

EXPLANATION OF BYLAW/POLICY CHANGES

1. Bylaw -0164.3 – Board and Employee Group Meetings – Delete

2. 2421.01 Youth Apprenticeship –
 - Added in A. – or junior year
 - Removed – C. Upon acceptance as a Youth Apprenticeship, three (3) full days per week will be spent at a worksite and two (2) full days at the Fox Valley Technical College (or other designated school), taking required courses and specialized courses in the respective industry.
 - Added - Upon acceptance as a Youth Apprentice, the student must complete a minimum of 450 hours of on the job experience and enroll in course-work which directly connects to the work experience.

3. 3120 Employment of Professional Staff –
 - Removed - which includes reporting newly hired employees to the Wisconsin Department of Workforce Development.
 - Added – pending an approved background check.
 - Removed – Human Resource Department
 - Added – Opportunities & Facilities Department
 - Removed – placement credentials
 - Added – transcript, resume
 - Removed wording on pages 3, 4,5,6,7,8,9, & 10

4. 3362 & 4362 Employee Anti-Harassment –
 - Removed - traits of sex,
 - Added - age, sex (including transgender status, change of sex, sexual orientation, or gender identity), pregnancy, creed or
 - Removed - creed
 - Added - genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), national origin, ancestry,

- Removed - marital or parental status, sexual orientation or physical, mental, emotional or learning disability,
- Added - arrest record, conviction record, use or no-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other characteristic protected by law in its employment practices
- Removed - or any other characteristic protected by Federal or State civil rights laws
- Added - Such conduct is sufficiently severe, pervasive, and persistent such that it has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment;
- Added - Inappropriate boundary invasions by a District employee or other adult member of the District into a student's personal space and personal life.
- Removed -
 - a) Unwelcome verbal harassment or abuse;
 - b) Unwelcome pressure for sexual activity;
 - c) Unwelcome, sexually motivated or inappropriate patting, pinching, or physical contact, other than necessary restraint of students by teachers, administrators, or other school personnel to avoid physical harm to persons or property;
 - d) Unwelcome behavior or words directed at an individual because of gender;
 - e) Use of technology (including sexting)
 - f) Inappropriate boundary invasions by a District employee or other adult member of the District community into a student's personal space and personal life.
- Added -
 - A. Unwelcome sexual propositions, invitations, solicitations, and flirtations;
 - B. Physical and / or sexual assault;

- C. Threats or insinuations that a person's employment, wages, participation in athletics or extra-curricular programs or events, or other conditions or employment may be adversely affected by not submitting to sexual advances;
 - D. Unwelcome verbal expressions of a sexual nature, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls, text messages, or social media postings;
 - E. Sexually suggestive objects, pictures, videotapes, audio recordings, or literature, placed in the work or educational environment, which may embarrass or offend individuals;
 - F. Unwelcome and inappropriate touching, patting, or pinching; obscene gestures;
 - G. A pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and / or humiliation to another;
 - H. Remarks speculating about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history;
 - I. Consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment; and
 - J. Verbal, nonverbal or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.
- Removed - It is further the policy of the Board that a sexual relationship between staff and students is not permissible in any form or under any circumstances, in or out of the work place, in that it interferes with the educational process and may involve elements of coercion by reason of the relative status of a staff member to a student.

- Added - Sexual relationships between staff members, where one staff member has supervisory responsibilities over the other, are discouraged as a matter of Board policy. Such relationships have an inherent possibility of being construed as sexual harassment because the consensual aspect of the relationship may be the result of implicit or explicit duress caused by uncertainty regarding the consequences of non-compliance.
- Added - Romantic or sexual relationships between District staff (teachers, aides, administrators, coaches or other school authorities) and a student is expressly prohibited and may lead to disciplinary action up to and including a recommendation for termination. Any school staff member who engages in sexual conduct with a student may also be guilty of a crime and any information regarding such instances will be reported to law enforcement authorities.
- Removed - Race/Color/Religious (Creed)/National Origin Harassment
Prohibited racial religious harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's race, color, religious (creed), national origin, physical, mental, emotional or learning disability and when the conduct has the purpose or effect of interfering with the individual's educational performance; of creating an intimidating, hostile, or offensive learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references relative to racial customs.
- Added - Religious (Creed) Harassment
Prohibited religious harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's religion or creed and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the

characteristics of a person's religious tradition, clothing, or surnames, and / or involves religious slurs.

