



2020-21

WILLMAR SENIOR HIGH SCHOOL

**STUDENT & PARENT
HANDBOOK**

2020-2021
School Year

A large, dark brick sign with "WILLMAR" in large, blue, serif capital letters and "SENIOR HIGH SCHOOL" in smaller, blue, serif capital letters below it. To the left of the sign is a blue metal frame with a diamond shape. The sign is set in a grassy field with trees and a building in the background under a blue sky with light clouds.

WILLMAR SENIOR HIGH SCHOOL

2701 30th St NE
Willmar, Minnesota 56201
Willmar Public Schools
District #347

Revised: August 2020

WILLMAR SENIOR HIGH

We're here to cheer for Willmar High!

Its loyal friends are we.

Its name we love and cherish dear,

Its fame will always be!

FIGHT, FIGHT for Willmar High

and push ahead to victory.

Love, pride and loyalty

and friendships that will never die!

Cheer, cheer for Willmar High

the sportsmanships the best will be.

So we'll fight with all our might,

and we'll cheer throughout the year

for Willmar High.

V-I-C-T-O-R-Y!

VICTORY! VICTORY!

for Willmar High!



CONTACT INFO

Mailing Address:

Willmar Senior High School
2701 30th St NE
Willmar, MN 56201
320-231-8300

Willmar Senior High School Website:

<http://www.willmar.k12.mn.us/Domain/8>

School District Web Site:

<http://www.willmar.k12.mn.us>

Attendance:

24-Hour Attendance Line:	320-231-8462
24-Hour Spanish Line:	320-231-8305
24-Hour Somali Line:	320-231-8307

STUDENT COUNCIL 2020-21

Student Council is a student organization created to help make and maintain a great school atmosphere for all Willmar Senior High School students.

SENIOR CLASS

ASLI ABDI, CAPRICE CASTELLANO, SERENA MOBLEY, NAWAL IBRAHIM, HAFSA GEDI, MO OMAR, ABIGAIL RODRIGUEZ, FARDOUSSA HEBAN

JUNIOR CLASS

FAUZIA IBRAHIM, SOPHIA LYNUM, LYDIA LARSON, PAYTON FREIBERG, MEGHAN WEISS, AVERI LINN, ALI SCHREINER, NUBIA CAMARGO

SOPHOMORE CLASS

LESLIE JIMENEZ, DIEGO CHAVEZ, CADENCE FLOLO, ELSA GUSTAFSON, MAGGIE ANDERSON, DAVID THADEN, CECI BUZZEO, KALEE KNUTSON

FRESHMAN CLASS

TBD

AA-D-BB Hybrid Schedule

The following schedule will be used for Willmar Senior High School during any portion of the school year while following the Hybrid Schedule.

Students registered for the Hybrid Schedule will follow the following schedule:
Students in group A will attend school in-person on Monday-Tuesday on a typical 5 day week. Students in group B will attend school in-person on Thursday-Friday on a typical 5 day week. Shortened weeks will have a slightly different schedule and will be posted on the WSHS webiste.

* 1st Block	8:00-9:40 (100 min)
2nd Block	9:45-11:15 (90 min)
3rd Block	11:20-1:10 Rotating Lunch Schedule
4th Block	1:15-2:45 (90 min)

*1st block is an extra 10 minutes - included will be a wellness check (if the students forgot to do it at home before school) and breakfast offered in the classroom at the start of Block 1.

2020/2021 WSHS Daily Block Schedule

Regular Schedule

1st Block	8:10-9:30 (90 min.)
2nd Block	9:37-11:07 (90 min.)
3rd Block	11:14-1:06 A Lunch 11:09-11:36 B Lunch 11:39-12:06 C Lunch 12:09-12:36 D Lunch 12:39-1:06
4th Block	1:12-2:45 (92 min.)

2-hour Late Start

1st Block	10:00-10:50 (50 min.)
2nd Block	10:57-11:48 (51 min.)
3rd Block	11:55-1:47 A) lunch 11:50-12:17 B) lunch 12:20-12:47 C) lunch 12:50-1:17 D) 1:20-1:47
4th Block	1:54-2:45 (51 min.)

Professional Development: Nov. 11, Dec. 2, Feb. 3

RAMP-UP

Zero Hour	7:50-8:50 (60 min.)
1st Block	9:00-9:57 (57 min.)
2nd	10:04-11:01 (57 min.)
3rd Block	11:08-1:00 A) lunch 11:03-11:30 B) lunch 11:33-12:00 C) lunch 12:03-12:30 D) lunch 12:33-1:00
Ramp-Up	1:07-1:41 (34 min.)
4th Block	1:48-2:45 (57 min.)

2 Hour Early Dismissal

1st Block	8:00-8:58 (58 min.)
2nd Block	9:05-10:03 (58 min.)
4th Block	10:10-11:08 (58 min.)
3rd Block	11:15-12:45 A) lunch 11:10-11:39 B) lunch 11:42-12:12 C & D) lunch 12:15-12:45

Professional Development: May 7

PEPFEST

1st Block	8:00-9:13 (73 min.)
2nd Block	9:20-10:33 (73 min.)
3rd Block	10:40-12:32 A) lunch 10:35-11:02 B) lunch 11:05-11:32 C) lunch 11:35-12:02 D) lunch 12:05-12:32
4th Block	12:39-1:52

Opportunity Day

Opportunity	7:50-8:50 (60 min.)
1st Block	9:00-10:11 (71 min.)
2nd Block	10:18-11:29 (71 min.)
3rd Block	11:36-1:28 A) lunch 11:31-11:58 B) lunch 12:01-12:28 C) lunch 12:31-12:58 D) lunch 1:01-1:28



Willmar Public Schools - ISD 347

2020 - 2021 School Calendar

'Inspiring and preparing all learners for their future in our community and the world'

SEPTEMBER 8 FIRST DAY OF SCHOOL

October 14	Parent/Teacher Conferences/Grades K-8 - NO SCHOOL for K-8 Students ONLY
October 15-16	Fall Break – NO SCHOOL for Staff or Students

November 6	End of Term 1
November 11	Professional Development - <i>Two Hour Late Start for Students</i>
November 25	Conference Comp Day – <i>NO SCHOOL</i>
November 26-27	Thanksgiving Break – NO SCHOOL for Staff or Students

December 2	Professional Development - <i>Two Hour Late Start for Students</i>
Dec 24–Jan 1	Winter Break – NO SCHOOL for Staff or Students

January 4 (2021)	School Resumes
January 18	PreK-12 Teacher In-Service – NO SCHOOL for Students
January 22	End of Term 2

February 3	Professional Development - <i>Two Hour Late Start for Students</i>
February 12	Parent/Teacher Conferences-Grades K-12 – NO SCHOOL for Students
February 15	President's Holiday – NO SCHOOL for Staff or Students

March 26	End of Term 3
March 29-April 2	Spring Break – NO SCHOOL for Staff or Students

April 5	School Resumes
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May 7	Professional Development - <i>Two Hour Early Dismissal for Students</i>
May 31	Memorial Day Holiday – NO SCHOOL for Staff or Students

June 3	Last Day for Seniors
June 4	End of Term 4 – Last Day for K-11 Students
June 6	WHS Commencement – 2:00 p.m.
June 7	PreK-12 Teacher Workday
June 8	Conference Comp Day

Note: Inclement weather days will be made up on February 15, and in June (if additional days are needed). Any inclement weather day will be made up on the next closest date as listed above.

Approved by School Board on August 12, 2019



WILLMAR SENIOR HIGH SCHOOL

WELCOME

Welcome to Willmar Senior High School. We hope that your four years with us will be valuable for you. We are proud of the programs we offer our students and we encourage you to make the most of your time with us.

This Willmar Senior High School Student and Parent Handbook has been developed by our students and administrators to help you and your parents learn as much as possible about school policies and procedures and the services we offer students. It is a quick reference we hope you will find useful as questions arise throughout the year.

In order for students to take advantage of our excellent staff and curriculum, we must first provide a feeling of safety. It is, therefore, the responsibility of Willmar Public Schools to establish policies that create a safe and secure learning and teaching environment. The policies are in effect on school grounds and buildings, at school activities (home or away), and school busses/vehicles.



STUDENT AND PARENT HANDBOOK

Whether you are joining us for the first time or have been with us for a number of years, we encourage you to become an active member of Willmar Senior High School. In addition to an excellent academic foundation, we offer many activities, clubs, arts, and sports to help students become well-rounded, mature young adults. We look forward to this school year with great excitement and hope all of our students will have a rewarding and successful year.

Once again, welcome.

Sincerely,

Paul Schmitz- Principal

Scott Hisken-Assistant Principal (serving 9/11th graders in 2020-21)

Jennifer Bobbe- Assistant Principal (serving 10/12th graders in 2020-21)

**Willmar Public Schools District 347
District Strategic Roadmap**



<p>Mission <i>Our Core Purpose</i></p> <p align="center"><i>Inspiring and preparing all learners for their future in our community and the world.</i></p>	<p>Core Values <i>Drivers of Our Words and Actions</i></p> <p>High Expectations <i>Committing to excellence and achievement</i></p> <p>Respect <i>Working hard for self and being nice to others</i></p> <p>Perseverance <i>Overcoming challenges and setbacks</i></p> <p>Responsibility <i>Doing the right thing, in the right way</i></p> <p>Relationships <i>Caring and connecting with others</i></p> <p>Unity <i>Valuing our differences with shared goals and vision</i></p>
<p>Vision 2020 <i>What We Intend to Create</i></p> <p>Willmar Public School District 347 will be the District of Choice to learn and work where:</p> <ul style="list-style-type: none"> • I am inspired and valued, • I am supported in a culture of respect, and • I am engaged through partnerships between families, community, and district. 	<p>Strategic Directions <i>Areas of Focus for Improvement</i></p> <p>A. Strengthening Family and Stakeholders Engagement</p> <p>B. Aligning Academic Curriculum, Assessments, and Delivery</p> <p>C. Strengthening Instructional Design and Delivery</p> <p>D. Strengthening School Climate and Relationships</p> <p>E. Refining Our Systems to Better Meet Unique Student Needs</p> <p>F. Managing Our Resources Responsibly and Innovatively</p>

STUDENT SERVICES

SCHOOL COUNSELORS

<u>A-G</u>	<u>H-N</u>	<u>O-Z</u>
Jen Hess 231-8321	Megan Erickson* 231-8322	Leah Rosendahl 231-8323

*Sheri Pederson is Megan's sub for Term I

[Click Here For Our Website](#)

We believe trained school counselors working directly with students, school personnel, parents, and community members are essential for a successful educational process.

Services provided include personal, academic, and career counseling, interpretation of test results, and financial aid and scholarship information. There are numerous resources available in the guidance office to assist students as they explore their many career and college options!

