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WELCOME TO PLATTEVILLE HIGH SCHOOL

Platteville High School is a great place to get an education. The variety of course offerings is extensive and the number of co-curricular opportunities exhaustive. The School District of Platteville takes great pride in our continual pursuit of excellence. Our goal is to pursue excellence in the classroom, auditorium, workshop or athletic field. Wherever Platteville High School is represented by its students or staff, "Pursuing Excellence" is our motto. As a student, it is expected you will do your part. Invest yourself in your studies. Set high goals for yourself. And always PURSUE EXCELLENCE.

Regular Class Schedule

Quarters 1 and 4

Period 1	8:15 - 9:05
Period 2	9:10 - 10:00
Period 3	10:05 - 10:55
Period 4A	Lunch 11:00 – 11:25
	Class 11:30 – 12:20
4B	Class 11:00 – 11:50
	Lunch 11:50 – 12:20
Period 5	12:25 - 1:15
Period 6	1:20 - 2:10
Period 7	2:15 - 3:05
Guided Study	3:05 - 3:25

Quarters 2 and 3

Guided Study	8:15 – 8:30
Period 1	8:35 – 9:25
Period 2	9:30 – 10:20
Period 3	10:25 – 11:15
Period 4A Lunch	11:20 – 11:45
	Class 11:50 – 12:40
4B Class	11:20 – 12:10
	Lunch 12:15 – 12:40
Period 5	12:45 – 1:35
Period 6	1:40 – 2:30
Period 7	2:35 – 3:25

Schedule for Early Release Wednesdays

12:40 p.m. Release

Period 1	8:15 – 8:45
Period 2	8:50 – 9:20
Period 3	9:25 – 9:55
Period 5	10:00 – 10:30
Period 6	10:35 – 11:05
Period 4A	Lunch 11:10 – 11:35
	Class 11:40 – 12:05
4B	Class 11:10 – 11:40
	Lunch 11:40 – 12:05
Period 7	12:10 – 12:40

Teacher Inservice 1:00 – 4:00

PHONE NUMBERS

Main Office	342-4020
Attendance Desk	342-4015
Guidance Office	342-4023
Athletic Director	342-4022

MISSION

It is the mission of Platteville High School to provide learning experiences in an environment that assists each individual in developing lifelong attitudes and skills to achieve the highest possible levels of intellectual, social, emotional, physical, and moral growth.

GENERAL INFORMATION AND POLICIES

ACTIVITIES CODE

This agenda includes a summary of the Activities Code. All students who participate in co-curricular activities are required to have a signed code on file in the high school office before they are allowed to participate.

The Platteville School District's primary mission is an educational one. Although extra and co-curricular activities expand upon the educational experience they are not an entitlement. Participation in extra and co-curricular activities is a privilege that requires good academic standing and appropriate personal conduct. The PHS Activity Code identifies academic and attendance eligibility standards and provides a sequence of progressive discipline for personal conduct code violations.

Academic Standards/Penalties

- A. Schedule - Maintain a full academic schedule (3 semester credits/6 class periods per day).
- B. Grades – No failing grades; incompletes are considered to be failing grades.
 - 1. One "F" quarter grade: regain eligibility with passing grades after a 3 week suspension.
 - 2. Two "F" quarter grades: regain eligibility with passing grades after a 9 week suspension.

Attendance Standards/Penalties

- A. An unexcused absence results in suspension from the next contest or performance.
- B. Must attend school for 4 periods to participate in a practice, contest or performance that day.