- Added - National Origin Harassment

Prohibited national origin harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's national origin and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's national origin, such as negative comments regarding customs, manner of speaking, language, surnames, or ethnic slurs.

- Added - Age Harassment

Prohibited age based harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's age, being over age forty (40)), and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment.

- Added - Race/Color Harassment

Prohibited race/color based harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's race and / or color and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment.

- Added - Disability Harassment

Prohibited disability harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's disability, perceived disability, or record of disability, and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's current or past disabling condition or a perceived condition, such as negative comments about speech patterns, movement, physical impairments or defects /

appearances, or the like. Such harassment may further occur where conduct is directed at or pertains to a person's genetic information.

- Added - Reports and complaints of Harassing Conduct between Staff Members

Members of the School District community and third parties, which includes all staff, are encouraged to promptly report incident of unlawful harassing conduct to an administrator, supervisor or other School District official so that the Board may address the conduct before it becomes severe, pervasive, or persistent. Any administrator, supervisor, or other District official who receives such a complaint shall file it with the District's Compliance Officer at his/her first opportunity.

Members of the School District community or third parties who believe they have been unlawfully harassed by another member of the School District community or a third party are entitled to utilize the Board's complain process that is set forth below. Initiating a complaint, whether formally or informally, will not adversely affect the complaining individual's employment unless the complaining individual makes the complaint maliciously or with knowledge that it is false.

Reporting procedures are as follows:

- A. Any employee who believes s/he has been the victim of harassment prohibited under this policy is encouraged to report the alleged harassment to the appropriate school official as identified in D below.
- B. Teachers, administrators, and other school officials who have or receive notice that an employee has or may have been the victim of harassment prohibited under this policy shall immediately report the alleged harassment to the appropriate school official as defined in D below.
- C. Any other person with knowledge or belief that an employee has or may have been the victim of harassment prohibited by this policy shall be encouraged to immediately report the alleged acts to an appropriate school official as identified in D below.

- D. Appropriate school officials are as follows:
1. Any complaint under this policy shall be reported to the District's Compliance Officer unless the complaint is regarding the Compliance Officer. In such cases, the complaints shall be reported to the District Administrator, who shall assume the role of the District Compliance Officer for such complaints.
 2. Any complaint under this policy regarding the District Administrator or Board Member that is received by the District Compliance Officer shall be referred to the School Board's legal counsel, who shall assume the role of District Compliance Officer for such complaints.
- E. The reporting party or complainant shall be encouraged to use a report form available from the Principal of each building or available from the District Office, but oral reports shall be considered complaints as well. Use of formal reporting forms shall not be mandated. However, all oral complaints shall be reduced to writing. Further, nothing in this policy shall prevent any person from reporting harassment directly to the District Administrator.
- F. To provide individuals with options for reporting harassment to an individual of the gender with which they feel most comfortable, the District shall designate both a male and female District Compliance Officer.

District Compliance Officers

The Board designates the following individuals to serve as the District's "Compliance Officers".

NOTE: School Districts are advised to appoint both a male and a female CO in order to provide complainants with the option to report their concerns to an individual of the gender with which they feel most comfortable. Additionally, by appointing two (2) Compliance Officers, there should always be a CO available to investigate a claim of discrimination that pertains to the other CO.

Lori Smits
Director of Special Education
(920) 757-7153
Greenville Middle School
N1450 Fawn Ridge Road
Greenville WI 54942
lorismits@hasd.org

Dave Wuebben
Director of Business Services
(920) 779-7907
Hortonville High School
155 Warner Street
Hortonville WI 54944
davewuebben@hasd.org

The Compliance Officers are assigned to accept complaints of unlawful harassment directly from any member of the School District community or a visitor to the District, or to receive complaints that are initially filed with a school building administrator. Upon receipt of a complaint either directly or through a school building administrator, a CO will begin either an investigation or the CO will designate a specific individual to conduct such a process. The CO will prepare recommendations or will oversee the preparation of such recommendations. All members of the School District community should report incidents of harassment that are reported to them to the CO within two (2) business days of learning of the incident.