SCHOOL SOCIAL WORKER

Laura Flann 231-8464

A school social worker's mission is to promote academic success by reducing social, emotional, economic and environmental barriers to learning. The social worker is available for students who are experiencing social, emotional, behavioral and/or mental health difficulties that are affecting their learning.

SCHOOL PSYCHOLOGIST

TBD 231-8326

Willmar Senior High School employs a psychologist whose responsibility is to work with students, teachers, parents/guardians, and administrators to resolve students' learning and behavior problems.

HEALTH SERVICES

Megan Lukkes 231-8457
Patti Johnson 231-8329 320-979-7530

Healthy students are better learners. Health services are provided to promote and maintain the health and safety of all students and staff. The school health office is a first aid station for students who become ill or are injured during school hours. Students are required to have a pass from their teacher to be in the health office. If a student is too ill to attend classes or has sustained a serious injury, a parent/guardian will be notified to arrange for the student to be taken home. Only basic first aid procedures are administered at school. The school does not transport ill or injured students and an ambulance will be called only in extreme situations. To avoid disciplinary actions, authorization from a parent/guardian is required prior to a student leaving the building.

If your child requires medications to be administered at school, a physician's order and written parent/guardian's permission must be provided to the nursing office along with the medication in a properly labeled container. NO medications will be provided by the school. If a student requires an "as needed" medication, such as acetaminophen, ibuprofen, or cough drops, they must have their own supply. These can be stored in the nursing office. The school is not responsible for administration of these medications.

Parents are requested to provide updated health information at the beginning of the school year regarding health problems, medications and allergies. During the school year, please notify the school health office about infectious diseases, major illness, or injuries for your child.

POLICE LIAISON

Gene Schneider 231-8313

Willmar Senior High School has a police liaison whose responsibility is to promote the safety and welfare of students by working with the administration, staff, parents, and students.

IMC (MEDIA CENTER)

The IMC is open on school days from 7:30 a.m. until 3:00 p.m. Materials include a large selection of resources. Students may preview non-print items in the IMC for research or possible use for class presentations. The IMC also provides computers for student use. See Discipline Policy for Internet Policy.

Students using the IMC must have a pass from a teacher or be part of a teacher or administrator pre-approved group. If not accompanied by a teacher, students must sign in on the iPad at the central desk in the IMC. The staff member at the desk will confirm if the student has been instructed/permitted by the classroom teacher to be in the IMC at that time. Students are to be in the IMC for only the time the classroom teacher has permitted.

Support Staff:

Shelia Johannes
Dawn Hulscher



SMART Club- see COVID19 schedule below:

Siyad Ahmed (Building Liaison-Somali) 231-8353
Loida Espinoza(Building Liaison-Spanish). 231-8390

S.M.A.R.T. Club is a program designed to help meet the academic needs of students and help them stay on track to graduate from Willmar Senior High School. In order to achieve this goal, S.M.A.R.T. Club provides a positive and safe environment where students can put their best educational efforts into practice.

The S.M.A.R.T. Club program is funded by grants from the Minnesota Department of Education (MDE) which means that it is provided at no cost to the students. It is a comprehensive, supervised program that includes academic support, cultural enrichment, recreational activities, nutrition and youth development. We take pride in employing qualified high school students and staff to work with the students after school with the mission to help students help themselves.

Daily programs include: Homework completion for Math, Science, Communications, Arts, and other elective courses. Students are also provided with a snack and juice during the S.M.A.R.T. Club time. You can find an application in the school office or guidance office.

Our Weekly Schedule DUE TO COVID-19:

Tuesday - A day students may attend

Thursday - B day students may attend

2:55 - 4:00pm. Busing available for those attending.

ACADEMIC INFORMATION & GRADING

A final grade and credit is given for each course at the end of a term. A student may choose to retake a class if the original grade was C- or lower. If a student chooses to retake a class, the original grade will stay on the transcript along with the new grade for the retake. The grade point average (G.P.A.) is calculated on a 4.0 system for most classes, a 4.25 system for CIS classes and a 4.5 system for Advanced Placement (AP) and some Project Lead the Way (PLTW) classes. The following scales are used:

Traditional 4.0 Scale / **CIS Scale** / **AP and PLTW Scale**

A = 4.00 / 4.25 / 4.50	C = 2.00 / 2.25 / 2.50
A- = 3.67 / 3.92 / 4.17	C- = 1.67 / 1.92 / 2.17
B+ = 3.33 / 3.58 / 3.83	D+ = 1.33 / 1.33 / 1.33
B = 3.00 / 3.25 / 3.50	D = 1.00 / 1.00 / 1.00
B- = 2.67 / 2.92 / 3.17	D- = 0.67 / 0.67 / 0.67
C+ = 2.33 / 2.58 / 2.83	F Receives no credit and is included in the GPA

I = Incomplete

Receives NO CREDIT and is included in the GPA. This grade changes to an F if not completed within *two weeks after the end of the term*. These are only used in special circumstances such as longterm illness. In most cases, if a term ends and students still have incomplete work, teachers will post the student's current grade. Teachers may, at their discretion, modify grades after the term, if work is completed.

P = Pass

Receives credit and is not included in the GPA

NC= No Credit

Given as the result of poor attendance. Receives no credit and is not included in the GPA. Credit can be earned back through an appeal or serving detention.

Mid-term grade reports are distributed to students approximately midway through each term. Final grade reports are distributed to students about two weeks after each term ends. Report cards will be mailed to parents/guardians at the end of each term.

Homebound students will receive a pass/fail for all courses.

WILLMAR SENIOR HIGH GRADING SCALE

93 = A	77 = C+	60 = D-
90 = A-	73 = C	59.99 and below = F
87 = B+	70 = C-	
83 = B	67 = D+	
80 = B-	63 = D	

RAMP-UP GRADING

The Ramp-Up grade is "in progress" and is based on a document that we complete and turn in during the Ramp-Up block. The grade is final at the end of 4th term and it will be put on the transcript at that time. It does not affect the GPA and is not credit bearing.

ACADEMIC LETTER

The faculty of Willmar Senior High School provides an important form of recognition for academic achievement. The official school letter is awarded to students who earn a minimum grade point of 3.25 for three (3) consecutive terms in one school year. One letter or certificate is awarded per school year. (A certificate is given after a student has earned one letter.) The academic letter is identical to the athletic letter.

The Willmar Senior High School faculty wants to place academic achievement on a parity with co-curricular achievements. That is why we chose the symbolic school letter to recognize consistently good academic performance. While we strongly support co-curricular activities, we want to send to our students a very clear message that classroom achievement should be everyone's top priority. We believe that students who maintain the minimum 3.25 average for three consecutive terms are, indeed, "varsity students."

CLASSES

All classes are available to all students regardless of race, gender, color, national origin or handicap. Choices in selecting classes will not be limited by historical understanding of gender roles.

PSEO

Students interested in the Post Secondary Enrollment Options (PSEO) must attend an information meeting with a parent/guardian in February. Contact the Guidance Office or [Click Here For More Information On PSEO](#)

Deadlines for PSEO Applications

Fall Term 2020 - May 15th, 2020

Spring Term 2021 - November 17th, 2020



GRADUATION REQUIREMENTS

Students must meet the Minnesota Graduation Assessment Requirements. [Click here for more information](#)

Students must earn a minimum of 58 credits** in grades 9-12 that include 34 credits in the subjects listed: below:

Communications

8 credits (2 credits at each grade level are required)

Social Studies

8 credits (2 credits at each grade level are required including World Geography, World History and Economics for Juniors and Seniors)

Mathematics

6 credits (At least 2 credits in 9th, 10th, & 11th grade minimum of Algebra 2 or Adv. Algebra 3 required)

Science

6 credits (Physical Science 9, Biology and Chemistry or Physics must be taken before graduation)

Physical Education / Health

3 credits (Phy. Ed. 9, Phy. Ed. 10, & Health are required)

Performing and Visual Arts

2 credits (anytime in 9th-12th grade)

**Remaining 24 credits will be earned in elective areas.

HONOR ROLL AND GRADUATION CATEGORIES

Greater than 4.0	Highest Honors #
3.8 - 4.0	High Honors #
3.25 - 3.799	Honors #
6 or more credits of distinction	Academic Distinction *

* = Academic Distinction award with cords to wear during commencement ceremony. Student earns Academic Distinction by taking 6 or more credits for courses designated as “Classes of Distinction” at Willmar Senior High School. These classes include: Advanced Placement (AP), Project Lead the Way (PLTW) and College in the Schools (CIS) courses. PSEO students may earn distinction if they take 6 or more distinguished credits at the high school or complete equivalent credits at the college. Students taking AP classes are not required to take the AP tests.

A list of distinction-level PSEO courses can be found in the PSEO application form in the guidance office. The building site council determines whether a course not listed on the application is able to be given distinction credit. If a course is not listed on the form, but the student wishes for it to be considered for distinction, the student must complete an appeal form in the guidance office for the site council to review.

Honor Roll is determined each term by the average GPA of 4 completed credits. Graduation honors are determined by cumulative GPA midway through the 4th term of the senior year. Full-time PSEO students will be considered for honors based on their GPA after first semester of their senior year.

PSEO students who graduate from Ridgewater with an Associate’s degree before their graduation from high school will be honored at commencement. Once a teacher has issued a final grade for a class, the grade cannot be changed without administrative approval.

GRADUATION CEREMONY/DIPLOMA

WHO CAN MARCH IN THE GRADUATION CEREMONY?

Any senior who is “on track” by May 1st, according to his/her counselor, to have at least the 58 locally required credits completed by the last day of term 4. **Any senior who will complete requirements in June may participate in graduation if approved by the Principal.**

WHO RECEIVES A DIPLOMA ON GRADUATION DAY? Any senior who has met the Graduation Assessment Requirements and at least the 58 locally required credits by the end of term 4.

*****Credits earned in a high school diploma program and college credits verified by a college transcript will be accepted for graduation from Willmar Senior High School.***

HOMEBOUND

Homebound instruction requires a physician’s diagnosis and recommendation. The instruction is offered through a homebound teacher with assistance from the classroom teacher. Grades for assignments and credit for the course are ultimately determined by the classroom teacher in cooperation with the homebound teacher. The grading system is Pass/Fail. Homebound students may not participate in extra-curricular activities.

CREDIT BY ASSESSMENT

Any student wishing to test out of a required or elective course must see their counselor for further information. Students will earn a letter grade of a ‘P’ on their transcripts. This must be done within a 9-week period. The student must achieve 90% performance to receive the credit. If the student does not, the credit is not awarded and the class must be taken.

TRANSFER POLICY

Students transferring to another school must pick up a transfer/drop school form in the guidance office. All parts of the form must be completed and returned to the main office for a principal’s signature. Students transferring to the Area Learning Center (ALC) in Willmar must also meet with their counselor to complete additional transfer forms.

