

Orange Guide



Plymouth High School Student/Parent Handbook

2011 - 2012

PLYMOUTH, WISCONSIN

IDENTIFICATION

Name _____
Home Address _____
Telephone No. _____
Locker No. _____
Gym Locker No. _____
Home Room No. _____

OUR MISSION

To encourage everyone to see and be his/her personal best through successful learning experiences...

BECOME YOUR BEST.

BOARD OF EDUCATION

Sue Feick

Jamie Gambrell

Pam Holzhaeuser

Sally Isely

John Klemme

Mark Rhyan

Tim St. Clair

Superintendent of Schools - Dr. Clark Reinke

District Office Phone: 892-2661

Fax Number: (920)892-6366

* * * * *

School Song

Here's a toast to Plymouth High School

To Plymouth, good and true;

Here's a toast to Plymouth High School

We raise our hats to you!

U - rah - rah!

Ever may our hearts be loyal

Without a peer we stand;

Here's a toast to Plymouth High School

It's the best school in the land.

PLYMOUTH HIGH SCHOOL FACULTY
Attendance Phone: 892-5005 Office Phone: 893-6911
Internet address: www.plymouth.k12.wi.us

High School Administration

Dan Mella.....High School Principal
Pamela Harney.....Associate Principal

School Resource Officer

Kronberg, Todd (920)893-6911 Ext. 1035

District Office Staff

Dr. Clark Reinke	Superintendent
Jon Miller	Business Manager
Carrie Dassow	Director of Instruction
Anne Gamoke	Pupil Services Coordinator
Jennifer Marten	Gifted and Talented Coordinator
Kathryn Murray	Director of Community Ed.
NEW	Director of Computer Services
Susan Gravelle-Williamson	School Psychologist
Jennifer Kiekhoefer	Speech Therapist
Tina Roelse	School Nurse
Mary Peschke	School Nurse
Mike Slagle	Athletic Director
Ann Anderson	Secretary
Jane Roberts	Secretary
Barbara Wegner	Secretary
Amy Williams	Secretary

All students signing the "Orange Guide Acceptance Statement" will receive a handbook and are responsible for being aware of and abiding by all rules and policies set forth in this Orange Guide.

2011-2012 Staff Members

Agriculture/Horticulture

NEW	Agriculture
Hahn, Marlyn	Horticulture

Alternative Education

Billar, Jennifer	Alternative Ed
Ross, Stacey	Alternative Ed

Business Education

Damp, Andrew	Business Education
Winkel, June	Business Education

Counseling

NEW	Counselor
Rickmeier, Megan	Counselor
Stielow, Maggie	Counselor

English

Budrecki, Dena	Media Specialist
Cleary, Lucas	English
Feick, Brad	English
Hansen, Sarah	English
Hummitzsch, Megan	English
Maki, Sarah	English
Newton, Janet	English
Strong, Mary	English
NEW	English

Fine Arts

Lisa Dulmes-Keys	Art
Parks, Daniel	Vocal Music
Sebranek, Jason	Instrumental Music

Foreign Language

Groblewski, Jane	Spanish
Koebel, Laura	Spanish
Nicholson, Sandy	German
Ramaeker, Court	Spanish
NEW	Spanish

Family and Consumer Education

Lund, Connie	FCCLA
Litt, Gale	FCCLA

Technology Education

NEW	Technology Ed
Gritt, Greg	Technology Ed
Sherman, Jake	Technology Ed

Mathematics

Coley, David	Mathematics
Daniels, Jack	Mathematics
Granberg, Kay	Mathematics
Jordan, Catherine	Mathematics
Krebsbach, Dawn	Mathematics
Munson, Darren	Mathematics
Ross, Jeremy	Mathematics

Physical Education/Health

Gritt, Kamie	Physical Education
Knaus, Dan	Physical Education
Lechnir, Lucas	Physical Education
Vetter, Christine	Physical Education

Science

Dunbar, Ken	Science
Grosshuesch, Jay	Chemistry
Henriksen, Christina	Science
Krzyzaniak, Paul	Science
Loehr, Jenny	Science
Pieper, Carrie	Science
Salibi, Charles	Science

Social Studies

Armstrong, Tom	Social Studies
Duff, Jason	Social Studies
Grahn, Gale	Social Studies
Kiszely, Stephan	Social Studies
Lamb, Dan	Social Studies

Special Education

Birenbaum, Shelly	Special Education
Bogenschuetz, Amy	Special Education
Goes, Stephen	Special Education
Hannes, Kay	Special Education
Holdridge, Tracy	Special Education
Meinen, James	Special Education
Sinor-Vanne, Jessica	Special Education
Timler, Jodi	Special Education

High School Office Staff

Gilliam, Shirley	Building Secretary
Gradinjan, Lynn	Secretary
Kulow, Tammy	Secretary
Zimmerman, Shelly	Secretary

Food Service

Rooker, Kristin	Supervisor
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Custodial and Maintenance

Niehueser, Richard	Supervisor
Mueller, Robert	Head Custodian

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II. SCHOOL COUNSELING AND ACADEMIC PLANNING

PHS COMPREHENSIVE SCHOOL COUNSELING PROGRAM

The mission of the Plymouth Joint School District's School Counseling program is to maximize the learning of every student. The curriculum, individual planning, responsive services, and system support focuses on what all students should know, understand, and be able to do within the three domains of academic development, personal/social growth, and career development in order to develop into contributing members of our society.

The Plymouth Joint School District Comprehensive School Counseling Program is an integral part of the primary educational mission of the district. This program supports, facilitates and encourages classroom instruction and student achievement. Our school counseling program is proactive and preventive in its focus. It assists students in acquiring and using life-long learning skills. More specifically, our school counseling program employs strategies to enhance academics, encourage self-awareness, foster interpersonal communication skills, provide career awareness, develop employment readiness, and impart life skills for all students.

The Plymouth Joint School District Comprehensive School Counseling Program is based on the National Standards for School Counseling Programs and the Wisconsin Comprehensive School Counseling Model, which integrates academic, career, and personal/social development. The school counseling program reflects the progression of student development from pre-kindergarten through grade 12. It is delivered through a direct service program consisting of the following components:

- School Counseling Curriculum – Classroom activities in the areas of academic development, personal/social development, and career development.
- Individual Planning – Includes Individual Learning Plan development (PEP Talks), transition services, and parent and student conferencing.
- Responsive Services – Includes crisis counseling, consultation, individual and small group counseling, conflict resolution, and parent/guardian contact and referrals.
- System Support – Involves consultation, collaboration and teaming, professional development, and program management and operation.

PEP Talks – Grade 9 and 11 Plymouth Educational Planning Conferences (PEP Talks) are specially designed conferences for 9th and 11th grade students and their parent(s) and/or guardian(s) to focus on the student's current talents and interests, their educational and career development, and information on planning

for their future years of high school and beginning to plan for post-secondary development.

PEP Talks are specifically designed for students and parents to gain insight into the direction the student is headed in the future. The conferences typically last 45 minutes and are offered at various times during the school day.

ACADEMIC EXCELLENCE HIGHER EDUCATION SCHOLARSHIP

The graduate with the highest grade point average from each Wisconsin high school is eligible for a scholarship to attend any accredited Wisconsin public or private nonprofit institution of higher education. High schools with over 1,000 students will have one or more additional scholars. Awards differ from institution to institution, but are at least \$1,500. Scholars who continue to attend full-time with a 3.0 grade point (B) average will have their awards renewed for up to three additional years. Academic Scholarships are not based upon financial need. PHS is currently eligible for two such scholarships.

ACCELERATED STUDIES PROGRAM

The design of this program is to offer Plymouth High School students difficult, challenging, and in-depth academic programming. Placement will be made based on achievement.

The accelerated program is restricted to the academic core area subjects and to students having a cumulative G.P.A. of 3.5 or better.

Students seeking enrollment in this program without the necessary G.P.A. may seek placement through the Request for Special Permission to Enroll in Accelerated Classes form available in the counseling department at the time of registration.

ALTERNATIVE CREDIT EARNING OPTIONS

COLLEGE CREDIT COURSES

At Plymouth High School you have the opportunity to earn up to 63 college credits, as well as take advanced standing classes. For a complete list of the college credit courses offered at Plymouth High School, refer to our school counseling website

(<http://www.plymouth.k12.wi.us/highschool/counseling/home.htm>). Click on left index "graduation Planning".

CO-OP AND WORK EXPERIENCE

Seniors who are involved in certain programs may be eligible for the coop or work experience programs. These programs allow students to earn credit or gain work experience in their area of interest. Some students are allowed to work for a portion of the school day during their study halls. Contracts involving the employer, parent, student, and teacher supervisor are required. More information is available from the Counseling Office.

GEDO 2 PROGRAM

Students who are at least 17 years old and are severely credit deficient may apply to be considered for the GEDO 2 program. Under this program the student will study for all the required HSED tests under the supervision of Plymouth High School staff. The actual tests will be taken at a technical school approved by the state of Wisconsin. In addition, the program has a required work component in which students must be employed while enrolled in the GEDO 2 program and to prepare for future employment situations. A portfolio, job shadow and career component complete the requirements. Students who successfully complete this program will earn a Plymouth High School diploma. Application to and approval for this program will occur in conjunction with the Alternative Education Program and the Counseling Office.

HOME SCHOOL CREDIT PROCEDURES

Students who have participated in an accredited home school program will have their transcript or grade reports reviewed by counseling personnel to determine correlating Plymouth High School courses. Credit will be granted as appropriate after review.

If no grade report or transcript is available, the student may provide evidence of his/her studies for review by the Director of Instruction and the high school principal. Credit will be granted at the discretion of these individuals.

If no evidence of studied material is available, the student will be placed at the freshman level. Following this placement, arrangements may be made with department heads to have the student complete semester and final exams for courses that the student feels he/she has the knowledge to pass. Department heads will meet with the principal and Director of Instruction to determine what, if any, credit will be given.

Home Schooled students must meet all Plymouth High School graduation requirements and should have full-time student status during senior year if they enter following completion of their junior year.

SUMMER SCHOOL

Plymouth High School offers an opportunity for students who have failed to earn credit for a class during the regular school year to complete the requirements and earn credit through a summer session. A limited number of courses are available. Currently, two sessions are run during the summer, and students may choose to attend either or both. Each session is two weeks in length and runs from 8 a.m. to noon. To be eligible for summer school, students must earn a grade of at least 50% during the regular school year or have teacher approval. No fee is charged for the summer sessions.

TRANSFER CREDIT POLICY

World History can substitute for Citizenship and/or Area Studies.

African/Asian History can be substituted for .5 credit of Area Studies.

A Religion class may be substituted for one elective credit in social studies. (If a student has more than one credit in religion, the credit(s) can be used as elective credit(s). Student's status will be considered on an individual basis. No student will be given more credits than his/her grade level.)

High school health credit can be waived if the student took a health class in eighth grade and the transferring school has a policy stating that high school health requirements can be met by taking health class in eighth grade.

YOUTH OPTIONS PROGRAM

If students in their junior and senior years are interested in enrolling in a course not offered at the high school level, students may elect to enroll in a similar course at a university or technical college. If a student completes all requirements, the course can count for both college and high school credit. Sign-up deadline for fall classes is March 1 and for Spring classes is October. 1.

COLLEGE CAMPUS VISITATION POLICY

The on-site visitation is probably the most important part of the overall process in selecting a college, university, technical institute, or a military career. It is for this reason that the administration allows each junior and senior up to two days excused absences, at the discretion of the Counseling Office and high school administration, for the express purpose of making a visitation. This absence is exempt from the school requirement regarding semester exams, and the two days will not count on the student's absentee record.

Since parental, teacher, and office approval are all required three days in advance of the planned visitation, it is necessary for the student to pick up official approval forms in the Counseling Office. Further guidelines and a special pass will be presented to the student when this privilege is granted.

Visitation passes are to be returned to the Counseling Office when the student returns to high school with the signature of an official of the visited school. When requesting a college visitation, the student will offer proof of previous registration with said school or provide evidence of a binding appointment with the school's admission office.

FINANCIAL AID AND SCHOLARSHIPS

Financial aid includes grants, scholarships, loans, work study and other types of employment. There are many state, federal, and institutional programs of financial aid with varying and differing requirements. It is the primary function of the institution's financial aid officer to consistently relate these programs to the individual financial aid need of the student. At most institutions, the student no longer applies for a particular grant, scholarship, or loan, but rather for financial aid in general.

