

**Student Name**

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***Spooner High School***  
***Home of the Rails***

**801 County Hwy A**  
**Spooner, WI 54801**

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*Todd M. Johnson*  
**Principal**

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**Associate Principal/Special Education Director**

## Introduction

This handbook has been prepared to acquaint you with the procedures and traditions at Spooner High School. The basic philosophy of our staff includes treating our students as developing adults. Along with increasing your knowledge and developing your skills, your major responsibilities while at S.H.S. will be to respect the other students, faculty and staff and to take responsibility for your actions. Spooner High School is a place where learning is paramount and respect for each other is basic.

As the new school year begins, we offer you these suggestions to assure success all year:

1. Respect and appreciate others, both students and staff. You have a right to a positive school environment that is free of harassment and conducive to learning. You have a responsibility to help create that environment for yourself and those around you. Respect the rights and the individuality of others. Self-respect and respect for others go hand in hand.

2. Make class attendance a top priority. That means getting to class on time and being ready to participate. It means keeping up with the work as you go and not putting it off until the last minute. It means investing time and energy on a daily basis for a long-term payoff.

3. Get involved in extra-curricular activities that you enjoy. They will add an extra dimension to your educational experience here at S.H.S. and besides that, they are fun. Don't just think about getting involved, do it. Spooner High School offers a variety of activities to satisfy your interests so take advantage of some of them.

4. Seek help when you need it, and don't put it off. Spooner High has a number of ways for students to get help with schoolwork and other problems. Your guidance counselor or administrators can help you find the right resources.

The mission of Spooner High School is to provide a disciplined, caring and educationally challenging environment which assists students in acquiring skills in personal responsibility, teamwork, critical thinking, scholastic and technological applications which in turn will prepare them to make positive contributions to the society in which they live. The faculty and staff at Spooner High School will help you accomplish these goals, but the ultimate responsibility is yours to take advantage of your opportunities.

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### **After-Hours Supervision**

Students are not to be in the school without faculty supervision including gymnasium, weight room, media center or computer rooms. Students should not be in these areas at any time without proper supervision.

### **Announcements**

Announcements are read each day at the start of second block. Student announcements must have administrative approval prior to being included in the daily announcements.

### **AODA Policy**

It is against school policy for anyone - students or staff - in school, on school grounds, or at school sponsored activities, to be in possession of or under the influence of alcohol, tobacco or other mood-altering drugs. Prescription medications are construed as exceptions to this policy, when used by the individual for whom they are prescribed, and in the manner prescribed.

All student medications are kept and administered by designated personnel. District medication forms are to be filled out by parents prior to the medication being brought to school. A log is kept for each student and the person administering initials under the appropriate date.

### **Athletic Policy**

The opportunities that are available to students through our extracurricular programs add to the experiences that a student may have at Spooner High School. The following athletic activities are offered:

Fall: Boys Soccer, Cross Country, Football, Volleyball and Girls Golf

Winter: Boys and Girls Basketball, Hockey, Ski Club and Wrestling

Spring: Baseball, Boys Golf, Girls Soccer, Softball and Track

ALL athletes need to have a physical and/or parent permission card on file before they may participate in any practice or games. ALL athletes need to sign and turn in the Athletic Code for every sport, every year before that athlete may participate. A new activity fee must be paid before any athlete may participate in any game. A copy of the Athletic Code is included in this handbook.

### **Attendance Procedures**

Excused absences are granted for reasons of personal illness or medical examination, illness or death in the family, family emergencies, religious holidays, court appearances, family trips, special events of educational value, approved school activities and special circumstances that have prior approval of the attendance officer. Students are responsible to make up missed class work within a time equal to the number of days absent plus one. Students are expected to fulfill long-term assignments and pre-scheduled tests as originally scheduled or immediately upon the student's return. After any absence, it is the student's responsibility to make the initial contact with his/her teacher(s) to determine make-up assignments and schedule times for taking any tests missed. If work is not completed on time, it will not be accepted for credit and the student will be given a zero. Absenteeism from school for reasons other than those cited, shall be regarded as unexcused. Parents are asked to call the school office by 8:30 a.m. to report the absence and state the reason.

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If a student is not present and the reason for absence has not been reported, school personnel will try to contact the parent/guardian.

Parents or guardians are expected to provide a written explanation of absences at the time the student returns to school.

A student (including seniors) must be in compliance with attendance requirements of Spooner High

School, which allows 10 excused absences during the school year. Absences in excess of 10 days if excused with a medical excuse are acceptable. Other excessive absences must be referred to Mr. Johnson or Ms. Stephens for consideration of extenuating circumstances.

All attendance issues will be dealt with in accordance with district policy.

The student and/or parents are subject to, but not limited to:

- Notification for Truancy
- Referral to Washburn County Sheriff Department for truancy
- Referral for evaluation
- Detention
- Referral to the Washburn County Department of Human Services

*See page 18 for the Washburn County Truancy Ordinance*

#### **Bell Schedule**

Zero Hour	7:30 – 7:55
First Block	8:00 – 9:30
Grab n’Go	9:30 – 9:42
Second Block	9:47 – 11:15
Third Block A	11:20 – 11:54
Third Block B	11:59 – 12:33
Third Block C	12:38 – 1:20
Fourth Block	1:25 – 2:51
Student Prep Period	2:56 – 3:16

#### **Building Hours**

The school office will be open to students from 7:45 am to 4:30 p.m. daily. Teachers are in the building from 7:45 am to 3:30 p.m. and are available for student and/or parent conferences with instructional and/or guidance staff. Pre-conference contact should be made by students and/or parents to establish conference purpose, participants, time, and place.

#### **Bus Ridership**

All students riding buses are expected to practice safe and courteous conduct at all times including coming to, waiting for, riding on and leaving a school bus. Students are also responsible for following correct procedures relating to field trips or other school-sponsored trips.

Students are to ride only their assigned bus. All general safety and conduct rules apply while on the school bus. Follow the instructions of the bus driver at all times and create no disturbances on the bus that may distract the driver’s attention. Students with minor offenses (swearing, horseplay, being out of their seat, etc.) or major offenses (fighting, disrespect toward driver, harassment, etc.) will go through the Spooner School’s Transportation Policy which will include bus suspensions.

#### **Cell Phones**

Cell phones must be out of sight while in the school building. Cell phones must be turned off at all times between 7:45 a.m. and 3:16 p.m. while in the school building. Cell phones may be used during lunch time or grab n’go in the commons only or outside. This does not include doorways, hallways or being “almost out of the building.”

