

Sparta High School

Vision Statement: “Sparta High School is a supportive learning community committed to excellence that promotes critical thinking, wellness, creativity, and social responsibility to ensure all students the necessary skills to be productive citizens.”

The Spartan Way: Respectful, Responsible, Safe, Best Effort!

Principal	Mr. Sam Russ	Counselors	Ms. Hilary Masica, Ms. Krystle Stoughtenger, Ms. Jovanna Furloni
Assistant Principal	Mr. Erik Forde	Activities Secretary	Ms. Tracy Lindley-Schendel
Activities Director	Mr. John Blaha	Assistant Principal Secretary	Ms. Marisa Schaldach
Police Liaison Officer	Mr. Marc Nelson	Student Services Secretary	Ms. Kim Smith
Principal’s Secretary	Ms. Clarice Stuessel	Attendance Secretary	Ms. Sherri Hemmersbach

Name _____

Semester 1	Class	Teacher
Period 1		
Period 2		
Period 3		
Period 4		
Period 5		
Lunch		
Period 6		
Period 7		
Period 8		

Semester 2	Class	Teacher
Period 1		
Period 2		
Period 3		
Period 4		
Period 5		
Lunch		
Period 6		
Period 7		
Period 8		

WELCOME

Welcome to Sparta High School! The Sparta High School Learning Community hopes to provide a rewarding, satisfying, and exciting experience. It is our responsibility and goal to engage all learners at the highest level and prepare all students for college and career readiness. The curriculum is comprehensive, the co-curricular program is extensive, and the entire staff is willing to be of service to you. The student planner provides policies and practices within SHS. Students are expected to know and understand the policies and practices and demonstrate *The Spartan Way* in SHS, community, and at all SHS functions.

<div>Monday/Tuesday</div> <div>Thursday/Friday</div> <div>1/2 7:40-9:12</div> <div>Grad Group 9:17-9:41</div> <div>3/4 9:46 am-11:18</div> <div>A Lunch 11:18-11:46</div> <div>5/6 11:51-1:28</div> <div>5/6 11:23-12:09</div> <div>B Lunch 12:09-12:37</div> <div>5/6 12:42- 1:28</div> <div>7/8 1:33-3:05</div>	<div>Wednesday Bell Schedule</div> <div>1 7:40-8:15</div> <div>2 8:20-8:55</div> <div>3 9:00-9:35</div> <div>4 9:40-10:15</div> <div>5 10:20-10:55</div> <div>A Lunch 10:55-11:23</div> <div>6 11:28-12:08</div> <div>6 11:00-11:40</div> <div>B Lunch 11:40-12:08</div> <div>7 12:13-12:48</div> <div>8 12:53-1:28</div> <div>Announcements 1:28-1:30</div> <div>Resource 1:30-2:05</div>	<div>2 Hour Late Start (Gold/Red)</div> <div>1/2 9:40-10:50</div> <div>A Lunch 10:50-11:20</div> <div>3/4 11:25-12:35</div> <div>3/4 10:55-12:05</div> <div>B Lunch 12:05-12:35</div> <div>(based off 4th hour)</div> <div>5/6 12:40-1:50</div> <div>7/8 1:55-3:05</div>
<div>Sparta High School Song</div> <div>Sparta High, Sparta High, that's the school we're standing by, And we'll boost you, we'll boost you along. On the field, in the gym, our opponents we will trim, And we'll boost you, we'll boost you along.</div> <div>For its hi, hi, hee; it's Sparta High for me, Shout out your colors loud and strong, RED! GOLD! For where' ere you go, you will always know, That it's Sparta that's winning the game. (Repeat)</div>		<div>Final Exam Schedule</div> <div>Resource 7:40-7:55</div> <div>1/4/7 8:00-9:30</div> <div>2/5/8 9:45-11:15</div> <div>Lunch/Res 11:15-11:50</div> <div>3/6/Res 12:00-1:30</div> <div>Resource 1:30-3:01</div>

<p style="text-align: center;">THE SPARTAN WAY: Respectful, Responsible, Safe, Best Effort!</p>

ACADEMICS

ACADEMIC INTEGRITY

Academic misconduct at Sparta High School is defined as, but not limited to: cheating on an assessment, plagiarizing a paper, copying or printing from other student's computer files, giving work/ answers to another student, or interfering with another student's work. Examples of cheating are: stealing of another's work and/ or the willful intent of having answers written somewhere to use on assessment, looking at another's work to obtain answers, and the copying of another's homework. Plagiarism is the use of someone else's writing or ideas and passing it off as your own. Teachers who suspect academic misconduct will address the situation with the student and inform administration.

Consequences for Cheating or Plagiarism:

1. May receive a grade of a zero on paper and/ or assignment.
2. Discipline referral sent to administrator and teacher contacts parents.
3. After 2nd offense in the same course, students may be removed from class with "WF" (withdraw with failure).

ACT TEST DATES

March 9, 2021 ACT will be given to all juniors for state testing. No registration is required for this date. For all other test dates, information, and registration information, please visit www.act.org.

EARLY COLLEGE CREDIT PROGRAM

Students in grades 9 through 12 are permitted to enroll in a UW system institution, or a private, non-profit institution of higher education, to take one or more courses for which the student may earn high school credit, post-secondary credit, or both. Students must fill out an application form due by March 1st for the fall semester and October 1st for the spring semester. Courses must be approved by the Sparta Area School Board and students must meet admission requirements of the college including ACT testing prior to enrollment in the course. See your school counselor with any questions.

START COLLEGE NOW

Students in grades 11 and 12 are permitted to enroll in a technical college to take one or more courses for which the student may earn high school credit, post-secondary credit or both. Students must fill out an application form due by March 1st for the fall semester and October 1st for the spring semester. Courses must be approved by the Sparta Area School Board and students must meet admission requirements of the college including ACT or Accuplacer testing prior to enrollment in the course. See your school counselor with any questions.

CLASS SCHEDULES AND CHANGES

All Students have had the opportunity to select their own course of study. The courses selected and approved by your parents will not be changed unless there is a mistake on your schedule or there are extenuating circumstances. Schedule changes will only be made with administrative approval. (Board of Education Article 432).

GRADES

Grades are regularly posted on Family Access. Semester grades are the grades used for the student's transcripts and the cumulative GPA. Final exams will be given in all courses at the end of each semester. Teachers are available for conferences at 7:25 am, during their prep period, resource, and after school until 3:25 pm. Parent conferences with teachers may be made at any time by calling the main office at 608-366-3504 or by emailing the instructor. Please contact Student Services for assistance with Skyward. To be on the high honor roll students need a cumulative GPA of 3.667-4.00. To be on the honor roll students need to have a cumulative GPA of 3.000-3.666.

GRADING SCALE

The following grading scale will be used for students unless otherwise specified in a student's Individualized Education Plan. (Board of Education Article 403).

Percent Grade	Percent Grade
99-100 A+	78-79 C+
92-98 A	72-77 C
90-91 A-	70-71 C-
88-89 B+	68-69 D+
82-87 B	62-67 D
80-81 B-	60-61 D-
	Below 60% F

GRADUATION REQUIREMENTS

Required graduation requirements (48 total credits):

- 8 credits of English
- 7 credits of Social Studies
- 6 credits of Mathematics
- 6 credits of Science
- 3 credits of Physical Education
- 1 credit of Economics
- 1 credit of Health
- 16 elective credits
- 48 Credits to graduate
- **Civics Exam
- ** 40 Hours of Service Learning (5 hours per semester attending SHS)
- ** Overall GPA of 1.5 (Board of Education Policy 401, 402 and 430)

NOTE: In order to participate in the graduation ceremony, students cannot have outstanding fines, must finish the year in good standing, be free of un-served detention time, and must meet attendance requirements set forth by administration. Students must start and end graduation practice in good standing.

LMC

Books may be checked out by students for a period of three weeks, upon which renewal of the material is available. Reference materials, magazines, and audio-visual materials may also be checked out; however, due dates are shorter and are subject to availability. All students will be required to pay for lost and/ or damaged materials. All students entering the LMC must sign-in and study hall students not working on the indicated reason will be asked to leave and return to Study Hall. Study Hall students will be limited to those with a C or better in all of their classes unless approved by the Study Hall teacher and LMC staff. Students who are disrespectful or disruptive to the learning environment will be removed and may have their LMC privileges suspended. Food is not allowed in the LMC.

NATIONAL HONOR SOCIETY

Students in grades 11-12 who have a cumulative grade point average of 3.000 or above are eligible. The applications will be evaluated by a faculty committee. The selections will be based on academics, leadership, service and the character of each applicant.

TRANSCRIPT REQUESTS

All high school transcript requests must be completed online at www.parchment.com. Instructions are available on the high school, school counseling webpage.