SCHEDULES

Students must be in attendance at Willmar Senior High School for four (4) blocks. Students not maintaining the four (4) blocks will be subject to dismissal from school for the remainder of the term.

After the first ten (10) days of a term, students not previously enrolled in a school will be counseled regarding an appropriate placement within the Willmar Public Schools.

SCHEDULE CHANGES

To assure proper planning and a desirable schedule for every student, changes will be made for the following reasons:

1. Computer error
2. Medical/Physical restrictions
3. Failed a prerequisite
4. Inappropriate placement
5. Change requests initiated by parents or students may be considered by counselors on a case-by-case and space available basis.

No schedule changes may be made after two (2) days into a new course unless parent/guardian, Guidance Department and teacher adding agree. Students are also encouraged to meet with their Ramp-Up advisor to discuss a schedule change and its impact on their post secondary plans.

No class changes will be considered beyond day three (3) of each term unless circumstances are exceptional (e.g. health related or IEP related) and the change is approved by the Principal.

GRADE PLACEMENT

Students will be assigned to a grade level based on credits earned toward graduation as follows:

- 10th** Must have **10** or more credits and at least **6** required core credits
- 11th** Must have at least **26** credits and at least **14** required core credits
- 12th** Must have at least **42** credits and at least **22** required core credits

SCHOLARSHIPS

There are a number of scholarships students earn through achievement in academics, athletics or both, that may or may not require an application. Check in the guidance office for details.

Recipients are identified and rewarded for their cumulative effort in grades 9 through 12. To see some of the available scholarships, click [HERE](#).



ORGANIZATIONS AND ACTIVITIES



RYAN BLAHOSKY- ACTIVITIES DIRECTOR

BRENDA COQUYT- SECRETARY-MAIN OFFICE

Many teachers work after school and late into the evening to guide the many students who participate in co-curricular activities. Hundreds of spectators come to watch the results of all the hard work and dedication.

We believe that students receive the best possible education when appropriate course choices are supplemented with participation in co-curricular activities. In our activities program, students develop good citizenship skills, find healthy alternatives to substance abuse, learn the value of hard work, and increase their sense of ownership in their school. We urge students to become involved in co-curricular activities.

GOOD SPORTSMANSHIP

All fans and participants will exemplify good sportsmanship while attending or participating in events at Willmar Senior High School.

Good sportsmanship shall be defined as being respectful of all participants, advisors, coaches, officials and spectators. Failure to meet this standard will result in removal from the event. It will then be the responsibility of the building administrators to determine appropriate discipline including whether the student shall be allowed to be a spectator or a participant in future Willmar Senior High School events.

ATHLETICS

The Cardinal athletic teams have competition opportunities available at the freshman, sophomore, junior varsity, and varsity levels (See page 11).

Many factors have contributed to Willmar High School's strong athletic program. We are proud of our hard-working, dedicated coaches, fine facilities, strong community support, and the overall attitude and goals of the Cardinal athletes and student body.

The air is filled with memories of great victories and extraordinary achievements. More important than the victories, though, are the priceless experiences of thousands of Cardinals who proudly wore the red and white, many of whom never set a school record or won a state championship. At Willmar High School all students are encouraged to participate on the teams of their choice.

Cooperating with others, accepting instructions and leadership, meeting deadlines, overcoming obstacles, learning a lifetime sport, becoming physically fit, and accomplishing personal goals are all valuable lessons that athletics teach. The sports program at VHS is an integral part of our educational effort. It's also lots of fun! Contact the head coach if you are interested in participating.

WSHS Activities Website:

<http://www.centrallakesconference.org>

MUSIC: BAND, CHOIR, ORCHESTRA, MUSICALS

Todd Blaser, Neal Haugen, Michelle Suter, Bryan Mara, and Travis Michelson

Advisors Information is given in the curriculum guide as these activities are regularly scheduled classes with credit earned toward graduation. Small group activities are included in this publication.

CHOIR ENSEMBLES

Neal Haugen, Travis Michelson

Auditions are held for each special singing group. These groups perform at concerts, musicals, dinner theaters, and also within the community. To participate in the contests and ensembles one must be involved in the classroom choir.

FALL MUSICAL

Neal Haugen, Travis Michelson

Open to all VHS students.

STRING ENSEMBLE

Michelle Suter

String Ensemble is comprised of classroom orchestra members that have a passion for string instruments. Practice as a group is held once a week. Activities include concerts, contests, and field trips to hear professional organizations.

Jazz Band

Bryan Mara And Todd Blaser

Auditions are held each fall for Jazz Band. Students perform at concerts, contests, and special events in the community. Rehearsals are held before school.

BOWLING:

Chuck Loso

This is a coed extracurricular activity offered by a third-party provider. Students in grades 9-12 are eligible to participate. Contact information is available at the Activities desk in the main office.

CARDINAL HEADQUARTERS

TBD, Coordinator

ART CLUB

Jessalyn Canavan and Alison Schaaf, Advisors

Art Club is a grant funded, once a week activity to come and explore, learn, and create artwork. Each month has a different theme ranging from drawing, painting, clay, and many more! There will be an art show at the end of the year to show off what you made along with events like a bowl making evening with clay and possible museum or studio visits. Strong attendance is expected. *Prerequisite:* must have had at least one art class prior or strong sketchbook/portfolio.

GSA

The Willmar Gender and Sexuality Alliance is a safe space where students of all sexual and gender identities can come together in community to meet and talk with other students free from any form of harassment. Our aim is to create a positive and inclusive school environment.

iEd

TBD, Advisor

Come join us as we do a wide-range of activities to learn and develop 21st century skills!

FFA

Neil Pearson, Kayla Brune and Lance Brune, Hanna Wilts Co-Advisors

Open to anyone grades 9-12 with an interest in agriculture, horticulture, or wildlife management. Meetings are held the 3rd Monday night of each month. Activities include contests at regional, state, and national level; recreational activities; camping and trips.

FIRST ROBOTICS and SUPER MILEAGE

Mike Kroeker, and Joe Kurhajetz Advisors

SUPERMILEAGE COMPETITION

Supermileage is a group project where students create a vehicle to get the highest possible mileage and compete at a statewide competition. The team creates a design proposal of the car and then builds or remodels the car to meet the design. The cars compete at Brainerd International Raceway. Students learn about engines, aluminum welding and fabrication, steering design, auto body, aerodynamics, electrical systems, gear ratios, driving techniques, and teamwork.

For Inspiration and Recognition of Science and Technology:

FIRST ROBOTICS

FIRST robotics is open to all students in grades 9-12. FIRST gives students the opportunity to design and build a robot to perform a series of tasks to meet the challenge for the season and then compete against other teams in the state. Team member opportunities include: fund raising, web page design, electronics, programming, aluminum fabrication, building prototypes, 3D printing, spread sheet design, t-shirt design, engineering, problem solving, teamwork, and much more.

KEY CLUB

TBD-Advisor

Key Club is a service club at WHS for all students in grades 9-12. It is a student-led organization with a goal of encouraging leadership through helping others. There are weekly meetings with monthly service projects. Everyone is welcome! Key Club is sponsored by the Kiwanis.

KNOWLEDGE BOWL TEAM

Todd Lynum, Advisor

It is an interdisciplinary academic contest. Teams of students compete on the basis of their ability to recall information relating to secondary educational programs. Teams consist of 4 members. A Knowledge Bowl competition typically includes a series of oral rounds plus one written round.

NATIONAL HONOR SOCIETY

Lyle Hovland, Advisor

This is to recognize academically outstanding students. To be eligible a Junior or Senior student must have a GPA of 3.75, based on a 4 point scale. Eligible candidates will be contacted and may apply to be considered on the basis of character, leadership, and service. A faculty committee will evaluate the applications of eligible students to determine who is admitted into the NHS.

SPEECH

Andy Tupa, Coach

Open to students interested in improving their speaking skills who have an interest in speech activities. The season starts in January. Participants can choose, with the assistance of the advisor, from 13 different categories. Participants compete at invitationals with other schools and at the regional and state level.

STRIVE

Leah Rosendahl, Advisor

The STRIVE Program for qualifying seniors seeks to improve student achievement, attendance, and attitude through individual and small group mentoring with business people. This program is sponsored by the Rotary Clubs and Ridgewater College. Students will also have an opportunity to earn scholarships.

STUDENT COUNCIL

Jessalyn Canavan, Advisor

Student Council is the governing body at the WHS. It consists of 6 elected representatives and 3 class officers from each class. Its purpose is to develop leadership qualities in students and help to plan social events throughout the year. Class representatives are elected each spring.

TRAP SHOOTING

Wayde Olson, Advisor

This is a coed extracurricular activity offered by a third party provider. Students in grades 9-12 are eligible to participate. Contact information is available at the Activities desk in the main office.

VISUAL ARTS

Jessalyn Canavan, Advisor

Students participating will have the opportunity to display and have their work judged at the Region 8AA Visual Arts competition. Interested students should contact their art teacher for specific requirements.

WIHISEAN YEARBOOK

Lyle Hovland, Advisor

Open to all WHS students. The Wihisean staff are responsible for assembling the yearbook, which involves designing pages, typing, interviewing, and taking photographs.

ACTIVITY PASSES

General Public: **Punch Cards = 10 Punch Pass for \$50**

Good for all regular season athletics and fine arts events where admission is charged.

WPS Student Yearly Pass: **\$40** - Good for all regular season athletics and fine arts events where admission is charged.

Adults Yearly Pass: **\$100** - Good for all regular season athletics and fine arts events where admission is charged.

Family Yearly Pass: **\$225** - Good for all regular season athletics and fine arts events where admission is charged. Passes are good for two parents and WPS K-12 students only. Each family member will be required to show a pass.

Students Who Pay A Sports Participation Fee: A yearly pass will be given to students when they pay a participation fee. If a student decides not to participate \$40 will be deducted from any refund.

Activity Pass Restrictions:

1. Passes are not accepted for tournaments or playoff contests.
2. Passes are not accepted for musical and theater productions.
3. College Students are adults.

ATHLETIC FEES

Grades 9-12

First Sport	\$300 (200 for 20-21 due to Covid)
Second Sport	\$200
Third Sport	\$100

Free Lunch Participant	\$40 per sport
Reduced Lunch Participant	\$80 per sport

Middle School students participating in Senior High level athletics will pay \$200 per sport.

Sport activities include:

Baseball, Basketball, Cardettes, Cross Country, Football, Golf, Gymnastics, Hockey, Nordic Skiing, Soccer, Softball, Swimming, Tennis, Track, Volleyball, and Wrestling.

MEDICAL EXAMS FOR ATHLETES

Student athletes must present a certificate, signed by a physician and by their parent/guardian, stating that the student has been examined and may safely engage in athletic competition. The physical may be taken anytime after May 1st of the previous school year.