Personal Conduct Standards

- A. Moderate Violations – lose school honors for one year and three week activity suspension.
 - 1. Academic dishonesty (cheating on a test or assignment).
 - 2. School misbehavior that results in disciplinary suspension out of school.
 - 3. Flagrant disrespect toward school personnel away from school.
 - 4. Being present without your parent or guardian at a place where alcohol and other drugs are being used illegally.
 - 5. Assault, battery, bullying, hazing or harassment that causes bodily harm or creates a credible threat of bodily harm and misdemeanor theft or vandalism.
 - 6. Self-reported for possession or consumption of alcohol, tobacco, or illegal drugs.
- B. First Major Violation – lose school honors for one year and nine week activity exclusion.
 - 1. A second moderate violation is the same as a first major violation.
 - 2. A third moderate violation is the same as a second major violation.
 - 3. Possession/consumption of alcohol, tobacco and illegal drugs when reported by others.*
 - 4. Assault, battery, bullying, hazing or harassment that causes great bodily harm or creates a credible threat of great bodily harm and felony theft or vandalism.

* After successfully completing a treatment program, students serving their first major violation involving harmful substances (tobacco, alcohol, illegal drugs) may appeal to the Activity Council for reinstatement upon recommendation of the Student Services Committee.

- C. Second Major Violation – lose school honors for one year and one year activity exclusion.

Standard of Proof

The standard of proof required for disciplinary action is evidence "beyond a reasonable doubt".

Due Process

Students are afforded due process including access to an appeal process should they or their parents/guardians believe that an eligibility decision has been wrongfully applied. The student maintains his/her eligibility during the appeal process. Requests for appeals to:
The Activity Council must be made within five days of the athletic director's decision.
The Superintendent must be made within five days of the Activity Council's decision.
The School Board must be made within five days of the superintendent's decision.
The decision of the school board is final.

ACADEMIC ACHIEVEMENT AWARD

Any student who maintains a cumulative grade point average of 3.85 or better over their first seven semesters will be recognized with the Academic Achievement Award. This award will be presented during the spring of the senior year.

ACADEMIC HONOR ROLLS

The Honor Roll (3.40-3.699) and High Honor Roll (3.70-4.00) is published four times a year—at the end of each nine weeks grading period, based on quarter grades.

ACADEMIC LETTERS

Students are eligible to earn a school letter through academic excellence. Points are earned on a semester basis: 3 points for a semester GPA of 3.70 – 4.00; 2 points for a GPA of 3.40 – 3.699; 1 point for a GPA of 3.00 – 3.39.

Juniors, upon reaching a point accumulation of 15 points at the end of 5 semesters, will be awarded a chenille letter. Seniors must have a point accumulation of 18 after 7 semesters to be awarded a letter. Seniors must have a point accumulation of 20 after 7 semesters to be awarded an academic medallion.

ACTIVITIES AT PHS

Platteville High School's student activities program has been organized in an attempt to offer activities that appeal to the varied interests of the student.

Each incoming freshman or transfer student is encouraged to become an active member of at least one club or activity in which he or she has a genuine interest. Questions you may have about these activities should be directed to the individual advisors.

ACTIVITIES FEE

Students who participate in extracurricular activities will be expected to pay fees according to school board policy. Fees are assessed for designated activities and for each sport. Fee waiver forms may be obtained from the student activities director.

ADVISOR GROUPS

Students are assigned to advisor groups by grade level. These groups will meet on a daily basis during our guided study period. Students are randomly assigned to a different group each year. The guided study period is created to facilitate club meetings, homework or assignment completion and student mentoring.

ALCOHOL AND DRUG ABUSE

The use, possession, and/or distribution of alcohol or controlled substances, or look-alike products, is prohibited both by statute and school policy. Any student engaging in such behavior will be referred to the proper legal authorities. In addition to any criminal penalties, the student will be expelled from school.

ATHLETICS

The interscholastic athletic program at Platteville High School is an integral part of the educational curriculum. Athletics provide learning experiences not always found in other educational settings. Development of leadership, cooperation, responsibility, and decision-making skills are enhanced.

Some sports are divided into two levels—junior varsity and varsity—while other sports are divided into three levels—freshmen, junior varsity, and varsity.

The emphasis at the freshman level is participation. Squad size may be limited. An attempt will be made for all students at this level to receive some participation time during contests. This may be limited because of squad size.