POLICIES/ EXPECTATIONS

AGE OF MAJORITY

All students at Sparta High School are subject to school rules. Students who have reached their 18th birthday are permitted to originate their own request for excuse for absence only if they (1) are not living with their parent/ guardian and can certify they are not financially dependent on their parent/ guardian (2) the parent/ guardian returns a signed permission form, which is available in the high school office, to the school stating the student is responsible for him or herself. The school will continue parent/guardian communication unless specifically requested in writing to stop. The student is still bound by the same set of acceptable reasons as listed in the school attendance policy.

ALAC EXPECTATIONS

1. Students sent to the ALAC room by a staff member must report there immediately.
2. Students are to follow the Spartan Way.
3. Disruptive/ disrespectful behavior while in the ALAC room or failure to cooperate with the ALAC supervisor may result in further disciplinary action.
4. No visiting, sleeping, or unauthorized food will be allowed in ALAC.
5. Students are expected to be working productively on school work.
6. No personal devices are allowed while in the ALAC room.
7. Students cannot "put or send themselves" to the ALAC room.

AFTER SCHOOL HOURS

Students must be out of the building immediately after the last class, unless participating in a school sponsored activity or event. Please arrange transportation accordingly as students will not be able to remain at SHS unsupervised.

Absolutely NO loitering in offices, hallways, during activities, etc. will be permitted. Loitering is defined as visiting, socializing, "hanging out" or conducting non-school related business with school staff or other students.

ALCOHOL, DRUGS, AND TOBACCO

All students and staff have the right to associate with a school that is drug free. Items such as, but not limited to, alcohol, drugs, look-alike drugs, any form of tobacco, nicotine, vaporizers, e-cigarettes, and hookahs are not permitted on school grounds. Articles found will not be returned. All prescription and over-the-counter medication must be in the original container, kept and administered in the Student Services Office. Please see the Student Services Office with any questions. Being under the influence of drugs and/or alcohol is not permitted. Violations of this policy may include referral to law enforcement and/ or discipline up to and including expulsion.

ARTICLES PROHIBITED AT SCHOOL

Problems arise when students have articles which are hazardous to their safety and others or may interfere with school procedures and may disrupt student learning. Such items include, but are not limited to: toy guns, paintball guns, water pistols, spray bottles, darts, knives, lighters, laser pointers, and fireworks. These items will be taken from the students and not returned. Disciplinary actions may also be taken.

ATTENDANCE GUIDELINES

Students will attend all classes, study halls, Resource, interventions, assemblies, Grad Groups, required meetings, lunch, etc. unless properly excused by a parent/guardian as explained in Board Policy. Students are required to report to school and class on time. (WI Stat. 118, 15) (an absence is considered all or part of a day).

- **ABSENCE DURING THE DAY FOR APPOINTMENTS**

Whenever possible, students and parents are requested to schedule medical, dental, and other appointments during non-school hours. If an absence should be required during school hours, the students must present a written excuse or phone call from a parent or guardian to the attendance secretary, stating the nature, time and date of the appointment. A follow-up phone call to parents or guardians may be made at this time by a school official to verify the excuse. A pass to leave the building will then be issued. The time listed on the pass is the time the student will be excused from school. The student is to show this pass to the teacher in charge during the hour

in which the student is being excused and sign out through the Main Office. Upon returning to school, the student must present this pass to the attendance secretary and sign in. The student will be given a pass for admittance to class. Students may not transport other students off campus during the school day.

- **ABSENCES-EXCUSED** {Board of Education Article 501}
The day a student is absent from school, the parent or guardian must notify the school the day of the absence. The **Attendance Office telephone number is 608-366-3504. We ask that notification of daily absences be done prior to 7:40 am.** Parents and guardians can call before or after school hours and leave a message on the answering machine. ***Students are not allowed more than ten (10) excused absences (this includes pre-planned absences as well) per year unless cleared through administration or excused with a Doctor's note.*** School sponsored activities and medical release days are not included in the ten days.

*NOTE: A student with one unexcused absence may receive a school consequence and truancy ticket from the police.

- **ABSENCES-PREPLANNED**
Pre-planned absence forms need to be signed by all of the student's teachers and a school administrator before the student will be excused for three or more consecutive days.
- **TRUANCY**
Being "truant" is when a student is absent from school/class without an acceptable excuse for part or all of any day on which school is being held during the school semester. Habitual truancy in accordance with Wisconsin Statute 118.16 (1) (c) may be filed when a student reaches 5 unexcused absences in a semester.

Truant students are referred to law enforcement and can be issued a municipal ticket, which includes a fine and mandatory court appearance or referred to Monroe County for Habitual Truancy, which includes a fine, multiple mandatory court appearances, and could include social services and possibly removal to a group home.

All reasonable methods of prevention (verifying attendance, talking to the student, allowing time for parents to update attendance, detentions, contacting parents) will be used prior to referral for a ticket when able.

ATTENDANCE AT ATHLETIC EVENTS

All SHS students are admitted into home athletic events at SHS (not WIAA tournament series) free of charge. Students must present their SHS ID at the gate. Students are expected to follow all expectations and the Spartan Way at all events, or future access may be revoked. Additional discipline actions may be taken if expectations are not followed. Loitering is not permitted; students are expected to be viewing the event.

BIKES

Bikes must be parked and locked in the bike rack in the back parking lot.

BULLYING {Board of Education Article 533}

Bullying behavior is prohibited in all schools, buildings, property, and educational environments, including any property or vehicle owned, leased, or used by the school district. Bullying behavior can be (but is not limited to):

1. Physical (e.g. assault, hitting, or punching, kicking, theft, or threatening behavior).
2. Verbal (e.g. threatening or intimidating language, teasing or name- calling, racist remarks).
3. Indirect (e.g. spreading cruel rumors, intimidation through gestures, social exclusion and sending insulting messages or pictures by mobile phone or using the internet- also known as cyber bullying).

Please see Mr. Forde with any bullying concerns. If Mr. Forde is not available, then contact Mr. Russ.

The Sparta Area School District strives to provide a safe, secure, and respectful learning environment for all students. Bullying has a harmful impact on all who are involved. If you are aware of bullying instances in our schools please report it to a school staff member, building administration, or Director of Pupil Services immediately. Reports may be done verbally or in writing and will remain confidential. All reports are taken seriously and fully investigated. If you have further questions on the process to report bullying or the district policy, the Director of Pupil Services at 608-366-3456.

CAFETERIA/CLOSED CAMPUS

SHS has a closed campus lunch for all students. Closed campus means that students must remain in the cafeteria area, designated areas of Main Hall, or the outside picnic areas when supervised. During lunch time, students may not go into the parking lots, walk around the building, be in the academic hallways, or leave campus unless granted permission from office personnel. Students who are off campus are subject to revocation of their parking permit, discipline, and a truancy ticket.

Breakfast, lunch, and/or other food must not be eaten in labs, music areas, shop spaces, main hall, LMC, etc. It is expected to be courteous and clean-up when finished eating. Prior written approval from a parent or guardian must be received in advance for a student to possibly leave the campus during lunch.

CELL PHONES

If cell phones and other personal devices are brought to school, students are strongly encouraged to keep them in their locker as they are responsible for them if they become broken, are stolen, or lost. Cell phones and other personal devices can be used before/after school, at lunch, and during passing time. Cell phones and other personal devices are not to be used during the class period.

Students whose phones are seen, heard, or used during class time will be sent to the office to hand over the device being used to office personnel. After the first cell phone violation, a referral will be written and the student will be given the phone back at the conclusion of their day. Additional cell phone and personal device violations may result in detentions, require students to turn in their device at the beginning of the day (returned at the end), their parent/ guardian to come and pick up the phone, and/or additional consequences. Refusal to turn in the device to the office may result in an out-of-school suspension. Failure to turn in the correct device may result in additional consequences. Filming with any type of device is prohibited. Cell phones, cameras, and other recording devices of any kind must not be used in restrooms or locker rooms at any time. (Board of Education Article 520)

CYBER BULLYING (Board of Education Article 534)

Cyber Bullying includes, but is not limited to the following misuses of technology: harassing, teasing, intimidating, threatening, terrorizing, defaming, or demoralizing another person by sending or posting inappropriate, inaccurate, hurtful and/ or hateful email, text message, video message, picture message, digital picture or images, website posting, social media site posting, Web 2.0 content towards student or staff. Students who believe they have been victims of cyberbullying should not erase the offending material. A copy of the posted comment(s) should be printed off and brought to the attention of the administration. Please see Mr. Forde for any cyberbullying concerns. If Mr. Forde is not available, then please contact Mr. Russ.

DISCIPLINE

Discipline is defined by major or minor behavior in which students do not follow school or staff expectations. These consequences include, but are not limited to: conferences with staff/administration, loss of privileges, detentions, in-school-suspension, out-of-school suspension, and expulsion.