ACTIVITY FEES

Grades 9-12

Each Activity is \$60. Free lunch participants pay \$20 per activity. Reduced lunch participants pay \$40 per activity.

Activities include: Speech, Musical, Robotics, Jazz Band, Choir Ensemble, Supermileage and Knowledge Bowl.

Participation fees shall not exceed \$700 per family per year.



General Information:



ACTIVITY BUS

An after-school activity bus leaves the middle school at 2:55 pm and arrives at the senior high at approximately 3:10 pm each day to transport students to various locations for practice and events.

AFFIRMATIVE ACTION

No student shall be discriminated against or by willful act or statement shall discriminate against anyone for reasons of sex, creed, color, national origin, physical disability or economic status. Willmar Public Schools does not discriminate in employment or in access to or participation in educational programs and services.

BULLETIN BOARDS

Bulletin boards located in the halls are for notices and posters concerning school activities. School-related advertising must have sponsor and office approval.

CAMERA SURVEILLANCE

After the first bell each morning, all exterior doors will be locked to restrict traffic into the building. The main entrance doors will remain open and will be monitored during school hours. Surveillance cameras have been installed inside and outside the building for student safety.

DAILY ANNOUNCEMENTS

Announcements concerning school activities are broadcast throughout the day on the electronic message system. Announcements must be endorsed by a faculty member or administration.

EMERGENCY CARDS

Parents/guardians are asked to complete an emergency card at the beginning of each school year. Please include numbers where parents/guardians can be reached and number of other persons authorized to make decisions if parents/guardians cannot be reached.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Family Educational Rights and Privacy Act requires school districts to notify parents and students that certain information from students' records will be released and made public without the written consent of the parents or students eighteen years of age or older.

Information defined by the school board under the law as directory information includes: student name, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, and degrees and awards received.

FOREIGN EXCHANGE STUDENTS

Every year, students from foreign countries attend Willmar Senior High School. All exchange students must be sponsored by organizations who find host families for these young people. All foreign exchange organizations must be approved by the state of Minnesota. WHS is pleased to be able to accommodate and assist these students and their host families.

IMMUNIZATIONS

MN State Law requires written proof of immunizations or legal exemptions. Willmar Public Schools adheres to a "No Shots - No School" Policy. All students must have the required immunizations, be actively in the process to receive the series, or have proper documentation of medical exemption or conscientious objection in order to attend school. It is every parent/guardian's responsibility to verify their child's immunizations are up-to-date.

LOCKERS

Each Willmar Senior High School student is assigned a locker for his/her own use. Each student is strongly discouraged from sharing his/her locker with another person. Do not leave money or valuables in the locker, even when locked. The school is not responsible for stolen property.

School lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers

provided for the convenience of students. Inspection of the interior of lockers may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school authorities have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practical after the search of a student's personal possessions, the school authorities will provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.

LOST AND FOUND

Lost and found items should be inquired about in the main office.

PASSES

Any student leaving a classroom without their teacher must wear their teacher's pass lanyard. Reasons for leaving include, but are not limited to, trips to the bathroom, drinking fountain, offices, IMC, and other classrooms. Staff members will question and may escort back to class or to the office, any student found in the hallway not wearing a lanyard during classtime. The lanyards are visible tools to help create a safe school environment and one that emphasizes learning as a priority.

RELEASE OF DIRECTORY INFORMATION

Officials of the school district may release directory information about a student without parent/guardian permission, unless building principals have been notified that it should not be released.

Recent Minnesota legislation stipulates that secondary institutions shall release to military recruiting officers the names, addresses, and home telephone numbers of students in grades 11 and 12. The legislation also requires the secondary institution to give parents and students notice of the right to refuse release of this data to military recruiting officers.

In accordance with state law, data released to military recruiting officers:

- 1) May be used only for the purpose of providing information to students about military service, state and federal veterans' education benefits, and other career and educational opportunities provided by the military; and
- 2) Shall not be further disseminated to any other person except personnel of the recruiting services of the armed forces.

This data will be made available to the military recruiting officers unless a parent/guardian signs a refusal form. If you prefer this data not be released, please call 231-8325 for a refusal form. Return the signed form to Guidance Department, Willmar Senior High School, 2701 30th St NE, Willmar, MN 56201.

SCHOOL DANCES

School organizations sponsor dances throughout the year. Dances at Willmar Senior High School are for the benefit of WHS students only with the exception of Prom. Students must be at the 10th grade level or higher to attend WHS Prom and may not be more than 21 years of age. 10th grade students are only allowed to attend Prom if invited and accompanied by an upper class student.



SCHOOL NUTRITION PROGRAMS (**BREAKFAST AND LUNCH**)

Willmar Senior High School has a closed lunch period. Students must have a student Personal Identification Number (PIN) to eat in the cafeteria. Breakfast and lunch menus are planned by the Director of Food and Nutrition Service, Nutrition Coordinator and Head Cooks at each site. Input for menus is received from students, parents and school staff. Menus are planned to meet the Meal Pattern Requirements for breakfast and lunch established by the United States Department of Agriculture (USDA) and the Minnesota Department of Education (MDE). Our goal is to serve quality, nutritious meals to all students and to encourage healthy eating habits. **Please let us know if your student has any special dietary needs.**

PIN NUMBERS: Each student has their own PIN number assigned at the

beginning of their school career. Your student will use the same PIN number every school year. Students enter their pin number into a keypad, which is matched with a student photo. **Your pin number is confidential – please do not share with other students.**

2020-21 PRICING: 9th – 12th grade and for Adults/Staff

Breakfast – free	no charge due to Covid-19
Breakfast - reduced	no charge
Breakfast – free	no charge
Lunch – paid	\$2.05
Lunch – reduced/free	no charge
Milk	\$0.30
Adult Price Meals	\$1.80 breakfast / \$3.75 lunch
Ala Carte Pricing	price range \$.25-\$2.50

MEAL ACCOUNT BALANCES: We operate on a pre-paid system, meaning that meal charging is not allowed by School Board Policy. Meals must be paid for by depositing money into the student's meal account before meals are served. It is very important to stay current on your meal account. *Students with a negative balance will not be allowed to charge 2nd meals or ala carte items to their account. The school district's meal charging policy can be found on the district's website under "Food and Nutrition Services."*

FREE AND REDUCED MEAL APPLICATIONS: A new application MUST be completed EVERY YEAR (even if you received free and/or reduced benefits last school year). You can get an application from your school office, district office (WEAC) or online at www.willmar.k12.mn.us. You will now be able to access the application for educational benefits (free and reduced meal application) through your parent portal account.

Managing Meal Account Payments:

You have several options when it comes to managing the payment method on your meal accounts. Each student has his or her own meal account. All payments will be distributed equally between your students unless you notify Food and Nutrition Services otherwise.

Parent Portal – You will need Parent Portal in order to make online payments called Vanco. By signing up for Parent Portal you will be able to view

the balance and check the activity of your student's meal account. If you do not have access to Parent Portal, please pick up an application at your student's school office or print one from the district website.

Cash Wise Drop Box – We have a drop box located at Cash Wise Foods where you can drop meal payments anytime. In most cases, all payments received by 9:00 am will be on your student's account before lunch, but it can take up to 24 hours to be applied, so please plan accordingly.

WEAC (District Office) – You may drop off payments at our district office between 8:00 am – 4:30 pm at 611 5th Street SW, Willmar, MN. In most cases, this payment is applied immediately, but it can take up to 24 hours to be applied.

Lunchroom – You may send payments to your student's school. These payments need to be brought to the lunchroom before 8:30 am in order to be entered into your student's account the same day. If your payment is received after 8:30 am, it may take up to 24 hours to be applied.

Auto-Withdrawal – We offer automatic withdrawal from a checking or savings account. You may choose to have money withdrawn once or twice a month. Please be sure to fill out a new form each school year and include a voided check or voided withdrawal slip.

Lunch Options

Choices include: Traditional, Soup/Salad/Sandwich, Pizza and Grill Lines

Students may purchase a second meal at \$3.60 or additional Ala Carte items (prices vary)

Snack Bar purchases are **CASH ONLY**

Breakfast Options

Students and Staff can access a traditional breakfast in the cafeteria or Grab n' Go breakfast in the music pod before school starts. There is also a second chance Grab n' Go breakfast offered between 1st and 2nd blocks with carts located in the commons area and on the second floor.

Meals from Home

The district encourages parents to pack healthy lunches and snacks and refrain from including beverages and foods without nutritional value, per the district's wellness policy. The policy can be found on the district website under

“Policies.” If a fast food meal is brought in, the parent/guardian and child will eat in a designated area outside of the cafeteria. If you bring a meal from home, you may purchase a milk for \$0.30 per carton.

For more information regarding School Nutrition Programs and forms you might need, please call the Food and Nutrition Services office at 320-231-8526 or visit the district website.

STUDENT MESSAGES / DELIVERIES

We strongly recommend that deliveries of items to students (balloons, flowers, etc.) not be arranged to occur at school. These items cannot be delivered to the classroom and are held in the office areas until students can pick them up at the end of the day. Transporting these items home, especially for those who ride the school bus, can also be a problem for the student. Emergency messages will be delivered to students as soon as possible. To maintain the integrity of instructional times, non-emergency messages will not be delivered during the school days.

STUDENT PARKING

No charge for 20-21 due to Covid-19. A parking permit is required for students to park in the school lots. The permit is \$100 per family for the first vehicle for the entire school year, and \$50 for each additional vehicle in the same family. The permit is \$75 if purchased 2nd term, \$50 if purchased 3rd term, and \$25 if purchased 4th term. There is no reduction in permit price for students participating in the free/reduced lunch program. PSEO students taking classes in the Senior High building will pay \$25 for each term.

STUDENT OF THE MONTH

Each department selects a student every month to be honored as “Student of The Month.” The criteria for selection may include academic achievement or improvement, leadership, classroom contributions, classroom cooperation and behavioral improvement.

STUDENT DAY

Students shall be in attendance each day that school is in session. Absence from school or class without the knowledge and approval of the school and parent/guardian is not condoned and will be cause for disciplinary action. Any departure from the building by a student without prior approval shall be considered an unauthorized departure from the building and shall be subjected to disciplinary action.

TECHNOLOGY FEE

A technology materials fee (iPad 1-to-1 Implementation Plan) in the amount of \$50.00 is assessed to all new and returning students each year.

