

COCHRANE-FOUNTAIN CITY SCHOOL DISTRICT ANNUAL NOTICES

ABUSE OF CHILDREN SS 49.981

Administrators, educators and counselors are required by law to report any abuse or neglect of a child or threatened abuse or neglect of a child, to appropriate law enforcement. C-FC School will notify authorities whenever there is a suspicion or knowledge abuse of a child is happening.

ACADEMIC AND CAREER PLANNING SERVICES FOR STUDENTS Wisconsin Administrative Code PI 26.03(1)(b) 1

School districts are required to inform parents of what academic and career planning services their child receives and provide parents with opportunities to participate in their child's academic and career planning. Wisconsin DPI has chosen the Career Cruising program that C-FC has also adopted that will track a student's academic/career pathway. Information on the program will be disseminated to parents and students as we transition into the new system.

ACADEMIC STANDARDS for STUDENTS Wis Act 55 - SS 120.12(13)

The Cochrane-Fountain City School District Academic Standards reflect the Wisconsin Model Academic Standards for Science, the Wisconsin Model Academic Standards for Social Studies, and the Common Core Standards for English-Language Arts, Mathematics and Literacy in all subjects as formally adopted to Wisconsin by the Department of Public Instruction.

ACCOUNTABILITY REPORT for SCHOOLS Wis Act 55 - SS 118.385(4) ~ 118.60(9m) ~ 119.23(9m)

Each public school in the state is required to provide a copy of the school's accountability report that is published by the Wisconsin DPI to the parent/guardian of each student enrolled in or attending the school. In addition, each public school that maintains an Internet site is required to prominently display a link to the school's most recent accountability report on the home page of that school's Internet site within 30 days after the DPI publishes the accountability report.

****C-FC's link is located in the homepage under Quick Links.****

ALCOHOL PROHIBITED ON SCHOOL GROUNDS SS 125.09 (2)

Wisconsin law prohibits all persons, adults and minors, from possessing or consuming alcoholic beverages on school property or at any school-sponsored activity or in a motor vehicle if a pupil attending school is in the vehicle. Students are also prohibited from being under the influence of alcohol or any other controlled substance while in school, on school grounds, at school-sponsored activities or in vehicles owned by or parked on school property.

C-FC personnel will immediately refer to Buffalo County law enforcement personnel any person possessing or consuming alcoholic beverages anywhere on school property.

ASBESTOS MANAGEMENT PLAN

Asbestos Hazard Emergency Response Act

In compliance with the United States Environmental Protection Agency (EPA) and the Asbestos Hazard Emergency Response Act (AHERA), this is notice that the Cochrane-Fountain City School District has an Asbestos Management Plan on file in the 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 January and July and has a full re-inspection every three years.

For more information, contact the district office at 608-687-7771.

ATTENDANCE

SS 118.15 and SS 118.16(4)(d)

Unless a child is excused or has graduated from high school, any person having under control a child who is between the ages of five and 18 years shall cause the child to attend school regularly during the full period and hours that the public or private school in which the child should be enrolled is in session until the end of the school term, quarter, or semester of the school year in which the child becomes eighteen years of age.

Instruction in a home-based private educational program that meets all of the criteria under section 118.165(1) may be substituted for attendance at a public or private school. See Wis. Stat. §118.15(4).

C-FC's complete Attendance and Truancy Policy is available through the C-FC Student/Parent Handbook or by calling the main office for a copy.

BULLYING

SS 118.46(2)

School boards are required to have a policy prohibiting bullying and to make this policy available to all parents and guardians of students. To request a copy of the District's policy, please contact the school principal. The policy is listed in full as Appendix B, page 28, of the Student/Parent Handbook.

CHILD NUTRITION PROGRAMS

USDA Notice

C-FC participates in the USDA child nutrition program which includes the Free or Reduced Meals Program. Each household with school age children is mailed a copy of the application which contains the eligibility requirements. Applications are also available on the school website and at the food service office or main office.