Major Referral: An electronic Skyward record of a violation of a school expectation. It is usually initiated by a staff member who observed the violation, investigated by administration, contact home, and documentation of any action taken.

Minor Referral: Documentation of a teacher managed and successful redirection that does not warrant sending the student to the office or a major referral to administration. Minors are monitored and 3 or more in 3 weeks warrant a meeting with administration and possibly detentions.

Alternative Learning and Attendance Center (ALAC): Room 705 is a supervised area used by staff when removing students from class. Being assigned to ALAC by a teacher for a period is not suspension. ALAC is also a location for detention. Students cannot "put themselves" in ALAC rather than going to class.

In-School Suspension: A suspension which the pupil serves in the school building in a specified area, usually in ALAC. Students assigned to an in-school- suspension will work on assignments from their regular classes and are expected to make up and work missed while serving suspension.

Out-of-School-Suspension: A suspension which the student serves out of the building, away from the District's building/grounds and events. A parent conference may be needed before a student is readmitted to school. Students are not allowed on school district property or events during this time.

Expulsion: An action taken by the School Board to prohibit a pupil from further attendance for a period of time determined by the School Board.

DETENTION PROCEDURES

Students who receive lunch detention should report directly to the ALAC room, room 705, by the second bell. The ALAC supervisor will dismiss students to get to lunch and students must report back in a timely manner. Students will follow the general ALAC rules during detention. Only students serving detention are allowed in the ALAC room during lunch. Intentional refusal to go to or serve the detentions may result in additional detentions or consequences.

SUSPENSION PROCEDURES

1. No suspension from school shall be imposed without an administrative conference with the pupil, except where it appears the pupil will create an immediate and substantial danger to himself/herself or to persons or property around the student.
2. Notice of the grounds of suspension shall be given to the pupil at the suspension conference. His/her parent or guardian shall also be notified of this information and the suspension.
3. Students are eligible to make up all work missed during the suspension.
4. Students who are suspended must not be on any district property or sponsored events during suspension (home or away).

DRESS

Within the guidelines, the following types of apparel will be considered inappropriate for all students:

1. Any clothing with writing, pictures, or symbols which enhances the image, or through direct appeal, promotes the use or consumption of tobacco, drugs, and/ or alcohol.
2. Any clothing with writing, pictures, or symbols which are suggestive, obscene, violent, or disrespectful (For example Confederate Flag, Swastika, etc.)
3. Wearing of caps, hats, headgear (sunglasses, etc.) that covers the top of the head. Parents or guardians may request an exception to this expectation based on religious/cultural beliefs or medical conditions. Such exceptions must be submitted to the superintendent and/or his/her designee for consideration and documentation.
4. Prohibited clothing: this includes but is not limited to swimsuits, transparent fabric, visible undergarments worn as clothing.

Students must have footwear; buttocks and cleavage covered. Hoods can be worn in the hallway but not the classroom. Students not meeting dress expectations will be asked to meet the expectation. Failure to meet this will result in disciplinary action. (Board of Education Article 510).

SHS staff has the right to address a student about their attire or refer them to the office for dress code violations.

DROP OFF/ PICK UP

Students should be dropped off for school in the back-parking lot, and enter through the AA Gym doors; not in front of the main entrance as that is for buses only. School doors open at 7:00 am (subject to change). Students should plan to be picked up in a planned location with their parent/guardian that is not outside of the main entrance. Students leaving during the school day are only allowed to leave with a parent or guardian listed in Skyward, unless notified ahead of time. After 3:15 pickups should be outside the AA Gym doors.

DRUG TESTING POLICY (Board Policy Article 513)

Students of the Sparta Area School District shall not knowingly possess, use, sell, transmit or be under the influence of any illegal or controlled substance, alcoholic beverages, tobacco or intoxicant of any kind on the school grounds or off the school grounds at school activities, functions or events. This includes the making of deals/arrangements for any transaction on or off school grounds or in school vehicles leased or owned. However, drugs authorized for use during school hours, pursuant of State Statute 118.29, shall not be considered a violation of this policy, if used prescribed by the intended individual. Failure to abide by the policy may result in school and/or civil penalties.

The possession or use of tobacco, alcoholic and non-alcoholic beverages, look-alike drugs, or other such products are not allowed on school grounds, in vehicles leased or owned by the district, or at school sponsored events, either home or away, is an illegal activity. Discipline for the offense will include confiscation of the products, school discipline including detention, in-school suspension, possible out-of-school suspension, possible expulsion, parent and law enforcement notification.

To help ensure compliance with this policy, the board authorizes administrators to use a Passive Alcohol Sensor (PAS) according to the following guideline: The PAS is intended to be utilized with the student population. Students will be informed on an annual basis of this policy. Furthermore, a student may be required to submit to a mouth swab drug test if school officials have reasonable suspicion that the student has illegal drugs or illegal controlled substances in his/ her system in violation of this policy. A student may be disciplined for refusing to submit to such tests where reasonable suspicion exists that a student has illegal drugs, illegal controlled substances or alcohol in their system. Parents will be contacted if their child is subjected to the drug test. Administrators are authorized to annually measure and record the heart rate, blood pressure and pupil diameter of students. This information can be useful in assessing students for which there is reasonable suspicion of substance abuse in violation of board policy. Parents may opt their children out of this screening and must inform the school prior to October 1 of their objection. A form for opting out of the screening procedure will be available on the district website and in the high school guidance office. (Board of Education Article 513).

ELECTRONICS

It is recommended that personal electronics, cellphones, headphones, devices, etc. not be brought to school as they may become broken, stolen, or lost. Students are encouraged to keep their electronics in their lockers if they are brought to school. These devices are allowed in hallways during passing time, not during class. See the "cell phone" section of this handbook for more information.

FEES/ FINES/ RESTITUTION

Fees may be charged to students enrolled in various courses. Fees will be collected by either the classroom teacher or Main office. All fees must be paid in order to participate in the graduation ceremony. Please consult SHS's Course Handbook for classes in which fees are assessed. (Board Policy Article 403). Intentional or negligent damage or vandalism of school property may result in repair or replacement costs and referral to law enforcement.

FIGHTING/ PHYSICAL AGGRESSION

Any physical contact of pushing, slapping, hitting, shoving, tackling, etc. by a student is considered physical aggression or fighting, no matter who is the initial aggressor and is not acceptable nor tolerated on school premises. All parties participating in these behaviors may be disciplined and referred to law enforcement. Students who are suspended for fighting may be required to have a parent or guardian meeting with administration to be reinstated to school.

HOMEcoming/ PROM

Any current Sparta High School, High point, or SAILS student may bring a guest to the Homecoming Dance and Prom who (on the date of the dance) is at least 14 years old, in high school, but not older than 20 years old. Guest passes will be available in the High School Main office the first week of September for Homecoming and March for Prom. These guest passes are due eight calendar days prior to the event. All guests are required to complete a "guest pass form" and will be subject to a police background check. Guests who have a past record of any drug, alcohol, and/ or violence will be denied a guest pass.

HOMELESSNESS

If your family lives in any of the following situations, your school-aged children may qualify for certain rights and protections under the federal McKinney-Vento act. In a shelter, motel, or campground due to the lack of an alternative adequate accommodation; in a car, park, abandoned building, bus or train station; or doubled up with other people due to loss of housing or economic hardship. If you believe your children may be eligible, contact the local liaison at 608-366-3456 to find out what services and supports may be available.

INSUBORDINATION, PROFANITY & PUBLIC DISPLAYS OF AFFECTION

Mutual courtesy and respect, as well as obedience of authority, are necessary for the well-being of students and faculty within the general operation of the school. Dishonesty, disrespect, and noncompliance may result in disciplinary actions. Vulgar, abusive, or obscene language will not be tolerated. Students should not show public displays of affection. Violations may result in disciplinary action and referral to the law enforcement.

LOCKERS

Students are encouraged to use their lockers. Lockers are property of the school, which are loaned to the students for the school year and may be inspected at any time. It should be locked at all times and the combination kept secret (do not share your locker combination with anyone). Changes for any reason must be cleared through the office. Objectionable pictures or artifacts are not allowed in/ on lockers. A fee may be assessed to students for damage to or failure to clean out their assigned lockers. Physical Education and Band students should use lockers and not leave valuables left unlocked. Athletes should use the athletic/ PE Locker Room for their athletic gear. Items will not be held in the office.

MAKE-UP WORK

1. Students are responsible for working with their teachers to develop a plan to make up any work that is missed.
2. For pre-planned absences, including school sponsored absences; the student is obligated to make arrangements with his/ her teacher in advance regarding make up work.

