

# Annual Notice

Marathon City School District 2016-2017 School Year July/August

## Special Points of Interest:

The Marathon School District is required by state and federal regulations to inform students and parents of certain policies and procedures used by the district annually. The entire Board of Education policy book may be viewed at the district office located in the high school.

## Inside this Issue:

Equal Educational Opportunities

Discrimination Complaint Procedures

Youth Options, Lunch Program, Cell Phones

Students Records, Disadvantaged Students, Title I

AHERA, Selective Service Notification

Military Recruiter Information, Closed Campus

Health Education, Important Phone Numbers

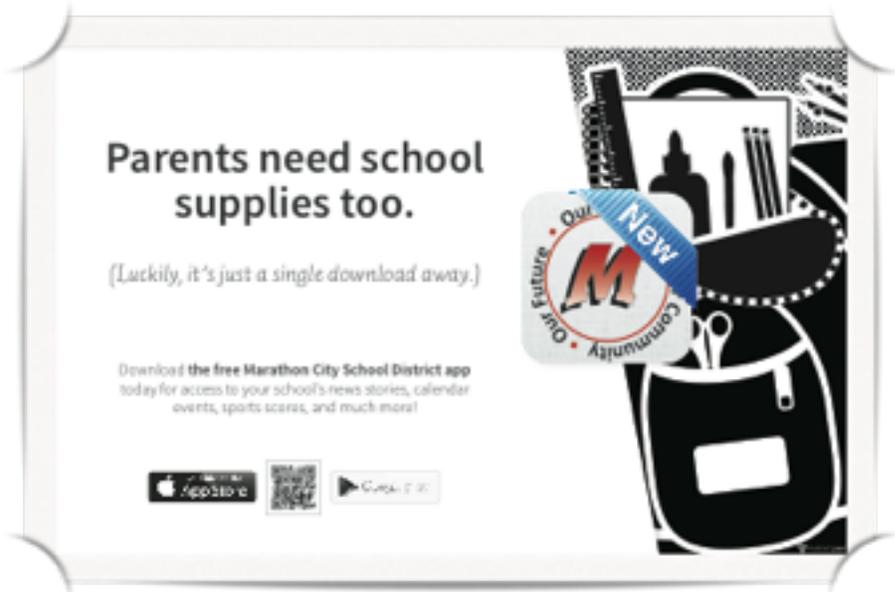
The Marathon City School District App connects parents, students, staff and community to our most sought-after information in a convenient format – your mobile device. The Marathon City School District App is **free** for users and available

for immediate download on iPhone and Android devices.

The **Marathon City School District App** features:

- push notifications for instant alerts from school
- district and school news feeds
- calendar information; school feeds, sports schedule calendars, and more
- school directories and contact information
- sports schedules and scores
- message from the Superintendent
- Resource folders with lots of information for parents and students including, newsletters, handbooks, Wellness Center information, scholarship information, counseling services, WIAA information, weekly meetings information, links for parents, summer school information, child care information, and much more
- the app automatically updates as new information is added

Customized settings allow users to select schools they wish to follow for notifications, calendars and news – in any one of over 60 languages. You can find more information on the schools website including instructions on how to customize the app calendars, etc.



## Equal Educational Opportunities

The Marathon City School District is committed and dedicated to the task of providing the best education possible for every child in the district for as long as the student can benefit from attendance and the student's conduct is compatible with the welfare of the entire student body. The right of the student to be admitted to school and to participate fully in curricular, extracurricular, student services, recreational or other programs or activities shall not be abridged or impaired because of a student's sex, race, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap.

This policy also prohibits discrimination as defined by Title VI of the Civil Rights Act of 1964, (race, national origin, color), Title IX of the Education Amendments of 1972 (sex), Section 504 of the Rehabilitation Act of 1973 (handicap) and the Americans with Disabilities Act of 1990 (disability).

All students, regardless of sex, shall have comparable facilities for locker rooms, showers, toilets and any other educational facility. This includes comparable space, number of lockers, showers and other locker room facilities.