It is suggested that all graduating seniors planning to continue their education in Wisconsin Institutions of Higher Education, complete and file a free application for federal student aid (FAFSA) or Family Financial Statement (FFS), whichever form might be required by the institution to which they might be applying.

In addition to the financial aid program, several fine local scholarships are available to graduates of Plymouth High School. These scholarships are sponsored by local service organizations interested in the youth of this school district. Interested students may make application in the counseling office.

A parent/student financial aid meeting for junior and senior parents (sponsored by the Counseling Department) will be held during second semester in the amphitheatre. Both students and parents are encouraged to attend this meeting. It is the policy of the Plymouth school District pursuant to §118.13, WI Statutes, and PI 9, that no person, on the basis of sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional, or learning disability, may be denied consideration for any scholarship or financial aid.

GUIDELINES FOR FOREIGN EXCHANGE STUDENTS AT PHS

Plymouth High School will accept exchange students under the following circumstances:

1. Student is enrolled with either AFS, People To People Cultural Exchange, or Youth For Understanding exchange programs.
2. Arrangements are made in advance with the high school principal.

3. Any other circumstances will only be accepted upon review by the high school principal and the members of the foreign language department.

Foreign exchange students are required to take US History and one year of English. It is highly recommended to take courses in all four core areas.

Grades for foreign exchange students will be assigned on the basis of pass/fail. Any specific circumstances or needs for grade reports will be reviewed and decided by the high school principal.

Foreign exchange students are expected to follow the Orange Guide behavioral guidelines for all students.

Providing school lunches for students in a foreign exchange program is the responsibility of the host family.

GRADUATION REQUIREMENTS AND EARLY GRADUATION

PLYMOUTH SCHOOL DISTRICT GRADUATION POLICY

To qualify for a Plymouth High School Diploma a student must complete all requirements identified in Sec. A of the policy or requirements from Section B.

SECTION A

Required Credits

<u>TOTAL CREDITS REQUIRED -</u>		<u>TOTAL CREDITS REQUIRED -</u>	
25	Class of 2012 Graduation Requirement	26	Graduation Requirement as of 2013
English	4.0	English	4.0
Social Studies	3.0	Social Studies	3.0
Mathematics	2.0	Mathematics	3.0
	<i>(.5 credits of geometry)</i>		<i>(.5 credits of geometry)</i>
Science	2.0 <i>(1 credit of biology & 1 credit phy sci or chemistry)</i>	Science	3.0 <i>(1 credit of biology & 1 credit phy sci or chemistry)</i>
Physical Education	1.5 <i>(over 3 years)</i>	Physical Education	1.5 <i>(over 3 years)</i>
Health/First Aid/CPR	0.5	Health/First Aid/CPR	0.5
Lifelong Issues	0.5 <i>(Family Relationships Personal Finance or Econ)</i>	Personal Finance	0.5
		Career Portfolio Completion by Senior Year	

Other conditions related to graduation requirements:

Every student will be required to take at least 6.5 credits each year. A minimum of 6.5 credits will be needed to attain sophomore status, 13 credits for junior status, and 19.5 credits for senior status. Parents may choose to opt their student out of the human growth and development portion of the health curriculum if they choose. Requests should be made in writing and submitted to the student's counselor.

HOMEROOMS

All students enrolled in Plymouth High School are assigned to a homeroom. On days that homeroom meets attendance is required. When an assembly is held in the high school auditorium, students are required to sit in their assigned area under the supervision of their homeroom advisor.

The homeroom is considered an extension of the counseling program and is intended to assist students in their growth and development. The homeroom teacher is the student's personal advisor and will assist the student in decision-making concerning personal, social, vocational and educational choices.

Homerooms will meet as needed and meeting dates will be announced.

INDEPENDENT STUDY AVAILABLE TO JUNIORS AND SENIORS

Independent study is designed to promote the development of self-directed learning for enrichment and depth. These programs are developed through a specific contract with a staff member of the student's choice. At no time should the I.S. contract exceed normal limits of credit when applied to existing curriculum. (Student unable to schedule class during regular time slot.) All independent study programs must receive office approval; forms are available in the counseling office. Students taking independent study must acquire six credits of regular classes during the current school year. Completed independent study contracts must be returned to the counseling office by the 5th day of each semester.

NCLB PARENT'S RIGHT-TO-KNOW

The No child Left Behind Act (NCLB) of 2001, Public Law Number 107-110, has strong provisions that support parents' right-to-know. Two main provisions of NCLB are to notify parents of their right: (1) to request information regarding the professional qualifications of the students' classroom teachers and any paraprofessionals providing support to the child and (2) timely notice when a student has been assigned, or has been taught for 4 or more consecutive weeks, by a teacher who is not highly qualified.

Every Plymouth School District classroom teacher as well as all substitute teachers are officially licensed by the Wisconsin Department of Public Instruction and therefore highly qualified.

For further information regarding a specific teacher's qualifications, please contact the school principal or refer to the Wisconsin Department of Education, Teacher Licensing Web Site: <https://www2.dpi.wi.gov/lic-tll/home.do> Assess-

ment results and overall district and school performance data is available at the school district's web site: <http://www.plymouth.k12.wi.us>

PARENTS REQUESTING A TEACHER

While we support parental requests, no request will be considered prior to random generation of schedules. A written request stating reason(s) must be made to the high school principal. Request should be made when registering for next year's classes and by last Friday in May.

Situations affecting the request(s) are: class balance and overload; order of request; teacher schedule; ease of change; yearly request completed; and teacher/student history.

SCHEDULE CHANGES

Our Master Schedule is constructed, and faculty hired, based on the number of original student course requests. Therefore, this policy is created to give students, parents, and faculty in our school an opportunity to make timely, efficient and intelligent decisions about students adding and dropping classes.

1. Students may request error or non-error changes in schedules with parental permission before the beginning of first semester and/or second semester.
2. During the first five days of classes, changes can be made during school hours for **ERRORS** only if (i.e. two classes scheduled for the same period, students failed a require course, insufficient credits, unassigned courses, teacher/counselor/administrator initiated changes).
3. During the first 3 days of classes, changes can be made for **NON-ERROR** (changed mind) adds and drops. Two specific time periods during the beginning of each semester have been designated for any **NON-ERROR** adds and drops. These time periods will be after school hours.
4. **ADD/DROP PROCEDURES FOR NON-ERROR CHANGES:**
Students will need to pick up a course change request form and obtain the required signatures prior to making an appointment with a counselor to process the change. Handwritten notes will not be accepted. If all parties do not approve the change it will be necessary for parent(s) and student to come in person to discuss the request with a counselor. If all parties approve the change the student must make an appointment in the counseling office during the designated after school time periods, bringing along the signed request form.
5. Changes are dependent upon course availability.

6. Students must attend the course being dropped until paperwork is returned to the counseling department.
7. Dropping any yearlong course that is a non-error change any time during the school year will result in a “W” (Withdrawal) for semester 2.

DROPPING A CLASS AFTER THE FIRST FIVE DAYS

If a student would like to drop a class after the first five days of a semester they must fill out a request to drop a class form. All required signatures must be obtained before a student will be removed from class. Student will receive an “F” (failure) grade for the class on their transcript (exceptions will be determined by administration). Dropping any yearlong course in the first semester will result with a “W” for semester 2.

SUPPORT GROUPS

During the academic school year Plymouth High School offers a variety of support groups that students may participate in if they choose to. These groups typically work together and discuss issues and concerns that may affect their lives (for example peer relationships, family relationships, moods, stress/ anxiety). They learn how to support each other, how to problem solve, and how to use coping strategies. These groups are facilitated by experienced and trained counselors and are confidential. If you would prefer these support groups not to be an option for your son or daughter, please contact the counseling department.

III. GRADING POLICIES

ACADEMIC INTEGRITY

The staff of PHS believes in a high level of academic integrity. A violation of academic integrity occurs when a student commits any form of cheating or plagiarism. Cheating and plagiarism occur when one presents another's work as his/her own. Examples are copying assignments; taking, providing or accepting answers on a test or quiz; and, using part or all of someone else's work without giving credit by proper citation. Copying work directly from Internet sources without giving proper credit is plagiarism. Methods of proper citation are taught as part of our curriculum.

When a violation occurs, the following steps will be taken to ensure academic integrity at our school.

First offense:

1. Representative teacher will notify parents and office. A meeting between student and teacher to discuss importance of academic integrity will ensue.
 - a. The student will be asked to redo work or finish alternate work and possibly receive reduced credit.
2. A cumulative record will be kept in office discipline file.

Second offense: (In addition to above)

1. Parents will be required to meet with student and teacher.
2. The student may receive no credit for questionable work at discretion of teacher.

Eligibility for privileges and honors of the school may be affected according to severity of violation

Repeated violations of academic integrity may result in increased consequences.

ACADEMIC LETTER

This program recognizes students with outstanding scholastic performance. Students qualify for this prestigious award by maintaining a 3.85 GPA for any two consecutive semesters. Senior academic letter winners will be based on the second semester junior year and first semester of their senior year only. Letters, medals or patches will be awarded at a ceremony.

CLASS RANK AND TIE-BREAKING PROCEDURES

In determining class rank students will be ranked according to cumulative Grade Point Averages. Calculating GPA involves the total grade points divided by the number of credits earned.

Tie-breaking procedures use the following criteria, in order:

1. Number of Accelerated Courses taken (completed) – one point per semester class and two points per year long class.

SCIENCE

Accelerated Biology
Accelerated Chemistry
Accelerated Physics
Advanced Biology (College Credit)
Advanced Chemistry (effective 2011-2012)

ENGLISH

Accelerated English I
Accelerated English II
Accelerated American Literature & Composition

Comp II (College Credit)
British Literature (College Credit)

FOREIGN LANGUAGE

Spanish 5

MATHEMATICS

Accelerated Geometry
Accelerated Algebra 2 and Trigonometry
Accelerated Pre-Calculus (St. Norbert)
Accelerated Calculus & Analytic Geometry (St. Norbert)

SOCIAL STUDIES

Accelerated United States History
Accelerated 20th Century World History
Advanced United States History (effective 2012-2013)
AP Macro-Economics
AP Micro-Economics
Psychology (College Credit)

PROJECT LEAD THE WAY

BE (effective 2013-2014)
CIM (effective 2013-2014)
DE (effective 2013-2014)
IED (effective 2013-2014)
POE (effective 2013-2014)

Classes taken for college credit that have been approved by administration
e.g. Youth Options
e.g. Online classes

2. Total Grade Points earned.
3. Highest composite ACT score

FINAL EXAM POLICY

It is our belief that all students should experience a culminating activity or semester exam. It is our belief that each department is capable of best determining the type, time, and assessment of the culminating activity based on differentiated student learning needs. It is the intent of this policy to provide educationally appropriate culminating learning experiences for students differentiated by student choices and ability

POLICY DETAILS

- Each course will have a culminating activity or final exam near the end of each semester.
- Each course will maintain learning activities during finals week and days.

- Students are required to be in classes engaged in learning activities through the end of each semester including the special schedule for final exams.
- Sophomores may earn Exam Exemptions for the second semester (policy included) by scoring Proficient or Advanced on the WKCE.
- There will be a special schedule with open campus for the final two days of each semester (included) to accommodate courses that require a traditional final experience and longer duration culminating experiences. However, all courses will maintain learning activities for all students during this schedule regardless of the activity.
- Any student may use an earned exemption (policy included) during the special schedule in courses deemed appropriate by the department and instructor.

EXEMPTION POLICY DETAILS (SOPHOMORES ONLY)

- WKCE exemptions may be used for Sophomore level classes only.
- Exemptions will be earned 1 each for every WKCE section in which a student achieves a score of proficient or advanced.
- Students may be required to participate in local assessments in some courses. The purpose of these assessments is overall school improvement and action research and will only positively impact student grades.

EXEMPTION POLICY DETAILS (ALL STUDENTS)

- Students may earn one exemption to be used during a class period during the special exam schedule. Students may earn one exemption only.
- Teachers have the right to accept or disallow exemptions as educationally appropriate for the special finals schedule periods.
- Teacher's policies regarding whether or not exemptions will be allowed in individual courses will be made known to all students in advance of the special finals periods.
- Students may earn one exemption by meeting the following requirements
 - Students may not have any unexcused absences in the semester
 - Students may not have a discipline referral in the semester

During final exam days, an "Open Campus" policy exists. Students who do not have outstanding make-up time may leave the school building when they do not have scheduled exams.* Students in school must stay in a supervised area during each specific exam time. The cafeteria is available for studying or

visiting; the Library may be open for studying. Ala Carte lunch is available both days in the cafeteria.

Daily schedule for final exam days can be found below.