MEDICATION AND STUDENTS

Students may not self-administer medication. In accordance with the Wisconsin Department of Public Instruction guidelines, the following regulations will be implemented in the administration of prescription and non-prescription medication to students:

MEDICATION

- For any prescription medication, a parent or guardian must bring a written, dated, and signed form from the physician with any prescription medicine to be administered.
- For non-prescription medication, the parent or guardian should still bring the medicine in the original bottle with written directions regarding the administration of the medicine. A doctor's signature is not required.
- Non-prescription medicine will be dispensed just as prescription medications are. Students should not store any medicine in their locker, backpack or classroom.

Under no circumstances should any medication (prescription or non-prescription) be sent to school with a child or on a school bus. A parent/guardian should bring the medication to the office and complete the appropriate forms.

ILLNESS GUIDELINES

As a general rule, exclude your child from school if:

- * The child does not feel well enough to participate comfortably in activities (extreme tiredness, irritability, persistent crying or coughing).
- * The child requires more care than staff can provide without affecting the learning process or the health and safety of the other children.

General Symptom Guidelines (not all inclusive):

- * Fever Equal to or greater than 100 degrees - May return to school once fever free for 24 hours **WITHOUT** use of fever reducing medications.
- * Vomiting or Diarrhea - Must be symptom free for 24 hours
- * Rash that is spreading and/or potentially contagious - May return to school with an MD note once a treatment is started.
- * Pink eye, strep throat, and impetigo - May return to school with an MD note 24 hours after treatment is started.

NUTRITION SERVICES

Menus

School breakfast and lunch menus may be viewed on the Sparta Area School District website www.spartan.org under departments, nutrition services, menus.

Meal Pricing

Meal pricing can be found on the Sparta Area School District website www.spartan.org under departments, nutrition services, meal prices.

What food items do I need to take to make a Spartan Lunch?

The Sparta Area School District provides an "offer vs serve" meal option to high school students. Students may take and are encouraged to take all 5 meal components for their meal but they can take 3 of 5 meal components to make a Spartan Lunch. The 5 meal components are; meat or meat alternate offering, vegetable offering, fruit offering, grain offering and milk offering. Students can take two fruit and two vegetable offerings with their Spartan Lunch. If students do not take 3 of 5 meal components, they will be charged ala carte pricing.

Ala Carte

The high school cafeteria offers ala carte items. Ala carte items and pricing can be found on the High School Nutrislice breakfast and lunch menus. (Right-hand side of menus, scroll down for ala carte item prices.)

Free or Reduced Price Meals

To apply for free or reduced price meals, use the Free and Reduced Meals Application which is mailed to district households the first week of August. You may also obtain a form from your school office or the form can be found on the Sparta School District website under the Nutrition Services tab. Applications can be returned to the school building secretary or the district Nutrition Office located at 900 E. Montgomery St. Sparta, WI. (District Administration Center)

Computerized Lunch System

For your convenience, meal accounts can be accessed online through the Family Access link. A computerized calling system will be used to call when food service balances are negative. Parents and guardians are responsible to keep positive account balances for their children. The phone message system is a courtesy tool for families. The phone message system will call when a meal account goes negative by default, meaning a child may have gone for example, .30 cents negative from a lunch purchase. **Accounts will not be allowed to go negative by default from ala carte purchases. Negative balances are emailed and called Monday through Thursday.**

On-Line Payments (User fee applies.)

The Sparta Area School District is pleased to offer Rev-Trak. Rev-Trak allows parents/guardians the ability to pay on-line at any time through the school's website. Check out Rev-Trak online at www.spartan.org. Rev-Trak is located on the Nutrition Services link under payments or the Family Access link.

Breakfast is served daily in each building one half hour before school starts. There are many nutritious choices to choose from daily.

PASSES

Students should not be leaving the classroom during class time. During passing times, students should use the restroom and plan for the next class. If a student needs to leave class, they must have a signed pass in their student planner from the instructor. Staff have the right to make expectations about passes for leaving their room; for example, no passes in the first or last 10 minutes.

PBIS-SPARTAN WAY

Positive Behavior Intervention and Support (PBIS) is a national education initiative intended to improve the atmosphere of schools in several ways: by clarifying school-wide behavioral expectations, by recognizing students for compliance with expectations, and by responding consistently when expectations are not met. Furthermore, PBIS allows us to identify students with chronic behavioral issues and implement Check In-Check Out (CICO) and Social Academic Instructional Group (SAIG) intervention plans. Together, through consistent and positive relationships, we will improve the behavior of all students and keep Sparta High School a safe, supportive environment conducive to learning for all students.

Spartan Way cards are distributed by staff to students who demonstrate Respectful, Responsible, Safe, and Best Effort behaviors within SHS. Parents and community members can nominate a student at SHS's website under Our School tab.

Students can nominate staff for a Spartan Way card on the SHS's website under "Our School" tab.

PARKING LOT PERMIT

Each student must display the permit on the front windshield of their vehicle. Permits are \$30.00 for the year and may be purchased at the Main Office. Second semester permits are \$15. If a vehicle does not display the proper permit or is parked in an unauthorized area, it will be considered illegally parked and may be subject to ticketing and/ or towing. Read the parking lot rules on the application for parking permit prior to signing and turning it in. Understand that administration and the Sparta Police monitor the parking lot and violations may be subject to parking citations and towing. There is no parking of student cars in the front of the school or in the employee parking lot at any time.

RESERVED PARKING AREAS FOR STUDENTS

West Lot---- Reserved for students (except designated areas)

Northwest Lot---- Interior rows are reserved for students (exterior row is for staff only)

Parking is not allowed in the South Lot or Northeast Lot for staff, SASD van parking spots, Spartan Way spots without pass, or emergency fire lanes. Violation of parking rules may result in revocation of parking privileges, tickets, and towing of the vehicle. In addition, contributing to the truancy of self and/or another student may result in revocation of parking privileges. All bicycles are to be stored and locked in the bike racks. Parking at the school is a privilege; if you abuse this privilege you will lose it. The Sparta Area School District cannot be held responsible for any damage to vehicles on District grounds. **THE SPEED LIMIT IN THE HIGH SCHOOL PARKING LOT IS 10 MPH AT ALL TIMES.**

SAFETY PROCEDURES

All students are required to follow all lab rules while in lab settings. Failure to obey lab rules may result in removal from class with a "WF" grade and/or other disciplinary measures.

Eye protection must always be worn where there is a potential for injury to the eyes or face from small or large particles/objects, toxic chemicals, flying objects, thermal or radiation hazards, and lasers. According to the types of and extent of hazards, different Personal Protective Equipment (PPE) should be worn. PPE for the face and eyes includes devices such as safety glasses, goggles, and face shields. These must always remain clean and free of contaminants. Safety glasses or goggles must always be worn in shop and laboratory areas. As per 29 CFR 1910.133, all protective eyewear must comply with ANSI Z87.1-1989.

OSHA and Wisconsin Department of Safety and Professional Services regulate PPE use in the workplace, including public agencies, per OSHA General PPE Requirements Standard 29 CFR 1910 Subpart I and Wisconsin Administrative Code Chapter SPS 332.

SAFETY AND SECURITY

Security Cameras

SHS has security cameras located throughout the interior and exterior of the building. The cameras will be used to help reduce and investigate vandalism, inappropriate behaviors, and other types of student misconduct. Students may be given consequences for inappropriate behaviors observed on video.

Police Liaison Officer

SASD has a Sparta Police Liaison Officer which supports SHS. The police liaison officer will help to develop a positive communication among the student body, school and the police department. They will also assist the administration with school discipline issues when necessary and participate in educational programs. Administration investigates student behavior and will confer with the officer if any potential misconduct violates state laws or municipal ordinances.

Canine Use

Specially-trained police canines and their law enforcement handlers may be brought into the school building and school parking lots to search for illegal drugs and drug paraphernalia. The purpose of the search is to maintain a safe school setting for all students and staff.

Disorderly Conduct

No student while on school premises or under school supervision shall engage in violent, abusive, indecent, profane, boisterous, unreasonably loud, or otherwise disorderly conduct that creates or provokes a disturbance or lends to the endangerment of the health or safety of another student. Students that engage in this type of conduct may be subject to disciplinary action of detention, suspension, and referral law enforcement.

SCHOOL COUNSELING

School Counselors work to help all students achieve academic, career, personal, social, and emotional success. This includes academic support, career information, post-secondary planning, and assistance with issues at home or school. Students are able to see their counselor on an individual basis and are encouraged to utilize their study hall time to do so. Those who are planning on additional education beyond high school must assume responsibility for meeting entrance requirements for the institutions considered. It is wise to check these requirements periodically to ensure graduation and post-secondary requirements are met.