Three demerits will be issued for each violation of the cell phone policy.

First time offenders will have their phone confiscated and returned at the end of the school day.

Repeat offenders will have two detentions assigned and their phone confiscated and held in the office until a parent picks it up. Emergency phone calls during class time must be cleared through the office.

### Closed Campus

Spoooner High School is a closed campus for 9<sup>th</sup>, 10<sup>th</sup> & 11<sup>th</sup> grade students from the time they arrive at school until they leave for the day. This includes lunch time. Students may not be in the parking lots and must stay within the blacktop border. The exception at lunch time is for those students going to their home or to have lunch with their parent. This exception requires a parental request by the student's own parent for this purpose, to be approved by the Principal or Assistant Principal. Students leaving campus without permission are truant under the Washburn County Truancy Ordinance and truancy will be filed. This will result in a fine as well as demerits issued at school.

### Computer Usage

The School District of Spooner adopted a Computer and Internet Conditions, Rules and Acceptable Use Agreement that clearly delineates the regulations regarding computer usage at Spooner High School. A signed agreement can be picked up in the Media Center and must be turned in prior to student usage and the student's password being turned on.

### Dance Guidelines

1. Dances will be supervised by club sponsors and other staff members as arranged.
2. Any student leaving a dance will not be readmitted.
3. Each student will be limited to one guest. Out-of-school guests must be registered in the office for approval in advance. Guests will not be allowed to attend an event without the Spooner High School student being in attendance at that event. Spooner High students are responsible for their guests' behavior. Guests are to be governed by the policies set forth in this handbook.
4. Students who are absent from school the day of the dance will not be admitted unless cleared by the office beforehand. (Example: A student who visits a college on Friday and is gone all day may attend the dance.) Suspended and expelled students are forbidden to attend school dances.
5. Anyone known to be drinking prior to arrival will not be admitted to the dance. Parents will be notified.
6. All school policies will be in effect at all dances.
7. **Prom Policy:** Guests, prior to being considered for admittance, must have a Dance Guest Pass submitted and approved by a Principal. Students and guests, particularly for Prom, should not make a large expenditure of money in apparel prior to approval of attendance.

### Discipline Process

In order for any organization to function efficiently, it is necessary to abide by codified regulations. A school is no different. The rules at S.H.S. are set up so that you, the student, may pursue your educational objectives in a safe and orderly climate. As developing adults, all students are expected to honor the regulations. Disciplinary action, as determined by administration or teachers, may be taken for the following student actions:

Careless driving or improper parking  
Possession of a beeper, pager or portable phone  
Cheating  
Extortion/Intimidation  
False Alarm  
Skateboarding on School Property  
Gang-related Activities  
Possession and/or Use of Tobacco Products  
Possession of Weapon(s)/Explosive(s)  
Possession/Use of Illegal Substances (drugs, alcohol) and/or Drug Paraphernalia  
Unexcused Absence or Tardiness  
Use of Obscene Drawings, Gestures, Language and/or Writing

Disruptive behavior  
Stealing  
Fighting  
Insubordination  
Loitering in parking lots  
Willful Damage or Vandalism to Property  
Use of Language that is Disparaging or Demeaning  
Un-served Detentions

Miscellaneous Offenses including but not limited to: failure to work during class time, gambling, harassment, hazing, indecent exposure, possession of pornographic material, refusal to clean up trash or refusal to identify oneself to authorized personnel.

In addition, students are not to use or be in possession of laser pointers or other disruptive items.

Actions may include verbal reprimand, parent notification, referral to administration, suspension of privileges, detention, referral to law enforcement officials, referral to social services, suspension, expulsion and/or demerit(s).

Note the following demerit policy:

1. Three demerits accumulated from any teacher shall result in detention being assigned.
2. The progression of discipline referrals shall be handled as follows:
  - 1st 3 demerits = 1st detention
  - 2nd 3 demerits = 2nd detention
  - 3rd 3 demerits = 3rd detention
  - 4th 3 demerits = 1st out of school suspension
  - 5th 3 demerits = 2nd out of school suspension
  - 6th 3 demerits = 3rd out of school suspension
  - 7th 3 demerits = 4th out of school suspension
  - 8th 3 demerits = Pupil will appear before the Board of Education for consideration of expulsion.

The student will be suspended out of school until such hearing takes place.

NOTE: At the end of the 1st semester, all students will have their accumulated demerits reduced by 50%.

**Family Access™**

From the convenience of home or work, Family Access allows parents/guardians access to their students' school information, including attendance, class grade books, teacher email, lunch accounts, school bills and other important data. Family Access is easy to use and doesn't require extensive computer knowledge or experience, only an Internet connection. Parents wishing to sign up for Family Access need only contact the school office.

**Fee Schedule**

<u>Co-Curricular</u>	<u>Regular Price</u>	<u>Reduced Lunch Elig.</u>	<u>Free Lunch Elig.</u>
Athletic	\$55	\$35	\$20
Academic	35	25	15
<u>General</u>			
Parking Fee	n/a	n/a	n/a
Drivers Ed BTW	\$200	n/a	n/a
Piano	\$80/quarter	\$56/quarter	\$32/quarter
<u>Course Fee</u>		<u>Activity Fee</u>	
Photo	\$7	Ski Club	n/a
Cabinet Making	\$25 +possible additional project fee	Destination Imagination	\$35
Art	\$5	Forensics	\$35
Pottery	\$10	Rube Goldberg	n/a

### Grade Checks

Grade checks will be done on Freshman and Sophomore students on the 15<sup>th</sup> of every month. A letter will be sent to parents of students not passing. If grades are not brought to passing, a meeting with the parents and student will be scheduled with a counselor.

### Grade Point Average

Students in the top ten in each class are not given an exact rank until after the end of the first semester of their senior year. At that time, the formula

$$\frac{(*\#Weighted Cr.)(Weighted GPA)+[24-(*\#Weighted Cr.)][Reg. GPA]}{24}$$

will be used to determine the official GPA and rank.

\*A maximum of 6 may be used for the number (#) of weighted credits in the above formula but all weighted classes are used to determine the weighted GPA and all non-weighted classes are used to determine the regular GPA.