At the junior varsity level, all eligible students who come out are retained, but the amount of participation time for some athletes during contests may be limited.

The varsity level provides substantial opportunity for gifted and talented athletes. Squad size for some sports is limited and competitive tryouts will determine squad membership. Those judged to be most capable would receive the largest amount of participation time during contests.

A participant may select one sport per season and must have on file a physical card or parent card (opposite year of physical card), an Activities Code Pledge Sheet, and pay the designated activity fee (unless waived).

Inappropriate behavior, smoking, drinking, and the use of illicit drugs are prohibited. Academic requirements of the Activities Code must be met.

ATTENDANCE HONOR ROLL

Students with perfect attendance (with the exception of school related absences) will be recognized through an attendance honor roll.

ATTENDANCE POLICY

In accordance with state law (s. 118.15), all children between six and eighteen years of age must attend school full-time until the end of the term, semester or quarter, in which they become eighteen years of age.

All students are expected to attend school on each day that classes are scheduled. Students may be excused from attendance for the following reasons: illness (evidence of a doctor's care may be required), medical and other appointments which cannot be made during non-school hours (evidence of the appointment must be provided), death or serious illness in the family, approved school activities, involvement with outside agencies, or emergency situations. 118.15(3)(c) provides for parents to excuse their child prior to an absence, in writing for no more than 10 days.

Parents or guardians of students are required to contact the high school at (608) 342-4015. Calls should be made between 7:30 a.m. and 8:15 a.m. A written excuse must be provided on the first day the student returns to school. An absence is counted as unexcused whenever a student fails to contact the school. Exceptions will be made on a per case basis. Unexcused absences will result in disciplinary action and may result in academic penalties, as well.

A minor aged student, absent without the consent of a parent, or in violation of state law, county ordinance, municipal ordinance, and school policy, is truant (s. 118.15). Repeated truancy may be cause for disciplinary action, suspension, revocation of work permit, or referral to the proper authorities. Habitual truants also face the potential of police citation and fine.

BULLYING

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

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

See: Bullying Policy JFCF

BUS REGULATIONS

Riding the school bus is a privilege, and students are expected to behave in an appropriate manner. Students should remain in their seats, and avoid engaging in any behavior that could distract the driver. The bus driver or supervisor will report improper conduct to the principal who will investigate the incident and take the appropriate action. Repeated behavioral incidents will involve parent conferences and could result in the suspension of the student's privilege to ride the bus. The bus is an extension of the school building and general rules of conduct and safety apply to students riding the bus.

See: Bus Ridership of Students Rights & Responsibilities

COMMUNITY SERVICE

Platteville High School recognizes students who give to the community through service. Students who perform 50 hours of community service per year will be recognized at graduation with an honor cord as well as a special notation on the student transcript. Hours of community service must be contributed to non-profit organizations, community care facilities, or individuals not directly related to the student. Students cannot earn hours of service with activities that are paid, earn high school credit or completed during the school day. Fundraising activities for organizations of which the student is a member are not considered community service.

COMPUTER NETWORK USE POLICY

The School District of Platteville has invested significantly in technology that offers vast, diverse, and unique resources to students, staff and guests. The District's goal in providing these services is to promote educational excellence by facilitating resource sharing, innovation, and communication.

The District supports access by students, staff and guests to rich information resources along with the development of appropriate skills to analyze and evaluate resources. In today's world, access to manipulation of information is a critical skill. Staff, students and guests will have available to them appropriate technological tools necessary to explore the world both from inside and outside the classroom walls. Our belief is that the information technology is provided to support our school mission and purpose. All other uses are secondary. If a Platteville School District user violates the provisions set forth in the Acceptable Use and Internet Safety Policy IIBD, his or her account may be terminated and future access could be limited or denied.

DETENTION

Detention is one part of the behavior management program. Detentions may be assigned before or after school. A copy of the detention notice is given to the student, and a copy is sent to the parents. Additionally, teachers may assign detentions. In such cases, the teacher will contact the parents and will arrange a day and time for the student to serve the detention.