MENTAL HEALTH

Mental health includes our emotional, psychological, and social well-being. It affects how we think, feel, and act. It also helps determine how we handle stress, relate to others, and make choices. Mental health is important at every stage of life, from childhood and adolescence through adulthood. Over the course of your life, if you experience mental health problems, your thinking, mood, and behavior could be affected. Many factors contribute to mental health problems, including:

- Biological factors, such as genes or brain chemistry
- Life experiences, such as trauma or abuse
- Family history of mental health problems

Mental health problems are common yet people with mental health problems can get better and many recover completely. If you or someone you know has a mental health problem, there are ways to get help. (Source: www.mentalhealth.gov/basics)

Get Help Now:

- Monroe County Mental Health resources: <http://www.co.monroe.wi.us/wp-content/uploads/2019/01/Resource-Guide-Online.pdf>
- Great Rivers 2-1-1 (formerly First Call for Help) Free, confidential community information, referrals and crisis line services 24 hours a day. Phone 2-1-1 or 800-362-8255 www.greatrivers211.org
- The Mental Health Coalition of the Greater La Crosse Area is a community coalition composed of advocates for mental health and providers of mental health services. In Crisis? Call 800-362-8255 www.mentalhealthlacrosse.org/resources
- Northwest Connections- provides emergency mental health services 1-888-552-6642
- HOPELINE which they text 741741 to talk with someone via text message.
- Help for Veterans and Their Families Military OneSource is a free service provided by the Department of Defense to service members and their families to help with a broad range of concerns, including possible mental health problems. Call and talk anytime, 24 hours a day, 7 days a week, at 800-342-9647.
- National Alliance of Mental Illness-La Crosse County is dedicated to improving the quality of life for people with mental illness and their families through support, education, and advocacy. HELPLINE: 1-800-273-8255 <http://www.namilacrossecounty.org/>

SEARCH AND SEIZURE-RIGHT TO PRIVACY

Lockers and other similar spaces made available to students for their convenience remain the property of the school system, subject to inspection and searches at any time by school personnel for any purpose deemed appropriate to protect the health and safety of the student body. No student should have any expectation of privacy with respect to any locker, desk, vehicle or other space on school property. Items in lockers that can be used as evidence of violation of federal, state or municipal statutes may be examined, removed and possibly turned over to law enforcement.

Searches of a student's person or personal belongings (backpack, purse, computer bag, etc.) shall only be conducted by school personnel in the presence of another staff member. The search will be as minimally intrusive to the student based on the reasonable suspicion justifying the search.

SEXUAL HARASSMENT

"Sexual Harassment" means unwelcome sexual advances, unwelcome physical contact of a sexual nature, or unwelcome verbal or physical conduct of a sexual nature, either actual or threatened. "Unwelcome verbal or physical conduct of a sexual nature" includes but is not limited to the deliberate, repeated making of unsolicited gestures or comments, or the deliberate, repeated display of offensive sexually graphic materials. Sexual harassment is prohibited in the school setting for the following reasons:

1. Violates the provisions of Title IX and may violate the State of Wisconsin Criminal Code.
2. Often involves an abuse of power and authority.
3. Creates a hostile educational environment.
4. Is demeaning, offensive, and abusive.
5. Violates individual rights, creates stress and tension, and can cause emotional or physical pain, discomfort, and injury.
6. Can lead to further conflict or serious legal problems of a civil or criminal nature.

Please see Mr. Forde with any harassment concerns. If he is not available, see Mr. Russ.

The fact that someone did not intend to sexually harass an individual is generally not considered a defense to a complaint of sexual harassment. In most cases, it is the effect and characteristics of the behavior that determine if the behavior constitutes sexual harassment. Third party witnesses are strongly encouraged to report observed incidents of sexual harassment to the administration or to a staff member. Every effort will be made when requested to maintain the confidentiality of witness identity.

SPARTA AREA SCHOOLS CODE OF CONDUCT (Board Policy Article 509)

The district recognizes and accepts its responsibility to create, foster, and maintain an orderly and safe environment, conducive to teaching and to the learning processes. Every member of the school community is expected to cooperate in this central mission. Staff including administrators, teachers, and support staff, must use their training, experience and authority to create schools and classes where effective learning is possible. Students are expected to come to school, and to every class, ready, and willing to learn. Parents should be aware of their children's activities, performance and behavior in school and are asked to cooperate and consult with the school to prevent or address problems.

The District has a legal duty to make its school as free as possible of the dangers of violence, weapons, drugs, and other behavior harmful to the educational environment. This duty is enforced through the District's policy on suspension and expulsion, which provides procedures by which students may be removed from the school community either temporarily, or in the case of certain expulsions, permanently. Equally important, the District owes its students, as a group, the opportunity to attend school as free as reasonably possible from unnecessary, and unwarranted distractions and disruptions, particularly by those relatively few students who, for whatever reason, are unwilling, unready or unable to avail themselves of the opportunity for an education. Such behavior, while not necessarily so serious or pervasive to warrant suspension or expulsion, can be nearly as destructive to the education environment. Such behavior warrants, at a minimum, that the student be removed temporarily from the class or activity.

To summarize this section and expectations, students are expected to follow **the Spartan Way**. This includes, but is not limited to:

1. Complying with staff and classroom expectations.
2. Attending and being on time to all classes, study halls, Grad Groups, Resource, assemblies, etc.
3. Being prepared for class.
4. Dressing appropriately.
5. Using electronic devices at the proper times.
6. Being free of alcohol, tobacco, and other drugs.
7. Positively represent SHS outside of school on field trips, as school expectations still apply.

SPARTA HIGH SCHOOL CO-CURRICULAR CODE (Abbreviated Summary)

All students planning to participate in any clubs, activities, and/ or organizations must have a signed code on file in the office each school year prior to participating in the club, activity, and/ or organization. In order to participate in a co-curricular activity, students must attend at least one half of the school day (excused absences only) and not have any unexcused class periods. Refer to the Co-curricular Code Handbook for all specifics. Please see the Activities Director with any questions.

STOPit REPORTING

STOPit is an online reporting tool designed to deter and mitigate bullying, cyber abuse, threats, and other inappropriate behaviors, consisting of an app for students to anonymously report incidents to school administrators. The app is free and SHS's access code is SHS506.

STUDENT EXPECTATIONS FOR STUDY HALLS

Below are the general expectations for study halls. These lists are not complete but are designed to give students the general expectations. List and expectations are subject to change.

Honor Study Hall

1. Students may use the LMC if eligible, no D+ or below in the current grading period. Students must sign in and out.
2. Students must have a pass from a staff member to go to another location.
3. Students may listen to music.
4. Students may work collaboratively.
5. Students will have assigned seats.

Honor Study Hall Criteria

3.0 Quarter GPA or better, no behavioral referrals, 3 or fewer tardies to class. If available, food may be purchased through the cafeteria. Movement is only at the quarter.

Regular Study Hall

1. Students may use the LMC if eligible, no D+ or below in the current grading period. Students must sign in and out.
2. Students may listen to music
3. Students may work collaboratively with permission.
4. Students will have assigned seats.

Freshman Study Hall

1. Students must be prepared to work productively on their school work the entire period.
2. Students may use the LMC if eligible, no C or below in the current grading period. Students must sign in and out.
3. Students may listen to music with permission.
4. Students may work collaboratively with permission.
5. Students will have assigned seats.

STUDENT PHOTOS

All students are expected and required to have their OWN picture taken by either the District's photography company or Student Services per board policy. This is for student records and press releases.

STUDENT READINESS

Students are expected to attend every class, ready and willing to learn. Students are expected to:

1. Have all class materials (writing utensil, paper, textbook, District issued technology (fully charged), and any other materials the teacher deems necessary)
2. Have your student tracker.
3. Use the restroom between classes and/or during lunch.
4. Ask individual questions before or after school, before class, or during work time.

STUDENT REQUEST TO LEAVE BUILDING

The following procedures will be utilized for students requesting permission to leave school:

Requests for all passes to leave the building are to be made to the office and approved from 7:00-7:40 a.m. and during lunch. Any time a student needs to leave the building between 7:40 a.m. and 3:05 p.m., whether for illness, appointment or any other reason, they must first report to the office for a pass. Leaving school without proper authorization from the office may result in school discipline. Parents will be contacted whenever a student has to leave during the day for an illness or other emergency situations. All requests are to be made on the day of the absence by:

1. Note from home signed by parent/guardian (may be verified by phone call from the Main Office).
2. Phone call from parent or guardian.
3. Medical appointment card.

Upon your return to school, students are to report to the Main Office, sign in, get a pass and return to the appropriate class. Students who leave without notifying the office will be marked as an unexcused absence.

STUDENT TRANSPORTATION

Transportation is available to students residing two miles or more from their school of attendance, or to those students residing in a hazardous transport area as designed by the State of Wisconsin. For students residing outside their home attendance area, parents are responsible for transportation, unless the student qualifies for special transportation under Article 531 or Article 414 (School Choice). To register for transportation, you will need to complete a request for busing form, which is available in the Main Office. Please see Article 516 and Appendix H of Board of Education policy (www.spartan.org) for all transportation specifics.