### Grade Point System

	Honors Semester	Regular Semester	Basic Semester
Letter Grade	Reg 1.250	Reg 1.000	Reg 0.75
A	5.000	4.000	3.000
A-	4.584	3.667	2.750
B+	4.166	3.333	2.500
B	3.750	3.000	2.250
B-	3.334	2.667	2.000
C+	2.916	2.333	1.750
C	2.500	2.000	1.500
C-	2.084	1.667	1.250
D+	1.666	1.333	1.000
D	1.250	1.000	0.750
D-	0.834	0.667	0.500
F	0.000	0.000	0.000

### Graduation Requirements

General graduation requirements are that students need 26 credits to graduate.

There are specific credit requirements including:

English (4 credits)

Required English classes include:

½ credit of English in each grade 9, 10, 11, 12

Social Studies (3 credits)

Science (2 credits (1 physical, 1 life))

Health (1/2 credit (may be taken in 7<sup>th</sup> or 8<sup>th</sup> grade))

Mathematics (2 credits)

Vocational (1 ½ credits)

½ credit of Consumer Economics is required in addition to the 1 credit selected from elective courses from the Agriculture, Business Education, Family and Consumer Education, and Industrial Technology curriculum.

Physical Education (1 ½ credits)

½ credit required of all students in grade 9, 10, 11

Work Place Readiness (1/4 credit)

Electives (10 ¾ credits)

There are specific course requirements in many curricular areas.

A full-time student must take between seven and eight credits per year.

See your counselor or course description book for specific details.

A student must be “In Good Standing” as a requirement for graduation. A senior with excessive absence is not considered in good standing and is placing their potential graduation in jeopardy.

#### **Hall Passes**

Students are not permitted in the hallways during class time unless they have a written pass, or are under the direct supervision of a teacher. Students are encouraged to plan their day to allow for visits to lockers and restrooms before and after school, during lunch and between classes. A student will need a pass to go to the IMC, a teacher’s room, the office, etc. during a period. Passes from class should be written in the student’s own handbook on the appropriate date. Any staff member has the right to check passes. Teachers are restricted to allowing no more than one person from a class on a privilege pass (drink, bathroom, etc.) at any given time.

#### **Harassment**

Students have the responsibility to treat each other and groups with respect and dignity. Students have the responsibility to refrain from conduct that does not respect the rights, opinions, differences and status of others. Any individual who is harassed by another individual may be brought before the Board of Education to face a hearing to determine whether or not the harasser shall be expelled or suspended from attendance for a period of time commensurate with the severity of the offense. Students wishing to file a complaint may submit an application to the office within 20 days of the incident. Forms are available in the office.

#### **Honor Roll Criteria**

Students receiving a grade point average of 3.667 or above in any term will be on the “A” honor roll. Students with a grade point average of 3.000 – 3.666 will be on the “B” honor roll. Students must be enrolled in the equivalent of three blocks of classes, not including Work Experience or Teacher’s Assistant classes which receive “P” (Pass) grades.

#### **Incomplete Grades**

Any student receiving an incomplete at the end of a course of study must complete the required work within three weeks of the incomplete being recorded. Failure to do so will result in a grade of F replacing the Incomplete. Only if prior arrangements are made with the High School Principal before three weeks has lapsed will any extension be considered.

#### **Injuries and Illnesses**

If a student is injured or becomes ill at school, she/he should report it to a teacher, an administrator, or the school nurse immediately. Do not leave school without permission. Students abusing hall passes may not be allowed future passes.

#### **Leaving School Without Permission**

Wisconsin statutes require that students between the ages 6 and 18 attend school regularly during the school term. Students absent from class without authorization are considered truant and are subject to disciplinary action including but not limited to parental notification, detention, restricted privileges, suspension, referral to Department of Human Services, and expulsion.

#### **Lockers and Other School Property**

Lockers, desks, books and other equipment loaned to students remain school property while in possession of the student. School property is provided for the convenience of the student and shall be used only for authorized purposes. Students will be expected to reimburse the school district for

damage to school property, or for the loss or theft of such property. Open pop and/or other drink containers are not allowed in student lockers. During the course of the school year, school personnel hear many reports from students or parents regarding items which may have been stolen at school. On some occasions, the items are found later. Many times, the disappearance of the items is the result of carelessness on the part of the owner. Student lockers have locks to help insure security. It should be noted that these locks are for the protection of the students' private property. Since lockers are part of school property, school officials reserve the right to inspect any or all lockers. Lockers will be checked from time to time for controlled substances. This will be done without prior notice working in conjunction with local and county police authorities and K-9 units. Locker checks/clean-outs will be done quarterly. To further help protect student property, we offer the following suggestions:

1. Mark all personal property with your name in indelible ink.
2. Do not bring large amounts of money or other valuable items to school.
3. Keep your locker closed and locked unless you are present.
4. Report to the office any lockers or locks which do not function properly.
5. Report any lost or stolen items to the office as soon as possible.
6. Students will be responsible for locker damage/vandalism.
7. Lockers will not be assigned to students with outstanding bills.
8. Students shall only use that locker which is assigned to them by the office. Any changes must be pre-approved by the office.

#### **Lost Handbooks**

Students are reminded to write their name in their planner in the appropriate place. The student planner, in addition to being used as a planning and scheduling device, will serve as the place for teachers to write hall passes for students. A limited supply of extra handbooks has been ordered, and if a replacement is needed, one may be purchased in the office while there are some available.

#### **Lunch Procedure**

The Spooner School District provides a quality lunch program at a competitive price that is readily available to all students. The cafeteria is an extension of the classroom, and all general rules of conduct and safety apply. Students in the cafeteria are reminded to:

Keep the cafeteria lines orderly

Always use a tray

Keep milk cartons, food and waste paper on the tray

Dispose of trash in the proper receptacles

Keep the cafeteria neat and orderly

Students may not eat in hallways

All food and beverages must remain in the commons area

#### **Media Center Guidelines**

No food or drink will be allowed in the MC at any time.

Students must present a pass when entering to the front desk and get one before leaving the MC.

Students are responsible for any items damaged or not returned.

When the MC is reserved by a class, students not in that class will not be allowed to stay - only to drop off or pick up an item, unless given permission from the MC staff.

All items must be checked out before leaving the MC. See the "Computer Usage" section for computer use.

### Off-Campus Passes

Students will be allowed passes off campus only for legitimate urgent reasons and only with written permission from parents. The time allotted for off campus business may be limited.

### Parent-Teacher Conferences

Parent-Teacher conferences will be held during the fifth week of each term. Parents are encouraged to call to schedule individual conferences with teachers at any time.