DIPLOMA POLICY

Students must have been in attendance at least two full semesters at Platteville High School, one of which must be in the graduation year. Students must have been in attendance at an approved, sanctioned high school or equivalent institution for four semesters.

Students must have successfully completed the following Platteville High School course requirements: (4) credits of English, including English 301 and English 401 or their equivalents; (3) credits of social science; (2) credits of mathematics, one of which must be algebra 131 or its equivalent, (2) credits of science, one of which must be biology 120 or its equivalent, and (1.5) credits of physical education, and (.5) credits of health education.

ELECTRONIC DEVICES

Electronic communication devices are not to be used during school hours. An exception occurs if the board, administration, or teacher deems a device necessary in a medical, safety, or educational sense. Picture phones are not allowed in bathrooms or locker rooms at any time. Electronic devices are allowed to be used in the commons during a student's assigned lunch period. The District's Acceptable Use Policy IIBD governs the use of all electronic devices.

ELECTRONIC SURVEILLANCE

Whenever and wherever in school buildings or on school grounds the Board of Education authorizes installation of a video camera surveillance system in the Platteville School District, the policy guidelines shall apply. Such system will be used exclusively for the purpose of maintaining a safe and orderly school environment, for identifying misconduct, for minimizing theft and vandalism and for enforcing school policies and rules.

See: Electronic Surveillance of School Buildings and Grounds Policy EBAC

EVENING ACTIVITIES

No school activities or events are to be held on Sundays or on Wednesday evenings. These times are set aside for family, church, and/or community activities. Practices, meetings will end at 6:30 p.m. on Wednesday. The superintendent and Board of Education can make exceptions.

EXAM EXEMPTIONS

Students can earn exemptions from second semester exams by meeting certain academic criteria. Sophomores who achieve Advanced or proficient standing on all five portions of the WKCE will be awarded one exemption. All students who improve on the MAPS tests in all three areas (Language Arts, Reading and Mathematics) from one spring to the next will be awarded an exemption. Any student who scores at or above the 90th percentile on all three MAPS tests for all administrations of the test within a school year will be awarded an exemption. No student can earn more than two exemptions. Exemptions can only be used at the discretion of the teacher.

EXPULSION (MANDATORY)

The school board shall expel a pupil from school whenever it finds the pupil was in possession of a dangerous weapon, facsimile firearm, alcoholic beverage, drug paraphernalia, or under the influence of an illicit drugs or alcohol at school or at school functions.

FIRE AND TORNADO DRILLS

Fire and tornado drills are held at irregular intervals throughout the school year. Remember these basic rules:

1. Check the instructions in each classroom (they are posted) indicating how to leave the building.
2. Walk. No talking. Move quickly and quietly to designated area.

GENERAL SCHOOL RULES

Rules are established to create an atmosphere of respect for each individual within the school. Our focus is learning and students are reminded to follow the following specific rules to ensure a safe and orderly environment that supports teaching and learning.

1. Inappropriate behavior, both physical and verbal, shall not be permitted in school or school-sponsored functions.
2. Behaviors intended to harass or intimidate students or staff will not be tolerated.
3. Follow directions of all staff.
4. Use appropriate tone of voice and language for school.
5. Respect all persons and property – school and personal.
6. Tobacco, alcohol, illegal drugs, weapons and facsimile weapons are prohibited.
7. Obtain a pass whenever travelling outside of the classroom.
8. Keep the building clean and free of litter.
9. Food and drink are allowed in the commons area only.
10. Handholding is the only acceptable public display of affection at PHS.
11. Walk in the hallways.
12. Bullying behavior of any kind is prohibited.

GRADE ADVANCEMENT

Students are placed into classes according to the number of credits earned.