****Please refer to the article Student Meals located in the newsletter for more information.****

EDUCATIONAL OPTIONS

Wis Act 55 - SS 118.57

The following educational options are available to children residing in the Cochrane-Fountain City School District:

Online Courses: C-FC School District offers online courses ranging from remedial skill building type courses to Advanced Placement courses. Interested students are encouraged to contact the C-FC Guidance Counselor.

Private School: The C-FC School District will cooperate and work with any private schools within the district which participate in the parental choice program.

Course Options: Students enrolled in a Wisconsin public school district may apply to take up to two courses at a Wisconsin Educational Institution at no cost to the student. Participating students remain enrolled in their resident school districts for the majority of their classes. The resident school district is responsible for the cost of the course. Any interested students should contact the C-FC Guidance Counselor for more information.

ELECTRONIC DEVICES USE AND/OR POSSESSION SS 118.258(2)

Personal electronic devices may be used before and after school, between classes and during the lunch hour. PED's must be turned off during class times and while in lockers. Teachers may allow students to use PEDs during class at their discretion. The school administration reserves the right to revoke the privilege of using a PED.

ENGLISH LANGUAGE LEARNERS Federal ESSA [20 U.S.C. 6311 (h) (3)]

Within 30 days of the beginning of the school year or within two weeks of a child being placed in an English language instruction educational program, parents are to be informed of the reasons for placement in the program. Information should also include level of English proficiency, how the level was assessed and the status of the child's academic achievement.

C-FC meets these requirements with an Individualized Student Record Plan for each identified English Language Learner.

HOMELESS CHILDREN EDUCATION McKinney-Vento Homeless Assistance Act

Homeless children have equal access to the same free, appropriate public education as provided to other children residing in our district and will be provided with services comparable to those provided to other students, according to the students' needs.

To request information on the rights of homeless children, or to make a report of a homeless child, please contact the school liaison, Steve Stoppelmoor, at 608-687-4391.

HUMAN GROWTH AND DEVELOPMENT INSTRUCTION SS 118.019(3)

C-FC provides human growth and development instruction at most grade levels. Parents wishing to view an outline of the human growth and development curriculum used at their child's grade level to contact the school principal to obtain information on how they can inspect the actual curriculum and instructional materials. A parent may request in writing that their child be

exempt from a human growth and development program or specified subjects within the program. However, students will still receive instruction in subjects under section 118.(2)(d)2c of the state statutes (knowledge of physiology, hygiene, sanitation, controlled substances, alcohol, diseases and proper care of the body.) Letters of request should be sent to the principal.

INDOOR ENVIRONMENTAL QUALITY MANAGEMENT PLAN

Wis Act 96

The Cochrane-Fountain City School District would like to inform staff, students, parents, and the public of the district's indoor environmental 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 Superintendent/IEQ Coordinator.

****Copies of the plan are available at the district office for a fee.****

LOCKER SEARCHES

SS 118.46(2)

As lockers are the property of the school district, school personnel may search them if it is believed that the lockers might contain illegal substances, stolen property, or articles that might endanger the lives or welfare of other students in the school. This notice is distributed to all students through the Student/Parent Handbook which gives designated school officials, employees or agents the right to search a student's locker without the consent of the student, without notifying the student and without obtaining a search warrant.

MENINGOCOCCAL DISEASE

SS 118.07(3)

****Please see the MEDICAL INFORMATION page in the newsletter for information on this illness.****

PUBLIC RECORDS

The Cochrane-Fountain City Board of Education has designated the District Administrator as the legal custodian of the public records and property of the Cochrane-Fountain City School District.

The public may obtain information and access to public records, make requests for public records or obtain copies of public records in the custody of the Cochrane-Fountain City School District at the following place and times:

C-FC School District Office
S2770 State Highway 35
Fountain City, WI 54629
Time: 7:30 a.m. to 3:30 p.m.
Monday through Friday

The district is authorized by law to impose a fee on the requester which does not exceed the actual, necessary and direct cost of reproduction and transcription of a public record, unless a fee is otherwise specifically established by law. A list of such fees is available at the Administration

Office of the Cochrane-Fountain City Community School District, Fountain City, Wisconsin.