### P.A.S.S. Program Policy

Occasionally, students may find themselves credit deficient as they approach graduation. The High School Principal shall have the discretion of allowing the use of P.A.S.S. programs of independent study for the purpose of making up the credit deficiency. The cost of the program(s) is the responsibility of the student/family. No more than one program will be distributed to a student at any given time. A program must be completed before another will be distributed; however, a program may be ordered prior to completion of a previous one. A maximum of 2 ½ credits of P.A.S.S. programs may count toward graduation. P.A.S.S. programs are not to be misconstrued as an alternative to regular programming and will be deemed as permissible only in extenuating circumstances determined as such by the High School Principal.

### Personal Dress

Students will be appropriately dressed at all times. Personal appearance should not disrupt the educational process, call undue attention to the individual, violate federal, state, or local health and obscenity laws, or affect the welfare and safety of the student or his/her classmates. Specific dress rules include:

1. No spaghetti straps. All shoulder straps must be a minimum of 1 ½ inches in width.
2. **No cleavage, midriff or back may be exposed.**
3. No tops cut low under the arms that may expose under garments may be worn.
4. No inappropriate wording or symbols, pictures, etc., on any article of clothing including, but not limited to, sexual orientation, alcohol, drugs or tobacco, or material offensive to others. Inappropriate clothing will be at the determination of the Principal or Assistant Principal. If you have a questionable item, **ask before you wear it.**
5. Pants must be worn so that undergarments are not exposed (or the lack thereof). Pants that require continuous hitching up are not acceptable. Shorts and skirts must be an appropriate length at the determination of the Principal or Asst Principal.
6. Hats, hoods, bandannas or scarves are not to be worn in school.
7. Wallet chains, spiked bracelets, neck chokers, etc., are not allowed.
8. There shall be no skin visible between the top of pants, shorts or skirts and at the bottom of the upper body garment.
9. Students found to be in violation of the dress code will be given one warning during the year. If another infraction occurs, the student will be given demerits and sent home to change into appropriate apparel.

Alternative appropriate clothing will be available from Mr. Johnson or Ms. Stephens in the high school office for use by those students wearing inappropriate attire to school only for the first offense when warned.

### Personal Music Systems

Personal Music Systems are not allowed on a student during any class time. They must remain in a locker or vehicle and may only be used before 8:00 a.m., during lunch, or after 3:30 p.m.

### **Phone Messaging Service for Parents**

If you would like to receive notification of school closings and delays by phone via an automated phone messaging service, please contact the school office.

### **Physical Display of Affection**

Students are to refrain from embracing, kissing, and other overt displays of affection, which may be interpreted by others as undue familiarity and improper decorum in a school setting. Consequences range from verbal warning to demerits.

### **Planners**

All students must have their planner with them throughout the day. This planner must be signed by a teacher any time the student is leaving the classroom.

### **Radios, Tape/CD Players and Electronic Devices**

Radios, tape or CD players, and electronic games beepers have the potential to be a disruption in the school environment. Therefore, these devices must be kept in your locker or, preferably, left at home, and may not be played or used during the regular school day. These electronic devices will be confiscated and returned at the end of the school day for a first offense. Further violations will result in progressive disciplinary action.

### **Report Cards**

Report cards will be distributed to students during SPP one week following the end of each term except for fourth term. Those report cards will be mailed home.

### **Schedule Changes**

Teaching assignments, class offerings and the master class schedule are all developed from the pre-enrollment requests that students make in the spring. Therefore, it is important that students do a great deal of serious planning in the spring when they request their courses for the next year. Student-initiated schedule changes will be made only during the first three days of a term. A legitimate reason must be presented for the change. Such reasons could include a change to meet graduation requirements, a change because the student is academically misplaced, or a change because of extenuating circumstances, which must be approved. Extenuating circumstances do not include not having any friends in the class or not liking the teacher.

### **Skateboarding**

Students are not allowed to skateboard on school property. This includes before school and after school.

### **Snow Emergency**

At any time during the school year when it is questionable as to whether school or an activity will be called off, please listen for an announcement of the fact over WAQE 97.7, WJMC 96.3, WHSM 101.1, WGMO 95.3, WRLS 92.3, and WCSW AM 940. Please do not call the superintendent, principal, assistant principal, teachers or the school.

### **Student Parking Lots**

Spoooner High School provides parking spaces for students. These spaces are located on the North side of the high school. Students are reminded that these parking spaces are a privilege and that this privilege may be revoked. Students are reminded to drive safely and to obey all traffic laws.

As part of Spooner School District Property, student parking lots will be checked from time to time for the presence of controlled substances. Parking lot checks will be conducted by the High School Principal and the Assistant Principal in conjunction with local, county and state police authorities including K-9 units. These checks shall include an external vehicle inspection of all vehicles in these parking spaces as well as stringent invasive vehicle checks if warranted based upon the findings of police and K-9 units.

#### **Student Use of Copy Machines**

There is a copy machine available for student use in the Media Center. The cost of copies is 5 cents per copy.

#### **Telephone Services**

There will be no student usage of the office telephones except for official business. Telephone messages to students will be limited. Only in emergency situations will office personnel interrupt classes to deliver messages and only messages from parents and employers will be accepted by office personnel. Students will not be called out of class to accept telephone calls.

#### **Transcripts**

Transcripts needed for transfer, military use, scholarship consideration, college applications or prospective employer information may be requested from the office. A senior who is accepted to one or more colleges should request his/her supplementary transcript of final grades to be sent to the college where he/she plans to enroll. Other colleges that have accepted him/her should be notified of this final decision.

No transcript will be released until all bills have been paid and the student has signed a release.

#### **Transportation**

When Spooner students are attending a school-sponsored activity, they must ride to, and return from, the activity with the staff member and vehicle provided by the district. A student may ride home from an event with a direct family member if arrangements are made in writing prior to the activity with a written request from the parents to the Principal or Assistant Principal.

Parents should estimate as close as possible to the return time of school buses or vehicles from an evening activity so as to allow students to be picked up shortly after their arrival back to town.

#### **Visitors to School**

In a continuing effort to keep Spooner High School a safe and orderly place that is free of as many distractions as possible, all visitors to S.H.S. during the school day are required to report to the office and receive permission to remain in the school or on campus. Building passes will be issued to approved visitors only. Students from other high schools are not allowed to visit during regular school hours unless they are conducting official business. Students have a responsibility to identify themselves when requested by authorized personnel.

#### **Website**

We're on the web! Visit our website [www.spooner.k12.wi.us](http://www.spooner.k12.wi.us) for complete Spooner Area School District information, including the school calendar with school events, staff directories and contact information, lunch/breakfast menus and more!