TARDINESS

All students are expected to be on time to all classes. All students must be in the classroom (two feet) before the bell rings. Parents/guardians may only excuse 1st hour tardiness by 7:40 a.m. the day of the tardy. Excessive tardiness may result in school discipline and possible truancy. Three unexcused tardies equals one unexcused absence and 5 unexcused absences may result in referral to law enforcement for truancy.

TEXTBOOKS

Textbooks are checked out through the LMC to the students at the beginning of each semester and depending on the class they may check out more during the semester for various reading assignments. Books are checked out to each student with the same database as the LMC and a record is kept of the condition of the book when it is checked out. Please be sure your name and grade are written on the book label in case the book is misplaced. Any questions about textbooks can be answered by the LMC staff. If a book is lost, damaged, or not returned the student is required to pay for the replacement of the book.

WORK PROGRAMS/PERMITS

Due to the COVID-19 closure, the work permit policies have changed. For the most updated procedures, please see SHS's "work permit" website and contact your employer.

TECHNOLOGY

CHROMEBOOKS

All students will be issued a district Chromebook for the duration of the school year. Students are expected to have a signed Chromebook Agreement form on file. In case of accidental damage, the cost to repair the device will be waived the first time. Any subsequent damage of the district-issued device will be charged to the student at the cost of the replacement part. Any device that is lost or damaged, and is deemed negligent or purposeful, will be charged to the student for the repair and/or full cost of the device. Students who do not come to school prepared to use their Chromebook in class will be subject to disciplinary procedures.

RECEIVING YOUR CHROMEBOOK

Chromebooks will be distributed to students at the beginning of each year, both the student and parent/ guardian should acknowledge the Technology and Internet Usage Policy in Skyward. This is designed to help both students and their families understand how to use and protect the Chromebook. Students will complete a "Checkout" sheet detailing any issues/damage w/their Chromebook upon receiving it.

The following items and accessories will be distributed to each student:

- Chromebook
- AC Adaptor charging/ power cord
- Protective Case

RETURNING YOUR CHROMEBOOK

All Chromebooks will be returned at the end of each school year; they may also be requested for return at any time for any reason. Students will retain the same Chromebook for all 4 years they are at Sparta High School. In the event that the Chromebook malfunctions or is damaged a replacement device will be issued to the student. If the Chromebook is not returned, law enforcement will be notified and the Chromebook will be considered stolen property.

TAKING CARE OF YOUR CHROMEBOOK

Care of the Chromebook is the responsibility of the student. In the event that your Chromebook gets broken or fails to work properly, report the damage/error to your teacher who will then allow you to meet with the Help Desk at your school.

**Do not take Sparta Area School District Chromebooks to an outside computer service for any type of repairs or maintenance.*

GENERAL GUIDELINES

1. Do not use food or drink near your Chromebook.
2. Do not write or draw on the Chromebook or case.
3. Do not place stickers or decals on Chromebook or case.
4. Barcodes/ Sparta Area School District identification information must remain on the Chromebook/Case. It should not be removed and/ or altered in any way.

CHARGING YOUR CHROMEBOOK

1. Exercise care when inserting/ removing cords, cables and accessories.
2. Charge your Chromebook on a hard surface (table, desk, etc.) DO NOT charge your Chromebook on/ near beds, blankets, backpacks, etc..
3. Chromebooks must be charged prior to coming to school. Disciplinary action may be taken for having an uncharged Chromebook at school.
4. It is expected that your Chromebook will have enough charge to get through each school day without charging.

TRANSPORTING YOUR CHROMEBOOK

1. Always lift/move your Chromebook from the bottom with two hands, if not in case.
2. Do not lift/ carry Chromebook by the screen or with the screen open.
3. Do not put pressure, books, etc. on top of the Chromebook (even with the lid closed).
4. Do not leave any cords plugged in while transporting your Chromebook.
5. The Chromebook must be carried in the carrying case provided to you. Disciplinary action may result from students not using a Chromebook case.
6. If your Chromebook is damaged as a result of transportation while not in a case, any and all damages that occur will be the student/ family responsibility.

CHROMEBOOK STORAGE

1. Always store Chromebook with the screen closed.
2. Do not leave your Chromebook in any area that will become very cold/ very hot (such as a vehicle).
3. Ensure the keyboard is clear of all items (fingers, pens, etc.) when closing the lid.
4. Students should store Chromebooks when not in use in her/ his locked locker, or in an approved secure location. Unsupervised Chromebook may be confiscated by staff and disciplinary action may be taken for leaving your Chromebook in an unsecure location.
5. Do not leave Chromebook unsupervised. If your Chromebook is lost/misplaced, the full cost of the replacement may be the responsibility of the student/ family.

IN SCHOOL CHROMEBOOK USAGE

1. Students are expected to bring Chromebooks to every class unless told otherwise by a teacher.
2. Students should keep sound muted unless a teacher gives permission for it to be on.
3. Students will be expected to have headphones or earbuds to use when sound is necessary.
4. Chromebook background screen may have a uniform Spartan logo and may not be changed by students.
5. Students should keep their passwords confidential. Passwords must be school appropriate.
6. Students need to log off and lock their Chromebook screen when it is not in use.
7. Students should only use their Sparta Area School District account on their Chromebooks.
8. Students will save/access all files to/from Google Drive.
9. Students are encouraged to take their Chromebooks home every day after school

CHROMEBOOK DAMAGE OR REPAIR

1. Damage/ errors must be reported immediately to a staff member.
2. Staff members will allow students to meet with Help Desk to obtain repair or replacement.
3. Parents may be responsible for any repairs needed to the Chromebook beyond the first accidental damage.
4. Chromebook technical assistance is available through the Help Desk at your school. Services provided include: maintenance/repairs, account support, distribution of replacement Chromebook, basic usage questions etc.
5. Students should contact their teacher for password resets.
6. Students are responsible for maintaining possession of their Chromebook, AC adapter, and Chromebook Case; replacement AC Adapters and Chromebook Cases are available for purchase from the Sparta Area School District.
7. If the device is intentionally harmed, the student/parent/guardian is responsible for the full cost of the repair or replacement.

LOST AND STOLEN CHROMEBOOKS

1. Students must report all lost and/ or stolen Chromebooks on the next school day to their teacher. The teacher will then assist the student in contacting the Help Desk if their asset tag number is needed to identify their device. It is the student's responsibility to search for and find their missing device.
2. Found student devices need to be turned into the Help Desk or Main Office.
3. For any stolen Chromebooks, a police report must be filed.

COMMUNICATIONS/ SOCIAL MEDIA

The Sparta Area School District utilizes social media to further communicate with parents, students, community members and staff.

- Skylert- Parents can sign up for and manage text and email communication on Skyward Family Access.
- Peachjar- Instead of paper flyers, our district utilizes Peachjar, a digital flyer service that emails PDF flyers to parents.
- Social Media- We love sharing great things happening in our schools on our district social media pages. You can find links to social media pages for schools, athletics, activities, and programs in our Social Media Directory:
 - Facebook: <https://facebook.com/spartaareaschooldistrict>
 - Twitter: <https://twitter.com/spartaareasd>
 - Blogger: <http://spartaareaschooldistrict.blogspot.com/>
 - Instagram: <https://www.instagram.com/spartaareadsd/>
- The Spartan Spotlight- The district's quarterly e-newsletter
- Our district website- www.spartan.org

There are additional social media sites for individual schools, classrooms, and activities in the Sparta Area School District. Links may be found on the district site www.spartan.org click on "technology" family access allows students and parents to check grades, attendance, and school nutrition account balance. If there is something you would like to see posted on one of the social media sites or Spartan.org please contact administration.

TECHNOLOGY USE

Students are expected to follow district guidelines concerning acceptable use of district technology, email and internet access. Students and parents must acknowledge the Technology & Internet Usage Policy. Students who violate these guidelines will face disciplinary action and potentially lose their technology privileges. Parents/guardians that do not want their children to have access to the Internet must sign and return the district's Internet Access Non-Consent Form. Please refer to School Board Policy [Article 419](#).

TECHNOLOGY ACCEPTABLE USE POLICY STUDENT/STAFF CONSENT AND PARENT/GUARDIAN CONSENT

Students are expected to use technology in an appropriate manner. Vandalism, theft, and improper use will result in disciplinary action, and loss of technology privileges. The Sparta Area School District wishes to inform parents that the school district does not have control of the information on the Internet. Therefore, the information which the students have access to through the Internet may include material that is illegal, defamatory, inaccurate, or objectionable to some people.