Students who have been identified as having a handicap or disability, under Section 504 of the Rehabilitation Act of 1973 or the Americans with Disabilities Act of 1990, shall be provided with reasonable accommodations in educational services or programs. Students may be considered handicapped or disabled under this policy even if they are not covered under the district's special education policies and procedures.

The district shall also provide for the reasonable accommodation of a student's sincerely held religious beliefs with regard to examinations and other academic requirements. Requests for accommodations shall be made in writing and approved

by the building principal. Accommodations may include, but not necessarily be limited to, exclusion from participation in an activity, alternative assignments, released time from school to participate in religious activities and opportunities to make up work missed due to religious observances. Any accommodations granted under this policy shall be provided to students without prejudicial effect.

It shall be the responsibility of the District Administrator to examine existing policies and develop new policies where needed to ensure that the Marathon City School District does not discriminate pursuant to federal and state law.

The District Administrator shall ensure that an employee is designated annually to receive complaints filed under federal and state law. That employee shall assure adoption of a complaint procedure to resolve complaints alleging violation of these laws, assure that an evaluation of the district's compliance with state law is completed as required and that the proper forms are submitted to the Department of Public Instruction (DPI) as required.

The Marathon City School District shall implement specific and continuing steps to notify applicants for admission, students, and parents/guardians of elementary and secondary students and employees that the district does not discriminate on the basis of the factors listed above. Such notification shall contain pertinent information and be made in such a manner as necessary to apprise such persons of the protections against discrimination assured students by federal and state law and that inquiries concerning the application of federal and state law by the district may be referred to the District Administrator or to the Office of Civil Rights, U.S. Department of Education. Such notification shall be made through publication in the Record Review (published in Abbotsford, WI), memorandums to employees and students, letters or bulletins to

parents/guardians, notices posted in the school and administrative offices and announcements by school administrators. Notification shall include the name, office address and telephone number of the employee or employees designated as responsible for carrying out provisions of federal and state law. In addition, a student nondiscrimination statement shall be included on student and staff handbooks, course selection handbooks and other published materials distributed to the public describing school activities and opportunities.

The Marathon City School District shall conduct an annual self-evaluation. The self-evaluation shall examine the district's current nondiscrimination policies and practices and efforts concerning the treatment of students. The self-evaluation shall be made by a committee including such personnel as school administrators, school board members, teachers, parents/guardians and students. The information revealed by the self-evaluation shall be used to modify any policies and/or practices which do not meet the requirements and intentions of federal and state laws pertaining to discriminatory issues.

# **DISCRIMINATION COMPLAINT PROCEDURES**

Any complaint regarding the interpretation or application of the district's equal educational opportunities policy shall be processed in accordance with the following grievance procedures:

1. Any student, parent/guardian or resident of the district complaining of discrimination on the basis of sex, race, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap in school programs or activities shall report the complaint in writing to the District Administrator.
  - a. Discrimination complaints relating to the identification, evaluation, educational placement or the provision of free appropriate public education of a child with disabilities shall be processed in accordance with established appeal procedures outlined in the Marathon County Children with Disabilities Board's special education handbook.
  - b. Discrimination complaints relating to programs specifically governed by federal law or regulation shall be referred directly to the State Superintendent of Public Instruction.
2. The District Administrator, upon receiving such a written complaint, shall immediately undertake an investigation of the suspected infraction. The District Administrator shall review with the building principal, or other appropriate persons, the facts comprising the alleged discrimination. Within 15 days after receiving the complaint, the District Administrator shall decide the merits of the case, determine the action to be taken, if any, and report in writing the findings and the resolution of the case to the grievant.
3. If the grievant is dissatisfied with the decision of the District Administrator, he/she may appeal the decision in writing to the Board. The Board shall hear the appeal at its next regular meeting, or a special meeting may be called for the purpose of hearing the appeal. The Board shall make its decision in writing within 15 days after the hearing. Copies of the written decision shall be mailed or delivered to the grievant and the District Administrator.
4. If the grievant is dissatisfied with the Board's decision, he/she may within 30 days appeal the decision in writing to the State Superintendent of Public Instruction.