- Students with make-up time remaining after the deadline established (see page 31), lose their open campus privileges.

FINAL EXAM DAYS SCHEDULE

<u>DAY</u>	<u>TIME OF EXAM</u>	<u>FOR CLASSES THAT NORMALLY MEET</u>
1	7:35-9:05	Period 1
1	9:15-10:45	Period 2
1	11:35-1:03	Period 3
1	1:13-2:40	Period 4, 4-5, 4-5-6
2	7:35-9:05	Period 5, 6, 7, 5-6, 6-7
2	9:15-10:45	Period 8, 9, 7-8, 8-9, 7-8-9
2	11:35-1:03	Period 10
2	1:13-2:40	Period 11

GRADING SYSTEM

The Plymouth High School grading system shall be unweighted and shall be based on a 4.0 grade point scale. The grades earned in all subjects shall be used in determining a student's grade point average (GPA).

1. Grades earned in courses taken at accredited schools or programs shall be included in determining the student's GPA. This includes grades earned in courses taken at other public schools, technical colleges and universities.
2. High School credit shall not be given for courses taken at Plymouth High School while in middle school.
3. Students will be assigned the grade earned for any course taken for credit during remediation or summer school.
4. A class cannot be repeated until graduation requirements in that discipline are met. Students must have teacher and counselor approval.
5. A 4 or 5 credit Youth Options course receives 1 PHS credit. A 2 or 3 credit youth Options course receives .5 PHS credit. A 1 credit youth Options course receives .25 PHS credit.

6. Report cards are issued to students every nine weeks. Progress reports are issued every five weeks. Plymouth High School uses the letter system of grading. The following are set forth as guidelines only:

A	93 – 100	C	78 – 84	F	Below 70
B	85 – 92	D	70 - 77		

Students are reminded that their grades as well as attendance records are entered on the permanent record cards in the office. Upon proper authorization these records can be available to schools of higher education and to businesses interested in prospective employees. *Many employers consider the attendance records as an important aspect of school records.*

7. Marks for all subjects are used in computing class rank. The academic weighting is as follows:

	A	4.0	A-	3.67	
B+	3.33	B	3.0	B-	2.67
C+	2.33	C	2.0	C-	1.67
D+	1.33	D	1.0	D-	.67
F	0.0				

E Effort-Credit given. Failed course, but work constitutes credit.

I Incomplete - No Credit

S Credit is given. Completed course work, but not for a letter grade.

W Withdraw - No credit

M Medical Excuse - Credit given.

X Expelled - No credit

8. The valedictorian and salutatorian will be full-time students who have completed their entire junior and senior year at Plymouth High School the highest grade point earning averages at the end of seven semesters. See additional information for Class Rank Tie-breaking Procedure on page 18.
9. Grades earned by a student in another country or through study abroad shall not be used to determine GPA.
10. Class rank shall be updated at the end of each semester.
11. Foreign exchange students must take US History and appropriate English course. Foreign exchange students may not take a course in their native language.
12. The Plymouth School District will not pay tuition for a class that a student is auditing.

HONOR ROLL REQUIREMENTS

High Honors: A GPA of 3.75-4.0.

Honors: A GPA of 3.40-3.749.

INCOMPLETES

Incompletes ideally will be made up within two weeks of the close of a grading period or a failing grade will be entered. Additional time may be allowed if special arrangements are made in advance due to extenuating circumstances. Grades may be changed later if circumstances and learning warrant.

LAST DAY OF GRADING PERIODS

Last day of first quarter: Friday, November 4, 2011

Last day of second quarter: Friday, January 20, 2012

Last day of third quarter: Tuesday, April 3, 2012

Last day of school: Friday, June 8, 2012*

* If the built in snow day is not used, an alternate day in May will be given off. Graduation is Sunday, June 3, 2012.

PARENT/TEACHER/STUDENT CONFERENCES

Fall parent/teacher/student conferences will be announced through newsletters that are sent home. Parents and students are encouraged to meet and talk with teachers throughout the year. Teachers are available for conferences during their preparation periods and after school. Parent/teacher conferences can be arranged by calling the office at 893-6911.

The PHS teachers will be available to discuss the courses they teach and students' progress. The conferences are for all parents and students, not just for students who are doing unsatisfactory work.

WARNING NOTICES

Teachers may send a notice home to parents when a student's work is unsatisfactory. These notices are often used as a warning that failure is likely unless improvement is made. The student and his/her parents are encouraged to contact the involved teacher to discuss a resolution.

IV. SCHOOL RECORDS

IMMUNIZATION RECORDS

At this time, cumulative immunization records of the student/adult student will be held as part of the pupil record. This may change as directed by the Department of Public Instruction.

MEDICAL RECORDS

Confidential medical records routed/sent to the school are to be forwarded to the school nurse. Following review of these records the school nurse will file the documents in the student's confidential medical file. It is currently believed that safekeeping of these records is best in the hands of the health room staff coordinating the health care.

MILITARY RECRUITER AND OTHER ACCESS TO STUDENTS

Under the "No Child Left Behind Act of 2001" certain requirements were set down to help school districts meet new federal law requirements regarding access to secondary school students and certain directory information on those students.

Local school districts receiving federal funds are required to provide, on request made by military recruiters or an institution of higher education, access to secondary school students' names, addresses and telephone listings. A secondary school student or the parent of the student may request that the student's name, address and telephone listing not be released to military recruiters or institutions of higher education without prior written parental consent.

Parents must sign the "opt out" section on student registration cards if they wish to keep student directory information confidential. This card must be signed during the registration process for the upcoming school year. The "opt out" policy may not, according to the law, be used only to limit access by military recruiters or any one specific group. The school considers name, address, and telephone number to be part of the directory information provided upon request.

STUDENT RECORDS

In accordance with Board of Education Policy, Section 6.1791 regarding student records, the following summary is submitted to inform the parent or guardian of minor pupils and adult pupils of the rights accorded them pursuant to the law.

From time to time the schools within the Plymouth district publish or release student lists recognizing achievements or in some manner identifying pupils as members of various student groups.

This information might include the student's name, address and phone number, his/her participation in school activities, honors or awards received, rosters of athletic teams (including physical statistics), programs for musical performances, graduation exercises, and other similar activities that might be covered in a typical news article pertaining to school events.

Unless the parent or adult student files a written request prior to the first Friday of the school year that such personal information as described above is not to be made public, the district schools will release this information in a

customary manner concerning activities of the schools and in response to such requests which may be deemed to have a legitimate interest.

Plymouth district schools maintain both academic progress records and behavioral records for each student enrolled. (1) The Progress record is a record of courses taken, grades received, attendance dates and a record of the pupil's extra-curricular activities. Progress records are maintained on a permanent basis for all students attending Plymouth District Schools.

(2) Behavioral records include psychological test results, personality evaluations, anecdotal reports, written statements relating specifically to an individual pupil's behavior, tests relating specifically to achievement or measurement of ability. Behavioral records are generally destroyed one year after the student has graduated or last attended school. Parents or guardians, as well as adult students, have the right to inspect and review all official records, files, and data directly related to their child, or in the case of adult student, that relates to him/herself.

It is important for each student to check and review his or her academic record at the time it is being officially recorded. Once the record becomes official, it cannot be altered.

Parents, guardians, or adult students making requests for review of student records are asked to contact the building principal where the individual student is presently enrolled.

Upon receipt of such request from parents for access to their child's records (or adult students for his/her records), arrangements shall be made to comply with the request within 45 days.

Copies of complete Board Policy pertaining to student records are available for inspection at the office of the Superintendent of Schools.

TRANSFER OF RECORDS

The Plymouth School District will transfer student records to another school district when proper request for such is made by the parent or adult student, or on written notice from another school district in which a student intends to enroll.

V. ATTENDANCE & TARDINESS

ATTENDANCE

The focal point of the educational process at Plymouth High School is the classroom. **Positive learning experiences at school can only be achieved by regular school attendance. Frequent absences disrupt the learning experience, result in student failure, and promote school withdrawal.**

In many ways our expectations for students regarding regular school attendance are similar to the expectations held by most employers. The main

difference is that the school has a responsibility to teach dependability rather than just expect it. It is on that basis that we have developed the following policies and procedures.

In accordance with Section 118.15 of the Wisconsin statutes, all students living in the Plymouth School District must attend school until the end of the term in which they reach their 18th birthday unless the student, parents, and administration agree in writing to a curriculum modification. Alternative programs involving students 16 years of age must lead to a high school diploma. Programs involving students 17 years of age must lead to a high school diploma or a high school equivalency diploma. Contact the counseling office for information.

Except in case of illness, the attendance officers are required to enforce this section of the Statutes whenever the attendance of a student is irregular.

Excessive absenteeism may be cause for requiring a physician's statement for each subsequent absence.

The responsibility for regular school attendance of a student rests upon the student's parent or guardian. The parent or legal guardian is expected to call the school (892-5005) before 7:35 a.m. each day a student is legitimately absent in order to receive an excused absence. If attendance secretary is away from her desk or it's before/after office hours, an automated system will take your message.

If an absence extends beyond three days, a doctor's statement may be requested. If a parent has not called in the day of an absence, the student is to report to the attendance window before 7:35 a.m. upon returning to school with a note from the parent or guardian (this includes students who are 18).

For record keeping purposes, Plymouth High School defines 4 full class periods as a half-day absent and a full day as more than 4 periods absent.

When a student is absent due to illness or truancy, attendance at school events as a spectator is prohibited.

DAILY TIME SCHEDULE			HOMEROOM SCHEDULE		
<i>Period</i>	<i>Period Begins</i>	<i>Period Ends</i>	<i>Period</i>	<i>Period Begins</i>	<i>Period Ends</i>
1	7:35	8:22	1	7:35	8:18
2	8:26	9:13	H.R.	8:22	8:39
3	9:17	10:04	2	8:43	9:26
4	10:08	10:55	3	9:30	10:13
5	11:00	11:20 (Lunch)	4	10:17	11:02
6	11:25	11:45 (Lunch)	5	11:07	11:27 (Lunch)
7	11:50	12:10 (Lunch)	6	11:32	11:52 (Lunch)
8	12:15	12:35 (Lunch)	7	11:57	12:17 (Lunch)
9	12:40	1:00 (Lunch)	8	12:22	12:42 (Lunch)
10	1:04	1:50	9	12:47	1:06 (Lunch)
11	1:54	2:40	10	1:10	1:53
			11	1:57	2:40

EARLY RELEASE SCHEDULE

<i>Period</i>	<i>Period Begins</i>	<i>Period Ends</i>
1	7:35	8:00
2	8:05	8:30
3	8:34	8:59
4, 4-5, 4-5-6	9:03	9:28
5, 6, 7, 5-6, & 6-7	9:33	9:58
8, 9, 7-8, 8-9 & 7-8-9	10:03	10:28
10	10:33	10:58
11	11:02	11:27

LATE START SCHEDULE

<i>Period</i>	<i>Period Begins</i>	<i>Period Ends</i>
1	9:35	10:01
2	10:05	10:31
3	10:35	11:02
5	11:07	11:27
6	11:32	11:52
7	11:57	12:17
8	12:22	12:42
9	12:47	1:06
10	1:10	1:37
4	1:41	2:09
11	2:12	2:40

Excused Absences**Excused absences include:**

1. Personal illness, hospitalization or medical care.
2. Medical, eye, or dental appointments.
3. Serious illness or death in the immediate family.
4. Family emergencies.
5. Court appearances.
6. Approved school activities.
7. Religious holidays or instruction.
8. Family trips or family approved trips (with the intent that the trip cannot be taken outside school time).
9. Quarantine
10. College visits
11. Suspensions

State Statues 118 allows parents to excuse up to 10 absences per year. Any additional absences may require a medical note to excuse.

Guidelines for make-up work

All students with excused absences will be given the opportunity to make up work missed in accordance with the following guidelines:

1. It is the student's responsibility to arrange with the teacher(s) to make up work missed during the absence.
2. Teachers will be asked to grant the number of days plus one for make-up time for all work assigned during absence(s).
3. Students who have a school field trip between the day an assignment is given and the day it is due should not expect an extension.
4. Exams missed during an excused absence may be taken at a time mutually agreed upon by the student and the teacher.

Students with unexcused absences will be given credit for daily assignments; however, supplementary work may be assigned. Students have the obligation to understand and retain for future reference and use all materials presented during an absence. Students with an unexcused absence will be permitted to make up quizzes and examinations within a reasonable amount of time determined by the teacher, generally the day after they return to class.