### **Statement of Non-Discrimination**

It is the policy of the Spooner School District that no person may be denied admission to any public school in this district or be denied participation, be denied the benefits of, or be discriminated against in any curricular, pupil service, recreational, or other program or activity because of the person's age, religion, arrest or conviction record, sex, race, national origin, ancestry, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability or handicap.

### ***ATHLETIC CODE SPOONER HIGH SCHOOL***

#### ***I. Athletic Program Philosophy***

The athletic program for Spooner High School is an important component of the curriculum. It is for voluntary participation and to participate is a privilege. As a privilege, students involved in the athletic program are required to abide by the rules and regulations set forth by the school district, both within and outside of athletic participation.

The athletic program provides opportunities that may not be duplicated in other school activities. While it does provide recreational opportunities, these shall be secondary to academic educational value. Extracurricular programs including athletics shall not interfere with a student's academic program, which shall be the primary consideration if conflict does arise. All students participating in the Spooner School athletic program will adhere to this athletic code and its components or forfeit the privilege of participating in it.

#### ***II. Spooner High School Interscholastic Sports Non-Discrimination Title IX Compliance***

Spooner High School is a member of the WIAA and participates in the WIAA tournament structure. It is the policy of the Spooner School District not to discriminate on the basis of sex in its educational programs, activities or employment policies. Inquiries regarding compliance with Title IX may be directed to Spooner High School Associate Principal at 500 College Street, Spooner, WI 54801 or (715) 635-2172.

#### ***III. Spooner High School Sponsored Interscholastic Sports***

- A. Fall               - Boys: Cross Country, Football, Soccer  
                          - Girls: Cross Country, Golf, Volleyball
  
- B. Winter           - Boys: Basketball, Hockey, Wrestling  
                          - Girls: Basketball
  
- C. Spring           - Boys: Baseball, Golf, Track & Field.  
                          - Girls: Soccer, Softball, Track & Field

#### ***IV. General Responsibilities of Athletes***

An athlete must accept certain responsibilities. Therefore, it is required that:

- A. All student athletes must adhere to the policies of the Spooner Senior High School Student Handbook. Athletes who violate provisions of either this code and/or the senior high school handbook are subject to the penalties outlined in each code.
- B. The athlete must follow WIAA and Spooner School District eligibility rules.
- C. The athlete must demonstrate conduct in accord with the ideals, principles, and standards as listed in this Athletic Handbook and the WIAA.
- D. The athlete must be responsible for all school equipment issued to him/her. The athlete must pay for all equipment not returned at the end of the sports season. He/she will pay the cost of replacing the item.

V. *Length of Suspension*

A. Due to the different lengths and number of the athletic seasons for each individual sport, game suspensions have been divided into two categories.

TYPE A – Football, Cross Country, Track & Field.

(1 game suspension)

TYPE B – Volleyball, Soccer, Golf, Basketball, Wrestling, Hockey,  
Baseball & Softball.

(2 game suspension)

B. Some suspensions are based on the percentage of the season the athlete is involved in.

C. Some suspensions may be modified due to the honesty of the individuals.

VI. *Specific Eligibility Requirements of an Athlete*

A. Athletes must have a passing grade in all classes. Determination of a passing grade will be made by the athletic director on the 5th week of each quarter. Any failing grade will result in a minimum of 1 game suspension from competition and until such time as the grade becomes passing. Any athlete receiving a grade of an “F” shall be suspended for 1 game if they are participating in a type A team, 2 games if they are participating in a type B team, the next competition they will be involved in. Any athlete dropping a class with an “F” at the time of the drop will be suspended for the next competition they will be involved in.

\* Any athlete placed on academic suspension may enroll into a tutoring program until such time as the grade becomes passing.

B. Students who lose scholastic eligibility at the end of the fourth quarter will be required to regain eligibility during the first quarter of the next year. It is recommended that Fall Coaches check their athlete’s 4<sup>th</sup> quarter report card.

C. Athletes cannot compete more than four years in any sport in grades 9-12.

D. Athletes cannot receive any equipment or participate in any team function until the school has a physical examination card attesting to physical fitness as determined by a licensed physician, and a signed parent permission card on file for the current season.

E. Students **MUST** be in school the entire school day of a game, contest, practice, or performance, in order to participate; except with approved absences such as doctor appointments, funerals, emergencies, or approval from the Athletic Director.

F. Receiving more than **nine demerits** in any semester shall be:

a) Suspended from 1 game if they are participating in a type A team, 2 games if they are participating in a type B team after the 10th demerit is received. Practice is required during this suspension period with the exception of detention time and/or out of school suspension time, which is assigned.

b) Upon resumption of competition, any athletes receiving a **14<sup>th</sup> demerit** shall be suspended from all competition for **50%** of the current athletic season. Practice is required during the suspension period with the exception of detention and out of school suspension time, which is assigned.

c) Any student receiving **24 demerits** in any given semester is ineligible to participate in the athletic program for a period of **one full year** from the date on which the 24th demerit is received.

Students participating under F a), F b), must complete the practices of the sport they are participating in at the time of being suspended. If not, this suspension is advanced to the next sport they choose to participate in.

G. Any athlete found to be in possession of or using alcoholic beverages or tobacco products, in any form, or **found to be present at a party** or social gathering or at which alcoholic beverages are being consumed by under-age individuals, shall be considered in violation of this Code. Any athlete found to use, consume, possess, buy, sell, or give away any controlled substance or illegal drugs (including look-alikes) shall also be considered in violation of this Code.

a) **First Offense:** The athlete will be suspended for a minimum of 30% of the contests in the sport they are involved in.

b) Any portion of the suspension not completed during a season will be applied to the next sport in which the athlete participates.

c) An athlete who is found in violation of the alcohol, tobacco, and illegal drug use section of the code may, **for a first offense only**, may have the 30% penalty reduced by half if they choose to participate in an AODA program of counseling as set forth by the AODA coordinator and athletic director.

d) **Second Offense:** For a second offense of part G above, the athlete will be suspended for an **additional 50%** of the contests of the sport they are involved in. Any portion of the suspension not completed during a season will be applied to the next sport they participate in.

e) **Subsequent Offenses:** On subsequent offenses, the athlete will be suspended for **one full year** from the date of subsequent infractions

H. Any willful misconduct while involved in an actual athletic contest, the enforcement period being the time the athlete reports to the team area, i.e., gym, bus, locker room, etc., until such time they depart from said area at the conclusion of the contest shall result in penalization as set forth for substance abuse. If, however, the nature of the offense is deemed severe, then the H.S. Athletic Director and Principal may assign a penalty as they believe commensurate to the severity of the misconduct.