Nothing in these procedures shall preclude individuals from filing a complaint directly with the Office of Civil Rights, as authorized by federal law. Such

---

## **YOUTH OPTIONS**

The Youth Options Program allows all public high school Juniors and Seniors who meet certain requirements to take post-secondary courses at a Wisconsin Technical College or four-year college. The application for the Youth Options Program for 2nd semester of the 2016-2017 school year will be available in the high school guidance center in September, the application must be filled out and returned to the School District's Superintendent by October 1, 2016. For more information on the Youth Options Program, please contact Kendra Pagel at 443-2226, ext. 4136.

## **FREE and REDUCED LUNCH PROGRAM**

To learn more about free and reduced lunch programs or to receive forms regarding a program for students unable to pay the full price for meals served under the National School Lunch Program go to the Marathon School district website or contact the school office. Each school office has copies of the forms and information regarding the policy. For more information regarding household size and income regarding eligibility, please contact the food service director at 443-2226 x-4188. Electron forms can be found on the parents page of the website.

## **STUDENT RECORDS**

Student records shall be maintained in the Marathon City School District to assist the school in providing appropriate educational experiences for each student in the district.

The Board of Education recognizes the need for confidentiality of student records. Therefore, the district shall maintain the confidentiality of student records at collection,

storage, disclosure and destruction. Student records shall be available for inspection or release only with prior approval of the parent/guardian or adult student, except in situations where legal requirements specify release of records without such prior approval.

Building principals shall have primary responsibility for the collection, maintenance and dissemination of student records in accordance with state and federal laws and established procedures.

## **TWO-WAY COMMUNICATIONS BEEPERS AND CELL PHONES**

Students are prohibited from using an electronic paging or two-way communication device (e.g., beeper, cellular phone) during the instructional hours of the school day, including study halls and RE. The building principal is authorized, however, to allow the use of such devices for medical, school, educational, vocational, or other legitimate use. Under no circumstances may electronic devices with photographic capabilities, including cell phones, be used in locations where there is an expectation of privacy, such as locker rooms or bathrooms. Students violating this policy shall be disciplined in accordance with established procedures. This policy shall be published in student handbooks and distributed annually.

## **SCHOOL PERFORMANCE REPORT**

Parents and students have the right to review the report. You can do this by going to the school district website at: [www.marathon.k12.wi.us](http://www.marathon.k12.wi.us)

## GUIDELINES FOR THE MAINTENANCE AND CONFIDENTIALITY OF STUDENT RECORDS

All student progress and behavioral records maintained by the Marathon City School District shall be confidential with the following exceptions:

