

# NORTHLAND PINES SCHOOL DISTRICT ANNUAL NOTICES 2020 - 21

## ATTENTION SCHOOL VISITORS

Individuals other than NPSD pupils, staff or Board of Education members are regarded as visitors. Visitors are asked to please report to the school office to sign in. Visitors need to bring their drivers license in as they will be scanned by our Raptor system to ensure student safety. A photo ID badge will be printed for visitors to wear while they are in the building.

## HOW DO OUR SCHOOLS COMPARE? CHECK WISEDASH

<http://wisedash.dpi.wi.gov>

What's in WISEDash? Every year, all Wisconsin school districts collect information about their students, staff, and courses. These data sets are submitted to the Department of Public Instruction where they're stored in a data warehouse, a repository of millions of educational records that are linked and organized by school year. WISEDash gives you an interactive way to select and filter Wisconsin school data from the 2005-06 school year forward. Data is published by the Department of Public Instruction, and are redacted to protect student privacy. Additional historical datasets from 1998 forward can be downloaded. Links to other educational datasets and key reports are available in WISEDash.

Who should use WISEDash? The WISEDash public portal is the front door for parents and community members to discover all types of data about Wisconsin schools and districts. WISEDash can also be used to compare districts, schools, and statewide data.

Why is WISEDash important? Education data is a primary tool to see how our students, schools, and policies are working. Over time, the data showed the results of changes we make in schools, letting us track progress and make adjustments. As stated in Agenda 2017, the goal for Wisconsin is to help ensure every child graduates from high school prepared for both college and career pathways. WISEDash is a key part of Agenda 2017's assessment and data systems emphasis on giving parents and the public more timely, quality data to use for informed decision-making.

## ASBESTOS MANAGEMENT PLAN NOTIFICATION

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

In keeping with this legislation, all buildings (including portables and support buildings) owned or leased by Northland Pines School District were inspected by EPA accredited inspectors. Furthermore, Northland Pines School District has completed their three year re-inspection required by AHERA. MacNeil Environmental, a private environmental consulting company, has accomplished this task under its current contract.

Short-term workers (outside contractors - i.e., telephone repair

workers, electricians and exterminators) must be provided information regarding the location of asbestos in which they may come into contact. All short-term workers shall contact the lead maintenance person before beginning work to receive this information.

A copy of the Asbestos Management Plan is available for review in the District Office. Copies are available at fifteen cents per page. Questions related to the plan should be directed to Patrick Murphy, MS, MacNeil Environmental, Inc., Burnsville, Minnesota, at (952) 890-3452 ext. 618, or by contacting Dave Bohnen, Buildings and Grounds Director, Northland Pines School District at (715) 479-5031.

The Northland Pines School District is required by law to post this notification.

## PUPIL NON-DISCRIMINATION NOTICE

### School Board Policy #2260

It is the policy of the public schools that no person may be denied admission to any public school in the district or be denied participation in, be denied the benefits of, or be discriminated against in any curricular, extracurricular, pupil service, recreational, or other program or activity because of the person's race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including transgender status, change of sex or gender identity), or physical, mental, emotional, or learning disability ("Protected Classes") in any of its student program and activities as required by s. 118.13, Wis. Stats.

This policy also prohibits discrimination as defined by Title IX of the Education Amendments of 1972 (sex), Title VI of the Civil Rights Act of 1964 (race and national origin), and Section 504 of the Rehabilitation Act of 1973. School districts encourage informal resolution of complaints under this policy. A formal complaint resolution procedure is available to address allegations of violations of the policy in the school district. Any questions concerning this policy should be directed to: Northland Pines School District, Director of Pupil Services, Emily Rhode, (715) 479-8989 ext. 3, 1700 Pleasure Island Road, Eagle River, WI 54521.

## NON-DISCRIMINATION STATEMENT

[This explains what to do if you believe you have been treated unfairly.](#)

In accordance with Federal law and U.S. Department of Agriculture policy, the NPSD Board of Education does not discriminate in the employment of staff on the basis of the Protected Classes of race, color, national origin, age, sex (including transgender status, change of sex, sexual orientation, or gender identity) pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), National origin, ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other characteristic protected by law in

school sponsored activities and sports, photograph, name of previous school(s).

**Middle and High School Students:** Student name, school, grade level, age, honors and awards received, participation in school sponsored activities and sports, height and weight (if a member of an athletic team), photograph, diplomas and awards received, name of previous school(s).