I. Athletes are public figures, representatives of the District, and serve as role models for others. The team, its coaches, the school and the community are judged by the behavior in public of the individuals representing them. Therefore, in addition to the requirement that each athlete comply with the specific rules set forth in this Code, each student athlete shall be expected to exercise reasonable citizenship. Any athlete conducting him/herself in a manner unbecoming an athlete or who is convicted of a violation of any state criminal law, whether a misdemeanor or a felony, or who has violated any county or municipal ordinance or regulation enacted for the protection of the public or for its peace and good order, which statute, ordinance or regulation imposes any penalty, including but not limited to jail time, monetary penalty or forfeiture, if such conduct or violation is found by the Athletic Council to be conduct unbecoming an athlete and of such a serious nature as to affect the operation and functioning of the school system or of any of its athletic programs, shall be subject to sanctions under this Code commensurate with the severity of the misconduct.

J. Hazing and harassment are not tolerated at Spooner High School. Athletes who harass or haze other students and/or athletes may result in penalization as set forth for substance abuse policy and if the nature of the offense is deemed severe, then the H.S. Athletic Director and Principal may assign a penalty as they believe commensurate to the severity of the misconduct.

K. Nothing in this Code shall be deemed to prevent a coach from establishing **additional** rules concerning student conduct during the designated season for a given sport, however these additional rules shall not differ

from elements in this code all ready in place. Any rules established by the coach must be in writing and be furnished to the athlete after prior approval of the athletic director. Student compliance with any rules established by the coach is required to maintain eligibility in that sport. It shall be the coach's prerogative to cut or suspend from the team any student who violates any such rule(s) or who is otherwise a demoralizing influence or a detriment to the objectives of the coach.

#### *VII. Report Procedure for Code Violations*

1. Athletic code violations may be observed or reported by administration, faculty, parents, students, or community members. Suspected violations reported by school or non-school personnel should include a written report including the date, time, place, individuals involved, and description of the incident. When appropriate, the anonymity of the informant will be maintained.
2. Interviews with the athletes and/or guardians will begin promptly upon notification of the violation. The athlete and their guardians will be notified of the accusation within five school days of receipt of the report.
3. If it is determined that the violation is substantiated, the athletic director will immediately impose the appropriate penalty.

#### *VIII. Process/Procedures for Violation of SHS Athletic Code*

The parent(s)/guardian(s) or athlete may appeal this decision in writing to the District Administrator within five (5) school days after the decision of the Athletic Director. Within five (5) school days of receipt of the written appeal, the District Administrator or his/her designee will arrange a meeting between the appropriate parties to review the suspension, which shall remain in effect notwithstanding the appeal unless and until it is subsequently overruled. This meeting will be conducted by the District Administrator or his/her designee and he/she will be assisted by the athletic council which will include the Principal, a school board member and a head coach of an unrelated sport. At this meeting, the athlete will be provided the opportunity to present evidence on his/her behalf and to challenge evidence that has been presented. A summary of the meeting, including the decision made, will be put in writing by the person conducting the meeting. A copy of the summary will be sent to the athlete and his/her parent(s)/guardian(s) within three (3) school days after the meeting has been held. This decision shall be considered final for all purposes.

#### *IX. Student Travel*

Athletes are required to ride the school-sponsored bus to and from the athletic contests. Under extenuating circumstances an exception to this rule will be considered if the parent/legal guardian completes a travel release form and submits it to the coach for approval. Students may arrange to ride with a parent or direct family member. **Students may not be transported by other students.** All students not transported by the school district to or from an activity will need a note from their parents, signed by the athletic director and given directly face-to-face to their respective coach before they are excused.

#### **Washburn County Health Department**

As required by Wisconsin Statute Chapter 252, the Washburn County Health Department monitors Washburn County's immunization compliance. This includes the student population. We share immunization records with local clinics and use web-based immunization registries such as the Regional Early Childhood Immunization Network (RECIN) and Wisconsin Immunization Registry (WIR) to monitor immunization compliance. Parents have the right to opt-out of the immunization registries on behalf of their child. If you choose not to have your child included in the registries, please contact the Washburn County Health Department at (715)-635-4400.

**Washburn County Ordinance No. 4-99**

**AN ORDINANCE PROHIBITING TRUANCY AND ESTABLISHING PENALTIES THEREFORE**

The Board of Supervisors of the County of Washburn does ordain as follows:

**SECTION I SHORT NAME**

This ordinance may be called the "Truancy Ordinance."

**SECTION II PURPOSE**

The purpose of this ordinance is to provide a prompt response to unexcused school absences by issuance of a citation. It is not intended to replace other laws relating to chronic truancy.

**SECTION III AUTHORITY AND DEFINITION**

Wisconsin Statutes Sec. 118.163 defines "Truant" as a pupil who is absent from school without an acceptable excuse for part or all of any day on which school is held during a school semester. That statute also authorizes a county to enact an ordinance prohibiting a person under 18 years of age from being a truant.

**SECTION IV PROHIBITION**

It is unlawful for a pupil under the age of 18 of a public school in this county to be absent from school without an acceptable excuse for part or all of any day on which school is held during a school semester.

**SECTION V PENALTIES AND OTHER REMEDIES**

Upon finding that section IV above was violated, the court may order any of the following:

- (a) Suspension of the person's operating privilege for not less than 30 days nor more than one year. The court shall immediately take possession of any suspended license and forward it to the department of transportation together with a notice stating the reason for and the duration of the suspension.
- (b) An order for the person to attend school.
- (c) A forfeiture of not more than \$500 plus costs, subject to s. 938.37. All or part of the forfeiture plus costs may be assessed against the person, the parents or guardian of the person, or both.
- (d) Any other reasonable conditions consistent with this subsection, including a curfew, restrictions as to going to or remaining on specified premises and restrictions on associating with other children or adults.

**SECTION VI ENFORCEMENT**

This ordinance may be enforced by use of procedures authorized by the Washburn County Citation Ordinance. Citations may be written by any law enforcement officer or by persons authorized to take minors into custody.