### 1. General Access

- a. A student or the parent/guardian of a minor student shall, upon request, be provided with a copy of the student's progress records.
- b. An adult student or the parent/guardian of a minor student shall, upon request, be shown the student's behavioral records. The building principal or guidance counselor shall be present to interpret the behavioral records. Such a student or parent/guardian shall, upon request, be provided with a copy of the behavioral records.
- c. The Board Clerk or designee shall upon request, provide the judge of any court of Wisconsin or of the United States with a copy of all progress records of a student who is the subject of any proceeding in such court.
- d. Student records shall be made available to school officials who have been determined by the Board to have legitimate educational interests, including safety interests, in such records. A "school official" is a person employed by the district who is required by the Department of Public Instruction (DPI) to hold a license; a person who is employed by or working on behalf of the district as an administrator, supervisor, instructor or support staff member (including health or medical staff and police-school liaison personnel); a person serving on the Board; a person or company with whom the district has contracted to perform a specific task (such as an attorney, auditor, medical consultant or therapist); or a parent/guardian or student serving on an official committee such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks. A school official has a "legitimate educational interest" if the official needs to review a student record in order to fulfill his/her professional or district responsibility.
  - (1) Law enforcement records received by the district may be made available to those school officials with legitimate educational interests, including safety interests, in the information. If law enforcement record information obtained by the district relates to a district student, the information may also be disclosed to those district employees who have been designated by the Board to receive that information for the purpose of providing treatment programs for district students. The information may not be used as the sole basis for suspending or expelling a student from school, or as the sole basis for taking any other disciplinary action against a student, including action under the district's athletic code.
  - (2) Court records obtained by the district must be disclosed to district employees who work directly with the juvenile named in the records or who have been determined by the Board to have legitimate educational interests, including safety interests, in the information. An employee cannot further disclose the information, and the information cannot be used as the sole basis for suspending or expelling a student from school.
- e. Upon the written permission of an adult student or the parent/guardian of a minor student, the school shall make available to the person named in the permission form the student's progress records or such portion of his/her behavioral records as determined by the person authorizing the release. Law enforcement records may not be made available under this exception unless specifically identified by the adult student or by the parent/guardian of a minor student in the written request.
- f. Student records shall be provided to a court in response to a subpoena by parties to an action for in camera inspection, to be used only for purposes of impeachment of any witness who has testified in the action. The court may turn said records or parts thereof over to parties in the action or their attorneys if said records would be relevant and material to a witness's credibility or competency.
- g. The district may provide the DPI or any public officer with information required under Chapters 115 to 121 of the state statutes. Upon request, the Board shall provide the DPI with any student record information that relates to an audit or evaluation of a federal or state-supported program or that is required to determine compliance with state law provisions.
- h. Notwithstanding their confidential status, student records may be used in suspension and expulsion proceedings and by the individualized education program (IEP) team in accordance with state and federal law.
- i. If school attendance is a condition of a student's dispositional order under section 48.355(2)(b)7 or 938.358(2) of the state statutes, the Board shall notify the county department that is responsible for supervising the student within five days after any violation of the condition by the student.
- j. A law enforcement agency shall be provided a copy of a student's attendance record if the law enforcement agency certifies in writing that the student is under investigation for truancy or for allegedly committing a criminal or delinquent act and that the law enforcement agency will not further disclose the student's attendance record information except as permitted by law. When a student's attendance record is disclosed to a law enforcement agency for purposes of truancy, the student's parent/guardian shall be notified of that disclosure as soon as practicable after the disclosure.
- k. A fire investigator shall be provided a copy of a student's attendance record if the fire investigator certifies in writing that:

- (1) the student is under investigation for arson;
- (2) the student's attendance record is necessary for the fire investigator to pursue his/her investigation; and,
- (3) the fire investigator will use and further disclose the student's attendance record only for the purpose of pursuing that investigation.

- l. Information from a student's immunization records shall be made available to the Department of Health and Family Services (DHFS) to carry out immunization requirements.
- m. Upon request, the Board Clerk shall provide the names of students who have withdrawn from school prior to graduation to the technical college district board in which the public school is located or, for verification of eligibility for public assistance, to the DHFS, the Department of Workforce Development or a county department under sections 46.215, 46.22 or 46.23 of the state statutes.
- n. A student's records shall be disclosed in compliance with a court order under Wisconsin's delinquency statutes after a reasonable effort has been made to notify the student's parent/guardian.
- o. In response to a court order, the district shall provide to the court the names of all persons known by the district to be dropouts and who reside within the county in which the circuit court or the municipality court is located.
- p. Annually, on or before August 15, the district shall report to the appropriate community services boards established under sections 51.42 and 51.437 of the state statutes the names of students who reside in the district, who are 16 years of age or older, who are not expected to be enrolled in an educational program two years from the date of the report and who may require services under sections 51.42 or 51.437 of the state statutes (community mental health, development disabilities, alcoholism and drug abuse).
- q. Personally identifiable information from the student records of an adult student may be disclosed to the parent of the adult student without the written consent of the adult student if the adult student is a dependent of his/her parent for tax purposes (under the Federal Internal Revenue Code, 26 USC). This may be done unless the adult student has informed the school, in writing, that the information may not be disclosed.
- r. The district shall, upon request, provide student disciplinary records necessary for purposes of student enrollment in another public school district as permitted by law. These records may include:
  - (1) A copy of any expulsion findings and orders or records of any pending disciplinary proceedings involving the student;
  - (2) A written explanation of the reasons for the expulsion or pending disciplinary proceedings; and
  - (3) The length of the term of the expulsion or the possible outcomes of the pending disciplinary proceedings.

