

School District of La Farge
Annual Notices
2017-18



SCHOOL DISTRICT OF LA FARGE

Annual Notices

The Annual Notices are published by the School District of La Farge to keep families with school-ages children informed of the policies of our schools, and to communicate expectations and guideline for the education of our children. The District also distributes an Elementary and Middle/High School student Handbook as more complete resources that are given to families at the beginning of each school year, or upon enrollment in the District. These documents can be accessed on our website at www.lafarge.k12.wi.us.

If you have any questions or concerns, please contact the school administrator, Ms. Shawn Donovan, at 608-625-2400.

The School District of La Farge does not discriminate against pupils on the basis of sex, race, religion, age, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability or handicap in its education programs or activities.

The District encourages informal resolution of complaints under this policy. If any person believes that the La Farge School District or any part of the school organization has failed to follow the law and rules s.118.13, Wisconsin Statutes; or in some way discriminates against pupils on the basis listed above, he/she may write a letter of complaint addressed to the Administration office at the following address: District Administrator, School District of La Farge, 301 West Adams Street, La Farge, WI 54639.

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records.

- 1. The right to inspect and review the student’s education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School principal a written request that identifies the records(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.**
- 2. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the School to amend a record that they believe is inaccurate or misleading. They should write the School principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the School decides not to amend the record and requested by the parent or eligible student the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.**
- 3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosures without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interest. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted to perform a special task (such as attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. It is the School District of La Farge’s intent to forward records on request.**
- 4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:**

**Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605**

For additional information or if you have any concerns about the above notices, please contact: Shawn Donovan at the Administrative Office at the School District of La Farge at 301 W. Adams Street, La Farge, WI 54639, 608 625-0107, email: donovans@lafarge.k12.wi.us

SCHOOL YEAR

Notice of Nondiscrimination

Applications for employment, students, parents, employees, sources of referral of applications for employment, and all unions or professional organization holding collective bargaining or professional agreements with the School District of La Farge are hereby notified that this institution does not discriminate on the basis of race, color, national origin, disability, sex age, or any other factor provided for by state and federal laws, and regulations in admissions or access to, or treatment or employment in its programs and activities. Any person having inquiries concerning the School District of La Farge's compliance with the regulations implementing 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, ADA Act of 1990, Civil Rights Act of 1991, or Section 118.13 Wisconsin Statutes is directed to contact: Shawn Donovan, District Administrator, School District of La Farge, 301 W. Adams St., La Farge, WI 54639

It is the policy of the School District of La Farge that no person may be denied admission to any public school in this district, or be denied participation in, be denied the benefits of, or be discriminated against in any curricular, extracurricular, vocational, pupil service, recreational, or other program or activity because of the person's sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability or handicap as required by the aforementioned statutes and acts. The district encourages informal resolution of complaints under this policy. The School District of La Farge offers vocational courses in the following areas: Family and Consumer Education, Technology Education, Business Education, and Agribusiness Education. A complete listing of courses offered is available in the school office.

Complaint Procedure for Federally Funded Programs

Any organization or individual who believes that the School District of La Farge is in violation of a federal statute or regulation that applies to a federally funded program may file a complaint with Wisconsin Department of Public Instruction. The complaint must be in writing, signed, and include a statement that the District has violated a requirement of a federal statute or regulation and the fact upon which this allegation is based. A decision on the complaint will be made within 60 days after the DPI receives the complaint. An independent on site investigation may be conducted to resolve the complaint. Complaints meeting the requirements stated above may be addressed to: Troy Evers, State Superintendent, Wisconsin Department of Public Instruction, 125 S. Webster St., Madison, WI 53707

For additional information or if you have any concerns about the above notices, please contact Shawn Donovan at the Administrative Office at the School District of La Farge at 301 W. Adams Street, La Farge, WI 54639, 608-625-0107, email: donovans@lafarge.k12.wi.us

Identification of Children with Disabilities

School Districts are required to inform parents and persons required to make the referrals under section 115.77(1)(a) of state statutes about the district's referral and evaluation process.

All children have the right to a free, appropriate public education regardless of the type of severity of their handicap. Federal and state law guarantees this right. IDEA (Individuals with Disabilities Education Act) requires that school districts make an effort to locate and identify all children with disabilities who are not receiving services. This is being done by the La Farge School District.