USE OF TELEPHONES

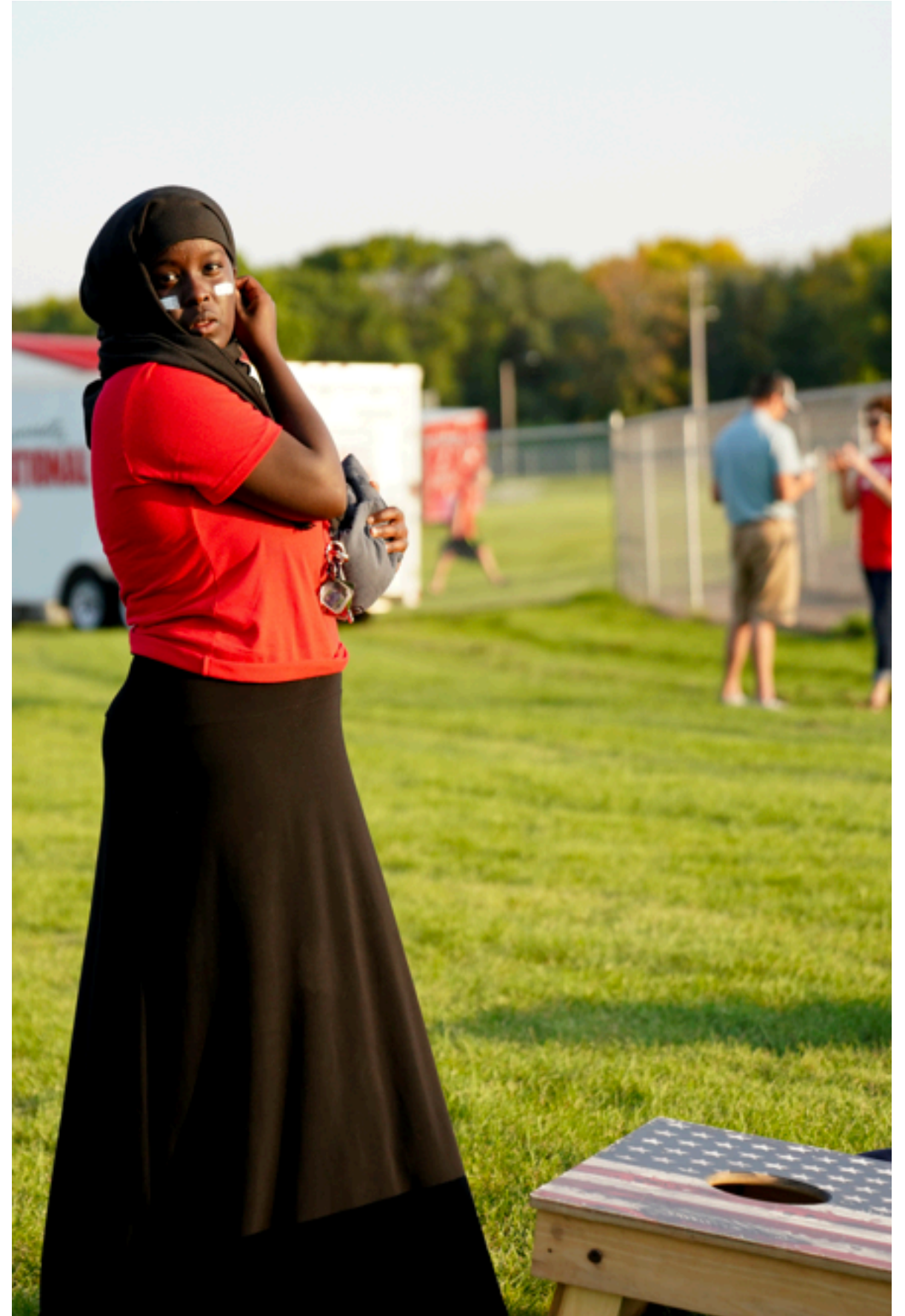
The office telephone is for school business. Students may use the main office counter phone during lunch periods or during non-class period time for local calls only.















BEHAVIOR EXPECTATIONS AND POLICIES

We are very proud of the behavior of our student body. Most Willmar High School students conduct themselves in an exemplary way. Visitors to our building often comment about the positive climate at WHS and the courtesy extended to them by students.

We will spare no effort to maintain that positive learning environment. We hope that students will spend a few minutes with their families discussing the following points. Being a member of the Willmar Senior High School community means these things:

- Being involved and productive, including attending school regularly, arriving to classes on time, and completing all assignments;
- Respecting the Willmar Senior High School building and school property, including helping to keep the building clean by always disposing of trash in appropriate places;
- Being physically and mentally prepared to participate in classes and activities;
- Being courteous to all students and staff members and respectful of their property;
- Valuing the ethnic, religious, and economic diversity of the Willmar community;

Because we value and expect consideration for each other, our school environment, and the learning process, the following behaviors are expected. The violation of any of these behavior expectations may result in disciplinary action that may include one or more of the following: student conference, detention, in-school or out-of-school suspension and/or expulsion.

20-21 Hybrid Learning Information:

Materials refers to all conversations, images and educational content visible and audible, in person or online, during the school day at Willmar Senior High.

Willmar Senior High School Hybrid and Distance Learning materials are for educational purposes only.

By accessing this material, students and parents agree not to share any of the material in any format with anyone not enrolled in the class, other than family members or other adults assisting students with distance learning.

Distribution of these materials to anyone other than those enrolled in the class, family members, or other adults assisting with the work in any format (including but not limited to: in person, email, social media, other online formats) is strictly prohibited.

Violation of this policy could result in suspension of a student's ability to continue receiving video materials, and alternate distance learning arrangements will be made, or in discipline from the District.

Materials (Content, conversations and images) of school in the hybrid and distance learning format are an extension of onsite learning at Willmar Senior High. All data privacy, bullying and discipline policies apply to all settings.

FACE COVERING POLICY FOR 20-21 SCHOOL YEAR:

THE GOVERNOR’S EMERGENCY EXECUTIVE ORDER 20-81 GENERALLY REQUIRES MINNESOTANS TO WEAR A FACE COVERING IN CERTAIN SETTINGS AND CIRCUMSTANCES, INCLUDING IN VARIOUS SCHOOL SETTINGS.

EMERGENCY EXECUTIVE ORDER 20-82 STATES THAT ALL MINNESOTA PUBLIC SCHOOLS MUST ADHERE TO PARAMETERS DETERMINED BY MINNESOTA DEPARTMENT OF HEALTH (“MDH”) IN IMPLEMENTING OR SHIFTING BETWEEN IN-PERSON LEARNING, HYBRID LEARNING AND DISTANCE LEARNING.

THE PURPOSE OF THIS POLICY IS TO ESTABLISH REQUIREMENTS FOR EMPLOYEES, STUDENTS, AND OTHER PERSONS (INCLUDING VISITORS, GUESTS, CONTRACTORS, ETC.) PRESENT ON SCHOOL PROPERTY TO WEAR FACE COVERINGS IN CLASSROOMS, PRESCHOOL, CHILD CARE SETTINGS AND OTHER INDOOR AREAS, AS WELL AS OUTDOOR AREAS WHERE A PHYSICAL DISTANCE OF 6 FEET CANNOT BE MAINTAINED BETWEEN PERSONS, IN ORDER TO MINIMIZE EXPOSURE TO COVID-19.

UNLESS AN EXCEPTION DESCRIBED BELOW APPLIES, ALL STUDENTS, STAFF, AND OTHER PEOPLE PRESENT INDOORS IN SCHOOL BUILDINGS AND DISTRICT OFFICES OR RIDING ON SCHOOL TRANSPORTATION VEHICLES ARE REQUIRED TO WEAR A FACE COVERING.

A VIOLATION OF THIS POLICY OCCURS WHEN ANY STUDENT, STAFF, OR OTHER PERSON PRESENT IN A SCHOOL BUILDING, IN THE SCHOOL DISTRICT OFFICE, OR ON A SCHOOL TRANSPORTATION VEHICLE FAILS TO WEAR A FACE COVERING, UNLESS AN ENUMERATED EXCEPTION APPLIES.

DEFINITION OF FACE COVERING:

A FACE COVERING MUST BE WORN TO COVER THE NOSE AND MOUTH COMPLETELY, SHOULD NOT BE OVERLY TIGHT OR RESTRICTIVE, AND SHOULD FEEL COMFORTABLE TO WEAR. THE FOLLOWING ARE INCLUDED

IN THE DEFINITION OF FACE COVERING:

1. PAPER OR DISPOSABLE MASK;
2. CLOTH FACE MASK;
3. SCARF;
4. NECK GAITER;
5. BANDANA;
6. RELIGIOUS FACE COVERING; AND
7. MEDICAL-GRADE MASKS AND RESPIRATORS

A FACE SHIELD IS A CLEAR PLASTIC BARRIER THAT COVERS THE FACE AND ALLOWS VISIBILITY OF FACIAL EXPRESSIONS AND LIP MOVEMENTS FOR SPEECH PERCEPTION. A FACE SHIELD SHOULD EXTEND BELOW THE CHIN ANTERIORLY, TO THE EARS LATERALLY, AND THERE SHOULD BE NO EXPOSED GAP BETWEEN THE FOREHEAD AND THE SHIELD’S HEADPIECE.

MASKS THAT INCORPORATE A VALVE DESIGNED TO FACILITATE EASY EXHALING, MESH MASKS, OR MASKS WITH OPENINGS, HOLES, VISIBLE GAPS IN THE DESIGN OR MATERIAL, OR VENTS ARE NOT SUFFICIENT FACE COVERINGS BECAUSE THEY ALLOW EXHALED DROPLETS TO BE RELEASED INTO THE AIR.

EXCEPTIONS AND ALTERNATIVES; TEMPORARY REMOVAL OF FACE COVERING:

FACE COVERINGS SHOULD NOT BE PLACED ON ANYONE UNDER AGE 2, ANYONE WHO HAS TROUBLE BREATHING OR IS UNCONSCIOUS, ANYONE WHO IS INCAPACITATED OR OTHERWISE UNABLE TO REMOVE THE FACE COVERING WITHOUT ASSISTANCE, OR ANYONE WHO CANNOT TOLERATE A FACE COVERING DUE TO A DEVELOPMENTAL, MEDICAL, OR BEHAVIORAL HEALTH CONDITION.