<u>CREDITS EARNED</u>	<u>CLASS</u>
Fewer than 5.5	Freshman
Fewer than 11.0	Sophomore
Fewer than 17.0	Junior
17.0 or more	Senior

GRADING POLICY

I. Grading Statement (purpose/philosophy)

The PHS faculty and administration believe that good communication between parent and teacher as well as teacher and student is important in the educational process. Our goal is to establish a flow of communication that will provide feedback and guidance so that each student may achieve to the degree that his/her talent will allow. Parents can receive immediate feedback regarding student progress. Electronic grade books are updated on a weekly basis and are accessible with a student code and password. Grade books can be viewed through the school district website at www.platteville.k12.wi.us/phs.

II. Grading Policy

The reporting process should:

- A. provide for having report cards issued each of the four nine-week periods of the 36-week school year
- B. allow for teachers' grades to reflect his/her professional judgment of student achievement. Teachers will avail themselves to students who have questions about their grades.
- C. allow all students a reasonable opportunity to make up missed exams.

- D. allow all students a minimum of two weeks to complete assignments/tests to remove an "incomplete" grade. Extenuating circumstances can lead to modification of two-week deadlines.
- E. provide for grade point averages by semester grades of classes taken at Platteville High School and credits earned by transfer students at an accredited high school. Any contention about transferred credits at Platteville High School will be resolved by a grade policy committee consisting of the principal, guidance counselor, and a faculty member.
- F. provide for the inclusion of college or technical school credits in a student's high school transcript only if he/she is enrolled in an approved program as determined by the grade policy committee.

III. Grading Guidelines

The definition of letter grade is stated in the following:

A = excellent	(outstanding progress)
B = good	(above average progress)
C = average	(average progress)
D = below average	(lowest acceptable progress)
F = failing	(failure)
P = passing	(passing grade will earn credit but not be calculated into GPA)

Each teacher has the freedom and obligation to determine an appropriate grading scale for each class. The recommended grading scale is as follows:

A	90-100	4.00 credits for GPA
B	80-89	3.00 credits for GPA
C	70-79	2.00 credits for GPA
D	60-69	1.00 credits for GPA
F	0-59	0.00 credits for GPA

Generally, semester grades are determined by averaging the two nine-week's grades (40% each) and the final exam (20% of final grade). In the case where no final exam is administered (required), each nine-week's grade will be weighed at 50% of the final grade.

Only semester grades are used in calculating grade point average. Nine-week grades indicate midway progress only and do not affect cumulative grade point average. Grades for coursework taken from accredited educational institutions outside of Platteville High School will be included in the calculation of a students' cumulative GPA if that coursework is applied to graduation or if the coursework is counted toward status as a fulltime student.

IV. Final Exam Guidelines

- A. All teachers will give comprehensive final exams unless exempted by the principal.
- B. The final examination (activity) must be based on stated objectives of the course.
- C. The grade can count up to 1/5 of the final semester grade.

V. Miscellaneous

- A. **Unexcused Absences and Make-up**
No credit is given for class work missed during an unexcused absence. Students must retain all materials presented during their absence for future reference and are accountable for those materials. Students are permitted to make up examinations missed during an unexcused absence.

B. High School Transcript Evaluation

A review team consisting of a principal and the guidance counselors will evaluate incoming transcripts of students who have transferred to Platteville High School to determine whether the credits will apply to the graduation requirements of Platteville High School. Platteville High School does not weigh grades in determining G.P.A.

C. G.P.A. and Repeat Courses

All course grades of "A" through "F" received while attending Platteville High School or grades accepted on the transcript of a transferring student will be averaged into the student's cumulative G.P.A. and resulting class rank. Students may, however, wish to improve their understanding of a course they have already taken. In so doing, the student may have the previous grade replaced with the better grade earned after repeating the course *if the previous grade was a "C" or less*. The student will not, however, receive additional credit for a repeated course when a grade has been replaced. All repeat requests must be approved by the guidance office and the principal.

D. Course Approval

Students wishing to earn credits beyond the school's offerings must get approval of the building principal in order that those credits be applied toward graduation requirements, as well as recorded on the student's transcript.