Pre-arranged Absences

Pre-arranged absences also include absences that do not meet the standard criteria for an excused absence (examples: sports events and hunting trips). Requests are to be made to an administrator.

She/he will approve or disapprove and determine if detention time will be assigned for the absence. All pre-arranged absence requests will be decided by an administrator upon the following criteria:

1. The nature or reason of the request.
2. Prior attendance record.
3. Passing grades in all classes.
4. Whether the student will be accompanied by his/her parents

Absences of this nature that do not meet the conditions described above will be counted as unexcused absences.

To approve an absence in advance, the following steps must be followed:

1. At least one (1) week prior to the absence, a parent permit slip should be brought to the office.
2. The student will then be given a prearranged absence form to be signed by all of his/her teachers indicating their recommendations and arrangements for make-up work.
3. The student must then return the completed form to the office at least one (1) day prior to the absence. This information will then be used in determining final approval.

Tardiness

Students tardy to school in the morning must report to the attendance office to obtain a tardy slip. Excessive tardiness (three or more per semester) will

generally result in make-up time being issued. Tardiness to any class shall be handled by the classroom teacher.

Truancy

A truancy is an unexcused absence from school during any part of a school day. 118.15 Wis. Statutes requires that students attend school **for the full number of hours that the school is in session.** In the event of truancy, parents will be notified of possible Juvenile Court, County District Attorney and Social Services referral. Students will be assigned make-up time. Students may also receive a fine for violating city ordinance number 11-5-6. Conferences with students, parents and counselors will be arranged to prevent further truancy.

Unexcused Absences

Unexcused absences shall be all other absences not included in the above list of excused absences. This includes:

1. Failing to properly report an absence.
2. Not following assigned schedule.
3. Being absent without parental approval that does not meet the guidelines of pre-arranged absences.
4. Conducting personal business that could be conducted at a time other than during school hours (e.g., senior pictures, tanning/hair/nail appointments, shopping, lunch, etc.).
5. Babysitting (if not a family emergency).
6. Transportation problems not caused by the school (e.g., oversleeping, missing the bus, car trouble etc.).

An administrator will make the determination of whether an absence is excused or unexcused. In cases when it is discovered that a student was absent for a reason other than what was reported to the attendance office, it will be counted as an unexcused absence and disciplinary action will be taken.

When a student's excused absences are excessive, the attendance officer may require a note from a doctor for any continued absences. Failure to comply with the request will result in the absence(s) being treated as unexcused.

Students who are unexcused will have a limited time to complete work missed. (See page 27.)

VI. STUDENT BEHAVIOR

GENERAL BEHAVIOR

The guideline for student behavior at Plymouth High School can be summarized in one sentence:

Students should act in such a manner as to enable themselves to acquire the fullest education possible in four years of high school, and they should avoid any behavior that is harmful to the good order of the school.

Administrative Action

When a student is referred to the PHS administrative office for inappropriate behavior or attendance problems, one or more of the following consequences may occur:

1. Removal from the specified location, bus, or activity.
2. Restitution by payment or services rendered.
3. Detention time assigned.
4. In-school suspension.
5. Out of school suspension.
6. Referral to law enforcement or other agency.
7. Removal from a class with a failure for the semester recorded.
8. Removal of student's privilege to participate in extra-curricular activities or attend as a spectator.
9. Pre-expulsion hearing with principal.
10. Recommendation to the Board of Education for expulsion.

The Severe Clause: The Severe Clause is used when any PHS rule is broken in such a manner that the staff member considers it extreme. (e.g., it may result in a longer than specified suspension, a compensatory consequence, or a combination or consequences). In some cases it may result in a recommendation for expulsion or referral to legal authorities. This includes verbal abuse or refusing to follow a directive.

Backpacks

Students may bring backpacks, bags, and other organizational carryalls to school. These bags must be left in the locker during the school day. Only clear or mesh bags may be carried to class. Purses or other totes arousing reasonable suspicion or of excessive size are subject to searches by administration. Administration reserves the right to determine the appropriateness of design and size of any bag carried by a student.

Cell Phones and Other Electronic Communication Devices

Students may have cell phones as needed. However, all phones must be off and kept in lockers or out of sight. Phones used or ringing during the school day may be kept in the office until school is dismissed. Multiple offenses will result in parent contact and parents may be asked to pick up the student's phone from the office.

Students are expected to leave their CD players, I-pods or other electronic devices in their lockers. Students who violate this policy will leave their devices

with teacher or an administrator until the end of the day. Parents will be notified of repeated offenses. Use in the halls or classes is prohibited, however some use is permitted in study hall settings. Teachers will make students aware of current classroom policy.

Plymouth High students who require a communication device for legitimate medical, school, education, or vocational use are exempted from this prohibition. Permission should be granted by the principal.

Any misuse of electronic technology will be handled as a disciplinary incident. Plymouth School District administrators reserve the right to confiscate phones or other electronic devices when there is a reasonable suspicion that the device is being used inappropriately to produce or view material inappropriate to a school setting or that can be considered detrimental to the health or well-being of another person. School personnel also reserve the right to retain the contents of any electronic device.

Students using personally owned electronic devices are subject to the same guidelines for appropriate behavior and use as they are with school-owned electronics. Specifically, students who use electronic devices during the school day or while on school property at any time, or at school-sponsored events may not possess or share with others any form of illegal data including pornography. Students may not use the media for the purpose of intimidation or threat toward others or any other illicit purpose. Students may not use electronics for the purpose of tampering with the operation of or information stored on any other computer or electronic device that belongs to another individual or to the Plymouth School District.

Students violating this policy will be subject to disciplinary action which can include suspension or expulsion. Parents will be notified in all situations and police may be involved for severe instances. The electronic device involved may be confiscated from the student. It will be returned to the parent or turned over to the police in severe cases.

Classroom and Study Hall Disruptions

Optimal learning takes place in an orderly educational environment. All students have the right to work, study, and learn under the best possible conditions. When a student is referred to the high school office for inappropriate behavior in a classroom or study hall, the following action will be taken:

First Referral: A student conference with the teacher or counselor, notification of parents, and possible detention.

Second Referral: A teacher, parent, student conference held, and suspension from class.

Third/Fourth Referrals: A teacher, parent, student, assistant principal conference held, and a one to three day suspension from class.

Subsequent Referrals: Suspension, parent conference, or removal from class with a failure for the semester recorded.

Severe behavior may escalate the consequences.

Detention

All students receiving detention time as a result of not meeting the expectations set down by staff or published in the Orange Guide will be expected to complete their detention in a timely manner according to the policy outlined below.

A consequence that may include detention will be assigned for unexcused absences.

If a student is truant for the entire day, 3 1/2 hours will be assigned. Students will also be assigned detention time for behaviors that include but are not limited to disruption, disrespect, and inappropriate language.

Students will be expected to begin serving detention either the day it was assigned or the following day. Assigned time must be completed by the due date listed on the detention referral. Suspensions or further discipline action may be issued to students who are not compliant with the detention policy.

Absence from detention must be approved in advance by the principal or associate and requires a written note or phone contact by a parent. Participation in other school activities and job commitments are NOT acceptable reasons for missing detention.

The deadline for completion of all make-up time will be approximately one week prior to final exam days. The specific date will be announced. Students who don't complete obligations by that date will lose open campus privileges during exam days.

Detention Rules

1. Students must report promptly and stay the full time to receive credit.
 2. The teacher supervising the room will validate student make-up time based on behavior and promptness of the student.
 3. Students will be required to bring **learning** or reading materials to the detention room. They are to be **seated**, and **quiet**. **No coats and/or hats or backpacks.**
1. No students other than those on the detention list will be allowed in the room.
 2. All detention time will be made up on a minute-by-minute basis in ½ hour blocks of time. However, the 6:50 - 7:30 a.m. detention will count as one hour.

Harassment

It is the policy of Plymouth High School to maintain a learning and working environment that is free from any type of harassment. Students and employees

shall be informed annually of this prohibition via the parent/student handbook, employee handbook, or other such publications. The School Board shall comply with the Wisconsin statutes that require school boards to provide an instructional program designed to give students knowledge of effective means by which they may recognize, avoid, prevent, and halt physically or psychologically intrusive or abusive situations that may be harmful to them.

Forms of harassment may include, but are not limited to, bullying, hazing, intimidation or threatening words inflicted through physical, verbal, written or electronically transmitted means. Such conduct based on race, religion, color, national origin, ethnicity, disability, gender, sex or sexual orientation is strictly prohibited. Students and others are prohibited from retaliating against those who report incidents of harassment or who assist in an investigation. Students and others who retaliate shall be subject to discipline. Employees who participate in, allow, or knowingly fail to enforce this policy will be subject to disciplinary action. Furthermore, as may be required by law, law enforcement officials shall be notified of any harassment activities.

Students engaging in any harassment-type behavior that is in any way connected to any activity sponsored or supported by the District will be subject to disciplinary actions up to and including suspension or expulsion. Students who feel they have been harassed in any way should contact School Resource Officer Todd Kronberg at ext. 1035 or bring concerns to Mrs. Harney or another administrator in the high school office. Students may also take their concerns to any teacher or counselor and ask for assistance. A formal complainant of any type of harassment behavior can be made following the Plymouth School Board Policy 511.1 detailed at the Plymouth School District Web Site:

<http://www.plymouth.k12.wi.us> Any inquiries, questions or complaints regarding these policies should be directed to Plymouth School District, Carrie Dassow, Title IX Coordinator (892-2661) or Susan Williamson, Title II/section 504 (893-4353).

Legal Ref.: Wisconsin Statutes 118.01(2)(d), 118.13, 120.13(1), 948.51(2); Title VI of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; Americans With Disabilities Act; and US Constitution, Equal Protection Clause of the 14th Amendment

Language

Students are expected to use appropriate language in all settings. Inappropriate language will be confronted and may result in detention time being issued, suspension, or police referral.

Lunchroom Policy

Lunchroom problems will be handled in the following manner:

First Offense: One hour detention or one day out.

Second Offense: One to three days out and detention.

Third Offense: Lunchroom privileges lost for remainder of semester.

No open containers are to be transported in the hallways. Students are responsible for cleaning any mess resulting from food/beverages in lockers.

Public Displays of Affection

Activities that distract from a positive educational atmosphere are not allowed. An excellent guideline to use is the "one hand one arm" rule. This allows the holding of hands and walking arm-in-arm, but disallows full embraces, kissing and hands on the body. As with inappropriate conduct of any sort, inappropriate displays of affection will be confronted and may result in detention time or parent conference.

Respect Toward Staff

Students are expected to show respect and courtesy toward all staff members (e.g., bus drivers, secretaries, custodians, etc.). Students will also follow any directives from a staff member. This includes the signing of disciplinary referrals. A student signature is not an admission of guilt, only an acknowledgment of receipt of a copy of the referral. The student retains all rights to appeal.

Students who display disrespect toward Plymouth High School staff will receive detention time, suspension, or referral to the Plymouth Police Department depending upon the severity of the act.

Student Dress

Proper dress is the responsibility of students and their parents. The school also has a responsibility to establish dress standards that promote a positive and proper learning environment. Rules pertaining to appropriate student attire are necessary in order to maintain good decorum and a favorable academic atmosphere. Students are advised to dress for respect.

Students are not permitted to wear clothes that are distracting, cause classroom disruptions or are inappropriate for the school setting. Clothing that is revealing enough to show bras, boxers, or underwear of any type is inappropriate for school and should not be visible. To stay consistent with national health concerns and our student assistance program, clothing that displays sexual innuendoes, profanity or advertises alcohol, tobacco, or drugs will not be permitted. Any apparel or accessories advocating violence are not acceptable. Any apparel or accessory that shows gang affiliation or an attempt at intimidation is prohibited. Students will be given an alternative item of apparel and the original item will be returned only to a parent. Footwear must be worn at all times. Hats, coats and jackets are to be left in lockers. Students may not wear bandanas, headbands, and any other accessories deemed inappropriate.

If it is necessary for a minor student to go home to change clothes, parents will be notified.

Students who practice a particular religion and adhere to dress codes that are part of a religious belief may wear the appropriate religious clothing while in school or attending a school function.

Study Halls

Most students will have a study hall as part of their daily schedule. That time is designed to enable students to complete assignments and to have a quiet time and place to study. Students are expected to come prepared with learning or reading materials. Sleeping, games, cards, or excessive noise are not acceptable.

Student Hall Passes

A four-minute passing time following each class bell has been designated. Students are not to be in the hallways during class time without a pass signed by a teacher or an administrator specifically identifying destination.