A FACE SHIELD MAY BE USED AS AN ALTERNATIVE TO A FACE COVERING IN THE FOLLOWING SITUATIONS:

1. A STUDENT IN GRADES KINDERGARTEN THROUGH EIGHTH GRADE MAY WEAR A FACE SHIELD WHEN WEARING A FACE COVERING IS PROBLEMATIC.
 2. A TEACHER OF ANY GRADE LEVEL MAY WEAR A FACE SHIELD WHEN WEARING A FACE COVERING MAY IMPEDE THE EDUCATIONAL PROCESS.
 3. STAFF, STUDENTS, OR VISITORS WHO CANNOT TOLERATE A FACE COVERING DUE TO A DEVELOPMENTAL, MEDICAL, OR BEHAVIORAL HEALTH CONDITION MAY WEAR A FACE SHIELD INSTEAD OF A FACE COVERING.
 4. STAFF PROVIDING DIRECT SUPPORT STUDENT SERVICES MAY WEAR A FACE SHIELD INSTEAD OF A FACE COVERING WHEN A FACE COVERING WOULD IMPEDE THE SERVICE BEING PROVIDED.
- C. STAFF, STUDENTS, AND OTHER PEOPLE PRESENT IN SCHOOL BUILDINGS OR IN DISTRICT OFFICES MAY TEMPORARILY REMOVE THEIR FACE COVERING OR FACE SHIELD IN THE FOLLOWING SITUATIONS:
1. WHEN ENGAGING IN CLASSES OR ACTIVITIES CONDUCTED OUTDOORS, THOUGH PEOPLE PARTICIPATING IN THESE ACTIVITIES SHOULD MAINTAIN SIX FEET OF DISTANCE TO THE EXTENT POSSIBLE;
 2. WHEN ENGAGING IN INDOOR PHYSICAL ACTIVITY WHERE THE LEVEL OF EXERTION MAKES WEARING A FACE COVERING DIFFICULT, THOUGH PEOPLE PARTICIPATING IN THESE ACTIVITIES SHOULD MAINTAIN SIX FEET OF DISTANCE TO THE EXTENT POSSIBLE;
 3. DURING ACTIVITIES, SUCH AS SWIMMING OR SHOWERING, WHERE THE FACE COVERING WILL GET WET;

4. WHILE RECEIVING A SERVICE, INCLUDING NURSING, MEDICAL, OR PERSONAL CARE SERVICES, THAT CANNOT BE PERFORMED OR IS DIFFICULT TO PERFORM WHEN THE INDIVIDUAL RECEIVING THE SERVICE IS WEARING A FACE COVERING;
5. PRE-KINDERGARTEN STUDENTS AGE 5 YEARS AND YOUNGER PARTICIPATING IN PROGRAMMING IN A SCHOOL BUILDING OR DISTRICT OFFICE;
6. WHEN THE WEARER NEEDS TO REMOVE THEIR FACE COVERING TO EAT OR DRINK, THOUGH CARE SHOULD BE TAKEN TO MAINTAIN AS MUCH SPACE AS POSSIBLE BETWEEN PEOPLE WHILE DOING SO;
7. DURING INDOOR PRACTICES OR PERFORMANCES INVOLVING SINGING, ACTING, PUBLIC SPEAKING, OR PLAYING MUSICAL INSTRUMENTS WHERE A FACE COVERING CANNOT BE USED WHILE PLAYING THE INSTRUMENT, THOUGH PEOPLE PARTICIPATING IN THESE ACTIVITIES SHOULD MAINTAIN SIX FEET OF DISTANCE TO THE EXTENT POSSIBLE;
8. WHEN REQUIRED BY SCHOOL STAFF FOR THE PURPOSES OF IDENTIFICATION;
9. STAFF WORKING ALONE IN THEIR OFFICES, CLASSROOMS, VEHICLES, OR JOB LOCATIONS THAT HAVE NO PERSON-TO-PERSON INTERACTION;
10. STAFF WORKING IN COMMUNAL SPACES THAT HAVE BARRIERS SUCH AS PLEXIGLAS OR CUBICLE WALLS BETWEEN EMPLOYEES THAT ARE ABOVE FACE LEVEL; OR
11. WHEN COMMUNICATING WITH A PERSON WHO IS DEAF OR HARD OF HEARING OR HAS A DISABILITY, MEDICAL CONDITION, OR MENTAL HEALTH CONDITION THAT MAKES COMMUNICATION WITH A FACE COVERING DIFFICULT, PROVIDED THAT SOCIAL DISTANCING IS MAINTAINED TO THE EXTENT POSSIBLE.

IMPLEMENTATION

- A. THIS POLICY WILL BE CONSPICUOUSLY POSTED IN EACH SCHOOL BUILDING AND ADMINISTRATIVE OFFICE AND COMMUNICATED TO STUDENTS, STAFF, FAMILIES, AND POTENTIAL VISITORS TO THE SCHOOL BUILDING.
- B. THE SCHOOL DISTRICT WILL PROVIDE FACE COVERINGS AND/OR FACE SHIELDS TO EMPLOYEES AND STUDENTS. EMPLOYEES AND STUDENTS MAY CHOOSE TO WEAR THEIR OWN FACE COVERING AS LONG AS IT COVERS THE NOSE AND MOUTH. TO THE EXTENT PRACTICABLE, THE SCHOOL DISTRICT WILL MAINTAIN AN EXTRA SUPPLY OF FACE COVERINGS FOR PEOPLE WHO FORGET TO BRING THEIR FACE COVERING.
- C. THE SCHOOL DISTRICT WILL TEACH AND REINFORCE THE USE OF FACE COVERINGS AND/OR FACE SHIELDS FOR STUDENTS AND STAFF THROUGHOUT THE SCHOOL DAY, INCLUDING ON TRANSPORTATION VEHICLES, INSIDE SCHOOL BUILDINGS, AND GENERALLY WHEN ON SCHOOL GROUNDS.

- D. INDIVIDUALS WHO CANNOT TOLERATE A FACE COVERING DUE TO A MEDICAL CONDITION OR DISABILITY RELATED CONDITION MAY BE PERMITTED TO UTILIZE ALTERNATIVE OPTIONS SUCH AS A FACE SHIELD OR OTHER REASONABLE ACCOMMODATION. THE SUPERINTENDENT OR DESIGNEE SHALL HAVE DISCRETION TO DETERMINE WHETHER AN EMPLOYEE, PARENT, OR COMMUNITY MEMBER QUALIFIES FOR A REASONABLE ACCOMMODATION AND THE ACCOMMODATION TO BE PROVIDED. FOR A STUDENT WITH A MEDICAL CONDITION OR DISABILITY, THE STUDENT'S EDUCATION TEAM (I.E. IEP TEAM, SECTION 504 TEAM, HEALTH PLAN TEAM) WILL DETERMINE WHETHER THE STUDENT QUALIFIES FOR A REASONABLE ACCOMMODATION AND THE ACCOMMODATION TO BE PROVIDED. AS A CONDITION TO GRANTING A REASONABLE ACCOMMODATION, THE SCHOOL DISTRICT MAY REQUIRE AN INDIVIDUAL TO PROVIDE A PHYSICIAN'S NOTE AND/OR OTHER RELEVANT INFORMATION OR WITH RESPECT TO THE CONDITION OR CIRCUMSTANCE. REQUESTS FOR REASONABLE ACCOMMODATIONS FROM THE FACE COVERING REQUIREMENT SHALL BE ASSESSED ON A CASE-BY-CASE BASIS IN ACCORDANCE WITH APPLICABLE FEDERAL AND STATE LAW.
- E. ALL FACE COVERINGS SHALL MEET THE REQUIREMENTS OF APPLICABLE DRESS CODE POLICIES AND/OR CODES OF CONDUCT. TO THE EXTENT THE FACE COVERING REQUIREMENTS OF THIS POLICY CONFLICT WITH MSBA MODEL POLICY 504 – STUDENT DRESS AND APPEARANCE, THIS POLICY SHALL CONTROL.
- F. THE SCHOOL DISTRICT WILL MAKE AVAILABLE DISTANCE LEARNING TO ITS ENROLLED STUDENTS WHO MAY BE MEDICALLY VULNERABLE OR OTHERWISE UNWILLING TO RETURN TO IN-PERSON OR HYBRID LEARNING.

ENFORCEMENT; CONSEQUENCES FOR NON-COMPLIANCE

- A. IN ORDER TO PROMOTE THE HEALTH AND SAFETY OF EMPLOYEES, STUDENTS AND MEMBERS OF THE COMMUNITY, AND MAKE AVAILABLE A SAFE ENVIRONMENT THAT IS CONDUCIVE TO LEARNING, COMPLIANCE WITH THIS POLICY IS NECESSARY.
- B. EMPLOYEES WHO FAIL OR REFUSE TO COMPLY WITH THIS POLICY MAY BE SUBJECT TO DISCIPLINE, AS APPROPRIATE, UP TO AND INCLUDING THE TERMINATION OF EMPLOYMENT.
- C. STUDENTS WHO FAIL OR REFUSE TO COMPLY WITH THIS POLICY MAY BE SUBJECT TO DISCIPLINE OR REMOVAL FROM SCHOOL PROPERTY. STUDENTS UNWILLING TO PARTICIPATE IN IN-PERSON OR HYBRID LEARNING IN COMPLIANCE WITH THIS POLICY WILL BE OFFERED DISTANCE LEARNING.

ALCOHOL/DRUGS

See the district's Discipline Policy by clicking [HERE](#).

BUS EXPECTATIONS

To help ensure the safety of students, transportation employees and other motorists, students are required to abide by all student behavior rules outlined in board policy and reviewed in this handbook, and by the additional transportation safety rules.

Consequences for misbehavior, whether the misbehavior takes place on a school vehicle, in school, elsewhere on school property or at a school event, will be applied to any student who violates the rules.

Minnesota Statute 121A.59 states: "Transportation by school bus is a privilege not a right for an eligible student. A student's eligibility to ride a school bus may be revoked for a violation of school bus safety or conduct policies, or for violation of any other law governing student conduct on a school bus, pursuant to a written school district discipline policy."

COMPUTERS AND COMPUTER NETWORKS

Willmar Public Schools provides students with access to networked and non-networked computers and iPads.

Students are responsible for good behavior on school computers, iPads and networks just as they are in a classroom or a school hallway. Communications on the network are often public in nature. General school rules for behavior and communications apply.

Acceptable uses of the district's computers, iPads and networks include, but are not limited to:

- Storing information (data, text, graphics) for assigned instructional tasks.

- Accessing/researching information (data, text, graphics) for assigned instructional tasks.
- Processing information (data, text, graphics) for assigned instructional tasks.
- Creating information (data, text, graphics) for assigned instructional tasks.
- Communicating information (data, text, graphics) for assigned instructional tasks.

Backing Up Your iPad Data

Students are responsible for backing up their iPad data. Setting up your iPad to automatically backup to iCloud is strongly suggested. ([Automatic iCloud Backup Directions](#)) In addition, any other documents in apps such as PDF Expert can be backed up to each student's Google Drive account. ([PDF Expert Backup Directions](#))

iPad Safety and Monitoring

Students are responsible for turning on their "Location Services" and "Find My iPhone" capabilities. This will greatly assist in the recovery of a lost or stolen iPad. Bluetooth on student iPads must be on at all times.

Independent access to computers, iPads and network services are provided to students who agree to act in a considerate and responsible manner. Parent permission is required for minors to access the Internet (Please refer to the District Internet Policy for further information). Access is a privilege, not a right. Access entails responsibility.

Individual users of the district's computer networks are responsible for their behavior and communications over those networks. Users will comply with district standards and will honor the agreements they have signed.

Network storage areas will be treated like school lockers. Network administrators may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should not expect that files stored on district services will be private.