E. Appealing Grades

Students who wish to appeal a grade with a teacher must seek an audience with the affected teacher within ten days upon receipt of the distribution of grade reports. Students may take an appeal further by petitioning the building principal for a judgment.

F. Class Withdrawal

Students who wish to drop a course in good standing must do so before the end of the fourth week of that class. Students will receive a "W" signifying a withdrawal in good standing. Students who wish to drop courses after the fifth week will earn a grade based upon their average for the entire grading period. Withdrawals do not earn credit, regardless of the grade received. After the course withdrawal, students must have a minimum of 3.00 credits that they are enrolled in. Acceptance of any withdrawal will be based on approval of the teacher, parents, guidance office, and principal.

GRADUATION REQUIREMENTS

In order to graduate from Platteville High School, students must meet the following criteria:

1. Attend this or another accredited high school for at least 7 semesters.
2. Participate in board-approved activities each hour of each school day and enroll in a minimum of 3.0 course credits each semester.

3. Demonstrate academic performance and teacher recommendation by earning:
 - 4.0 Credits in required benchmark English courses
 - 3.0 Credits in required benchmark Social Science courses
 - 2.0 Credits in required benchmark Mathematics courses
 - 2.0 Credits in required benchmark Science courses
 - 1.5 Credits in required Physical Education courses
 - 0.5 Credit in required Health courses
 - 11.0 Credits in elective courses
 - 24.0 Total Credits required

Students are referred to school board policy for the entire description of graduation requirements and alternative methods of earning a high school diploma. All relevant state and federal laws pertaining to alternative education, students with disabilities and limited English proficiency will apply.

GROUNDS AND PARKING LOT

Students **must** use the WEST parking lot; the EAST parking lot is reserved for faculty and staff. Cars are off-limits to students once they have arrived at school. Students are asked to park in the stalls, and to drive their cars in a safe manner. The speed limit on school grounds is 10 MPH, and students are expected to operate their vehicles in a safe manner at all times. Students who abuse the privilege will be prohibited from bringing their cars to school.

GUIDANCE SERVICES

Guidance services are offered to every student in the high school. The counselor is available to help students with career exploration and educational planning, goal setting, interpretation of test scores, development of study skills, and resolving home, school and/or social concerns. Students are encouraged to see a counselor for any reason; no question, concern, or problem is too small to discuss. Confidentiality is maintained in areas of student contact.

Students are encouraged to use the career guidance materials available in the guidance office. A large amount of written material on careers, specific occupations and vocational decision-making, as well as catalogs from various colleges, technical schools, and trade schools are a part of the guidance office library. College, technical, and private school representatives, as well as representatives from the Armed Services, visit during the school year. Students may make arrangements in the guidance office to hear representatives visiting PHS.

HALLS

Students should be in the halls only at the beginning and close of school and while moving between classes unless they have special permission or special duties. Students in the halls during class time must have passes. To avoid disturbing classes in session, students are expected to move quietly. Running and shouting in the halls is never permitted.

INDEPENDENT STUDY POLICY

Students at Platteville High School have the opportunity to work on projects and earn credits outside of the standard curriculum. The formal adoption of credit for independent study allows the high school to, in effect, increase the curricular offerings of the institution. This credit option helps better meet the needs of all Platteville High School students. It accommodates students' personal and career interests and can be used to keep them on their graduation time line. Students who participate in the program should gain an understanding and appreciation that initiative, commitment, and self-discipline are necessary attributes that lead to successful work. The program complements the institution's goal of having students develop an appreciation of lifelong learning. Interested students should contact the guidance office for further details.

LEAVING SCHOOL

If it is necessary for a student to leave school, he/she must have written permission from a parent. In the case of unavoidable medical appointments, the student must bring the written excuse prior to leaving school. The office will issue a passport out of the building. All students leaving the building must sign out in the office.