While it is the intent of the Sparta Area School District to make the Internet access available to further its educational goals, students may have the ability to access other materials as well. Therefore, all students who access the Internet via technology provided by Sparta schools are asked to sign the Internet and Technology Acceptable Use Consent/ Denial Form. The Sparta Area School District also recognizes that the parent(s) and or guardian(s) of minors are responsible for setting and conveying the standards that their children should follow. Since students may have access to material which is beyond the school district's control, a parent or guardian can sign a parent denial requesting that his/her children NOT have individual access to the Internet. (Board of Education Article 419).

TECHNOLOGY RESOURCES

All technology links may be found at www.spartan.org by clicking on "Student and Staff Portal."

- Family Access: Students and parents can check current grades, and missing assignments. Contact the Student Services Office if you do not know your Family Access login or password.
- Schoology.org: Teachers utilize this program as a learning management system. This program allows students to access posted assignments through any internet connection.
- Google Drive: Students can access their Google Drives from any internet connection i.e. home, school, etc. Each student has their own Google Drive to store assignments.
- Student Email: Each student at SHS has an assigned go.spartan.org email address. Students are encouraged to check their email regularly.

CO-CURRICULAR ACTIVITIES 2019-2020

<p><u>ORGANIZATION/CLUB</u></p> <p>A/V Club (Techies)- TBD</p> <p>Academic Decathlon- TBD</p> <p>Archery Club- Rodney McKee</p> <p>Art Club- Molly Sprain</p> <p>Cheerleading- Carla Davis</p> <p><i>**Football, Basketball, Wrestling</i></p> <p>Color guard- Katrin Metcalf</p> <p>Dance Team- Megan Smith</p> <p>DECA- Jamie Adams</p> <p>Drama Club- TBD</p> <p>Earth Club- Kyle Hutson</p> <p>FBLA- Julie Beyer</p> <p>FCCLA- Haley Woggon</p> <p>FFA- Eric Follendorf</p> <p>Game Club- Ben Johnson</p> <p>History Club- TBD</p> <p>HOSA- TBD</p> <p>International Cultures Club- Lori Hagen</p> <p>Intramurals- Jacob Sweeney</p> <p>Key Club- TBD</p> <p>Lettuce Club-</p> <p>Musical- Skylar Erickson</p> <p>National Honor Society- Julie Ender</p> <p>Powerlifting- Jaimie Okusko</p> <p>Robotics-Austin Lee</p> <p>Science Olympiad- Ben Johnson</p> <p>Set Construction (all events)- Joel Frazee</p> <p>Show Choir- Camie Schneider</p> <p>Skills USA- TBD</p> <p>Spring Play- TBD</p> <p>Student Council- Jacob Anderson</p> <p>Trap Shooting Club- Jared Oswald</p> <p>Yearbook- Jamie Adams</p>	<p><u>FALL SPORTS</u></p> <p>Boys Soccer- Andy Kaftan</p> <p>Cross Country- Austin Zajkowski</p> <p>Football- Adam Dow</p> <p>Girls Golf- Sara Anderson</p> <p>Girls Tennis- TBD</p> <p>Volleyball- Katelyn Herrman</p> <p><u>WINTER SPORTS</u></p> <p>Boys Basketball- Phil Yahnke</p> <p>Boys Hockey- Todd Kirchbaum</p> <p><i>**Co-op w/Tomah</i></p> <p>Girls Basketball-Tracy Lindley-Schendel</p> <p>Girls Hockey- Oak Moser</p> <p><i>**Co-op w/BFR</i></p> <p>Gymnastics- Lucille Bennett</p> <p>Wrestling- Buck Engel</p> <p><u>SPRING SPORTS</u></p> <p>Baseball-Bob Stuessel</p> <p>Boys Golf- Ed Flasch</p> <p>Boys Tennis- TBD</p> <p>Girls Soccer- Jon Wise</p> <p>Softball-Kenneth Lindley</p> <p>Track & Field- Mike Jones</p> <p>Athletic Trainer: Laura Laufenberg</p>
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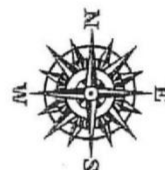
REGISTER FOR YOUR ACTIVITY ONLINE AT:

<https://Sparta-ar.schooltoday.com>

*****If you are interested in a co-curricular activity that
is not listed above please see Mr. Blaha
List is subject to change.***

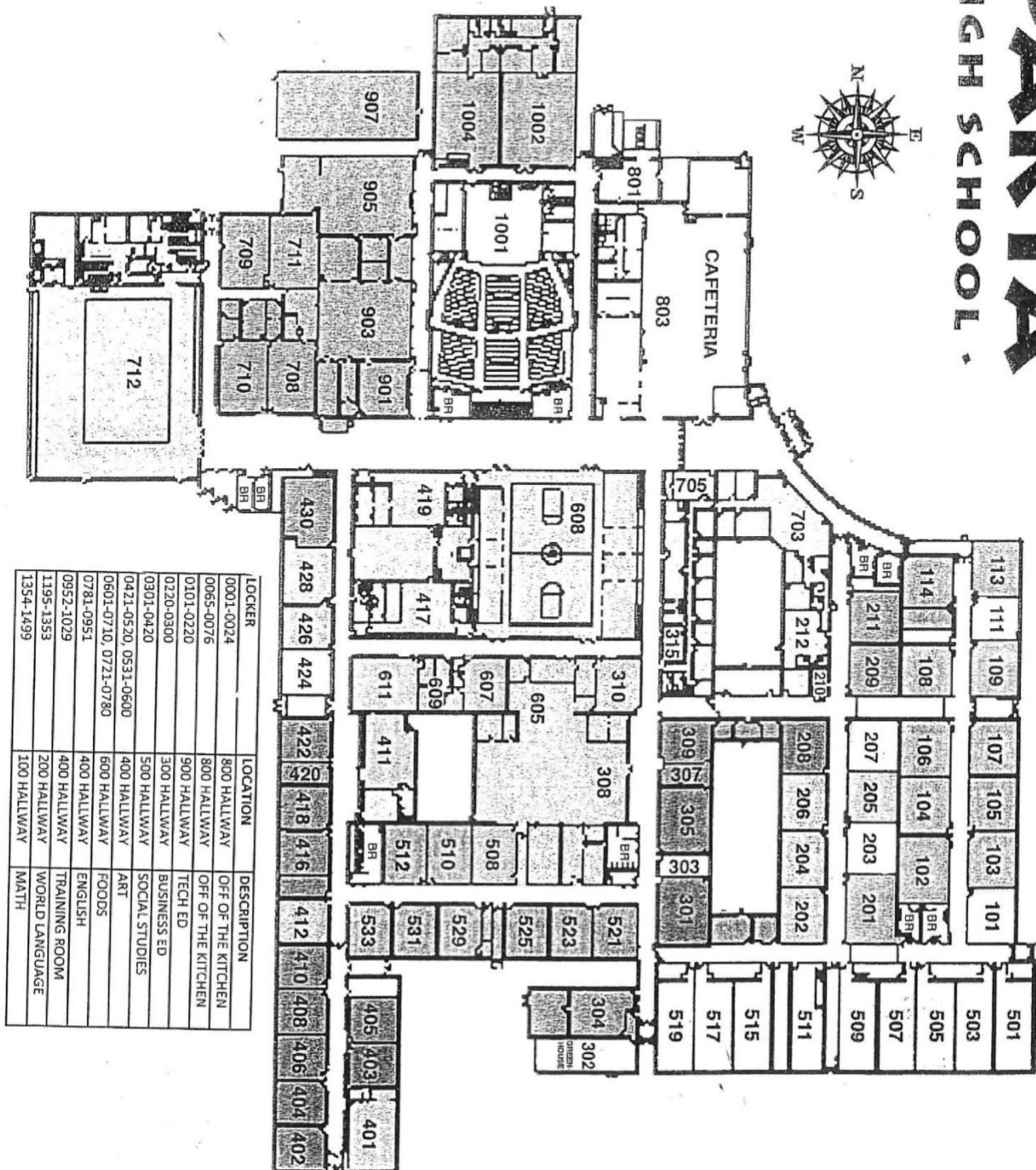
FOR UP TO DATE SCHEDULING INFORMATION VISIT: <http://www.mvconference.org>

SPARTA HIGH SCHOOL



← W. Montgomery Street →

← N. Black River Street →



August 2020						
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23	24	25	26	27	28	29
30	31					

September 2020						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
						20

October 2020						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
						21

Work Days for Certified Staff

August 3-21 Window to Work 15 Hours-7.5 Personal/7.5 Building Directed

August 17 Mentor Training

August 17 New Teacher Inservice Day

August 18 New Teacher Inservice Day

August 24, 25, 26 & 27 Welcome Back/Professional Development Days

January 18 Professional Development Day

November 2020						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
						18