RECRUITER ACCESS TO STUDENTS/RECORDS

Federal Notice

By law, military recruiters have a specific right of access to certain types of directory data (name address, telephone) unless a parent/guardian or secondary school student objects to the disclosure of the data. Under the law, schools must provide access to students' names, addresses and telephone numbers upon request by a military recruiter.

****An adult student or the parent/guardian of a minor student has the right to refuse to permit the release of any or all directory information to military recruiters. Such a refusal is to be sent in writing to the Guidance Counselor within fourteen (14) days of the beginning of each school year.****

RELIGIOUS ACCOMMODATIONS

Wis Admin Code PI 41.04(1)(a)

The district shall provide for the reasonable accommodation of a student's sincerely held religious beliefs with regard to exams and other academic requirements. ****Requests for accommodations shall be made in writing in a timely manner and be submitted to the principal.****

Accommodations may include, but not necessarily be limited to, exclusion from participation in an activity, alternative assignments, release time from school to participate in religious activities and opportunities to make up work missed due to religious observances.

****Complaints regarding the interpretation or application of this policy are to be referred to the principal.****

SCHOOL DISTRICT REPORT CARD

Federal ESSA [20 U.S.C. 6311(h)(2)]

Districts are required by Federal law to prepare and disseminate an annual school district report card that includes designated information on the district as a whole and for each school served by the district. This is achieved through Wisconsin DPI's WISEdash information system.

****C-FC has a link on the homepage titled WISEdash Public Portal that links to information that meets this requirement.****

SPECIAL EDUCATION/CHILD FIND SERVICES

SS 115.77(1m)(h)

The Individuals with Disabilities Education Act (IDEA), the Federal law concerning the education of students with disabilities, requires schools to provide parents of a child with a disability with a notice containing a full explanation of the procedural safeguards available under the IDEA and U.S. Department of Education regulations. A copy of this notice must be given to parents only one time a school year, except that a copy must be given to the parents: (1) upon initial referral or parent request for evaluation; (2) upon receipt of the first State complaint under 34 CFR §§300.151 through 300.153 and upon receipt of the first due process complaint under

§300.507 in a school year; (3) when a decision is made to take a disciplinary action that constitutes a change of placement; and (4) upon parent request. [34 CFR §300.504(a)]

C-FC provides special education services to students who qualify. Under section 115.777(1)(a) of the state statutes, persons required to make referrals based on student observation include physicians, nurses, social workers and administrators of social service agencies. School personnel as well as parents may also request a referral on behalf of a child.

The school district must locate, identify, and evaluate all resident children with disabilities including those attending private schools, regardless of the severity of their disabilities. The school district has a special education screening program to locate and screen all children with suspected disabilities who are residents of the district and who have not graduated from high school. Upon request the school district will screen any resident child to determine whether a special education referral is appropriate.

****A request may be made by contacting the principal at 608-687-4391, or by writing him at S2770 State Road 35, Fountain City, WI 54629.****

Annually, the district conducts developmental screening of preschool children. Each child's motor, communication, and social skills are observed at various play areas. Each child is weighed and measured, and the child's hearing and vision is checked. The information is used to provide the parent with a profile of their child's current development and to provide suggestions for follow-up activities. Parents learn about community services available to them and speak with representatives of agencies serving families. The information from screening is also used to determine whether a child should be evaluated for a suspected disability. When school staff reasonably believe a child has a disability, they refer the child for evaluation by a school district Individualized Education Program (IEP) team. Developmental screening is part of the screening each spring.

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 report the 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. The referral must be in writing and include the reason why the person believes the child is a child with a disability. A referral of a child residing in the C-FC School District may be sent to the special education director at the school district address.