## 1. Access to Directory Data

Except as otherwise provided below, directory data may be disclosed to any person after the school has:

- (a) notified the parent, legal guardian or guardian ad litem of the categories of information which it has designated as directory data with respect to each student; (b) informed such persons that they have 14 days to inform the school that all or any part of the directory data may not be released without their prior consent; and, (c) allowed 14 days for such persons to inform the school, in writing, of all the directory data items they refuse to permit the district to designate as directory data about that student.
- a. If the district has followed the notification procedure outlined above, and the parent/guardian or adult student does not object to the directory data being released, the Board Clerk or designee shall, upon request, provide the name and address of each student expected to graduate from high school in the current school year to the technical college district board.
- b. If the district has followed the notification procedure outlined above, and the parent/guardian or adult student does not object to the directory data being released, the Board Clerk or designee shall, upon request, provide any representative of a law enforcement agency, city attorney, district attorney or corporation counsel, county department under sections 46.215, 46.22 or 46.23 of the state statutes, a court of record or municipal court with such directory data information relating to any such student enrolled in the school district for the purpose of enforcing that student's school attendance, to respond to a health or safety emergency, or to aid in the investigation of alleged criminal or delinquent activity by a student enrolled in the district.

## 2. Access to Patient Health Care Records

All student patient health care records shall remain confidential. They may be released only to persons specifically designated in state law or to other persons with the informed consent of the patient or a person authorized by the patient. Student patient health care records maintained by the district may be released without informed consent to a district employee or agent if any of the following apply:

- a. The employee or agent has responsibility for the preparation or storage of patient health care records.
- b. Access to patient health care records is necessary to comply with a requirement in federal or state law.

Any part of a student patient health care record that concerns the results of a test for the presence of HIV or antibody to HIV (the virus which causes

acquired immunodeficiency syndrome AIDS) shall be confidential and may be disclosed only with the informed written consent of the test subject.

C. Records Maintenance/Disclosure/Destruction

1. While students are attending school, their records shall be maintained in the school of attendance. Upon transfer of the student to another school operated by the district, the records shall be transferred to that school. When the student ceases to be enrolled in a school operated by the district, his/her records shall be transferred to the central administration office. Patient health care records and law enforcement records shall be maintained separately from a student's other records.
2. The building principal shall have primary responsibility for maintaining the confidentiality of all student records kept at that school. All requests for inspection or for transfer to another school or school district should be directed to the building principal, or at his/her request, the guidance counselor, who shall determine whether inspection or transfer is permitted under state and federal law and these guidelines. Upon transfer of student records to the central administration office, these duties shall be assumed by the District Administrator or his/her qualified designee.
3. Records that are transferred to the central administration offices when the student ceases to be enrolled shall be maintained as follows:
  - a. All behavioral records shall be destroyed one year after the date the student graduated from or last attended the school unless the student (and his/her parent/ guardian if the student is a minor) gives permission that these records may be maintained for a longer period of time. Where such written permission is received, behavioral records shall be destroyed 15 years after the date the student graduated or last attended a district school.

Students upon graduation or drop-out status, shall be informed by the High School Principal of the available options for maintaining behavioral records.

- b. Progress records shall be destroyed 50 years after the student ceases to be enrolled in the school district.

D. Transfer of Records

Student records relating to a specific student shall be transferred to another school or school district upon receipt of written notice from:

1. An adult student, or the parent/guardian of a minor student, that the student intends to enroll in the other school or school district; or
2. Another school or school district that the student has enrolled; or, A court notice that a student has been placed in a secured correctional facility, secured child caring institution, or a secured group home.

---

**PROGRAMS FOR DISADVANTAGED STUDENTS**

**(Title I)**

In order to meet its goal of providing educational opportunities for all students of the district, the Board shall participate in the federal Title I program.

The services provided in Title I areas shall be at least comparable to the services provided in areas not receiving Title I funds. The district shall ensure equivalency among schools or grade levels in teachers, administrators, auxiliary personnel, curriculum materials and instructional supplies. Unpredictable changes in enrollment or personnel assignments which occur after the beginning of the school year need not be included as a factor in determining comparability of services. Parents may request information regarding teacher and aide qualifications.