**Meningococcal Disease: Protect Your Child**

Public health authorities recommend that teenagers and college-bound students be immunized against a potentially fatal bacterial infection called meningococcal disease, a type of meningitis. The Centers for Disease Control and Prevention (CDC) and other leading medical organizations recommend routine meningococcal immunization for adolescents during the preadolescent doctor's visit (11- to 12-year-olds), adolescents at high school entry (15-year-olds) if they have not previously been immunized, and for college freshmen living in dormitories. Meningococcal disease is a rare but potentially fatal bacterial infection that can cause severe swelling of the brain and spinal cord (meningitis) or a serious blood infection (meningococemia). Meningococcal disease strikes up to 3,000 Americans each year; nearly 30 percent of these cases are among teenagers and college students. A meningococcal vaccine is available for use among persons aged 11 to 55 years, which provides protection against four of the five types of bacteria that cause meningococcal disease. Many parents are unaware of the dangers the disease poses to their children and that a vaccine is available that may help to prevent up to 83 percent of cases among teens and college students.

Immunization is the most effective way to prevent this very serious disease

**About Meningococcal Disease**

Meningococcal disease is often misdiagnosed as something less serious because early symptoms are similar to common viral illnesses. Symptoms of meningococcal disease may include high fever, severe headache, stiff neck, nausea, vomiting, sensitivity to light, confusion, exhaustion and/or a rash. Meningococcal disease is spread through direct contact with respiratory and/or oral secretions from infected persons (for example, kissing or sharing drinking containers). It can develop and spread quickly throughout the body, so early diagnosis and treatment are very important. Even with immediate treatment, the disease can kill an otherwise healthy young person within hours of first symptoms. Of those who survive, up to 20 percent may endure permanent disabilities, including brain damage, deafness and limb amputations. Lifestyle factors common among teenagers and college students are believed to put them at increased risk of contracting meningococcal disease. These lifestyle factors include crowded living situations (for example, dormitories, sleep-away camps), active or passive smoking and irregular sleeping habits. Teens should avoid sharing eating utensils and drinking out of the same container, since infections may spread through this type of close contact.

**SPOONER AREA SCHOOL DISTRICT COMPUTER AND INTERNET  
CONDITIONS, RULES AND ACCEPTABLE USE AGREEMENT**

- A. By providing access to the district computer network and the Internet, the Spooner Area School District has actively pursued making advanced technology and increased access to learning opportunities available to our students and staff. We believe this computer technology will help propel today's schools into the information age by allowing students and staff to access and use information sources from distant computers, communicate and share information with individuals or groups of other students and staff and significantly expand their knowledge base. The Internet is a tool for life-long learning and only begins to open the door to many advanced tools to look forward to.
- B. Proper and Ethical Use:  
With this learning tool, students and staff must understand and practice proper and ethical use. All students and staff must attend in-servicing regarding procedures, ethics and security involving using Internet before receiving an account name and password in order to use the system.
- C. Conditions and Rules for Use:
1. Acceptable Use
    - a. The purpose of Internet is to facilitate communications in support of research and education by providing access to unique resources and an opportunity for collaborative work. To become eligible as a user and to retain such eligibility, the use of your account must be in support of and consistent with the educational objectives of the Spooner Area School District. Access to the Internet is made possible through an appropriate provider to be designated by Spooner Schools in its sole discretion. Before any person shall be allowed to gain access to and use the Internet under the auspices of the District it is imperative that a full understanding of all rules and policies pertaining thereto be obtained. To this affect, by executing this Agreement the user acknowledges his/her receipt of, review of and understanding of the School District's rules and Acceptable Use Policies for the Internet system. Any violation of the rules and policies shall subject the user to the most appropriate form of discipline under this agreement. Furthermore, the District reserves the right, from time to time to amend the rules and policies. In such event, copies of the same shall be distributed to each user who has executed this agreement.
    - b. Transmission of any material in violation of any United States or state regulation is prohibited. This includes, but is not limited to, copyrighting material, threatening or obscene material, or material protected by trade secret.
    - c. Use of one's District Internet account for commercial activities, together with its use for product advertisement or political lobbying shall be prohibited.
    - d. The user's right to free speech applies to communication and access via the Internet. The District network and all related resources are considered a limited forum, similar to a school newspaper, and therefore the District may lawfully restrict your speech for valid educational reasons.
  2. Privilege:  
The use of Internet is a privilege, not a right. This valuable resource is provided as an educational tool, and is not intended for the entertainment or commercial use of staff or students. Inappropriate use, including any violation of the terms of this Agreement, the underlying rules and policies or state or federal law, may result in curtailment or cancellation of the privilege. Under this Agreement the Spooner

Area School District reserves the right to determine the appropriateness of use made by an individual user at all times and further reserves the right to deny, revoke, suspend or close any user account at any time based upon the districts determination of inappropriate use by account holder or any user of a given account. Under no circumstances shall any user be entitled to any expectation that his/her privilege of use shall not be suspended or revoked without first providing the user with an opportunity to be heard or to rectify his/her inappropriate use.

Furthermore, should an account holder, without direct authorization from District Staff, allow a third party to use his/her access to the District network/ Internet system, the account holder shall be held responsible not only for such impermissible access but for all violations of this Agreement which flow from such use.

3. Monitoring:

The District reserves the right to review any material on user-accounts and to monitor fileserver space in order for the Spooner Schools to make determinations on whether specific uses of the network are inappropriate. The District reserves the right to monitor student online activity by reviewing account records and via network instructional/monitoring software. In reviewing and monitoring user-accounts and fileserver space, the District shall respect the privacy of user-accounts.

4. Network Etiquette:

All users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

- a. Be polite. Do not get abusive in your message to others.
- b. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
- c. The use of school computers must be consistent with the educational objectives of the District. Accessing or transmitting materials that are obscene, sexually explicit, inappropriate, or lacking educational value (as defined by instructional staff) is prohibited.
- d. Discriminatory remarks and other antisocial behaviors are unacceptable.
- e. Do no engage in activities which are prohibited under state or federal law.
- f. Do not use the network in such a way that you would disrupt the use of the network by other users.
- g. All communications and information accessible via the network should be assumed to be private property.

5. No Guarantee of Privacy:

Users are advised not to reveal their personal address or telephone numbers, nor the addresses or telephone numbers of other students or colleagues. Electronic mail (E-mail) is not to be assumed private. Persons who operate the system have access to all E-mail.

6. No Warranties:

The District makes no warranties of any kind, whether express or implied, for the service it is providing. The District will not be responsible for any damages a user suffers. This includes loss of data resulting from delays, no-deliveries, mix-deliveries, or service interruptions caused by the Spooner Area School District's negligence or by the user's error or omissions. Use of any information obtained via the Internet is at the user's own risk. The Spooner Schools and the District specifically deny any responsibility for the accuracy or quality of information obtained through its services. All users need to consider the source of any information they obtain, and consider how valid that information may be.