Investigation and Complaint Procedure

Any employee or other member of the School District community or visitor to the District who believes that s/he has been subjected to unlawful harassment or has witnessed unlawful harassment of another may seek resolution of his/her complaint through the procedures as described below. Further, a process for investigating claims of harassment and a process for rendering a decision regarding whether the claim of unlawful harassment was substantiated are set forth below.

Once the complaint process begins, the investigation will be complete in a timely manner (ordinarily, within fifteen (15) business days of the complaint being received).

Complaint Procedure

An individual who believes s/he has been subjected to harassment hereinafter referred to as the “complainant,” may file a complaint, either orally or in writing with a teacher, Principal, CO, District Administrator, or other supervisory employee. As noted above, any complaint received regarding the District Administrator or a Board member shall be referred to the Board’s legal counsel, who shall assume the role of the CO for such complaints. Additionally, if the complaint is regarding a CO, the complaint shall be reported to the District Administrator, who shall assume the role of the CO for such complaints.

Due to the sensitivity surrounding complaints of harassment, timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a complaint within thirty (30) calendar days after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a principal, District Administrator, or other supervisory employee, either orally or in writing, about any complaint of discrimination or retaliation, that employee must report such information to the CO within two (2) business days.

Throughout the course of the process as described herein, the CO should keep the parties informed of the status of the investigation and the decision making process.

All written complaints must include the following information to the extent it is available: the identity of the individual believed to have engaged in, or be actively engaging in, harassment; a detailed description of the facts upon which the complaint is based; and a list of potential witnesses.

If the complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter the CO will prepare a written summary of the oral interview, and the complainant will be

asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the complainant from further harassment or retaliation including but not limited to a change of work assignment or schedule for the complainant and /or the alleged harasser. In making such a determination, the CO should consult the Complainant to assess his/her position to the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO may still take whatever actions s/he deem appropriate in consultation with the District Administrator.

Within two (2) business days of receiving a complaint, the CO will inform the individual alleged to have engaged in the harassing conduct, hereinafter referred to as the “respondent”, that a complaint has been received.

Simultaneously, the CO will inform the individual alleged to have engaged in the discriminatory or retaliatory conduct (hereinafter referred to as the “Respondent”), that a complaint has been received. The respondent will be informed about the nature of the allegations and a copy of this policy shall be provided to the respondent at that time. The respondent must also be informed of the opportunity to submit a written response to the complaint within five (5) business days.

Within five (5) business days of receiving the complaint, the CO will initiate a formal investigation to determine whether the complainant has been subject to offensive conduct/harassment.

Although certain cases may require additional time, the CO will attempt to complete an investigation into the allegations of harassment within fifteen (15) calendar days of receiving the formal complaint. The investigation will include:

- A. Interviews with the complainant;
- B. Interviews with the respondent;
- C. Interviews with any other witnesses who may reasonably be expected to have any information relevant to the allegations;
- D. Consideration of any documentation or other evidence presented by the complainant, respondent, or any other witness which is reasonably believed to be relevant to the allegations.

At the conclusion of the investigation, the CO shall prepare and deliver a written report to the District Administrator that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of unlawful harassment as provided in this policy and State and Federal law as to whether the complainant has been subject to unlawful harassment. The COs recommendations must be based upon the totality of the circumstances, including the ages and maturity levels of those involved. The CO may consult with the Board Attorney before finalizing the report to the District Administrator.

Absent extenuating circumstances, within five (5) business days of receiving the report of the CO, the District Administrator must either issue a final decision regarding whether or not the complaint of harassment has been substantiated or request further investigation. A copy of the District Administrator's final decision will be delivered to both the complainant and respondent.

If the District Administrator requests additional investigation, the District Administrator must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) business days. At the conclusion of the additional investigation, the District Administrator must issue a final written decision as described above.

The decision of the District Administrator shall be final. If the investigation results in disciplinary action, the employee subject to discipline is entitled to file a grievance pursuant to Board Policy #3340. Nothing in this policy shall be construed to prevent an employee from bringing a complaint before the Equal Employment Opportunity Commission or the Wisconsin Equal Rights Division.