Documentation verifying equivalency shall be updated annually and shall be available for review.

The Board recognizes the importance of parent/guardian involvement in the Title I program and, therefore, shall provide appropriate opportunities for parents/guardians to become involved in the design and implementation of the district's program.

Specific activities for parent/guardian involvement in the district's Title I program shall be developed. These activities shall be reported to the Board on an annual basis.

**PROGRAMS FOR CHILDREN WITH DISABILITIES**

The Marathon City School District shall identify, evaluate and provide a free and appropriate public education to each child with disabilities residing within its boundaries, in accordance with state and federal law. Children with disabilities shall be programmed in accordance with the procedures outlined in state law. Special education programs in the Marathon City School District shall be operated under the auspices of the Marathon County Children with Disabilities Education Board.

## ADDITIONAL TITLE I

Parents may request and obtain the following information regarding:

(1) The professional qualifications of their child's classroom teachers, including the following: whether the teacher has met state licensing criteria for the grade level(s) and subject area(s) taught; whether the teacher is teaching under emergency or provisional status through which state licensing criteria have been waived and the undergraduate degree major of the teacher, including the field of discipline of the certification or degree.

(2) The professional qualifications of paraprofessionals providing instructional-related services to their child.

## SCHOOL PHOTOS

Occasionally student photos are taken in classrooms, during activities, at sporting events, or in general areas around the school. These photos may be used for press, school district materials, projects in classrooms, the school district facebook and twitter pages, school district Instagram, the school district app, school webpage, or other school maintained social media apps/sites. If you do not want your child's photo used please contact Mr. Beranek at 715-443-2226 x-4106.

## HOMELESS STUDENTS

Homeless students have the same right to a free public education as other students. Questions should be directed to Sarah Budny, Homeless Liaison at 443-2538.

## 2016-2017 SCHOOL YEAR NOTIFICATION

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

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

Furthermore, Marathon City School District has completed its AHERA 3-Year Re-inspection requirement each 3 years. Marathon City School District buildings, where asbestos-containing materials were found, is under repair, removal and Operations and Maintenance.

Marathon City School District conducted the following with respect to its asbestos containing building materials:

*All remaining asbestos material has been removed from the district.* Federal law requires a periodic walk-through (called "surveillance") every six months of each area containing asbestos. Also the law requires for all buildings to be re-inspected three years after a management plan is in effect. This will be accomplished under contract by MacNeil Environmental, Inc.

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

Marathon City School District has a list of the locations, type(s) of asbestos-containing materials found in that school building and a description and timetable for their proper management. A copy of the

Asbestos Management Plan is available for review in the school office. Copies are available at 25 cents per page. Questions related to the plan should be directed to the district office, which will establish contact with our Account Manager under contract with MacNeil Environmental, Inc. To reach MacNeil Environmental, Inc. to discuss the management of our asbestos materials or with any questions, please call 1-800-642-6730.

## SELECTIVE SERVICE NOTIFICATION

**The Selective Service System (SSS) has asked the department to alert you to the growing concern of male students failing to register with the Selective Service System. These students may be at risk of permanently losing important benefits if they do not register when they turn 18. They are at risk of being permanently barred from federal employment, student financial aid, job training benefits, state benefits in the majority of states, state and local government employment, state education funds, state college attendance, and drivers' licenses.**

Under federal law, the Selective Service System is authorized to accept registrations from males between 17 and 25. **When a young man turns 26, Selective Service can no longer accept his registration.**

**The students most at risk are the alienated young men who leave school vowing never to enter another classroom in their lives.** Many of them will not resume their education until they are past 25 (the average age of technical college students is about 28). When these young men apply for student aid or other government benefits, they will learn they are permanently disqualified because of failure to register with the Selective Service System on time.