7. Security:
  - a. Security on any computer system is a high priority, especially when the system involves many users. Users must never allow other to use their password. Users should also protect their password to ensure system security and their own privilege and ability to continue their use of system.
  - b. If you feel you can identify a security problem on Internet, you must notify a system administrator, Instructor or Building Administrator. Do not demonstrate the problem to other users.
  - c. Do not use another individual's account or share the use of your network account for any reason.
  - d. Any user identified as a security risk or having a history of problems with other computer systems may be denied computer, network, and Internet access.
8. Vandalism and Harassment:
  - a. Vandalism is defined as any malicious attempt to harm, modify, and destroy data of another user, Internet, Ethernet or other networks that are connected to the District LAN Internet backbone. This includes, but is not limited to, the uploading or creating of computer viruses, attempts to bypass system filtering software, and any attempts to circumvent or bypass monitoring software.
  - b. Harassment is defined as the persistent annoyance of another user, or the interference of another users work. Harassment includes, but is not limited to, the sending of unwanted or hated mail.
9. Procedures for Use:
  - a. Student users must always get permission from their instructors before using the network or accessing any specific file or application. **FOLLOW WRITTEN AND ORAL CLASSROOM INSTRUCTIONS:**
  - b. Student users must sign-in legibly on the appropriate log or register in the classroom each time they use the network.
  - c. All users have the same right to use the equipment. Therefore, users shall not play games or use the computer resources for other non-academic activities. In addition, users shall not waste nor take supplies, such as paper, printer ribbons, and diskettes that are provided by the District. All users agree to talk softly and work in ways that will not disturb other users.
10. Encounter of Controversial Material:

With access to the vast resources of the Internet comes the availability of material that may not be considered to be of educational value in the context of the school setting. Such controversial materials include, but are not limited to, pornographic, prurient or violent materials lacking educational merit or socially redeeming value. Users may encounter material which is controversial and which they, parents, teachers or administrators may consider inappropriate or offensive. The Spooner Area School District utilizes Internet filtering software, but no filtering system is capable of blocking 100% of the inappropriate material available on the Internet. On a global network it is impossible to control all materials, and an individual user may discover controversial information. It is not possible for the School District to prevent this from occurring. It is the user's responsibility not to initiate access to such materials.

Any decision by Spooner Schools to restrict access to Internet material shall not be deemed to impose any duty on Spooner Schools to regulate the content of material on the Internet but instead, shall simply be exercised as means of

controlling the integrity of the School District's system whose primary purpose is to support research and education efforts.

11. Violations:

Violations of this Agreement may subject a user to penalties. Said violations shall include but not be limited to the following:

- Use for commercial activities, product advertisements or political lobbying.
- Violations of network etiquette.
- The sending or receiving of messages in support of illegal activities.
- Attempt to log on as system administrator or using unauthorized passwords.
- Based upon monitoring of one's use of the system, the identification of a specific user as a security risk by a system administrator or the School District.
- Engaging in vandalism or harassment.
- Failure of a student to obtain permission to use system or failure of a student to follow classroom instructions.
- Accessing and using controversial (obscene, abusive, threatening, harassing, sexual, racial, or any materials specifically prohibited by federal, state, or local law) materials.
- Using the school's Internet connection for any illegal activity, including copyright violation.
- Engage in plagiarism through the copying and subsequent use of materials of any form, and failing to adequately represent the origin, source, and authorship of such materials.
- Vandalism by attempting to harm or destroy equipment, network services, or data of another user.
- Uploading, downloading, or creating computer viruses.
- The accidental or deliberate tampering or interference with the operation of any software or programs.
- Installing any software or programs without specific instructions from authorized personnel.
- Gaining unauthorized access to restricted resources or working from network accounts that are not assigned to the individual.
- Improper access or information (Internet Relay Chat, Instant Messaging, MUD, games, unauthorized email (Hotmail, AOLmail, etc.), social networking sites (Facebook, MySpace, etc.)
- Disrupting or interfering with network users, services or equipment.
- Using the school's network to access Internet chat or games.
- Downloading computer applications onto District computers, including but not limited to browser plug-ins, MP3 players, Video players, utilities and messaging applications.
- Downloading of photos, images, videos, and audio files unless specifically directed to do so by authorized personnel.
- Any modifications to the workstation settings, including but not limited to display size, screen savers, or backgrounds, without specific direction from authorized personnel.

- Allowing another user access to password/logon information not assigned to that individual or obtaining and using such information from others.
- Use of network resources in a non-educational manner, including, but not limited to, playing games, browsing video content sites and viewing video not directly related to classroom educational activities.
- Access to and communicating via chat/message boards for non-educational purposes.
- Printing of materials for non-educational purposes.
- Any attempts to bypass system filtering or monitoring system filtering software.
- Interfering with the ability of other users to make effective use of District computing and networking resources.
- Use of the system to obtain or illegally transfer software (pirating).
- Use of the Internet and District network resources for anything other than Board approved curriculum-related educational activities.
- Unauthorized activities that could cause network congestion or disruption (unauthorized use of video and music websites).
- Attempts access, alter, or delete files, data, information, or accounts not specifically assigned to the individual.
- The use of personal disks, DVDs, CDs, Flash Drives, USB drives, or similar devices without the permission of the authorized personnel.
- Posting by students of personal contact information about themselves or others on the internet or World Wide Web without direct authorization by the instructor and permission from the student's parent or guardian.
- Violations of the policies and procedures underlying this Agreement.
- Violations of state or federal law as to access to use of Internet.

12. Penalties

- a. Violations of the terms and conditions of this Agreement, of the underlying rules and policies of the School District, of classroom instructions or of state, federal or local law regarding use of the Internet may result in:
  - Limitation upon, temporary restrictions against or loss of Internet access privileges through the School District.
  - Denial of access to the District computer network and resources.
  - The issuance of demerits.
  - Disciplinary action consistent with state law and District policy, including but not limited to suspension or expulsion from school.
  - Other penalties as deemed appropriate by Building Administrators.
  - With respect to faculty members the School District reserves the right to impose employment-related sanctions including but not limited to oral or written warnings, suspensions or termination from employment.
- b. In addition, pursuant to state law, any unauthorized access, attempted access or use of any state computing and/or network system which is a violation of state laws and/or federal laws may subject the user to criminal prosecution. The School District reserves the right under the circumstance, to file a complaint with the Office of the District Attorney for Washburn County or the U.S. Attorney for the Western District of Wisconsin.