**Recruiter Access to Students/Records:** School districts receiving federal education 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 unless access to such information has been restricted by the secondary school student or the student's parents. A secondary school student or the parent of a 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 consent; and that the district must comply with such request. To deny the release of some or all of the items listed above, a parent/guardian must submit a written request to the child's principal by September 20, 2019 (or within two weeks from the date the student enters the Northland Pines School District).

## Student Assessments

School Boards are required by section 118.30(1m)(d) of the state statutes to annually publish information on the district's internet site about the state-required 4th, 8th, 9th, and 11th grade examinations administered to students enrolled in the district. For all district assessments, including state-required, parents can access information and schedules on the website at [npsd.k12.wi.us](http://npsd.k12.wi.us).

## Bullying Prevention Policy

### School Board Policy #5517.01

The Northland Pines School District is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The school community encourages positive interpersonal relations amongst the student body. Bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated.

Bullying is deliberate or intentional behavior using words or actions, intended to cause fear, intimidation, or harm. Bullying may be a repeated behavior and involves an imbalance of power. It includes, but is not necessarily limited to such behaviors as stalking, cyber-bullying, intimidating, menacing, coercing, name-calling, taunting, making threats and hazing.

Any student that believes s/he has been or is the victim of bullying should immediately report the situation to any teacher, counselor, Principal, the Assistant Principal, Activities Director, or the District Administrator; who will be responsible for notifying the appropriate administrator or Board Official. For further information see the policy on the Northland Pines website or contact your building principal.

## Drug Free Schools

### School Board Policy #5530

Students and employees have the right to attend school and work in an environment free from the non-medical use of alcohol, drugs, and mood-altering substances. The Board of Education recognizes that the misuse of drugs is a serious problem with legal, physical, and social implications for the entire school community. "Drugs"

shall mean:

1. all dangerous controlled substances as so designated and prohibited by Wisconsin statute;
2. all chemicals which release toxic vapors;
3. all alcoholic beverages;
4. any prescription or patent drug, except those for which permission to use in school has been granted;
5. "look-alikes";
6. anabolic steroids;
7. any other illegal substance so designated and prohibited by law.

The use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful. The Board prohibits the use, possession, concealment, or distribution of any drug and any drug-paraphernalia at any time on the Northland Pines School District property or at any District-related event.

## Drug Free Workplace

The NPSD Board of Education revised the Drug Free Workplace Policy in April, 2013 to now include pre-employment drug testing and current employee drug testing if reasonable suspicion exists. Consistent with the Drug-Free Workplace Act, the Board prohibits the manufacture, possession, use, distribution, dispensing or reporting to work or working under the influence of any controlled substance, illegal drug, mind or mood altering drug, designer drug, prescription drug without a prescription, or any other drug when not used as intended for purposes of mind or mood alteration or intoxication, including alcohol, by any district employee at any time while on district property or while involved in any district-related activity or event. Any employee who violates this policy shall be subject to disciplinary action in accordance with district guidelines. Pre-employment drug testing shall be required as a condition of employment for all new hires. All pre-employment drug testing shall be completed for all new hires. All pre-employment drug testing shall be completed prior to beginning employment. Reasonable Suspicion Drug Testing of Any Current Employee: The district shall require an employee to undergo a drug and/or alcohol test when reasonable individualized suspicion exists to believe the employee is under the influence of drugs and/or alcohol. Refusal to cooperate in this program may result in discipline, up to and including termination. The district reserves the right to take appropriate action in the circumstances, which may include, without being limited to, remediation, accommodation, discipline, or dismissal from employment.

## Wisconsin School Performance Report

The Wisconsin School Performance Report serves as the state's annual public school report card. The contents of the School Performance Report are organized into two broad categories: Student Performance Indicators and Opportunity-to-Learn Indicators. Student Performance Indicators give readers a look at different measures of achievement including Advanced Placement Test, American College Test (ACT), Graduation Statistics, Knowledge & Concepts Examinations (grades four, eight and ten), Post graduation Intentions, and Wisconsin Reading Comprehension Test (formerly Third Grade Reading Test). Opportunity-to-Learn Indicators offer insight into the classes and experiences available to public school pupils. The Northland Pines School District Performance Report is available to all members of the public online on the NPSD website. Copies of the School Performance Report can also be obtained by contacting Susie

its employment practices. NPSD is an equal opportunity employer and complies with all federal and state laws in this regard. To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410. USDA is an equal opportunity provider and employer. Call toll free (866) 632-9992 (voice), (800) 877-8339 (FedRelay) or (800) 845-6136 (Spanish).