La Farge School District works to identify children from three to 21 years of age who have disabilities and are not presently being served. These disabilities may include, but are not limited to: developmental disabilities, hearing impairments, visual handicaps, learning disabilities, emotional disabilities, autism, brain injury and orthopedic disabilities.

After making a referral to the La Farge School District, an IEP team will do an evaluation. These evaluations are free of charge and all information is kept confidential.

If you know of any child from the ages of three to 21 years of age who may need special education services, call the La Farge School District Office (625-0107) and ask for Shawn Donovan, District Administrator.

Special Education Referral and Evaluation Procedures

Upon request, the School District of La Farge is required to evaluate a child for eligibility for special education services. A request for evaluation is known as a referral. When the district receives a referral, the district will appoint an Individualized Education Program (IEP) team to determine if the child has a disability, and if the child needs special education services. The district locates, identifies, and evaluates all children with disabilities who are enrolled by their parents in private (including religious) schools, elementary schools and secondary schools located in the school district.

A physician, nurse, psychologist, social worker, or administrator of a social agency, who reasonably believes a child brought to him or her for services is a child with a disability has a legal duty to refer the child, including a homeless child, to the school district in which the child resides. Before referring the child, the person making the referral must inform the child's parent that the referral will be made.

Others, including parents, who reasonably believe a child is a child with a disability may also, refer the child, including a homeless child, to the school district in which the child resides.

Referrals must be in writing and include the reason why the person believes the child with a disability. A referral may be made by contacting Ms. Shawn Donovan, Director of Special Education, La Farge School District, at (608) 625-2400, or by writing him/her at 301 W. Adams St., La Farge, WI 54639.

2009 Wisconsin Act 96
Indoor Environmental Quality management Plan
La Farge School District
Annual Notice

The La Farge School District can use website, student handbook, local newspaper, or other appropriate means to notify students, staff and the community that the district has an IEQ management plan in place. This annual publication is part of the La Farge School District's communication plan within the IEQ Management plan.

The La Farge School District would like to inform staff, students, parents, and the public of the district's indoor environment quality (IEQ) management plan. The plan was initially developed in 2013 and is reviewed as necessary. The plan was developed as deemed appropriate for the district. Questions and concerns should be directed to the IEQ Coordinator. Copies of the plan are available at the district office for a fee. The district office is located at 301 West Adams Street, La Farge, WI, 54639-7936.

La Farge School District
Annual Asbestos Notification
July 2016

Per the Environmental Protection Agency - Part 763 - Asbestos - Subpart E – Asbestos Containing Materials in Schools - 763.84 General local education agency responsibilities, (c) The local education agency must ensure that workers and building occupants, or their legal guardians, are informed at least once each school year about inspections, response actions, and post-response action activities, including periodic re-inspection and surveillance activities that are planned or in progress.

As such an annual asbestos notification will need to be sent or posted in order to inform workers and building occupants, or their legal guardians about inspections, response actions, and post-response action activities, including periodic re-inspection and surveillance activities that are planned or in progress.

The sample below can be used for publication in the district's newspaper of record and/or the school newsletter and/or the school district website.

Be sure to keep a dated copy of any published notifications and file them with your management plan.

Asbestos Notification

In compliance with the United States Environmental Protection Agency (EPA) and the Asbestos Hazard Emergency Response Act (AHERA), this is notice that the La Farge School District has an Asbestos Management Plan at the school district office. The plan is available for inspection by the public, parents, and district employees. The district performs six month periodic surveillance of asbestos in March and September and full re-inspections every three years. For more information please contact the district office.

Title I Programs

The School District of La Farge is a participant in Federal Title I programs and therefore must notify parents that they may request and obtain information regarding the professional qualifications of their child's classroom teachers. These would include whether the teacher has met state licensing criteria for the grade levels and subject areas taught, whether the teacher is teaching under emergency or provisional status through which state licensing criteria have been waived, and the undergraduate degree major of the teacher and any graduate certification or degree held by the teacher, including the field of discipline of the certification or degree.

The professional qualification of paraprofessionals providing instructional-related services may also be requested.

As part of the Title I (No Child Left Behind) Program, a Parent Advisory Group will be established to provide the opportunity for parents and staff to jointly determine guidelines for improved student achievement. The importance of ongoing parent-teacher communication is emphasized through parent-teacher conferences, reports of student progress, and information to parents regarding contacting staff, volunteering in the classroom, and observing classroom activities.