Unacceptable uses of the district's computers, iPads and networks include, but are not limited to:

- Sending or displaying offensive messages or pictures.
- Damaging computers, iPads, computer systems or computer networks.
- Harassing, insulting or attacking others.
- Employing the network for commercial purposes.
- Use of the network in infringing on the rights of others.
- Using obscene language.
- Trespassing in others' folders, work or files.
- Intentionally wasting limited resources.
- Violating copyright laws.
- Using another person's password.
- Use that compromises the integrity or security of the district's computers and networks.
- Installing personal software or customizing the desktop.

Unacceptable uses will result in actions consistent with existing disciplinary policies and may include any or all of the following consequences.

1. Loss of access.
2. Additional disciplinary action may be determined at the building level in line with existing practice regarding inappropriate language or behavior.
3. Students will be held responsible for any damage, theft, or vandalism to any school computer or network.
4. When applicable, law enforcement agencies may be involved.

CELL PHONES/ELECTRONIC DEVICES

Cell Phones and Electronic devices are not allowed to be visible or audible in classes to avoid class and learning disruption. Examples are, but not limited to, the following: cell phones, gaming devices, phone watch, etc. Teachers may hold these item(s) for the remainder of the block if the device is causing disruption. Ongoing violations will result in the device be given to an Assistant Principal to be picked up at the end of the school day. A third violation will result in your parents being contacted and they must come to school and pick up the device.

CONDUCT

Students are expected to act responsibly and courteously. Use of profanity, defying authority, disrupting classes, and/or other inappropriate behavior may be cause for disciplinary action.

DRESS FOR SUCCESS

Personal Appearance: The purpose of a dress code is to provide guidance to students as to appropriate attire for school and any school function. Our guiding principles for the dress code are based on clothing that does not distract from the learning environment, disrupt school/activities, or create a safety hazard.

Appropriate clothing includes, but is not limited to:

1. Clothing that does not create a health or safety hazard.
2. Clothing appropriate for the activity and weather.
3. Clothing that covers the midriff, sides, and chest.
4. Clothing that covers undergarments.

Specific Examples of the Dress Policy:

- Undergarments must be hidden from public view
- Cover your chest and midriff. Tube tops, spaghetti strap tops, halter type tops, and tank tops are not appropriate for school.
- Chains, spike studs, and/or other like apparel present safety concerns for the school and are inappropriate for school.

- Hats and misc. headgear, sunglasses, etc. are not allowed to be worn in the building during school hours except with the approval of administration (i.e. student undergoing chemotherapy, medical situations, religious significance, etc.) and must be out of sight or stored in the students' hall locker. Staff may confiscate headgear as needed.

NOTE: FACE COVERINGS is a separate policy for the 20-21 School Year.

- Sweatshirts with hoods are allowed, but the hood cannot be covering your head at any time during the school day.
- Clothing or markings to the body must not include words or visuals that display violence, are sexually suggestive, profane, abusive, degrading, or discriminatory. Clothing or markings to the body must not display or promote the use of drugs, alcohol, tobacco, or other activities and products that are illegal to minors.

Process:

Any employee of Willmar Senior High School may advise the student about the dress code and proper attire and/or report the concern to the School Social Worker or the grade-level Assistant Principal for follow up with the student.

DRIVING AND PARKING

All drivers are expected to observe the posted speed limits. Speeding, improper parking, reckless driving, and excessive noise are of concern to the school, and disciplinary action, including notification of police, and/or having parking privileges revoked, will be taken against violators. ~~Stop in the Office for Parking Pass.~~

Sufficient parking areas are usually available for students' cars. Yellow curbing indicates no-parking zones. Improperly and illegally parked cars will be towed away at the owner's expense.

18-YEAR OLDS

Minnesota Law 120A.20 states that school districts may impose the same rules and regulations on students 18-21 years of age as those imposed on students under 18. All Willmar Senior High School students are expected to adhere to the same set of policies and guidelines.

FIRE CODE

No person shall give a false alarm of fire, by setting fire to any combustible material, or by crying or sounding an alarm, or by any other means. Anyone violating this law is guilty of a misdemeanor. This school will also provide consequences for such an act. Periodic fire and tornado drills will be conducted in accordance with state law. Teachers indicate the evacuation routes for their classrooms, and students should move quietly out of and away from the building.

FOOD IN BUILDING

Food served during lunch must be consumed in the Cafeteria. Students are not allowed to leave school during lunchtime. Also, food purchased at local businesses should not be brought into the building. Students will not be allowed to have beverage containers larger than 32 ounces. All outside beverages are subject to confiscation.

Willmar Public Schools abides by State Health Department recommendations

and regulations regarding the serving of food in school:

This department requires that food which is served in a food establishment as defined in Minnesota Statutes, chapter 157, shall be obtained from sources which are approved and inspected by either the federal, state, or local regulatory authority. Accordingly, if a regulatory inspecting agency observes the practice of service food obtained from sources which do not conform to the requirements discussed herein, this situation would be construed as a violation of Minnesota Department of Health Rules, chapter 4625.3201, subpart 1, and appropriate remedial action would be required to be taken.

Willmar Public Schools prohibits the distribution and service of food items including treats which are prepared in individual homes. Food for classroom parties, birthday celebrations, or any occasion that food is served in school must be purchased from a store which is subject to state food inspection regulations.

All food TO BE SHARED WITH OTHER STUDENTS must be commercially prepared, pre-packaged, unopened, and when possible, individually wrapped. This action is needed in order to take a firm preventative stand against the spread of germs and disease.

GANGS

The following are not allowed:

- Any apparel, jewelry, accessories, or manner of grooming which by virtue of its color, arrangement, trademark or any other attribute (as a primary purpose) denotes membership in an organized gang as defined by MN Statute 609.229.
- Graffiti on a person, their clothing, books, notebook, or other personal items which denotes affiliation to an organized gang or threat/hate group.
- Making hand signs which denote affiliation with an organized gang or threat/hate group.

HARASSMENT AND VIOLENCE POLICY

1. Everyone in District No. 347 has a right to feel respected and safe. Consequently, we want you to know about our policy to prevent religious, racial or sexual harassment and violence of any kind.

2. A harasser may be a student or an adult. Harassment may include the following when related to religion, race, sex or gender:
 - a. Name calling, jokes, or rumors;
 - b. Pulling on clothing;
 - c. Graffiti;
 - d. Notes or cartoons;
 - e. Unwelcome touching of a person or clothing; or
 - f. Offensive or graphic posters or book covers; or
 - g. Any words or actions that make you feel uncomfortable, embarrass you, hurt your feelings or make you feel bad.
3. If any words or actions make you feel uncomfortable or fearful, you need to tell a teacher, counselor, or principal. You may also contact Elizabeth Fischer, the Human Rights Officer.
4. You may also make a written report. It should be given to a teacher, counselor, the principal or the Human Rights Officer.
5. Your right to privacy will be respected as much as possible.
6. We take seriously all reports of religious, racial or sexual harassment or violence and will take all appropriate actions based on your report.
7. The school district will also take action if anyone tries to intimidate you or take action to harm you because you have reported.
8. This is a summary of the school district policy against religious, racial and sexual harassment and violence. Complete policies are available in all school offices upon request.
9. Use of social media for the purposes of bullying, harassment, defamation, or any other improper manner, may result in suspension, expulsion, and/or criminal charges.

RELIGIOUS, RACIAL AND SEXUAL HARASSMENT AND VIOLENCE ARE AGAINST THE LAW.

DISCRIMINATION IS AGAINST THE LAW.

Contact:

Paul Schmitz or Elizabeth Fischer

611 5th St SW, Willmar, Minnesota 56201, Phone: 214-6008

The person responsible for assuring compliance with Section 504 of the Rehabilitation Act of 1973 is Andrea Fladeboe.

PRINTED MATERIALS/SOFTWARE

Possession, distribution, or display of slanderous, libelous, pornographic, racist or gang-related materials or symbolism is not allowed on school property or on iPads.

SMOKING POLICY

The Willmar School Board of Education has rules that all buildings and grounds in District #347 will be tobacco free. That means students will not be able to smoke, chew, possess tobacco, vaporizers or E cigarettes on school grounds. The high school administration has also extended that policy to include surrounding property visible from the high school. The violator will be fined up to \$200. See Discipline Policy.

SUSPENSION POLICY

Due to Covid-19 safety guidelines, School-Parent meetings will occur over the phone or virtually due for the 20-21 School Year.

Suspension procedures shall afford the student the right to due process in accordance with the following:

- The principal, or designee, shall notify the student of all charges.
- A conference shall be held prior to suspension. When, in the opinion of the principal or designee, the student's presence poses a continuing danger to persons or school property, or is an ongoing threat of disruption of the educational process, the student may be immediately suspended from school. In such cases, the necessary

notice and hearing shall follow as soon as practicable, thereafter.

- The students shall be given an opportunity to give their version of the facts and their implications.
- The parent/legal guardian shall be informed of the suspension as soon as practicable.

TEXTBOOKS, IPADS AND MATERIALS

Students are responsible for all books, iPads and materials checked out to them. The school may charge an appropriate replacement fee for textbooks, workbooks, or library books lost or destroyed by students. For a complete description of our iPad policy, see our [iPad 1:1 Webpage](#).

VISITOR POLICY

NO VISITORS FOR 20-21 SCHOOL YEAR DUE TO COVID-19- A DROP OFF TABLE AT THE MAIN ENTRANCE WILL BE USED AS NEEDED. PLEASE CALL OR EMAIL THE MAIN OFFICE FOR ANY QUESTIONS- 320-231-8300

~~Willmar Senior High School accepts only visitors who have legitimate business at school. Visitors are expected to sign in at the main office. Visitors of students expecting to spend a day at WHS will not be permitted.~~

WEAPONS REPORTING PROCEDURE

Please report to a trusted adult any knowledge you (the student) have about any type of weapon being present in our school. Please don't hesitate to report to Officer Schneider at any time.

ATTENDANCE POLICY & PHILOSOPHY

Learning is enhanced by regular attendance. The entire process of education requires continuity of instruction, classroom participation, learning experience and study in order to reach the goal of maximum educational benefits for each individual student. The regular contact of

students with one another in the classroom and their participation in well-planned instructional activity under the direction of a competent teacher are vital to this purpose. This is a well-established principle of education, which underlines and gives purpose to the requirement of compulsory education in Minnesota and every other state in the nation.

RESPONSIBILITIES

Student: Students have the RIGHT to attend classes at Willmar Senior High School. Students attending the high school have the RESPONSIBILITY to maintain punctual, regular attendance. The school reserves the right to determine if an absence is excusable.

Parent or Guardian: It is the responsibility of the student's parent or guardian to encourage the student to attend school, to inform the school in the event of a student's absence, and to work cooperatively with the school and the students to develop acceptable attendance patterns.