### **USDA NON-DISCRIMINATION NOTICE**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.

### **QUALITY TEACHERS AND PARAPROFESSIONALS**

[dpi.wi.gov/esea/index.html](http://dpi.wi.gov/esea/index.html)

Parents of students attending Northland Pines schools are welcome to request and obtain information regarding the professional qualifications of their child's classroom teachers and paraprofessionals. The following are examples of questions that you may want to ask.

1. Is my child's teacher licensed to teach the grades or subjects assigned?
2. Has the state waived any requirements for my child's teacher?
3. What was the college major of my child's teacher?
4. Are there instructional aides working with my child? If so, what are their qualifications?
5. What degrees does my child's teacher hold?

All teachers in the school district have at least a bachelor's degree and are fully licensed for their assignment. If you want to see the state qualification for your child's teacher, you may ask your school principal or find it on the DPI website at: <https://dpi.wi.gov/sites/default/files/imce/title-i/pdf/eseaparent-right-to-teacher-info.pdf>

The Board of Education will continue to place a high priority on hiring the most qualified educators and providing support for their continued professional growth. If you would like more information about teacher licensure or other aspects of school operations, please contact Scott Foster, District Administrator, directly at (715) 479-6487, option 1, ext. 1.

### **BUSING AND TRANSPORTATION**

[dpi.state.wi.us/sms/transhpg.html](http://dpi.state.wi.us/sms/transhpg.html)

According to Section 121.54(2), Wisconsin Statutes, a pupil attending a public elementary or secondary school, including kindergarten, is entitled to transportation by the public school district in which the pupil resides if the pupil resides two or more miles from the nearest public school the pupil is entitled to attend. In addition, Section 121.54(1), Wis. Stats., provides that districts are not required to transport pupils who reside in the same city as the school they attend.

The Northland Pines School District provides bus transportation for students meeting the state defined criteria for distance, city residence and unusually hazardous transportation areas. The bus schedule and route information is available by contacting Schilleman Bus Service at (715) 479-2565.

Students will ride only assigned school buses and will board and depart from the bus at assigned bus stops. Students will not be permitted to ride unassigned buses for any reason other than an emergency, except as approved by the principal.

A change in a student's regular assigned bus stop may be granted for a special need if a note from a parent is submitted to the building principal stating the reason for the request and the duration of the change and the principal approves.

### **RELEASE OF STUDENT PHOTOS, INFO, DIRECTORY DATA**

During the course of a school year, individual students and student groups are occasionally videotaped and/or photographed in classroom situations, during fine arts performances, on field trips, while participating in athletics, etc. The resulting photo and/or videotape may be used in a variety of ways: to promote the school; to instruct students or staff members; or to orient new parents, staff, and students. The final product could also take a variety of forms: photo displays, slide-presentations, newspaper articles, pamphlets, video programs, magazine articles, newsletters, internet (website and social media), and the school yearbook.

**The Family Educational Rights and Privacy Act** allows the parent/guardian or eligible student the right to inform the school of their desire that their child not be photographed or videotaped. The educational interests of students require the collection, retention, and use of information about individual students and groups of students. At the same time, a student's right of privacy under Federal and State law mandates careful custodianship and limitations on access to student records. The Northland Pines School District has designated the information below as directory data. Unless a parent denies permission in writing, this may appear in news releases and may be released to the public under the open records law.

**Elementary School Students:** Student name, school, grade level, age, honors and awards received, participation in

Block at (715) 479-6487, option 1, ext. 2.

## Academic and Career Planning Services and Education for Employment Program

School districts are required by PI 26.03(1)(b)1 of the WI Administrative Code to inform parents each school year about what Academic and Career Planning Services -PI 26.03(1)(b)1 their child receives and the Education for Employment Program - PI 26.04(4). The District's Academic and Career Planning Services is posted on the website at [npsd.k12.wi.us](http://npsd.k12.wi.us).

## PUPIL ACADEMIC STANDARDS

Districts are required to provide notification surrounding academic standards. 1. Annually, each school board shall include as an item on the agenda of the first school board meeting of the school year a notice that clearly identifies the pupil academic standards adopted by the school board that will be in effect for the school year. 2. Annually, prior to the beginning of the school term, each school board shall notify the parents and guardians of pupils enrolled in the school district of the pupil academic standards that will be in effect for the school year. Notice may be provided electronically, including by posting the notice or a link to the pupil academic standards on the school district's Internet site.