Public Notice NCLB

The School District of La Farge delivers notice to high school students and parents of high school students that the School District is required under the Elementary and Secondary Education Act commonly known as the **No Child Left Behind Act** of the United States Government to afford access to military recruiters of directory information (name, address, and telephone numbers) of high school students. The School District is also required to notify secondary school students and parents that such students and parents may request the School District to not share directory information on students without written consent. Students and parents desiring to notify the School District that the District is not to share directory information should put that request in writing to Ms. Shawn Donovan, Principal, La Farge School District, 310 W. Adams Street, La Farge, Wisconsin 54639.

Safety Notification

The safety of our students is and always will be the number one concern of the La Farge School District. We cannot be alone in this very important endeavor; we must count on you, our families and community to assist us to make this happen. Nearly all communities in Wisconsin currently house, have in the past housed, or will sometime in the future house a convicted sexual predator. As a school, we remain vigilant with the assistance of the Vernon County Sheriff's Department and our local police departments. But, we cannot do this alone. Provided is a website and phone numbers provided for the State of Wisconsin Department of Corrections, Division of Community Corrections. If you have questions or concerns related the Wisconsin Sexual Offender Registry, the website and phone number provided are your resource by which to have your questions answered. Our district does want our community to know that we take this very seriously and with your help, will do everything we can to keep our students safe. The website is: www.widocoffenders.org . The phone numbers which may be a resource for you are: Paula Armentrout , Registration Specialist (608) 647-4194; For Updates: 1-(888) 963-3363; Sex Offender Registration Program Main Line: (608) 240-5830.

No smoking on School Property Policy

Incompliance with Wisconsin State Law, the La Farge School District prohibits the use of all tobacco products in all District building and on all District Property.

Military Recruitment

The School District of La Farge receives federal funds and are therefore required to notify parents of secondary students that a secondary 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 consent. School districts 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 unless access to such information has been restricted by the secondary student's parents as outlined above. Parents or guardians have 14 days to respond once this notice is published that release of information may not be provided without prior written parental consent.

School District of La Farge Notice of Student Religious Accommodations ss.41.04(1)(a)

School District are required by PI 41.04(1)(a) of the Wisconsin Administrative code to provide annual written notification to all students, the parent or guardian of minor students, and instructors of the District's policies providing for reasonable accommodations of a student's sincerely held religious beliefs with regard to examinations and other academic requirements. The Pre-K – 12 Principal must receive notification of all such sincerely held religious beliefs at the beginning of the school year. He will then reply in writing regarding the District's ability to accommodate such beliefs. If the student or the parent/guardian is unsatisfied with the reply of the Principal, the complaint procedure of the student nondiscrimination policy may be used by the student, parent/guardian to resolve any complaint.

Bullying Policy

The La Farge School District strives to provide a safe, secure and respectful learning environment for all students in school buildings, on school grounds, and school buses and at school-sponsored activities. Bullying has a harmful social, physical, psychological and academic impact on bullies, victims and bystanders. The school district consistently and vigorously addresses bullying so that there is not disruption to the learning environment and learning process.

Locker Room Privacy Policy

The La Farge School District shall observe measures intended to protect the privacy rights of individuals using school locker rooms. The following provisions outline the extent to which that protection can and will be provided.

1. Locker rooms are provided for the use of physical education students, athletes, and other activity groups and individuals authorized by the building principal or by District policy. No one will be permitted to enter into the locker room or remain in the locker room to interview or seek information from an individual in the locker room at any time. Such interviews may take place outside of the locker room consistent with applicable District policies and/or school rules.
2. No cameras, video recorders, or other devices that can be used to record or transfer images may be used in the locker room at any time.
3. No person may use a cell phone to capture, record, or transfer a representation of a nude or partially nude person in the locker room or to take any other photo or video image of a person in the locker room.

Students and staff violating this policy shall be subject to school disciplinary action and possible legal referral, if applicable. Other persons violating the policy may be subject to penalties outlined in state law. The building principal or his/her designee shall be responsible for enforcing this policy.

Locker Search & Drug Dog (policy 3423)

The School District of La Farge School Board has given authorization for use of a drug dog on school grounds. The drug dog will only be utilized on school grounds when deemed appropriate by the administration. Drug-sniffing dogs will only be requested by the Administration if they have a reasonable suspicion that illegal drugs are on school premises.