All records directly related to a student and maintained by the school district are pupil records. Pupil records include information from screening and special education referral. Records are maintained in ways including, but not limited to, computer storage media, video and audiotape, film, microfilm, and microfiche. Records maintained for personal use by a teacher and not available to others and records available only to persons involved in the psychological treatment of a child are not pupil records.

SPECIAL NEEDS SCHOLARSHIP PROGRAM SS 115.7915(5)

A new Special Needs Scholarship Program (private school voucher program), is available to students with an individualized education program (IEP) who meet specified conditions outlined in state law. Students who have an active IEP may apply for the scholarship. A brochure is available from the guidance office. Information is also available at <https://dpi.wi.gov/sites/default/files/imce/sms/SNSP/SNSP%20Brochure%202017-18.pdf>.

STUDENT ASSESSMENT

Federal Notice ESSA (20 U.S.C. 6312(e)2A) & 6312(e)2B)

Parents may request information regarding any state or local school district policy regarding student participation in any assessments mandated by law and by the district. Parents by right can excuse their child from taking the state-mandated examinations in grades 4, 8, 9, 10 and 11. According to the Wisconsin DPI, districts must also honor parent requests to excuse their child from state-mandated testing at grades 3, 5, 6, and 7 at their discretion and on an individual basis.

Each district is required to post on the school website information on each state and district required assessment for each grade served by the district including the subject matter assessed; the purpose for which the assessment is designed and used; the source of the requirement for the assessment and where the information is available, the amount of time the student will spend taking the assessment, the schedule for the assessment and the time/format for disseminating the results.

****Information on Student Assessment may be found on our website under Academics/Student Assessment.****

STUDENT RECORDS/PRIVACY

Federal Notice

The Cochrane-Fountain City School District maintains the confidentiality of student records as per the federal Family Educational Rights and Privacy Act (FERPA) and Wisconsin's Pupil Records Law, Statute 118.125.

School districts that receive federal funds for any program administered by the U.S. Department of Education are required by the Protection of Pupil Rights Amendment [20 U.S.C. SS 1232(h)] to provide reasonable notice of their student privacy policies directly to parents at the beginning of the school year.

Parents/guardians have the right to inspect and review their child's school records and to seek amendment of the educational records that they believe are inaccurate or otherwise in violation of their child's privacy rights.

Districts must also include information of specific and approximate dates during the year when activities are scheduled or expected to be scheduled that pertain to: 1) Activities involving the collection, disclosure or use of personal information collected from students for the purpose of marketing or for selling information or otherwise providing that information to others for that purpose; 2) surveys of personal information; 3) any non-emergency, invasive physical exam or screening that is required as a condition of attendance, administered by the school and scheduled

by the school in advance and not necessary to protect the immediate health and safety of the student or other students.

Pupil records are defined as "progress records" and "behavioral records." Progress records include grades, courses taken, attendance and immunization records. Behavioral records include records and evaluations such as psychological tests, personality evaluations, pupil behavior records or physical health records.

As per state law, records can be disclosed without parent/guardian or adult student consent to (1) any state or federal court with jurisdiction over a pupil; (2) police officers investigating truancy; (3) fire investigators; (4) a court in response to a subpoena; (5) the Attorney General ... for an authorized investigation or prosecution of crimes related to terrorism. Access may be provided to any person with the written consent of an adult student or the parent/guardian of a minor student. When behavioral records are disclosed, the presence of a person qualified to interpret the records is required.

Records will also be made available to certified district employees for educational or safety concerns. District teachers who have a legitimate educational interest in the records may view the records. They are required to sign an Access to Examination. When a student transfers, the records are sent to that district upon notification of enrollment. Records are also provided for suspension, expulsion, and multi-disciplinary team hearings.

A staff member who possesses personal notes about an individual pupil does not have to share these notes with anyone else. Staff members also cannot be compelled to share information from a student that the student or another student is experiencing problems related to the use of alcohol or drugs.