## EDUCATIONAL OPTIONS FOR CHILDREN WHO RESIDE IN THE NORTHLAND PINES SCHOOL DISTRICT

School Boards are required by section 118.57 of the state statutes to annually publish, prior to January 31, a description of the educational options available to the children residing in the district, including public schools, private schools participating in a parental choice program, charter schools, virtual schools, full-time open enrollment, Early College Credit Program, and options available for home based private educational program students. The Northland Pines School District posts this information on our website at [npsd.k12.wi.us](http://npsd.k12.wi.us).

## YOUTH APPRENTICESHIP OPPORTUNITY

There will be opportunities for next years' NPHS Juniors and Seniors to gain valuable work experience through the state Youth Apprenticeship Program. Youth Apprenticeship is a one or two year elective statewide program that combines academic and technical instruction with mentored, paid, on-the-job learning that makes a real world connection for students.

Youth Apprentices work a minimum of 450 hours at YA work-sites each year of their program and take related high school or college classes to enhance their work site experience. The areas of employment are: Finance, Manufacturing, Hospitality, Health, and Transportation, Distribution and Logistics. If there is any business in the Northland Pines School District interested in establishing a partnership with our school/students or you wish to obtain further information, please contact the Northland Pines High School at (715) 479-4473.

## CAMPUS PORTAL ACCOUNT

NPSD is proud to provide you with the Campus Parent Portal as a means to further promote educational excellence and to enhance communication with parents/guardians. During the academic school year, parents/guardians will have

access to the following data:

- Attendance
- School Fees
- Family Demographic Information
- Elementary parents/guardians have access to report cards
- Middle and High School parents/guardians have access to class assignments, progress reports and report cards.
- Food Service Balance
- Student's Schedule

If you need to setup a new portal account or need help with a forgotten username or password, call (715) 479-4123 or email [enroll@npsd.k12.wi.us](mailto:enroll@npsd.k12.wi.us).

## NIGHT SCHOOL - ADULT LITERACY OPTIONS

Are you interested in finishing high school? Want to have access to adult learning services? Northland Pines offers evening services through the NPHS Library Media Center. Enroll by calling (715) 479-4123 or emailing [enroll@npsd.k12.wi.us](mailto:enroll@npsd.k12.wi.us).

## NOTIFYING SCHOOL WHEN MEDICAL CONDITIONS CHANGE

Please contact the school office about any health issues that your child may have. NPSD strives to keep every child safe and healthy, and with your help, we can do that together. You can reach the school district nurse at (715) 479-6471, ext. 3353. Below is a list of medical conditions that the schools need to know about:

- Asthma
- Stinging insect allergies
- Food/Pet allergies
- Diabetes
- Digestive/Urinary Problems
- Frequent Bloody Nose
- Heart Conditions
- Mental Health: ADD/ADHD, Anxiety, Depression, Eating Disorders, etc.
- Migraines/Headaches
- Plant/Seasonal Allergies
- Rashes
- Seizures

## NORTHLAND PINES COMPUTER USE

Northland Pines is committed to facilitating the use of computer technology and wide access to the internet and computer resources for the benefit of pupils, staff and communities. Internet use is allowed for educational purposes only as determined by the staff or administration. The district retains ownership and control over its computers, hardware, and software at all times. To maintain system integrity, monitor network etiquette and ensure that users are using the system responsibly, system administrators may review user files and communications. Users should not expect that files and other information communicated or stored in district servers will be private. NPSD expects all users to sign, return and adhere to the Computer Acceptable Use Agreement.

## EMERGENCY CLOSINGS & DELAYS

When we do a school cancellation or closing for inclement weather, the notification is for all of the following: NPSD, Christ Lutheran School, Early Childhood, and Head Start. Closings are done only after careful consideration and conversation with Schilleman's Bus Service. Announcements of school closings are made via the following media:

**RADIO STATIONS:** WRJO 94.5 FM/WERL 950 AM, WACD 106 FM/WATK 900 AM, WHDG 97.3 FM, WRLO 105.3 FM, WRHN 100 FM, WOBI 1240 AM, WMQA 95.9 FM, WLKD 1570 AM, WCYE 93.7 FM, WXPR 91.7 FM, WSAU 550 AM & 99.9 FM, WRIG 1390 AM, WDEZ 101.9 FM, WIFC 95.5 FM, WOZZ 94.7 FM

**TV STATIONS:** Channels 7 (WSAW), 9 (WAOW), and 12 (WJFW)

**INTERNET/SOCIAL MEDIA:** You will find school closings posted on our website, Facebook, Twitter and Instagram pages.

# Student Immunization Law Age/Grade Requirements

[dhs.wisconsin.gov/immunization/](https://dhs.wisconsin.gov/immunization/)

The following are the minimum required immunizations for each age/grade level according to the Wisconsin Student Immunization Law. Additional immunizations may be recommended for your child depending on his/her age. Please contact your doctor or local health department to determine if your child needs additional immunizations.