Dogs may be used to sniff for drugs in lockers. When a drug-sniffing dog alerts on a locker a locker search may be conducted. Locker searches may also be conducted pursuant to state law when determined necessary or appropriate without the consent of the student, without notifying the student, and without obtaining search warrant.

A drug-sniffing dog may be used around unoccupied cars in the school parking lot without individualized suspicion that drugs will be found.

Drug-sniffing dogs will not be allowed to examine a student's person, including articles of clothing a student is wearing or bags, backpacks, or purses while a student is holding them. If the school district has a well-documented and substantial need to curb drug possessions at school; bags, backpacks, or purses may be briefly detained while a drug-sniffing dog sniffs the item.

Students found in possession or whose property contains illegal drugs are subject to discipline at school, (as listed in the student handbook), as well as local, state and federal authorities. School lock-down procedures will be followed in the event that the drug dog is brought on school grounds.

Student lockers are school property and remain at all times under the control of the school.

Youth Options

Wisconsin's youth options program allows public high school juniors and seniors who meet certain requirements to take post-secondary courses at a UW institution, a Wisconsin technical college, one of the state's participating private non-profit institutions of higher education, or tribally-controlled colleges. Approved courses count toward high school graduation and college credit.

Under youth options, a student does not pay for a college course already offered in the school district. If approved by the school board, the student can receive both high school and college credit upon successful completion of the course. A student who successfully completes their high school graduation requirements earns a high school diploma regardless of whether the requirements were met while attending a high school or college.

Student Health

Meningococcal Disease

Commonly known as bacterial meningitis, meningococcal disease is a rare but potentially fatal infection that can occur among teenagers and college students. While the disease is rare and difficult to contract, it is very serious. Meningococcal bacteria can be potentially transmitted through close contact with an infected person through direct contact with respiratory and/or oral secretions from an infected person (i.e., through sharing drinking containers or kissing). Meningococcal disease can be misdiagnosed as something less serious because early symptoms, like high fever, severe headache, nausea, vomiting and stiff neck, are similar to those of common viral illnesses. The disease can progress rapidly and can cause death or permanent disability within 48 hours of initial symptoms.

Bacterial meningitis can be treated with a number of effective antibiotics. It is important, however, that treatment be started early in the course of the disease.

A meningococcal vaccine is available that protects against four out of five strains of bacterium that cause meningococcal disease in the U.S.

For more information, please contact the Vernon County Health Department at 608-637-5251.

Education of Homeless Children and Youth

The McKinney-Venot Homeless Education Assistance Act of 2001 requires districts to identify a homeless liaison to assist student and families who experience homelessness. Homeless children and unaccompanied youth must have access to public school educational programs and services that allow them to meet the same challenging state academic standards to which all students are held. Homeless children/youth cannot be required to attend a separate school or program for homeless children and must not be stigmatized by school personnel.

Attendance Guidelines

In accordance with Wisconsin Compulsory School Attendance Act 285(118.15), all children between the ages of 6 and 18 years shall attend school regularly in a program that leads to the child's high school graduation or high school equivalency.

The responsibility for regular school attendance rests upon the child's parent(s) or guardian(s). By Wisconsin State Law, parents/guardian may excuse their child's absence in writing prior to the event. A child may not be excused for more than 10 days in a school year under this provision. S.s.118.15(3). All absences over the 10 day limit will be recorded as unexcused. If a student cannot attend school, a parent/guardian should call the school office by 10:00am. Upon returning to school, students must obtain an admit slip from the office before being admitted to class. A written excuse signed by the parent/guardian must be presented within 48 hours or the absence will remain unexcused. It is the responsibility of the student to obtain any coursework missed and make arrangements with the teacher(s) for completions. Students will receive 48 hours from the date of return to complete coursework missed (if absence is excused), unless the teacher grants an extension. Absences will be recorded in half day increments (minimum).

Student Technology/Communication and Internet Safety Policy

The La Farge School District supports student use of technology resources for the sole purpose of achieving District educational goals, standards, and curricular objectives. The District has established a computer network and is pleased to offer Network/Internet access for student use. This provides students access to a variety of Internet resources as well as the network to facilitate the storage and retrieval of information to enhance the educational environment. Network/Internet access and technology resources are a privilege, not a right. In order for students to use our Network/Internet, students and their parent/guardian must first read and understand the following acceptable use policies. Misuse of these services may result in loss of access privileges, in-school disciplinary action, or legal consequences.