School districts shall not maintain behavioral records for more than one year after the pupil last attended without written permission. Progress records need to be maintained for five years. A student's transcript of grades is kept indefinitely.

Parents have the right to inspect, review, and obtain the records of their children unless a court is specifically restricting such inspection. Where adult students are financially dependent on their parents, the parents also have a right of access to their child's records unless the adult student informs the school in writing that (s)he does not want to give access to records to the parents. Any information the parent/guardian or adult student believes to be inaccurate, misleading or otherwise in violation of the student's privacy rights should be addressed in a written letter to the school principal.

With regard to pupils of divorced parents, the District must give full rights to either/both parents unless there is a court order or other legally binding document relating to the divorce, separation or custody that specifically revokes these rights. A copy of this document must be placed on file with the school district.

****The school district's complete policy on student records can be obtained without charge from the district office.****

DIRECTORY INFORMATION

Student records may only be released to non-school personnel upon the written request of an adult student or the parent/guardian of a minor student. However, C-FC has the legal authority to release so-called "directory information" about individual students.

C-FC has designated directory information (in accordance with Section 118.125 of state statutes) to include: student's name, address, telephone number, date and place of birth, major field of study, participation in school recognized activities and teams, dates of attendance, scholastic and co-curricular honors and awards received, pupil photos, the most recent school attended, and other similar information.

****However, an adult student or the parent of a minor student has the right to refuse to permit the release of any or all directory information pertaining to that student. Such a refusal is to be given in writing to Donna Baertsch within fourteen (14) days of the beginning of the school year.****

PERSONALLY IDENTIFIABLE INFORMATION

C-FC publishes a school newsletter which is mailed to subscribers. We also publish the newsletter on the web. In addition, school news and pictures are printed on the school's web pages.

****Parents/guardians who wish to revoke permission to have their child(ren)'s photo or other personally identifiable information used for school purposes must submit a letter in writing declaring such by September 15 of each year. Letters should be sent to Donna Baertsch.****

STUDENT SURVEYS

The Protection of Pupil Rights Amendment (PPRA) addresses information obtained from student surveys. If a survey contains one or more of the identified categories, schools and contractors must protect student privacy and give parents the right to inspect the survey.

If a student survey contains one or more of the following identified categories, parents have the right to inspect, upon request, the survey before it is administered or distributed by a school to students. School administration must honor the request in a timely fashion. Parents/guardians also have the right to request a copy of any survey created by a third party before the survey is administered or distributed to students.

The eight identified categories are:

- political affiliations or beliefs of a student or parent;
- mental and psychological problems of the student or the student's family;
- sex behavior or attitudes;
- illegal, anti-social, self-incriminating or demeaning behavior;

- critical appraisals of other individuals with whom respondents have close relationships;
- legally recognized privileged or analogous relationships such as those of lawyers, physicians or ministers;
- religious practices, affiliations or beliefs of the student or the student's parent;

--income (other than that required by law to determine eligibility for participation in programs or for receiving assistance under such program.)

Parents may opt-out their child from participation in the administration of any third-party survey containing one or more of the eight identified categories. This opt-out must be provided in writing to the superintendent prior to the distribution of the survey to students. The district will assume parental consent if there is no timely objection to the survey from the parent.

Questions concerning Student Records or Student Privacy practices at C-FC should be directed to the principal.

Anyone who feels the school is not complying with the federal student records law has the right to file a complaint with the Family Policy Compliance Office of the U.S. Department of Education.

TITLE 1 PROGRAMS: TEACHER AND PARA QUALIFICATIONS

Federal Notice ESSA [20 U.S.C. 6312(e)1A]

Schools who receive federal Title I program funds are required to notify parents that they may request and obtain information regarding the professional qualifications of their child's classroom teachers including the following:

- whether a teacher has met state licensing criteria for the grade level and subject areas taught;
- whether the teacher is teaching under emergency or provisional status through which state licensing criteria has been waived;
- 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 degree;
- whether the student is provided services by paraprofessionals and, if so, their qualifications.