LOCKERS

Each student at Platteville High School is assigned an individual locker equipped with a combination lock. The student will be assigned the same locker for his/her four years of school and will be responsible for remembering the combination. **All lockers are the property of the school and are under its jurisdiction.** Only school-related articles may be stored in the lockers. Students are advised to keep items of value locked in both physical education and personal lockers. Locker combinations should not be shared. No physical abuse of lockers is permitted. Placement of stickers on lockers is likewise prohibited. Lockers, and their contents, are subject to inspection by school officials as determined necessary or appropriate. Students need to communicate with the office if their locker is not functioning properly.

LOST AND FOUND

Articles found in and around the school should be turned into the office, where the owners may claim their property by identifying it. Platteville High School assumes no liability for lost or stolen articles.

MEDIA CENTER

The Media Center is open for use every day from 7:35 a.m. to 3:35 p.m. Students and teachers use the Media Center for research, reference work, teacher-directed resource center activities, reading books, magazines, newspapers, checking out books, and many computer-related activities. **NOTE: Homework that does not require the materials or equipment in the Media Center must be completed in study hall.** Students may sign in to the Media Center in lieu of reporting to study hall or may come to the Media Center with a pass from another teacher.

Most books may be checked out of the Media Center for a two-week period and may be renewed, if necessary. Reference and reserve books can only be checked out overnight and must be returned to the Media Center before first hour the following day. Magazines are not checked out of the Media Center. If a copy of an article is needed, the student has access to a copy machine in the Media Center at \$.05 per copy.

MEDICATION

If it becomes necessary for a student to take any form of prescription medication, a doctor's note and parent permission slip will be required in order for office personnel to dispense such medication. The school nurse will be made aware of the need and will monitor the dispensing.

NOON LUNCH HOUR REGULATIONS

1. PHS has a closed noon hour. Students who live within three blocks of the school and who wish to go home for lunch must submit an application, signed by the parents, to the office for approval. Approval is contingent on satisfactory attendance, grades, and discipline record. Students who receive home lunch passes may not use automobiles or motorbikes to transport themselves. Students must exit and enter via the front doors.
2. Students will not be allowed to go their lockers or other areas of the school during lunch.
3. All lunches are to be eaten in the commons area.
4. Students must respect others' rights to have a clean environment.
5. Students are expected to behave appropriately at all times.
6. No food deliveries are allowed, except by permission of the principal.

OFFICE MESSAGES

The main office needs to contact students on a regular basis to distribute messages or discuss attendance matters. Students must listen to announcements carefully and report to the office immediately when called.

OTHER FEES

It may be necessary to assess miscellaneous fees or charges for other classes. Information about these fees may be found in the Course Description Handbook. Students who wish to have a physical education padlock must purchase that lock through the physical education department. No other locks are allowed on physical education lockers.

POLICE INVOLVEMENT

Platteville High School policy allows police to interview students during school hours when the police deem it necessary to do so, or when the school administrator(s) deem police involvement necessary to resolve a problem. Law enforcement has a legitimate need to be able to seek the cooperation of minors in investigating a crime and seeking to protect the community at large, as well as the school community from crime.

POSTERS AND SIGNS

A principal must approve all posters and signs before they can be placed on school walls. Signs must be placed in appropriate locations. No distribution of literature is allowed, except by approval of the principal.

PUPIL NONDISCRIMINATION

The Platteville School District does not discriminate against pupils on the basis of sex, race, 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. Federal law prohibits discrimination in employment on the basis of age, race, color, national origin, sex, or handicap.

REGISTRATION FEE

Students who attend Platteville High School are required to pay a registration fee. All students are to pay the fee upon enrollment in Platteville High School **at the August registration session**. Students are responsible for books and equipment placed in their custody. Damaged or lost items will result in the students being fined.

SCHOOL INSURANCE

Platteville School District does not carry insurance to cover student injuries. Information on how to obtain coverage is available by calling the district office at (608) 342-4000.

SCHOOL VISITORS

All guests and/or visitors to the school must report to the office. Student visitors are only allowed during the lunch periods. Any exceptions must have the approval of the principal.