AGE/GRADE	NUMBER OF DOSES					
Pre K (2 yrs through 4 yrs) <sup>1</sup>	4 DTaP/DTP/DT <sup>2</sup>	3 Polio	3 Hepatitis B <sup>6</sup>	1 MMR <sup>7</sup>	1 Varicella <sup>8</sup>	
Kindergarten through Grade 5	4 DTaP <sup>1</sup> /DTP/DT/Td <sup>2,3</sup>	4 Polio <sup>5</sup>	3 Hepatitis B <sup>6</sup>	2 MMR <sup>7</sup>	2 Varicella <sup>8</sup>	
Grades 6 through 12	4 DTaP/DTP/DT/Td <sup>2</sup>	1 Tdap <sup>4</sup>	4 Polio <sup>5</sup>	3 Hepatitis B <sup>6</sup>	2 MMR <sup>7</sup>	2 Varicella <sup>8</sup>

- Children under 4 years of age who are enrolled in a Pre-K class should be assessed using the immunizations requirements for Kindergarten through grade 5 which would normally correspond to the individual's age.
- D= diphtheria, T= tetanus, P=pertussis vaccine. DTaP/DTP/DT/Td vaccine for all students Pre-K through 12: Four doses are not required. However, if a student received the 3rd dose after the 4th birthday, further doses are not required. Note: a dose four days or less before the 4th birthday is also acceptable.
- DtaP/DTP/DT vaccine for children entering Kindergarten: Each student must have received one dose after the 4th birthday (either 3rd, 4th, 5th dose) to be compliant. Note: a dose four days or less before the 4th birthday is also acceptable.
- Tdap is adolescent tetanus, diphtheria and acellular pertussis vaccine. If a student received a dose of a tetanus-containing vaccine, such as Td, within five years before entering the grade in which Tdap is required, the student is compliant and a dose of Tdap vaccine is not required.
- Polio vaccine for students entering grades Kindergarten through 12: Four doses are required. However, if a student received the 3rd dose after the 4th birthday, further doses are not required. Note: a dose four days or less before the 4th birthday is also acceptable.
- Laboratory evidence of immunity to hepatitis B is also acceptable.
- MMR is measles, mumps, and rubella vaccine. The first dose of MMR vaccine much have been received on or after the first birthday. Note: a dose four days or less before the 1st birthday is also acceptable. Laboratory evidence of immunity to all three diseases (measles and mumps and rubella) is also acceptable.
- Varicella vaccine is chickenpox vaccine. A history of chickenpox disease or laboratory evidence of immunity to varicella is also acceptable.

## Use of Medication at School

Medication should be given at home if at all possible. When, under exceptional circumstances, a student is required to take medication at school, it must be in compliance with these guidelines.

### Procedures for obtaining and filing medical information:

- The parent or guardian must provide written consent for a member of the school staff to dispense medication via "Parental Authorization for Medication" form. These forms can be obtained from the school office. New forms are required at the beginning of each school year.
- Prescription medications will only be administered under the direction of a physician. This is done by the physician or practitioner completing and signing the "Authorization for Medication" form, available in the school office and on our website: [npsd.k12.wi.us](https://npsd.k12.wi.us). The parent or guardian must facilitate the completion and signing of the form by the physician.
- Medication must be received in the original container from the pharmacy. It must be labeled with the following:
  - Name of student
  - Dosage of medication
  - Name of the prescribing physician
  - Name of medication
  - Time the medication is to be dispensed
  - Name of the pharmacy
- Appropriate records shall be maintained and periodic instruction will be documented by the completion of a medication administration form.

Medication will be stored in a designated container in each building. Any unused medication will be returned to the parent.

If you have questions or need assistance, please contact Caryn Jacob, School Nurse at (715) 479-6471 Ext. 3353. The Northland Pines School District reserves the right to refuse any request to dispense medication.

### Over the Counter Medication

Parents, when bringing in over the counter medications for your children to be administered during the school day, please fill out the proper form (Non-prescription (over the counter) Medication Request form) available from your school office. The medication must be in the original, unopened manufacturer's package/container. It must list in a legible format the ingredients and recommended therapeutic dose.