Suspension

The purposes of suspension are to preserve an effective atmosphere for instruction, to rehabilitate pupil attitudes, to protect other pupils and/or provide a time to consult with parents. It may be imposed when other means of correction have failed or when keeping the student in school would be detrimental to the school and its students.

In-School Suspension: Student will be placed in a supervised restricted area with educational materials (homework, etc.) only. The student will not be allowed to participate in any extra curricular activity on any day while suspended. It is the student's responsibility to coordinate make-up work with teachers. Parents will be notified by a phone call and a follow up letter.

Out of School Suspension: Parents will be notified immediately. There will be a meeting between the student, parent and administration. Students will not be allowed to participate in any extra curricular activity on any day while suspended. Suspended students will have the opportunity to complete work missed or alternate assignments. Teachers will determine a reasonable timeline for completion.

Students may not be suspended for more than five consecutive school days except when legal notice for a hearing of expulsion has been sent (According to State Statute 120.13). It is the student's responsibility to coordinate make-up work with teachers.

PERSONAL SEARCHES

Students are subject to searches of purses, backpacks, coats, and clothing when reasonable suspicion indicates that such a search may be necessary to protect the health and safety of that student or any other student or staff member. Such searches will be authorized by administration and carried out without exposing the student's body. In the event of physical resistance by the student,

law enforcement may be asked to assist with the search. If illegal materials are found as a result of any search, parents will be notified and requested to meet with an administrator to discuss the situation and any follow-up action taken. Students may be questioned by administration separate from law enforcement questioning. Police will be notified of any illegal material and the student may be referred for school discipline or legal action. School discipline may include detention, suspension, or expulsion.

ILLEGAL BEHAVIOR

The following guidelines for student behavior prohibit student activities that will endanger or threaten to endanger the safety of themselves or others, or that damages property. Illegal behavior occurring while in school, on school property, or during school- sponsored events is subject to disciplinary action and may be reported to the police.

Fighting

No student shall orally, in writing, or physically:

(1) Participate in, encourage, or instigate any fighting at school or at any school function.

(2) Threaten, coerce, or intimidate any other student or staff member.

Students who become involved in this type of conduct are subject to detention, suspension and/or referral to the Plymouth Police Department depending upon the extent of their involvement.

Possession and Use of Alcohol and Drugs

No student will possess, use, or be under the influence of any illegal drugs, prescription, or over-the-counter drugs, alcohol, inhalants, look-alike, or drug paraphernalia at school or any school function. A drug is defined as any substance that alters perception or behavior reducing that individual's ability to function appropriately in the academic environment. Possession of a drug is defined as having or carrying the substance on one's person, in a locker, in a purse or backpack, in clothing, in a car, or in a container of any sort for any length of time on school grounds.

Police and parent will be notified immediately. The student will be given an out of school suspension. The Board of Education may meet to determine further action. This action could include expulsion.

Sale, Distribution and/or Buying or the Intent to Sell/Buy Alcohol, Illegal Drugs, Prescription or Over-the-Counter Drugs/Look-Alikes

Police and parent will be notified immediately. The student will be given an out of school suspension. The Board of Education may meet to determine what action to take. This action could include expulsion.

Threats

Students threatening the health and safety of others will be subject to disciplinary measures that could include suspension and in extreme cases, expulsion. Parents will be required to come to school for a conference. At that meeting, school personnel will assist in making plans for the student to get further help. Police will be notified. Students may be required to provide written documentation of successful interventions and counseling prior to being readmitted to Plymouth High School.

Threats, Violence, Intentional Injury or Other Illegal Behavior

The commission of other offenses, including but not limited to intentional injury, threats, theft, possession and unauthorized use of school keys, destruction of property, arson, false fire alarm is prohibited and will result in the following:

First Offense: Student will be suspended. Police and parent will be notified immediately. Parents will be required to come to school for a conference. At that meeting, plans will be made for the student to get further help. Severe first offenses may result in further action that may include expulsion.

Second Offense: Police and parent will be notified immediately. The student will be given an out of school suspension and the Board of Education may meet to determine what action to take. This action could include expulsion. School personnel will help the family arrange for an evaluation and professional help.

Tobacco Products

Students are prohibited from buying, possessing, or using tobacco products. (State Statute 48.9483). These products will be confiscated.

First Offense: Violation of the above policy may result in a one-day suspension. Parent will be notified immediately. Police may also be notified.

Second and Subsequent Offenses: The student will be suspended. Police and parent will be notified immediately. Citation may be issued for violation of city ordinance and state statute.

Weapons

No student shall have guns, knives, any form of explosives or dangerous instrument while in school, attending school functions, or on school grounds. State statute prohibits anyone from bringing a weapon, including toys, lasers, or dismantled firearms on to school property for any purpose. Misuse of any item that may be used as a weapon, including but not limited to, equipment, furniture, vehicles or physical contact will be considered under this policy. Extreme behaviors will fall under the severe clause explained on page 30. In the event that a student violates this policy, parent and police will be notified immediately. The student will receive an out-of-school suspension and the Board of Education may meet to determine what action to take. This action could include expulsion.

VII. SCHOOL ACTIVITIES AND ORGANIZATIONS

PLYMOUTH HIGH SCHOOL ACTIVITY/ATHLETIC/HONOR CODE

Section I: General Philosophy

Responsible educators have shown that the interscholastic athletic program and extra curricular activities can play an important part in the complete high school curriculum. Through self-discipline and regular mental and physical conditioning participants may enhance their development on an extracurricular and voluntary basis. By offering an athletic and activity program, Plymouth High School extends the privilege of so enriching the mind and body to any student meeting district and Wisconsin Interscholastic Athletic Association (W.I.A.A.) requirements. If accepted, this privilege carries certain responsibilities. The Activity/Athletic/Honor Code presents these responsibilities.

Objectives

The athletic/activity programs provide participants with opportunities

1. To learn to strive for excellence.
2. To observe and exemplify good sportsmanship.
3. To meet the urge for competition which is a basic American tradition.
4. To practice proper habits of health, hygiene and safety.
5. For "whole school" interest and activity by involving students other than athletes.
6. To learn new skills and develop these skills to maximum effectiveness.
7. For lasting friendship both with teammates and opponents.
8. For experiences in commitment, dedication, loyalty, and self-discipline.
9. To put immediate interest and meaning into the daily lives of athlete/participants and family members; this interest can enhance the participants' total educational well-being.
10. To develop self image and pride.

Responsibilities

Mere participation in the athletic and extracurricular activities program does not guarantee that all aims will be met or that all opportunities will be realized. The activity advisors, coaching staff and administration shall make every effort to teach participants the goals for which the programs were established. Privileges always carry responsibilities. The participant's greatest responsibility is be a credit to parents, school, community, and self.

An Athlete and Activity Participant Shall

1. Strive to do his/her best work in the classroom, remembering that academics always come first.

2. Display high standards of social behavior.
3. Display high standards of sportsmanship.
4. Display proper respect for those in authority.
5. Display a real spirit of cooperation and togetherness.
6. Display a proper attitude toward his/her personal appearance and hygiene and to his/her eating and sleeping habits.
7. Be aware that participation in the athletic and activity program is a privilege and that representing Plymouth High School and community is an honor.
8. Consider the athletic and activity code in effect 12 months of the year.

ELIGIBILITY

In order to represent Plymouth High School in any interscholastic competition, a student must meet all eligibility and scholastic requirements of the W.I.A.A. and the Plymouth High School. Listed below are some of the more applicable:

1. The participant must be doing passing work in a minimum of four (4) full credit courses. (Comparable to W.I.A.A. standards.)
2. The participant should report any failures to the coach of the sport in which he or she is involved.
3. The participant must be a legal resident (meet residential eligibility for education purposes) of the Plymouth Joint School District.
4. The participant must turn in a physical examination card before participating in any practice sessions. A parent must sign this card unless the athlete is 18 years old.
5. A participant shall be ineligible if he or she reaches his or her 19th birthday before August 1 of any given school year.

Plymouth High School Academic Policy for Athletic and Activity Participants

Athletes'/participants' grades will be checked by coaches and advisors at the end of the quarters, semesters, and throughout the sport season. An athlete/participant who earns an incomplete or an "F" at any of these time periods will be placed on academic probation. Academic probation will be a period of 5 weeks. An athlete/participant will be able to continue participating in his/her sport or activity during this time. If at the end of the 5-week probation, the athlete/participant is not passing ALL classes, that athlete/participant will become ineligible for the remainder of that quarter. If at the end of that quarter the student is still not earning passing grades, the suspension will continue. (Mid quarter grades will be used to determine 5 week grades).

If an athlete/participant is earning more than one "F", that athlete/participant will be placed on an automatic suspension for one quarter without a probation period.

Coaches and advisors will be urged to get grade reports every 5 weeks during their season or activity from every participant. An athlete/participant will be given cards to take to his/her teachers.

It is our belief that an athlete/participant must be on line for graduation. If an athlete/participant fails a required course, he/she must reschedule that class at the earliest time possible to earn credit.

SECTION II: CODE VIOLATION

Grounds for Suspension

Any Board Policy in effect supersedes the Athletic and Activity Code where applicable.

1. Using alcohol, tobacco, and/or other detrimental drugs (or controlled substances) at any time.
2. Being involved in the purchase, sale, and/or transportation of alcohol and/or illegal drugs (or controlled substances).
3. Knowingly loitering in the presence of illegal consumption of alcohol or illegal drugs (drinking party, bar, etc.). Any athlete who remains for any length of time will be subject to questioning.
4. Stealing of any kind (this includes illegal possession of school equipment from Plymouth or any other school or possession of any property that has been stolen).
5. Vandalism
6. Hazing-defined as intentionally or recklessly engaging in acts that endangers the physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization operating in the school. Under those circumstances, prohibited acts may include any brutality of a physical nature, such as whipping, beating, branding, forced consumption of any food, liquor, drug or any other substance, forced confinement or any other forced activity which endangers the physical health or safety of a student. [S.948.52 (2), Wisconsin Statutes]
7. Any other unacceptable conduct contrary to the ideals, principles, standards, and morals of the school and the community.

NOTE: The administration and the Athletic Board of Review are allowed flexibility by this code to take appropriate action in cases not covered by the terms of this code.

Grounds for Other Disciplinary Action

1. Any unexcused absence on the day of an event (or on Friday preceding a Saturday event) will prohibit the student from participating that day.
2. Absence from classes after eighth mod due to illness on the day of a contest or activity will make the student ineligible to participate that afternoon or evening unless written medical permission is granted.

3. Action such as profanity, disrespect, inappropriate appearance, truancy, and other misconduct will be referred to the coach or activity advisor for corrective action.

SECTION III. PENALTIES

Any Board Policy in effect supersedes the Athletic Code where applicable.

Athletic Code rule violations that result in a suspension are subject to the following penalties:

1. First Offense: Suspension from one to three events. Loitering will require a one-contest suspension. Other violations may be assessed a greater consequence.
2. Second Offense: Suspension from 1/2 of a season's contest dates. (Not to exceed a half of season)
3. Third Offense: Suspension for one year from the date of the violation.

Training rules are in effect 12 months of the year. An athlete should also be aware that coaches may have other requirements for members of their team. As a member of a team, the actions of an individual athlete impacts the entire team in many ways.

Academic eligibility is determined on a nine-week basis. A student must meet minimum requirements based on quarter grades at the end of the first and third quarters, and semester grades at the conclusion of each semester. A student who is declared academically ineligible will remain ineligible until the next grading period is complete and passing grades can be verified.

Any requirements that exceed athletic code guidelines are to be made known to team members before the season begins and must be filed with the athletic director. Coaches will communicate these expectations in writing to parents of team members before the start of the season.

All records of prior involvements will be negated after one year with no violations. Penalties are cumulative. If a suspended athlete commits another violation, the penalty for this and subsequent violations will be added to the end of current suspension.

NOTE: The Principal or Associate Principal and the Athletic Director are allowed discretion as to validity or reason for participating in a sport. Careful attention will be paid to an athlete participating solely to serve a suspension.

Enforcement

To initiate disciplinary action against an athlete, the accuser must submit a report of an alleged violation to the Principal, Associate Principal, Athletic Director, or member of the coaching staff. The Principal or Associate Principal and Athletic Director will assess all reports of violation and determine the appropriate degree of investigation. If necessary, arrangements will be made to begin Step 1, The Formal Conference.