How can you help your students? **Urge** young men to register or submit their registration data early before they leave school. If a disaffected young man leaves high school without registering, past experience indicates he will probably not register before it's too late. The Selective Service System has partnered with the U.S. Department of Education for a nationwide Online Registration Awareness emphasis during September. Young men may register online at the Selective Service System website: [www.sss.gov](http://www.sss.gov) and receive their Selective Service number immediately.

Men who have turned 17 may submit their data early, and the Selective Service System will register them within 30 days of their 18<sup>th</sup> birthday. The early submission of data may be a good idea for young men who will leave supervision while still 17 to ensure registration won't be forgotten. Your leadership now will help ensure the future success of these at-risk students. For further information, please call the Selective Service System at 847-688-7995.

## MILITARY RECRUITER INFORMATION

A secondary school student or the parent of the student may request that the students name, address and telephone listing not be released to military recruiters or institutions of higher education without prior written parental consent. For more information, please contact your school counselor or principal.

## SCHOOL ADDRESSES AND PHONE NUMBERS

Marathon High School	443-2226
204 East Street	
MAES/MVA	443-2538
100 Spring Valley Drive	
Richard Parks	443-2226
District Administrator	
David Beranek	443-2226
High School Principal	
Sarah Bundy	443-2538
MAES Principal	
Kendra Pagel	443-2226
HS Counselor	
Meghan Brandenburg	443-2538
MAES/MVA Counselor	

## **CLOSED CAMPUS/STUDENT MOTOR VEHICLE USE**

Once students are on school premises during the school day, they will be allowed to leave school premises prior to the end of the school day only under the following circumstances:

1. **School-Excused Absences** – A student shall be allowed to leave school premises if he/she has a school-excused absence. A student may be excused from school by the school attendance officer for the following reasons:
  - a. Personal illness
  - b. Funerals
  - c. Religious services
  - d. Professional or court appointments that could not be scheduled outside of the regular school day
  - e. Serious personal or family crisis
  - f. Approved school activities during class time
2. **Absences Excused Solely by Parent/Guardian** – A student shall be allowed to leave school premises if he/she is excused solely by his/her parent/guardian in writing prior to the absence.
3. **Approved Program/Curriculum Modifications/Activities** – A student shall be allowed to leave school premises to participate in a Board-approved program or curriculum modification or activity (e.g., work program).
4. **Part-Time Open Enrollment** – A high school student shall be allowed to leave school premises to attend one or more courses at another public high school under the part-time open enrollment program.
5. **Lunch Period** – Students in grades 11 and 12 may leave school premises during their assigned lunch period. This is a privilege, not a right. If a student has a conduct problem, this privilege may be revoked.

No student may drive his/her vehicle during the school day, including his/her lunch period, unless approved by the High School Principal and the student's parent/guardian. The High School Principal may grant permission only if the student is allowed to leave school premises under any of the conditions specified in #1 to #4 above (e.g., to attend a funeral, to participate in the part-time open enrollment program).

## **Health Education**

Students in the 7/8th and/or 9th grade receive a health education class and credit. It is instructed by the Physical Education staff. A sampling of topics are: social, emotional and physical health which addresses personality development, stress management, emotional problems, the human body and its systems, nutrition, weight control, CPR and first aid. In addition, a unit of sex education/human reproduction and Acquired Immune Deficiency (AIDS) will be taught. In this unit, students will be instructed in areas of: 1) male and female anatomy; 2) the reproductive system; 3) contraception; 4) ways to prevent contacting sexually transmitted diseases. For more information on the class or curriculum you may contact Curt Miller or the school office at 443-2226.

## **NONDISCRIMINATION STATEMENT**

The Marathon School District is committed and dedicated to the task of providing the best education possible for every child in the district for as long as the student can benefit from attendance and the student's conduct is compatible with the welfare of the entire student body. The right of the student to be admitted to school and to participate fully in curricular, extracurricular, student services, recreational or other programs or activities shall not be abridged or impaired because of a student's sex, race, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap.

## **BULLYING (Including Cyberbullying), AND/OR THREATS, ASSAULTS, FIGHTING**

The School District of Marathon strives to provide a safe, secure and respectful learning environment for all students in school buildings, on school grounds, and school buses and at school-sponsored activities. Bullying has a harmful social, physical, psychological and academic impact on bullies, victims and bystanders. The school district consistently and vigorously addresses bullying so that there is no disruption to the learning environment and learning process.