In addition, a school is required to notify parents if their child is assigned to or taught for four or more consecutive weeks by a teacher who is not "highly qualified." This provision applies to all teachers and substitute teachers.

Parents who request teacher and/or paraprofessional qualification information must be provided the information in a timely manner.

Any parent/guardian requesting information on teacher or paraprofessional qualifications should do so by submitting a written request to the superintendent.

EARLY COLLEGE CREDIT PROGRAM SS 118.55(8)

The 2017 Wisconsin Act 59 eliminated the Youth Options programs. The Youth Options statute (118.55) was renamed the Early College Credit Program (ECCP). This program allows all public high school juniors and seniors who meet certain requirements to take postsecondary courses at a Wisconsin technical college, all University of Wisconsin system institutions and Wisconsin

private colleges. While technical colleges are not eligible institutions under the new program, pupils that have completed tenth grade will continue to have the option to take courses at technical colleges through a separate statute, 38.12(14).

Pupils must apply to an institution of higher education during the school semester prior to enrollment in the institution of higher education. They must meet admission standards and application deadlines established by the institution of higher education for participating in this program. Pupils may be admitted only if space is available. Admission under this program should not be construed as admission to the institution of higher education granted after high school graduation.

Pupils must notify the school board of their intention to participate in the program by submitting a request to the principal by March 1 for the fall semester and by October 1 for the spring semester. The school board will notify the pupil if post secondary coursework will be approved for high school credit and how much credit will be awarded by the end of the semester in which the pupil applies.

School boards pay the costs as specified by the program for a participating pupil if the post secondary coursework is approved for high school credit unless there is a comparable course offered and available to the student in the district. Participating pupils pay the costs if enrolled in the program for post-secondary credit only. The pupil shall pay the cost of equipment associated with the course which will become the property of the pupil including but not limited to tools, calculators, instruments, and microcomputers.

In the event that space is not available or the content of the coursework is comparable to a high school course and is denied by the school board, alternate course selections should be listed for school board approval. If the school board denies the coursework, an appeal may be made by the participating pupil to the state superintendent of public instruction.

A summary graphic comparing the previous Youth Options Program with the new Early College Credit Program can be found online at: https://dpi.wi.gov/sites/default/files/imce/acp/Early_College_Credit_Program_Comparison_Chart_FINAL.pdf. The state statute can be found at <http://docs.legis.wisconsin.gov/statutes/statutes/118/55>.

A brochure explaining the program and the application forms are available from the counselor.

****The request-program plan-report form must be submitted to the school principal prior to the deadline dates.****

ATTENDANCE AT WISCONSIN TECHNICAL COLLEGE SS 38.12(14)

Upon the pupil's request and with the written approval of the pupil's parent or guardian, any public school pupil who satisfies the following criteria may apply to attend a technical college for the purpose of taking one or more courses:

The pupil has completed the 10th grade. The pupil is in good academic standing.

The pupil notifies the school board of the school district in which the pupil resides of his or her intent to attend a technical college under this subsection by March 1 if the pupil intends to enroll in the fall semester and by October 1 if the pupil intends to enroll in the spring semester.

The pupil is not a child at risk, as defined in s. 118.153 (1) (a).

The pupil is not ineligible under s. 118.55 (7t) (c) to participate in the program under this section.

(am) A school board may refuse to permit a pupil to attend a technical college under this subsection if the pupil is a child with a disability, as defined in s. 115.76 (5), and the school board determines that the cost to the school district under par. (dm) would impose an undue financial burden on the school district. (b) The technical college district board shall admit the pupil to the technical college if he or she meets the requirements and prerequisites of the course or courses for which he or she applied, except as follows:

The district board may admit a pupil to a course under this subsection only if there is space available in the course after admitting to the course all individuals applying for admission to the course who are not attending the technical college under this subsection.

The district board may reject an application from a pupil who has a record of disciplinary problems, as determined by the district board.