STUDENT APPEARANCE

Students should be aware of certain requirements concerning their appearance. Clothing which could be reasonably expected to disrupt the school environment, or distract from the educational process are prohibited. Prohibited clothing includes any of the following:

- displays obscene, lewd, or vulgar comments

- intended to harass, threaten, or demean an individual or group
- pants or tops which expose the midriff.
- excessively baggy pants which expose the underwear.
- tops which are low-cut, revealing, strapless or with spaghetti straps.
- short-shorts, short-skorts or mini-skirts.
- promotes or advertises the use of illicit drugs or alcohol
- promotes or advertises the use of tobacco products
- promotes actions which are illegal or in violation of school policies

Appropriate attire is also required at co-curricular events. In addition, special clothing may be required for some classes, or for participation in activities or events. Shoes must be worn at all times. Hats are not to be worn during school hours. Finally, due to safety concerns, the wearing in classrooms of coats, jackets, or other outside apparel is not allowed.

STUDY HALLS

Study halls are designed so that students have the opportunity to study in a quiet, formal manner within an environment that promotes student productivity and achievement.

STUDY TABLE

Study table is a voluntary opportunity offered to students who desire academic assistance. Study table meets five days per week from 7:15 – 8:00. Students will receive academic and organizational help.

SUSPENSION

In cases of repeated or flagrant violations of school rules, or when a student's behavior threatens the health, safety and welfare of others, a student may be suspended from school. Suspensions will be handled in accordance with state law and school policy. Students may be suspended out-of-school for up to five days, or in-school for up to five days. In cases where an expulsion hearing is pending, a student may be suspended for a longer period. When students are suspended from school they are prohibited from being on school grounds, or participating in any extracurricular activities for the period of the suspension.

TARDINESS

Students who are not in class by 8:15 a.m. will be considered tardy and should report directly to the office. Students who are tardy to school will receive detention time from the office personnel. Additionally, students are expected to be in their seats and ready to work when the bell rings. Students who are late to class after first hour will receive detention time from the teacher.

TELEPHONE

Students may not use the telephone or extensions throughout the building, unless it is for school business or is an emergency and they have obtained permission from a staff member to use the phone. Cell phones are not allowed during the school day and should be kept in a students' locker.

USE OF TOBACCO PRODUCTS ON SCHOOL PREMISES

Wisconsin State Statute 120.12(19) prohibits the use of tobacco products on public school premises effective September 1, 1990. To carry out the mandates of Wisconsin Act 209 and to promote the cleanliness of all facilities, the Platteville Board of Education bans the use of all tobacco products in all school buildings and on all school grounds in the district, at all events sponsored by the district, and in all school vehicles by all persons at all times.

In accordance with the above stated school board policy, students who use or possess tobacco on school premises will be subject to disciplinary procedures that include, but are not limited to, detention, suspension, and municipal code restrictions, which includes fines.

VANDALISM AND PROPERTY DAMAGE

The taxpayers of the Platteville School District provide its students with buildings and facilities, equipment, textbooks, and other supplies. To safeguard this investment, and to ensure their continued availability, students are held accountable for actions that result in damage to school property. Students who willfully destroy school property will be required to pay the full replacement cost of the item destroyed, and will be subject to disciplinary action which includes, but is not limited to, suspension, expulsion, and/or referral to legal authorities. Students who damage school property through negligence will be required to pay the full cost of replacing the damaged article.

YOUTH OPTIONS PROGRAM

Juniors and seniors are afforded an opportunity to enroll in one or more nonsectarian courses at an institution of higher learning (UW-P, SWTC) and take courses that lead to credit toward high school graduation. Application deadlines are October 1 for 2nd semester (spring) courses and March 1 for 1st semester (fall) courses. Information can be obtained in the principal's office.

Our students are the direct personification of the quality of our community and our school. Students are expected to conduct themselves with appropriate decorum at all time while at school or attending school functions. Take pride in your school and conduct yourselves accordingly at all times.