Step 1 - The Formal Conference

When an athlete is reported for a code violation, he/she will attend a conference with the Principal or Associate Principal and Athletic Director. Attempts will be made to contact parents before this conference is held. If this contact is not possible, parents may request a second conference to clarify information and procedure. The purpose of the formal conference is to confirm the facts surrounding the alleged violations and to assess a penalty should it be deemed necessary by the Principal or Associate Principal and Athletic Director. Any suspension will begin immediately following the formal conference.

An athlete and his/her parent may appeal decisions made in the formal conference to the board of review. A request for a hearing before this board must be made to the Principal no more than 24 hours after the action of the formal conference is finalized and distributed to the athlete, parents, coach involved, Principal, and Superintendent. The Principal will review the case with the parents, athlete, Athletic Director, and Associate Principal to determine the need for a board of review.

Step 2 - Athletic Board of Review

Purpose: The athletic board of review shall, upon request, interpret, review, and pass judgment on alleged violations of established training rules and regulations for all athletes and cheerleaders representing Plymouth High School in interscholastic competition.

Organization: The athletic board of review shall be comprised of a coach of the team of which the athlete is a part (or which the athlete would like to become a part), two faculty members, and three student representatives appointed by the student council president. The Principal, or designated representative, will be chairman of the athletic board of review. The chairman will not vote. Alternates may be appointed for any hearing, but at least six voting members must always be present.

Procedure: In the event that the result of the formal conference described above does not meet with the satisfaction of the Athletic Director, or the chairman of the athletic board, an athletic board hearing will be scheduled. This board shall meet as soon as possible without interrupting class time.

During the interim between the receipt of a report of alleged violation and the actual hearing, the athlete will be able to participate unless guilt has been established and the appeal regards the length of suspension.

The athletic board will then meet in a hearing with the athlete, his/her parents, and counsel, if requested, to review the facts of the case. A majority vote of the board is required for any action. The board's findings shall be made available immediately and shall be put in written form and presented to the parents or guardians within one week of the board's hearing. Any suspension

decided or upheld by the board of review will begin immediately after the hearing.

All cases are subject to review if the athletic board feels sufficient new facts have been introduced.

STUDENT BEHAVIOR AND SCHOOL ACTIVITIES

To be eligible to participate in the privileges of the school a student must experience academic success and be in good standing in terms of behavior. Privileges of the school include, but are not limited to, sports events, extracurricular activities, clubs, organizations, trips. Academic success is defined below and students in good standing will be free from incidents on the following list. Some of these are intended to define behavior on campus but more serious offenses off campus (defined below) will prohibit a student from representing the school in sports or activities. Finally, there are certain honors which require a higher standard; these are listed also.

Students whose behavior as a spectator is inappropriate will not be allowed to attend events of the same nature for the remainder of the season or semester. (See page 48, Sportsmanship) Violation of this policy will be treated as an athletic code violation.

Academic eligibility required for participation in the privileges of the high school:

A student's grades will be checked at the end of each quarter, semester, and throughout the school year. A student who earns an incomplete or an "F" at any of these time periods will be placed on academic probation. Academic probation will be a period of 5 weeks. A student will be able to continue participating in his/her activity during this time. If at the end of the 5-week probation the student is not passing all classes, that student will become ineligible for the remainder of that quarter. If at the end of that quarter the student is still not earning all passing grades, the suspension will continue. (Mid quarter grades will be used to determine 5-week grades.)

If a student is earning more than 1 "F", that student will be placed on an automatic suspension for 1 quarter without probationary period. In the case of one-time events such as trips, performances, or other activities, the student will be ineligible to participate with more than 1 "F", incomplete, or combination of "F's" or incompletes. The incomplete(s) must be resolved before that event or the student remains ineligible. Students will be allowed to practice while on probation at the discretion of the coach/advisor.

An athlete once placed on suspension must break the string of "F's" at a quarter or semester grading period to regain eligibility.

It is our belief that a student must be on line for graduation. If a student fails a required course, he/she must reschedule that class at the earliest time possible to earn credit.

Behaviors which warrant prohibition from the privileges of the school include, but are not limited to:

Any Felony	On campus theft
Illegal Drugs - zero tolerance	On campus smoking
Alcohol - zero tolerance	Out-of-school suspension
Weapons - zero tolerance	Truancy – 5% or more
Vandalism (criminal or habitual*)	Cheating
Violence (criminal or habitual*)	* Habitual is defined as sufficiently severe to cause an out of school suspension or citation.
Harassment (criminal or habitual*)	

Consequences:

All records of prior involvements will be negated after one year with no violations. Penalties are cumulative. If a suspended athlete commits another violation, the penalty for this and subsequent violations will be added to the end of current suspension.

First offense:	exclusion from 25% of the season for sports or sports related activities.
Second offense:	exclusion from one month of other extracurricular activities. exclusion from 50% of the season for sports or sports related activities. exclusion from one semester of other extracurricular activities.
Third offense:	Exclusion from all sports, sports related and other extracurricular activities for one calendar year.

Consequences for severe behavior (including, but not limited to, any felony, delivery of drugs, or possession of a weapon) will be prohibition from all extracurricular (including sports) for a period of one year.

Honors: Students are eligible for certain honors listed below for which they represent the school as a whole. A single incident of a behavior listed above will prohibit that student from holding any position of honor for a period of one year.

Alternatives: This list of alternatives is designed to help students change their behavior and show good faith in serving themselves, their fellow students, and the school as a whole. An administrator (associate principal, principal, assistant superintendent or superintendent) may approve a plan of action selected from the list below for any student to reduce his or her consequence by up to half.

- * Community Service
- * Written letters of apology (teaching: AODA class)
- * Restitution
- * School service
- * Educational requirement
- * Referral--counseling
- * Empathy session (shadowing)

Severe Consequences for a felony, weapons, and delivery of drugs:

Prohibition from the privileges and honors of the school for one year.

Addenda: List of the honors and privileges of the school. This list is not part of Board Policy but is for administration of the Policy.

Sports and sports related* Consequences - 25% - 50% - 100%

Baseball	Dance Line	Soccer	Volleyball
Basketball	Football	Softball	Wrestling
Cheerleading	Forensics	Swimming	Chess Club
Golf	Tennis	Ski Team	Track
Cross Country			

Extracurricular Activities* Consequences - 1 month, 1 semester, 1 year

Bowling Club	Improv Club	Project Grill
Cabaret	Jolly Pranksters	Prom Committee
Chess Club	Key Club	Sign Language Club
Comedy Sportz Team	Lighting/Stage Crew	Sociedad Honoria
Delta Epsilon Phi - (German NHS)	Math Team	Hispanica - (Spanish NHS)
Fall Play	Musical	Student Council
FFA	National Honor Society	Students for Social Justice
Forensics	One-Act Play	Swing Choir
German Band	PAW (Poets and Writers)	Trap Shooting
High Mileage Club	Peers-4-Peers	World Language Club
Homecoming Committee		

Honors of the School* Consequences - Prohibited for one Year

Class/Club/Activity	Foreign Travel	Out-of-State Travel Non-class
Officers/Chairpersons	MVP	Prom Court
Homecoming Court		Team Captains

**** This list is not intended to be inclusive; it will change as activities are created or deleted.***

ATHLETIC OPPORTUNITIES

The interscholastic athletic program at Plymouth affords many students an opportunity to receive valuable instruction and to compete with students from other schools in a number of sports.

Plymouth is a member of the Eastern Wisconsin Conference and the Wisconsin Interscholastic Athletic Association. The rules of these organizations govern the action of their athletes.

Student athletic eligibility for all levels of competition is governed by WIAA rules.

Plymouth High School students have the opportunity to participate in the following interscholastic programs:

BOYS

Baseball	Soccer
Basketball	Swimming/Diving
Cross Country	Tennis
Football	Track
Golf	Wrestling

GIRLS

Basketball	Danceline
Cheerleading	Cross Country
Softball	Tennis
Soccer	Track
Swim/Diving	Volleyball

PRESEASON REQUIREMENTS **Important if you plan to participate in athletics.**

1. WIAA Examination - Alternate Year Permit Card
 - a. An Examination permit card signed by a physician and a parent or guardian must be on file in the High School office prior to any participation, including practice.
 - b. The signed permit card is required every other year. On the off year, the Alternate Year parent permission card is required.
2. Athletic Insurance Waiver
Parents are responsible for insurance coverage which is required. If the student does not have coverage, an offer of coverage is given by an insurance company that has provided forms for this purpose.
3. Athletic Code
A signed athletic code must be on file prior to any participation, including practice.
4. Academic Eligibility
Student athlete's grades will be checked by coaches at the end of the quarters, semesters and throughout the sport season. You can read more about this in the Plymouth High School Athletic Code section of the Orange Guide.
5. Blue Permission to Practice Card
Athletes must receive the blue Permission to Practice card from the High School office AFTER August 1st and submit it to their coach. This must be in place prior to the first practice.

CLUBS AND ORGANIZATIONS

Every student should plan to participate in school activities in addition to what is offered within the classroom. The music department, intramural program, Quit Qui Oc, school paper, dramatic activities, athletics, homeroom and auditorium programs, and activities under the student council offer the student

many opportunities to participate. In addition, faculty members advise specific school clubs.

Clubs meet before or after school. These meetings are to be scheduled in the high school office.

All clubs and organizations are open to both boys and girls.

No form of humiliating initiation or any hazing is permitted.

A list of clubs and organizations that are active at PHS can be found on page 45.

Students involved in school activities and organizations should familiarize themselves with "School Board Policies regarding Student Behavior and School Activities".

FUND RAISING

No school group can put on a sale, drive, or campaign to raise money for the group without first obtaining the permission of the principal.

NATIONAL HONOR SOCIETY

The National Honor Society is an organization designed to grant recognition to students who have excelled in all aspects of their high school career. The object of this Chapter shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership, and to encourage the development of character in all students.

Candidates eligible for election to this Chapter shall have a minimum scholarship average of 3.4 at the time of election and/or re-election. Further eligibility is then based on service, leadership, and character in the school and community.

Students who qualify for membership will be notified by the National Honor Society advisor. Membership is granted only to those students selected by the faculty council.

Once elected, a student may be dismissed if his/her standards of excellence do not meet with those established for the Chapter. Students and their parents are required to sign the Plymouth High School National Honor Society Code of Conduct.

This recognition remains the highest honor the school can bestow.

POLICY ON STUDENT ATTENDANCE AT STATE TOURNAMENTS

Pep buses:

A minimum of 15-20 students are required before a pep bus will be sent to a state tournament.

All pep buses will return immediately after the contest.

No pep bus overnight stays will be permitted.

Cheerleaders, Danceline, Pep Band:

If school groups are sent to a tournament to participate, it will be the responsibility of the teachers/advisors to make arrangements for transportation and chaperones. Arrangements will be made in cooperation with the athletic director and assistant principal.

As a general rule, school groups will be expected to ride with the pep bus and return with the pep bus.

In cases when a pep bus is not sent to the tournament, the school group will be transported to and from the tournament. When the nature of the competition requires an overnight stay, parents or guardians are responsible for providing chaperones for their students.

Attendance by non-team members:

Students will follow the normal procedure for a pre-excused absence. This requires a student to travel with a parent or on the pep bus and to have advanced approval. Under no circumstances will a student be excused from classes to attend a tournament on his/her own.

When the nature of the competition requires an overnight stay, parents or guardians are responsible for providing chaperones for their students.

Team members:

A coach may make arrangements for members of a team to attend the state tournament in his/her sport. The coach is responsible for obtaining chaperones and transportation. Expenses are paid only for participants in state competition.

SCHOOL FUNDS

It should be understood that all money earned by any class or the club has been earned primarily because individuals are members of Plymouth High School. Such funds do not belong to individuals but to the class or club as a whole. These funds may be expended only upon approval of the class or club advisor and the principal. By law, funds may be used only for purposes related to the educational growth or for a purpose beneficial to the school community. The advisor and high school principal will supervise expenditures.

It has been customary for a number of years for part of the senior class fund to be left in the form of a class gift approved by the principal.

SPORTSMANSHIP

It is expected that Plymouth High School students will practice good sportsmanship by showing proper respect and courtesy to all visitors, whether they are player, coach, official, or spectator. Students who do not observe the principles of good sportsmanship may be removed from the activity. Any student who is removed from an event, activity, or program for inappropriate

behaviors will not be allowed to attend future events or activities of the same nature. That consequence will be in effect for the remainder of the semester or sports season.

STUDENT ACCIDENT INSURANCE

The Plymouth School District does not provide any type of health, dental, or life insurance coverage for injuries incurred by your child while at school. We encourage you to review your personal insurance program. If you feel that your insurance may not be adequate, or if you do not have insurance, you may wish to consider the insurance protection made available through Student Assurance Services, Inc. A brochure explaining coverage and costs may be obtained from your school's office.