December 2020						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
						16

January 2021						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						19

Work Days for Classified Staff

August 24 Welcome Back/Professional Development

August 25 Professional Development

January 18 Professional Development Day

School Start and End Dates

September 1 School Starts

January 4 School Resumes After Christmas Break

June 3 Last Day of School 2 Hour Early Release

Quarter/Semester Dates

November 5 End of 1st Quarter (45 Days)

January 22 End of 2nd Quarter (44 Days) & 1st Semester (89 Days)

March 30 End of 3rd Quarter (45 Days)

June 3 End of 4th Quarter (42 Days) and 2nd Semester (87 Days)

Trimester Dates

November 24 End of 1st Trimester (58 Days)

March 3 End of 2nd Trimester (58 Days)

February 2021						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						
						19

March 2021						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
						21

April 2021						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
						19

May 2021						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					20

June 2021						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
						3

Certified Staff

176 Days of Instruction

3 Days of Community Outreach (P/T Conferences, Graduation, Open House or as assigned)

7 Days of Professional Development/Work Days (Aug. 3-28[2 days], 24, 25, 26 & 27[Jan. 18])

4 Paid Holidays (Labor Day, Thanksgiving Day, the Friday before Easter and Memorial Day)

190 Total Certified Staff Work

Approved: 02.25.2020



THE SPARTAN WAY



	<i>Respectful</i>	<i>Responsible</i>	<i>Safe</i>
Classrooms	<ul style="list-style-type: none">• Listen and work to understand other's opinion(s)• Use technology only at appropriate times and ways• Stay in seats until the bell rings• Listen to the announcements• Appropriate voice level	<ul style="list-style-type: none">• Bring and organize necessary materials• Homework completed with quality on time• Listen to the announcements• Be on time to class• Do your own work• Get prepared quickly• Work during Grad Group	<ul style="list-style-type: none">• Leave in an orderly fashion• Collect all of your own belongings• Hands and feet to self
Hallways	<ul style="list-style-type: none">• Low voice• Only use technology during passing time• Hats off heads	<ul style="list-style-type: none">• Be on time to class• Do not interrupt classes• Go directly to destination• Carry pass during class hours	<ul style="list-style-type: none">• Stay to the right• Keep moving• Hands and feet to self
Commons	<ul style="list-style-type: none">• Low voice• Use "please" and "thank you"	<ul style="list-style-type: none">• Keep food in Commons area• Pay for all items taken• Wait patiently in line for food• Sort tray, food, trash, and recycling	<ul style="list-style-type: none">• Push in chairs• Keep area clean• Lunch- backpacks in Main hall
Technology	<ul style="list-style-type: none">• No bullying or harassing	<ul style="list-style-type: none">• Used at the appropriate time• Used appropriately	<ul style="list-style-type: none">• Positive comments
Restrooms	<ul style="list-style-type: none">• No cell phones• Quick, quiet, and clean	<ul style="list-style-type: none">• Return to class promptly• Use in between classes	<ul style="list-style-type: none">• Wash hands• Leave in an orderly fashion
Events	<ul style="list-style-type: none">• Respect opponents and official• Participate when appropriate	<ul style="list-style-type: none">• Support and encourage all participants• Enter and leave at the appropriate time• Clean up trash and recycling items	<ul style="list-style-type: none">• Leave in an orderly fashion• No climbing over the side or back of bleachers or playing under the bleacher
All Settings	<ul style="list-style-type: none">• Hats off heads• Appropriate language• Treat others as if this were an employment setting• Follow school and staff expectations• Model positive behavior• Be honest and take ownership• Seek help at the appropriate time	<ul style="list-style-type: none">• Place trash and recycling materials in proper receptacles• Clean up after self• Be in your assigned area• Follow dress expectations• Seek help at the appropriate time• Resolve conflicts maturely• Lock up belongings	<ul style="list-style-type: none">• Hands and feet to self• No alcohol, drugs, tobacco, etc.• Leave in an orderly fashion• Use equipment in the appropriate and designed manner• Report problems as soon as possible



Sparta High School Positive Classroom Expectations SPARTAN WAY



<i>Spartans are...</i>	Respectful	Responsible	Safe	Giving their best effort	Ready to succeed
When Entering the classroom	<ul style="list-style-type: none"> • Respectful • Phones and headphones away • On time • Appropriate voice level • Find assigned seats • Respectful language • Follow classroom expectations 	<ul style="list-style-type: none"> • On time • Charged Chromebook • Use restroom • Materials out • Check missing work, if absent • Phones and headphones away 	<ul style="list-style-type: none"> • Keep hands to self • Enter orderly 	<ul style="list-style-type: none"> • On time • Bring in organized materials 	<ul style="list-style-type: none"> • Greet teacher and fellow students • Appropriate classroom attire for workspace • Organized and ready to learn • Be prepared for class • Be open minded
The Teacher is Speaking	<ul style="list-style-type: none"> • Listen • Raise hand • Technology put away • Positive body language 	<ul style="list-style-type: none"> • Take notes • Participate • Use technology as directed • Be receptive and willing to learn • Remain in class unless given a pass 	<ul style="list-style-type: none"> • Remain seated • Hands to self • 4 on the floor • Wait for direction until beginning activity 	<ul style="list-style-type: none"> • Positive body language • Active listening • Be receptive and willing to learn 	<ul style="list-style-type: none"> • Ask questions • Take appropriate notes • Eye contact with the speaker • Engaging with the lesson
Using Chromebooks	<ul style="list-style-type: none"> • Use when appropriate • Show proper care • No bullying or harassment • Ask permission before touching or using others Chromebooks 	<ul style="list-style-type: none"> • Bring charged Chromebook • Use for the educational purpose 	<ul style="list-style-type: none"> • Appropriate sites • Remain a surface and charging area others won't trip on • Use Chromebook case during transportation • Show proper care towards Chromebook • Use proper digital citizenship • Report problems and misuse as soon as possible 	<ul style="list-style-type: none"> • Charged • Use Chromebooks for academics not recreational 	<ul style="list-style-type: none"> • Keep eyes on own screen • Report problems and misuse as soon as possible
Working Independently	<ul style="list-style-type: none"> • Keep eyes on own work • Stay on task • When finished use time productively • Know when to remain silent 	<ul style="list-style-type: none"> • Following directions • Engage in work • Have appropriate materials • Complete your own work • Remain in class unless given a pass 	<ul style="list-style-type: none"> • Follow classroom rules and expectations • Organize workspace • Keep to yourself as is appropriate to the task 	<ul style="list-style-type: none"> • Use time wisely • Use resources productively and efficiently • Be academically honest 	<ul style="list-style-type: none"> • Know due dates • Organize workspace • Set goals • Give your best effort and do your best work
Working with a Group	<ul style="list-style-type: none"> • Appropriate voice level • Active listening to others • Honoring others opinions • Stay present in your group 	<ul style="list-style-type: none"> • Demonstrate appropriate social skills • Be a positive group member • Do your part • Follow through on your commitments • Remain in class unless given a pass 	<ul style="list-style-type: none"> • Organize workspace • No horseplay • Respect personal belongings and space • Keep words safe • Use to materials in their intended manor 	<ul style="list-style-type: none"> • Use time wisely • Stay on task • Offering constructive input to the process or goal 	<ul style="list-style-type: none"> • Willingly participate for a role or task • Display a positive attitude
Using Classroom Equipment	<ul style="list-style-type: none"> • Be honest and take responsibility • Use materials for their intended purpose • Return items to their proper place • Ask permission to touch items that are not yours • Treat each item like it's your own • Hands off equipment when prompted • No removal or modification of equipment 	<ul style="list-style-type: none"> • Read and follow directions • Clean up after yourself • Learn how to properly use and maintain equipment • Ask questions for clarification 	<ul style="list-style-type: none"> • Proper clothing and attire for the workspace • Report equipment that may pose a hazard • Use equipment appropriately • Unplugging items when not in use 	<ul style="list-style-type: none"> • Use time with equipment wisely • Assemble needed materials and equipment in a timely fashion 	<ul style="list-style-type: none"> • Maintain an organized and orderly workspace • Make sure everyone has equitable access • Use materials/equipment for their intended purpose
At the End of the Period	<ul style="list-style-type: none"> • Work until bell rings • Remain seated • Clean up work area • Push in chairs 	<ul style="list-style-type: none"> • Return materials to proper place • Record what is due the next day • Remain in class unless given a pass 	<ul style="list-style-type: none"> • Remain seated • Push in chairs • Clean up work space • Leave classroom in an orderly fashion • Unplugging items 	<ul style="list-style-type: none"> • Ask questions before leaving • Bell to Bell 	<ul style="list-style-type: none"> • Use tracker or organizer • Plan on being to next period on time or with a pass