### **Definition**

Bullying is deliberate or intentional behavior using words or actions, intended to cause fear, intimidation or harm. Bullying may be repeated behavior and involves an imbalance of power. The behavior may be motivated by an actual or perceived distinguishing characteristic, such as, but not limited to: age; national origin; race; ethnicity; religion; gender; gender identity; sexual orientation; physical attributes; physical or mental ability or disability; and social, economic or family status.

Bullying behavior can be:

1. Physical (e.g. assault, hitting or punching, kicking, theft, threatening behavior)
2. Verbal (e.g. threatening or intimidating language, teasing or name-calling, racist remarks)
3. Indirect (e.g. spreading cruel rumors, intimidation through gestures, social exclusion and sending insulting messages or pictures by mobile phone or using the internet – also known as cyber bullying)

### **Prohibition**

Bullying behavior is prohibited in all schools, buildings, property and educational environments, including any property or vehicle owned, leased or used by the school district. This includes public transportation regularly used by students to go to and from school. Educational environments include, but are not limited to, every activity under school supervision.

### **Procedure for Reporting/Retaliation**

All school staff members and school officials who observe or become aware of acts of bullying are required to report these acts to a building principal or designee as they are designated by the Board of Education to be recipients of such reports.

Any other person, including a student who is either a victim of the bullying or is aware of the bullying or any other concerned individual is encouraged to report the conduct to the school building principal as they are designated by the Board of Education to be recipients of such reports.

Reports of bullying may be made verbally or in writing and may be made confidentially. All such reports, whether verbal or in writing, will be taken seriously and a clear account of the incident is to be documented. A written record of the report, including all pertinent details, will be made by the recipient of the report.

The school official receiving a report of bullying shall immediately notify the school district employee assigned to investigate the report. The following school district employees have been identified as the investigator: MAES Principal, MVA Principal, MHS Principal, MAES/MVA Counselor, MHS Counselor, and District Administrator.

There shall be no retaliation against individuals making such reports. Individuals engaging in retaliatory behavior will be subject to disciplinary action.

### **Procedure for investigating reports of bullying**

The person assigned by the district to conduct an investigation of the bullying report shall, within two school days, begin interviewing the person(s) who are the victim(s) of the bullying and collect whatever other information is necessary to determine the facts and the seriousness of the report.

Parents and/or guardians of each pupil involved in the bullying will be notified prior to the conclusion of the investigation. The district shall maintain the confidentiality of the report and any related pupil records to the extent required by law.

### **Sanctions and supports**

If it is determined that students participated in bullying behavior or retaliated against anyone due to the reporting of bullying behavior, the school district administration and school board may take disciplinary action, that may include: suspension, expulsion and/or referral to law enforcement officials for possible legal action as appropriate. Pupil services staff will provide support for the identified victim(s).

### **Disclosure and Public Reporting**

The policy will be distributed annually to all students enrolled in the school district, their parents and/or guardians and employees. It will also be distributed to organizations in the community having cooperative agreements with the schools. The school district will also provide a copy of the policy to any person who requests a copy.

Records will be maintained on the number and types of reports made, and sanctions imposed for incidents found to be in violation of the bullying policy.

## **Student Assessment Information**

The School District of Marathon participates in the state required student assessments for grades 3 through 12. During grades 3, 5, 6, and 7, students participate in MAP (Measure of Academic Progress) assessment at least twice during the year in order to adequately reflect their growth. In addition, students in grades 4 and 8 participate in MAP assessment and the State Badger assessment. In grades 9, 10, and 11, students participate in the ACT suite of assessments.

The curricular areas measured by MAP our assessment include English Language Arts, Reading, and Mathematics in the Elementary grades. In addition, for the middle and high school grades MAP and ACT testing is comprised of English, Mathematics, Social Studies, and Science.

The assessment information and growth is reflected in the WISEdash information published by the Department of Public Instruction website. In addition, any school report card information made available to the District is posted on our district website.