School: The Willmar School District will provide certified, competent teachers in all classes. The teachers will conduct well-planned, educational, orderly, and timely instruction in all classes.

PROCEDURE

If a student has been absent or must be absent from class or arrive late to school, the student's parent or guardian must call the school office. The office is open at 7:00 a.m. An attendance line is available 24 hours a day at 231-8462, 231-8305 (Spanish Line), or 231-8307 (Somali Line) for messages regarding attendance. We prefer to have phone calls to report excuses. If a phone call cannot be made, a note with a phone number where a parent or

guardian can be reached will be acceptable. If, for some reason, a student or parent is unable to follow the above procedure, an assistant principal must be contacted.

POLICY

A student may lose credit for any course when they receive one or more unexcused absences from any block in any one term (9 week period). Students with excessive excused absences will be dealt with on an individual basis.

CLASSIFICATION OF ABSENCES

A. **School Related Absences** – School authorized absences are exempt for the purpose of calculating number of absences. Make-up work is required.

EXAMPLES include Educational activities or civic organizations approved by the principal.

B. **Excused Absences** - Make-up work is required. Excessive excused absences will be handled on an individual basis by the assistant principal.

EXAMPLES:

- Illness
- Family emergencies
- Prearranged absences with parental permission. Prior arrangements regarding assignments should be made in the office.

C. **Long term/chronic illness/injury** (COVID19 illness)- in the event of a long term/chronic illness/injury, the school nurse should be contacted. The nurse will notify the student's teachers and administration. Arrangements will be made for homework.

D. **Truant Absences (unexcused)** - these absences are not school authorized or are absences not verified by a parent or a guardian. Any unexcused absence will require an appeal. Class No Credits

(NC's) or loss of partial grade credit due to lack of participation in the course may result. Make-up work will be required but no credit will be given unless time is made up.

Students will not be allowed to leave school unless a parent/guardian has made contact with the school BEFORE the student leaves.

Students who leave without prior authorization may be suspended from school for the remainder of the day, placed in in-school suspension, or have parking privileges revoked.

WWWW. **Suspension from school:** Make-up work is required. No participation credit will be given unless made up in another way.

XXXX. **Make-up Time** - Students are given equal their time absent to make up their work. Examples: If you are absent Monday, your makeup work is due before class on Wednesday. If you are absent Monday and Tuesday, your makeup work is due before class on Friday. It is the student's responsibility to contact their teachers for assigned work.

G. **Excessive Absences** - When a student has been absent 10 DAYS FROM SCHOOL due to illness, we request either a doctor / physician's note providing information about your child's medical condition or call the school nurse to share or release any information that the school should be made aware of about your child's medical condition. **Minnesota Law obligates schools to report continued illness absences to the Kandiyohi County Truancy Program.** Please understand that after 10 illness days without a doctor's note, your child may not be excused. Teachers will contact the parent or guardian by phone (work or home) or e-mail if phone contact is unsuccessful when a student's absences in their class reaches three (3) unexcused, excluding school sponsored absences. Any one unexcused absence will require an appeal and may result in a "No Credit" (NC).

Students with excessive absences will be referred to an assistant principal or guidance counselor.

Parents are strongly encouraged to plan their vacations around the school calendar. Parents or guardians who choose to have their son or daughter absent from school for an extended period of time because of a vacation, etc., should realize that their student's grades may suffer due to missing the interactions that go on in each classroom. If there are questions or concerns, please contact the school.

H. College Visits - A student may visit a post-high school institution for up to two (2) days during their junior and senior years. The maximum for the two years is two days total. The procedure for the visits is as follows:

1. A "campus visit" form is picked up in the guidance office. A counselor's signature is needed at least one (1) day prior to the visit. Students should notify the attendance secretary in advance of the visit.
2. The form is properly filled out and turned back into the office when the visit is completed and the student returns to school.

I. Tardies - If a student arrives after the start of the school day, they are to report to the office for a pass to class. If a student is tardy to a 2nd, 3rd, or 4th block class after they have already been in school, they should simply report to class and the classroom teacher will mark them tardy. Tardies are classified as excused and unexcused. Examples are as follows:

Excused: illness, medical/dental appointments, family emergencies

Unexcused: oversleeping, car trouble, missing the bus, ride did not come, etc.

Three unexcused tardies will result in an unexcused absence and detention may be assigned. (See Detention) Teachers may have their own guidelines for handling tardies and these guidelines will be

posted in the classroom or in the class syllabus.

J. Attendance Appeal Process - There is an appeal process for students and parents who feel extenuating circumstances such as extended illness or family emergency should be considered prior to denying credit. Students with one unexcused absence in any block of any term must file an appeal. If all absences are excused no appeal is needed. **CLARIFICATION: Any unexcused absence requires an appeal.**

1. An appeal can be initiated by a student upon notification of pending loss of credit.
2. The student must submit a written application of appeal to an assistant principal stating an explanation and including any supporting documents for the absences.
3. The administration will review appeals on a case-by-case basis.
4. Students will be notified of the decision by the building principal or designee.

K. Minnesota Law requires participation in school for all students under the age of 17. Any 17-year-old students who wish to withdraw from school must attend a meeting with parents and school personnel to discuss the educational opportunities available to the student, including alternative options, and sign a written election to withdraw from school.

DETENTION

***Due to Covid 19, during hybrid/distance learning, detention will be handled on a case-by-case matter with the student's grade level Assistant Principal.**

~~Detention will be served Wednesday mornings during Zero Hour. Detention is a consequence for students who violate school rules on truancy, excessive tardies, or other behaviors as determined by the principals. Students will be assigned detention depending on the offense or frequency of the offense. Students will be expected to bring~~

~~homework or reading material. Failure to attend an assigned detention may result in one or more of the following: reassignment of detention, parent conference, or loss of course credit. Note: Detention will be served Wednesday mornings from 7:50 - 8:50 or at other times as prearranged with an Assistant Principal.~~

ZERO HOUR

DUE TO COVID-19, THERE WILL BE NO ZERO HOUR AT SCHOOL ON WEDNESDAY'S. IN PLACE OF THIS, TEACHERS AND STUDENTS WILL MEET VIRTUALLY IN THEIR RAMP-UP CLASS.

~~The purpose for Zero Hour is to support students learning and give them the opportunity for enrichment. We have several rooms available for students looking for help with their homework. Besides tutor led homework help, students also have the opportunity to study in the Media Center or catch up on tests or quizzes.~~

~~The Ticketing System~~

~~The Zero Hour opportunities are options for most students, however Zero Hour is mandatory for some. Any student who has an NC (no credit, see attendance policy above) in a current class or on their transcript will be required to attend detention. Students who are falling behind in class or are not completing their homework may also be "ticketed" to one of the study rooms.~~

~~If classroom expectations are not met, a contact home will be made. The parent and student will be informed that the student has been "ticketed" for Zero Hour and attendance from 7:50 until 8:50 on Wednesday is mandatory for that student. The student must attend the study room they were ticketed to or they will be marked unexcused absent from the class that has issued the ticket. Once a student has been ticketed once, the teacher can re-issue a ticket if the student falls behind again by notifying the student prior to Wednesday Zero Hour.~~

OPPORTUNITY DAY

DUE TO COVID-19, THERE WILL BE NO OPPORTUNITY DAY ON WEDNESDAY'S.

~~Opportunity days are scheduled on certain Wednesday mornings throughout the school year. A student "ticketed" by one of his or her teachers is required to report to class at 7:50 AM. Parents/Guardians will be informed via phone, email, text or campus messenger that their student is expected to be present for opportunity day. If a student is ticketed to more than one teacher, the student should discuss a plan with each teacher to address the work needing to be done.~~

Copies of the Willmar Public Schools District
#347 Bullying Prohibition, Discipline Policy,
Harassment and Violence Policy, Hazing Policy
and Internet Computer and Equipment Usage

Policy are available upon request from the

District Office

Willmar Education & Arts Center

611 SW 5th Street

Willmar, Minnesota 56201

or at www.willmar.k12.mn.us.







Parent/Guardian Guide and Refusal for Student Participation in Statewide Testing

This information will help parents/guardians make informed decisions that benefit their children, schools, and communities.

Why statewide testing?

Minnesota values its educational system and the professionalism of its educators. Minnesota educators created the academic standards which are rigorous and prepare our students for career and college.

The statewide assessments are how we as a state measure that curriculum and daily instruction in our schools are being aligned to the academics standards, ensuring all students are being provided an equitable education. Statewide assessment results are just one tool to monitor that we are providing our students with the education that will ensure a strong workforce and knowledgeable citizens.

Why does participation matter?

A statewide assessment is just one measure of your student's achievement, but your student's participation is important to understand how effectively the education at your student's school is aligned to the academic standards.

- In Minnesota's implementation of the federal Every Student Succeeds Act, a student not participating in the statewide assessments will not receive an individual score and for the purpose of school and district accountability calculations, including opportunities for support and recognition, will not be considered "proficient."
- Students who receive a college-ready score on the high school MCA are not required to take a remedial, noncredit course at a Minnesota State college or university in the corresponding subject area, potentially saving the student time and money.
- Educators and policy makers use information from assessments to make decisions about resources and support provided.
- Parents and the general public use assessment information to compare schools and make decisions about where to purchase a home or to enroll their children.
- School performance results that are publicly released and used by families and communities, are negatively impacted if students do not participate in assessments.
- English learners not taking ACCESS or Alternate ACCESS for ELLs will not receive a score to meet English learner program exiting criteria.

Academic Standards and Assessments

What are academic standards?

The [Minnesota K–12 Academic Standards](#) are the statewide expectations for student academic achievement. They identify the knowledge and skills that all students must achieve in a content area and are organized by grade level. School districts determine how students will meet the standards by developing courses and curriculum aligned to the academic standards.

What is the relationship between academic statewide assessments and the academic standards?

The statewide assessments in mathematics, reading, and science are used to measure whether students, and their school and district, are meeting the academic standards. Statewide assessments are one measure of how well students are doing on the content that is part of their daily instruction. It is also a measure of how well schools and districts are doing in aligning their curriculum and teaching the standards.

Minnesota Comprehensive Assessments (MCA) and Minnesota Test of Academic Skills (MTAS)	ACCESS and Alternate ACCESS for English Learners
<ul style="list-style-type: none">• Based on the Minnesota Academic Standards; given annually in grades 3–8 and high school in reading and mathematics; given annually in grades 5, 8, and high school for science.• Majority of students take the MCA.• MTAS is an option for students with the most significant cognitive disabilities.	<ul style="list-style-type: none">• Based on the WIDA English Language Development Standards.• Given annually to English learners in grades K–12 in reading, writing, listening, and speaking.• Majority of English learners take ACCESS for ELLs.• Alternate ACCESS for ELLs is an option for English learners with the most significant cognitive disabilities.