YEARBOOK

The school "annual" is a record in pictures and stories of the events of the year and individual pictures of seniors and most students.

The annual staff consists of students registered for the Quit Qui Oc class.

The purchase of an annual is optional. Students may buy the annual yearly as a record of the year's events. Payment will be collected at early registration, orientation evenings and during the school day in the early fall.

The book is distributed the last week of school. The title, "Quit Qui Oc," means "Land of the Crooked River," a Native American name adopted for the title of our annual.

VII. GENERAL OPERATIONS

ANNOUNCEMENTS

Announcements are to be submitted by 7:30 a.m. of the day they are to be read.

BUS TRANSPORTATION

Bus transportation to school is a service provided by the school district to students meeting specific distance requirements. In order for a student to retain this privilege, he/she must conform to the following regulations:

1. All riders shall remain seated when the bus is in motion.
2. Keep head, hands, and arms inside the bus.
3. All riders shall remain in the seat assigned to them.
4. Scuffling, fighting, and obscene language will not be tolerated.
5. Bus riders will not litter the bus with food or other debris.
6. Damage to the bus other than regular usage will be paid for by the rider.
7. Be at the loading place at the scheduled time, morning and afternoon.
8. Follow the recommended procedure when crossing the roadway.

9. Inform the bus company, if possible, when rider will be absent. (893-5941)
10. Cooperate with the bus driver at all times.
11. The following actions may result in immediate loss of bus riding privileges and possibly further district administrative action:
 - (a) Deliberate destruction of school bus property or personal property of others.
 - (b) Use of profane language to driver or others on the bus.
 - (c) Use of alcohol, tobacco products or drugs on the bus.
 - (d) Any act which, in the opinion of the bus company and school officials, endangers the safety of others.
12. Buses are to be considered an extension of the school.

Infraction Procedure

1. Drivers are required to notify the bus supervisor in writing of any bus rider rule infraction. The bus supervisor will submit the written report to the assistant principal for appropriate disciplinary action.
2. An administrator will act on the infraction and report to the parents and bus supervisor.
3. Serious and/or continued infractions of bus rider rules may result in complete loss of riding privileges.

CHANGE OF ADDRESS

Students who move during the school year are to inform the office of their change of address and the planned move date. Notification of change of address should be made at the time the change takes place. To protect the student, a parent/guardian should make this change in person at the high school office.

CLOSED CAMPUS

Plymouth High School operates under a closed campus arrangement.

All students will be expected to remain in the building from 7:35 a.m. until afternoon dismissal. Afternoon dismissal will be at 2:40 p.m. unless homerooms or assemblies are scheduled at that time.

Automobiles driven by students must remain in the parking lot throughout the school day unless written office approval to leave the campus is obtained.

Exceptions to the closed campus rules will be made for seniors who are involved in co-op programs, senior release, work experience programs, or other special contracts approved by the parents and school. These contracts are available in the office. Final exam days are also exceptions. (See "Final Exam Policy" section.)

DANCES

Dance Contracts

To contain the following provisions:

1. No intermission.
2. Friends of band members or DJ's will not be admitted.
3. Alcohol, tobacco or drug use by anyone in the school building or on school grounds is prohibited. This includes band members and DJ's.
3. Contracts must be approved by the principal or associate principal.

Dance General Regulations

1. All dances must have the sanction of the high school principal.
2. Dances are intended only for currently enrolled Plymouth High School students.
3. A guest of a high school student can be admitted only if that guest is registered in the high school office in advance and is approved by an administrator. The student and guest will be provided with a pass that must be presented to a chaperone at the dance.
4. Four chaperones, including a police officer will be required for each dance held at PHS. Sponsoring organizations are responsible for paying chaperones.
5. Plymouth High School general regulations apply to all individuals at the dance.

Dance Procedures

1. Tickets will be sold in the main floor lobby, or at the lower south entrance as determined by the principal.
2. Students have one half hour following the start of a dance to gain admission.
3. Students with legitimate reasons who wish to arrive after the first 30 minutes must obtain a pass from an administrator.
4. Unless a person has chaperone approval to leave the building, he/she will not be allowed to return.
5. Loitering in corridors or rest rooms will not be permitted.
6. Any damage must be paid for by the sponsoring organization.
7. Sponsoring organizations will be required to provide supervision of students while the dance is in progress.

EMERGENCY CLOSINGS

In winter when in doubt as to whether or not there will be school because of bad weather, be sure to listen to local radio or TV stations. **The radio stations are: WHBL (1330AM); WWJR (106.5FM); WBFM (93.7FM); WJUB (1420AM); WSTM (91.3FM). The TV stations are: WTMJ - 4; WISN – 12; FOX – 6; WBAY - 2. Please do not call school. If school is to be called off, it**

will be announced between 6:00 a.m. and 7:30 a.m. Unless there is such an announcement, there will be school.

EMERGENCY EVACUATION

In the event of an emergency evacuation of the building, students are to leave the building in a prompt and orderly manner from the exit designated by the teacher. Any student having a physical disability or injury that would prevent him/her from exiting without assistance should go directly to the teacher and ask for assistance. Teachers will also be checking for students who may need help.

In areas of the building where stairways must be used to exit the building, rooms have been designated as "staging areas" for emergency personnel to access from both inside and outside the building. The rooms are A118, B223, B203, B211. Teachers will be notifying the office and staying with students in these areas until help arrives.

Students who incur injuries during the school year should make the office and their teachers aware that help may be needed in case of emergency. Parents are asked to keep the school informed if they have a student who will require assistance.

HEALTH ROOM

Students who become ill during school should report directly to the health room which is located in room B122, after receiving a pass from their classroom teacher. Students who become injured during school should report directly to the health room to receive first aid.

If the health room nurse or aide deems it advisable for the student to go home, he/she will contact the parents, guardians or emergency contacts and make arrangements for transportation.

At no time should a student just leave the building after becoming ill. The student **must** receive health room or office clearance.

Medicine, both prescription and non-prescription, must be kept in the health room. A medication form must be completed by parent, guardian, and/or physician. Medication forms may be obtained from the office, the health room, or from the district website. All medicine must be brought to school in original container. There is a policy in place that states we are unable to administer non FDA approved substances

Immunization requirements: 4 DPT/DTap/DT/Td, 1 Tdap, 4 Polio, 3 Hepatitis B, 2 MMR, 2 Varicella for grades 9 & 12, 1 Varicella for grades 10 & 11.

INDEPENDENT STATUS OF STUDENTS

If a student has reached his/her 18th birthday, at the request of the parents/guardian, that student may be considered an adult and will be able to verify illness or excused absences without a parent's permission. When making this written request, the parent will also sign a form that removes that parent from all

official communication from the school. Forms can be obtained from an administrator.

LEAVING THE BUILDING

Students are not permitted to leave the school building at any time during the school day without permission from the office. When students report to the office, an attempt will be made to contact parents to get their approval prior to allowing students to leave.

Students who have notes to be excused from school early for medical appointments, court appointments, etc., must bring notes to the attendance office before school begins. A pass will be issued so the student may report to the office to sign out and leave the building.

LIBRARY

The role of library media program is to support learning and teaching through providing information access and delivery and encourage lifelong learning. The media center also manages printing, non-print, and online resources and the technologies needed to use them appropriately.

The following rules apply:

1. A conference room is available for students who need to work together. Use of this room is restricted to students who have permission from the librarian in advance.
2. Students who do not report to the library or who leave without permission will lose the privilege of using the library during study hall for a period of time at the discretion of the teacher or administrator.
3. All existing school disciplinary procedures will be enforced. Students violating the library use policy may lose library privileges.

LOCKERS

A student locker is provided by the school for the convenience of the student. It is to be used solely and exclusively for the storage of materials. The same locker is issued to students each year. There shall be no writing on or defacing of the inside or outside of any locker. There shall be no signs displaying profanity, nudity, advertisements of alcohol, tobacco, drugs, or sexually explicit photos or language. Students are responsible for locker cleaning and painting costs as a result of misuse.

The locker assigned to a student is not the student's private property or under his/her exclusive possession and may be opened and inspected by school authorities at any time. Any unauthorized item found in a locker may be removed. Any unauthorized item found in a locker that involves the violation of a law will be turned over to the police. School lockers are the property of Plymouth High School. At no time does the Plymouth school district relinquish its exclusive control of lockers.

Students who must bring large amounts of money or other valuable items to school are reminded not to store them in their lockers. Valuables should be brought to the office for safe-keeping. Hall and P.E. lockers should be kept locked. Students should not share locker combinations. The school district is not responsible for lost or stolen items.

LOST AND FOUND

Students who find books, pens, clothing, etc. should bring them to the High School office. The lost articles are kept in this office, and students may claim them by identifying them. Articles not claimed within a reasonable length of time are discarded.

LUNCH TICKETS

Lunch prices at Plymouth High School is \$2.50 per meal. Milk can be purchased separately for \$.30. Breakfast items are available before school and in morning commons periods.

All items of food and drink, including ala carte, will be purchased through each student's individual account. Accounts will be debited through a student ID card. The card must be shown and scanned for each purchase. No money will be handled in the cafeteria. Money, in the form of cash or check, may be deposited into the account by parent or student. Deposit envelopes are available in the high school office and may be brought in or sent to the office. Money must be placed into the account at least 24 hours prior to a purchase. When an account balance drops below \$15.00, a payment reminder will be sent home. Accounts will not be allowed to carry a negative balance.

Students who are transferring out of our district may ask the Food Service Director to refund the balance in their lunch account. (To do this you must stop in the kitchen or call 893-6911 ext. 1650.) Seniors who do not have a younger sibling coming through the school system and have \$5.00 or more in their account will automatically be refunded their funds at the end of the school year.

MAIL

The mailbox in the office is for the use of the school staff and for mail that is strictly school business. Personal mail left in the box by students will not be taken to the Post Office.

NON-DISCRIMINATION POLICY

The Plymouth Jt. School District is committed to equal educational opportunity for all students in the district. It is the policy of the Plymouth school District pursuant to §118.13, WI Statutes, and PI 9, that no person, on the basis of sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional, or learning disability, may be denied admission to any school in this district or be denied

participation in, be denied the benefits of, or be discriminated against in any curricular, extracurricular, pupil services, recreational or other program.

This policy also prohibits discrimination under related Federal statutes, including Title VI of the Civil Rights Act of 1964 (race, color, and national origin). Title IX of the Education Amendments of 1972 (sex), and Section 504 of the Rehabilitation Act of 1973 (handicap) and the Americans with Disabilities Act of 1990 (disability). Formal complaint procedures regarding educational opportunities can be found at Plymouth School Board Policy 511.1 found at the district web site: <http://www.plymouth.k12.wi.us> Any inquiries, questions or complaints regarding these policies should be directed to: Carrie Dassow, Title IX Coordinator (892-2661) or Susan Williamson, Title II/section 504 (893-4353).

POLICY ON ACCESS TO ELECTRONIC INFORMATION, SERVICES, AND NETWORKS FOR PHS

Electronic communications and information access are an educational tool for faculty and students. It is the policy of Plymouth High School to provide access to such electronic forms of media for its faculty, staff, and students. These resources might include the Internet or school network provided resources. The access policy is a privilege of the association to the school district that may be revoked when the individual fails to follow district policy.

Plymouth High School makes no warranties of any kind that the functions or the services provided by or through the high school system will be error-free or without defect. Plymouth High School will not be responsible for any damage users may suffer, including but not limited to, loss of data or interruptions of service. Plymouth High School is not responsible for the accuracy or quality of the information obtained through or stored on the system. Plymouth High School will not be responsible for financial obligations arising through the unauthorized use of the system.

Plymouth High School will provide appropriate supervision in all access areas. However the student is responsible for appropriate behavior using these resources. The student and parent must agree to the following guidelines for the student to have access to these electronic resources.

1. A Plymouth High School employee must approve each usage.
2. Particular services (i.e. E-mail, Internet, or network access) are owned by Plymouth High School. Any communications are not property of the individual sending the communications but the property of Plymouth High School. Not all individuals will have separate accounts for access to these services. (Note: District specialists monitor network use.)
3. The student will use the communications resources for school purposes only, such as educational, professional or career development activities and

limited, high-quality, self-discovery activities. Personal communication appropriate to school settings will generally be permissible.