School Performance Plan

Under Section 115.38(2), school boards are required to notify, by January 1 each year, the parent/guardian of each student enrolled in the district of their right to request a school and school district performance report. The report must be distributed by May 1st each year to those parents/guardian who request it. If the district maintains an Internet site the school and school district performance report must be available to the public on that site.

Notice of Suicide Prevention Resources

According to section 115.365(3) of the state statutes, each school board must annually inform its professional staff of the resources available from the DPI and other sources regarding suicide prevention. Information describing the suicide prevention resources and services and how staff can access them, along with model notices, are available on DPI's Web site. School officials should also review existing district policies and any special grants they receive to see if they include any special annual notice requirements.

Human Growth and Development Instruction

The La Farge School District recognizes the family as a major forum for developmental experiences. In identifying its role, the district serve to reinforce that which is taught at home by providing learning experiences that can be used to make healthy life choices now and in the future. The school will make available upon written request to the principal the topic related to human growth and development. If you have any questions about the Human Growth and Development Curriculum, feel free to contact the counselor or principal at the high school.

Programs for English Language Learners

School district information regarding bilingual-bicultural programs, procedures for registering students in such a program and parental consent for students placement in the program must be given to parents/guardians of ELL students attending a school that receives Title III funding from the federal government on an annual basis. This information must be given in English and the non-English language of the limited English proficient student. Title III funds are intended to help students who have limited English proficiency, including immigrant children and youth, to attain English proficiency, develop high levels of academic attainment in English, and meet the same challenging academic content and student academic achievement standards as all children in

Wisconsin is expected to meet. To learn more about English language acquisition program contact the director of special education at the school district office @ 608 625-2400.

FOR THE 2017-2018 SCHOOL YEAR

State law requires the District to provide the parents and guardians of all enrolled students with notice of the academic standards in mathematics, science, reading and writing, geography, and history that have been adopted by the School Board and that will be in effect during each school year. Accordingly, the District academic standards that will be in effect in these specific content areas for this school year are listed below. Electronic links to the detailed version of the applicable standards are provided when available. To the extent a parent or guardian would like to review a copy of any of the standards in an alternative format, please contact, Shawn Donovan, Superintendent.

Content Area/Subject	The District's 2017-2018 Student Academic Standards
English Language Arts (includes reading and writing)	<p>The District has adopted the Common Core State Standards for English Language Arts, as formerly adapted to Wisconsin by the Wisconsin Department of Public Instructions (through) the 2016-2017 school year. These District standards include:</p> <ul style="list-style-type: none">• Standards for English Language Arts & Literacy in History/Social Studies, Science, and Technical Subjects in grades K-5;• Standards for English Language Arts & Literacy History/Social Studies, Science, and Technical Subjects in grades 6-12;• Standards for Literacy in all Subjects for grades K-5 and• Standards for Literacy in all Subjects for grades 6-12 <p>A complete copy of these standards can be located and reviewed at this Internet address: http://dpi.wi.gov/sites/default/files/imce/common-core/pdf/ela-stds-app-a-revision.pdf</p>
Mathematics	<p>The District has adopted the Common Core State Standards for Mathematics, as formerly adapted to Wisconsin by the Wisconsin Department of Public Instruction (through the 2017-18 school year). These District standards include:</p> <ul style="list-style-type: none">• Standards for mathematical content• Standards for mathematical practice <p>A complete copy of these standards can be located and reviewed at this Internet address: http://dpi.wi.gov/sites/default/files/imce/common-core/pdf/common-core-math-standards.pdf</p>

Science	<p>The District has adopted the Next Generation Science Standards. The standards are grouped into four clusters; physical science, life science, earth and space science and engineering and technology.</p> <p>A complete copy of these standards can be located and reviewed at this Internet address:</p> <p>http://www.nextgenscience.org/overview-topics</p>
Social Studies (includes geography and history)	<p>The District has adopted the Wisconsin Model Academic standards for Social Studies. The five strands of the social studies standards encompass history, geography, behavioral science, economics, and political science. The model standards include both content standards and performance standards.</p> <p>A complete copy of these standards can be located and reviewed at this Internet address:</p> <p>http://cal.dpi.wi.gov/cal_ss-standards</p>

If you have any questions about this notice, please contact Shawn Donovan, Superintendent, at (608) 625-0107 or by email: donovans@lafarge.k12.wi.us

This notice is issued pursuant to section 120.12(13) of the state statutes.

Adoption date: July 18, 2016