Skyward.



Full text of the Student Sexual Harassment and Tobacco, Alcohol and other Drugs policies may be obtained at the MS/HS or District office.

Bullying policy can be found on our district's web page under the State Mandated Policies drop down tab. A hard copy of it can be obtained in the MS/HS office.

Academic information can be obtained through the guidance office.

It is the responsibility of each student enrolled at Stanley-Boyd High School to review the Stanley-Boyd Student/Parent Guidebook with his/her parent or guardian. It is the responsibility of the parent or guardian to read this guidebook.

Hard copies of the handbook are available at no cost in the MS/HS school office.

Receiving this handbook implies acceptance of the terms within as well as acceptance of the terms of the co-curricular code if you are a participant of such an activity. Copies of the co-curricular code are available from your coach, advisor, or the office.

Nothing herein shall prevent the Principal [or his/her designee] or other district administrators, at his/her discretion, from imposing discipline deemed necessary for rules violations.