4. The student will access electronic resources that do not violate the Student Code of Conduct or the policies set forth in this agreement. Violations include but are not limited to:
 - Transmitting profanity, obscene, abusive, harassment/threats, derogatory, or sexually explicit language.
 - Vandalizing, damaging, or disabling the property of an individual or organization.
 - Accessing another individual's or organization's materials, information, or files without permission.
 - Violating copyright or other intellectual properties of an individual or organization.
5. If an individual inadvertently accesses a resource that is inappropriate for an educational setting, then the individual must terminate the access immediately and notify the supervising Plymouth High School employee immediately.
6. If a student receives any solicitation for personal information (i.e. real name, address, phone number, credit card number, bank account number, or other contact information), the student must NOT provide the information, and MUST immediately notify the supervising Plymouth High School employee.
7. Users may not use the system for political lobbying or campaigning. Plymouth High School employees and students may, however, use the system to communicate with their elected representatives and to express their opinion on political issues.
8. Students will store information as directed by supervising staff member. Unauthorized storage on Plymouth School District hardware is a violation of appropriate use policy.
9. Users will not exceed 12 MB of document storage nor will they exceed 10 MB of E-mail storage.
10. The student must follow any additional directives or instructions from the supervising Plymouth High School employee that do not conflict with guidelines 1 through 10.
11. Plymouth High School reserves the right to amend this policy any time without notification to the individuals using the provided electronic information resources. It is the responsibility of the student to be familiar with any amendments to these policies. Students who choose to disregard

the policies outlined above regarding appropriate use will be subject to school disciplinary procedures that may include detention, restricted privileges, or referral to the police liaison officer as deemed appropriate for the situation. Parents will be notified as to the nature of the offense and the action taken.

12. Failure to follow any of these guidelines may result in the temporary or permanent revocation of access for the student.
13. A student will be granted alternative assessments and assignments that will fulfill the requirements of the teacher if an electronic assignment is given and the student does not have access to the electronic information services provided by Plymouth High School.
14. Any student who is using/possessing/sending material that is illegal (such as pornography) may be referred to authorities for legal action.

POSTERS

Permission to display posters and signs in the school must be obtained from the principal's office.

Posters and signs are to be attached to bulletin boards and metal and glass surfaces only! Do not attach to painted surfaces. Use only masking tape (available in the office).

STUDENT ACCESS AND DISCIPLINARY PROCEDURES REGARDING TECHNOLOGY

Those who violate the Acceptable Use Policy as stated in the Orange Guide (student/parent handbook) will be subject to consequences according to the Plymouth High School detention/discipline policy. These consequences could include loss of privileges, detention, or police involvement.

Chapter 943.70 of the Wisconsin State Statutes also states penalties relating to offenses against computers, computer equipment or supplies. These penalties may be invoked.

STUDENT ID CARDS

A student identification card will be required of all students. This card will be issued in conjunction with registration in the district. Replacement cards will cost \$5.00. The ID card will admit the student to sporting events and school activities, verify computer log-on, and access the student's account for cafeteria purchases.

STUDENT MESSAGES

The environment of Plymouth High School needs to be one in which attention is focused on teaching and learning. To that end, interruptions and

distractions need to be kept to a minimum. Students will not be given messages or items during the school day unless they are of an emergency nature. At the end of the day, students who have not yet picked up their messages or items will be verbally called to the office. Non-emergency messages such as those from employers, friends, and appointment reminders should be transmitted outside of school hours. Students are notified of school related messages through written posting on television monitors throughout the building.

STUDENT/TEACHER PARKING

Each student driving a motor vehicle to school must register that vehicle in the office. It is the responsibility of each driver to see that his/her automobile is properly registered and that any changes in automobiles or license numbers be promptly reported to the office.

The registration fee is \$80.00 for car and trucks. The fee for motorcycles is \$25.00. A plastic hanging permit will be issued and may be used on any vehicle owned by the registrant. It is permissible on a temporary basis to transfer your parking permit from one vehicle to another vehicle within your family. The permit should be hung in the rear view mirror. Vehicles without an interior rear view mirror must place the permit with the letter facing up on the dashboard directly in front of the steering wheel. All replacement permits will cost \$5.00. Temporary permits may be obtained at a cost of \$1.00 per day.

The permit only allows parking within the Student Parking Lot. Students are to park in the south parking lot only.

The following violations will result in your vehicle being ticketed:

- Parking in a marked Handicapped Zone
- Parking in the Student Lot without a valid permit clearly displayed
- Parking on marked Crosswalks
- Parking in Visitor Parking
- Blocking Traffic lanes within the Student Lot
- Parking in No Parking Zones
- Parents/Visitors parking in Student Lot w/o a valid permit
- Parking in areas marked for Staff Only

Violations of parking regulations may result in vehicles being towed at the owner's expense.

Note: By request of the School Board, the entire school grounds are under jurisdiction of the city police for the enforcement of parking and driving regulations. Inappropriate or illegal items found by school or police officials that are in view in a vehicle may be confiscated.

Students must drive carefully to and from school at all times.

A 15-mile speed limit on the school grounds must be obeyed. Pedestrians have the right of way.

Vehicles are to be parked in an orderly manner so as not to block other cars & driveways. **Student cars are not to be parked in front of school or in any of the driveways or service areas behind school. Violators may be towed at driver's expense.**

Vehicles driven to school remain parked until dismissal unless the student has been granted a temporary driving privilege.

To facilitate the safe departure of school buses at dismissal, students are to use the south exit of the parking lot.

Items prohibited in the school building or on the grounds are also prohibited in vehicles. Such items include, but are not limited to, alcohol, drugs, weapons, etc. At no time does the Plymouth School District relinquish control of the parking lots and the vehicles parked therein.

Smoking and loitering are prohibited in the school parking area.

Failure to comply with school driving/parking regulations will result in loss of driving/parking privilege with no refund of parking fees.

Teachers may park in the north faculty parking lot. A parking hanger must be displayed from the rearview mirror. In the event the vehicle does not have a rearview mirror the hanger may be placed on the dashboard area immediately in front of the steering wheel. Parking hangers are issued in the high school office. Cars without proper hangers displayed will be ticketed.

TEXTBOOKS

Textbooks are issued to each student at the beginning of the school year. The textbooks are the property of the school, rented by the student, and are to be used with care. The person renting the book is responsible for its condition and its return. The cost of replacing the book is charged if the book is lost, and a fine is charged for a book that has been abused.

Found books should be brought to the Lost and Found in the high school office. Books that are damaged should be taken to the classroom teacher for replacement or repairs. Do not write in your books. Do not carry items such as pencils or papers in your books that will break the book-binding.

USE OF THE BUILDING

Non-School Organizations

Outside groups who wish to use the auditorium, gymnasium, or other parts of the building must make application for the room(s) with the Community Education office.

High School Groups or Individuals

High school groups who wish to use any part of the building outside of regular school hours must reserve the room(s) with the principal.

No group or individual may use any part of the building outside regular school hours without a member of the faculty being in attendance

with the person or group the entire time the person or group uses the building. Violators may be prosecuted. (7:00 a.m. to 3:30 p.m. are considered school hours for the purpose of this regulation.)

VISITORS

Parents are always welcome to visit the school. If a student wishes to bring a student visitor to school, **which we highly discourage**, permission must be obtained from an administrator and the student's teachers at least three days prior to the desired visit. The student must fill out a form (available from an administrator) and have all his/her teachers sign and approve that form prior to the proposed visit. A check will determine whether or not the visitor's own school is in session. **Students from neighboring school districts will not be approved for a guest pass.** Permission slips can be obtained from one of the administrators once a note from a parent/guardian is brought to the office.

WITHDRAWAL FROM SCHOOL

State statutes now require full time attendance until the end of the semester in which the student becomes 18 years of age.

In the event a student is to withdraw from Plymouth High School during the school year, it is important that the following procedure is followed:

1. A withdrawal card is picked up from the counseling office. The withdrawal card is to be signed by the parent if the student is under age 18. This acknowledges parental permission for school or program transfer. A signature from the counseling office will indicate the student has discussed his/her withdrawal with the office and has been provided with educational options or planning as the student might require.
2. It is to be noted on the card the reason for withdrawal, (D-drop, T-transfer) and signed by the student.
3. The student will then take the withdrawal card and present it to the librarian. After receiving library clearance, the card is presented to each of his/her classroom (including physical education) teachers. This step will include a grade at withdrawal time, clearance of all classroom obligations, and is to be initialed by each teacher.
4. The student then returns to the general office. Office clearance will determine if all obligations have been met and if the student is deserving of any refund of fees.
5. Return to the counseling office for final check out and signature from the high school principal.

WORK PERMITS

If you are under 18, Wisconsin law states you must have a work permit for each new job. Work permits are not issued for employment of minors under 14, except for employment of children 12 to 14 in street trades and as caddies on golf courses

under certain conditions. Work permits are not required for farm work, or for work usual to the home of the employer, when done outside of school hours and during regular school vacation.

Work permits can be secured from the high school general office.

The following five items must be presented or submitted to the permit officer in order to secure a work permit:

1. Birth certificate or baptismal record for proof of age.
2. Letter from prospective employer promising employment.
3. Letter from parent or guardian consenting to the employment.
4. Social Security Card
5. Fee of \$10.00

IX. 2011-2012 SCHOOL CALENDAR

AUGUST

- 22 - 26 - In-service for new teachers
- 30 - In-service for all staff
- 31 - In-service for all staff

SEPTEMBER

- 1 - Thursday- Opening Day of School
- 5 - Monday, Labor Day - No School
- 6 - Back-to-School Evening for parents at PHS
- 6 - 7 - Pictures taken at High School
- 10 - ACT Test Date
- 23 - Friday - Homecoming against Kiel
- 24 - Saturday - Homecoming Dance

OCTOBER

- 22 - Saturday - ACT test date
- 24 - Monday - Fall Chorus Concert - 7:00pm
- 27 - 28 - Teachers' Convention - No School

NOVEMBER

- 1 - Freshmen magazine sales begin
- 4 - Friday, Last day of first quarter
- 7 - Monday, Fall Band Concert - 7:30pm
- 10 - Thursday - Parent Teacher Conferences at PHS
- 10 - 12 - Fall Play, 7:30pm
- 13 - Fall Play, 2:00pm
- 14 - Monday - Fall Jazz Band Concert - 7:30pm
- 15 - Tuesday - Parent Teacher Conferences at PHS
- 15 - Freshmen magazine sales end today
- 23 - Friday - No School Today: Conference Day Off
- 24 - 25 - Thanksgiving vacation

DECEMBER

- 5 - Monday - NO SCHOOL: In-Service Day
- 7 - Wednesday - PHS Blood Drive
- 10 - Saturday - ACT Test Date
- 12 - H.S. Winter Choral Concert - 7:00pm
- 12 - 19 - NHS Food Drive at PHS
- 16 - NHS Food Drive Dance
- 22 - Last day of school before winter break
- 23 - Friday - Winter break begins

JANUARY

- 2 - Monday - School Reconvenes
- TBA - Saturday - Conference Honors Band/Chorus
- 16 - Monday - Winter Band Concert - 7:00pm
- 19 -20 - First Semester Exams
- 20 - Friday - Last Day of First Semester
- 23 - Monday - In-service: No School

FEBRUARY

- 6 - Cabaret – 7:00pm
- 11 - ACT Test Date
- 27 - Winter Jazz Concert – 7:30pm

MARCH

- 1 - Spring Parent/Teacher Conferences, Arena Style
- 15 - 17 - Musical, 7:30pm
- 17 - District Solo/Ensemble at New Holstein
- 18 - Musical, 2:00pm
- 26 – 30 - Spring Break – No School

APRIL

- 2 - Monday – School Reconvenes
- 3 - Last day of Third Quarter
- 6 - No School – Good Friday
- 14 - ACT Test Date
- 18 - Wednesday - National Honor Society Induction
- 21 - Prom 2012 at Riverview Cafeteria

MAY

- 9 - Wednesday – Spring Choral Concert – 7:00pm
- 9 - Wednesday – PHS Blood Drive
- 14 - Monday - Spring Band Concert - 7:30pm
- 16 - Wednesday - Awards Night -7:00pm
- 23 - Wednesday – Jazz in the Park – 7:00pm
- 25 - Trade Day Off if no snow day occurred
- 28 - Monday - Memorial Day: No School
- 31 - Thursday - Senior Exams or Culminating Activity

JUNE

- 1 - Friday - Senior Exams or Culminating Activity
- 3 - Sunday – 2012 Graduation 2:00pm
- 7 – 8 - Underclassmen have exams or culminating activity
- 9 - ACT Test Date

Up-to-date information can be found at <http://www.plymouth.k12.wi.us/DistrictCalendar>