Privacy /Confidentiality

The School District will employ all reasonable efforts to protect the rights of the Complainant, the Respondent(s), and all the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform to any discovery or disclosure obligation in an investigation of unlawful harassment. The School District will respect the privacy of the complainant, the respondent, and all witnesses in a manner consistent with the School District's legal obligations under state and Federal law. Confidentiality,

- Added - however,
- Added - formal
- Removed - the investigation, allegations against individuals may become known to those individuals, including the complainant's identity
- Removed - instruct all members of the School District community and third parties who are interviewed about the importance of maintaining confidentiality
- Added j- determine whether confidentiality during the investigation process is necessary to protect the interests and reputations of those involved and/or to protect the integrity of the investigation and if so shall instruct all members of the School District community and third parties who are interviewed about the importance of maintaining confidentiality.
- Added – harassment

- Added -Sanctions and Monitoring

The Board shall vigorously enforce its prohibitions against unlawful harassment by taking appropriate action reasonably calculated to stop the harassment and prevent further such harassment. While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee. All disciplinary action will be taken in accordance with applicable law. When imposing discipline, the District Administrator shall consider the totality of the circumstances. In those cases where unlawful harassment is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

All sanctions imposed by the Board and/or District Administrator shall be reasonably calculated to end such conduct, prevent its reoccurrence, and remedy its effects.

Retaliation

Any act of retaliation against a person who has made a report or filed a complaint alleging unlawful harassment, or who has participated as a witness in a harassment investigation is prohibited.

Allegations constituting Criminal Conduct

If the CO has reason to believe that the complainant has been the victim of criminal conduct, such knowledge should be reported to local law enforcement. After such report has been made, the District Administrator shall be advised that local law enforcement was notified.

If the complainant has been the victim of criminal conduct and the accused is the District Administrator, such knowledge should be reported by the CO to local law enforcement. After such report has been made, the Board President and School Board Attorney shall be advised that local law enforcement was notified.

Any reports made to local law enforcement shall not terminate the Compliance Officers obligation and responsibility to continue to investigate a complaint of harassment. While the CO may work cooperatively with outside agencies to conduct concurrent investigations, the harassment investigation shall not be stopped due to the involvement of outside agencies without good cause after consultation with the District Administrator.

Reprisal

Submission of a good faith complaint or report of harassment will not affect the complainant's or reporter's work status or work environment. However, the Board also recognizes that false or fraudulent claims of harassment or false or fraudulent information about such claims may be filed. The Board reserves the right to discipline any person filing a false or fraudulent claim of harassment or false or fraudulent information about such a claim.

The District will discipline or take appropriate action against any member of the School District Community who retaliates against any person who reports an incident of harassment prohibited by this policy or participates in a proceeding, investigation, or hearing relating to such harassment. Retaliation includes, but is not limited to any form of intimidation, reprisal, or harassment.

5. 4120 Employment of Support Staff –

- Added - Anyone being hired by an Administrator/Director for any position that will be paid from the HASD payroll account will need to be approved either by the Board, District Administrator, and/or Building Principal depending on the position. All positions will need to have a staffing memo. This includes Long-Term Subs, IT Interns, and Summer Maintenance workers. A staffing memo is not required for coaches, assistant coaches, advisors, scorers, ticket takers, referees, or Summer School staff, however, the District Office should be notified of all coaches, assistant coaches, advisors, scorers, ticket

takers, referees, and Summer School staff. The Summer School coordinator will contract with the teachers and support staff for summer services.

- completed TB Test and Physical. (Those who do not need a TB Test & Physical would include: other co-curricular positions such as scorer, ticket taker, referee, etc., summer IT interns and summer maintenance workers.)
- 7. Support Staff members that have direct contact with students during the school year and summer school are required to have background check, TB test and Physical. This would include all subs and student teachers. IT Interns are required to have background checks and TB tests.
- 8. All Support Staff including Co-curricular coaches and advisors will need to complete all financial paperwork in the Business Office prior to the first day of employment.
- 9. Support Staff, substitute teachers, substitute support staff, coaches, and summer school staff will need to complete a Mandatory Reporting form and acknowledgement of handbook form. (Exceptions would be positions such as scorer, ticket taker, referee, etc., and IT Interns.)
- 10. Copy of DPI License is also required for Support Staff positions such as Special Education Paraprofessionals.

6. 4120.04 Employment of Substitutes –

- Added - **Other needed paperwork to complete Personnel File:**
 - TB Test
 - Physical
 - Mandatory Reporting Form
 - DPI License – when required
 - Handbook Acknowledgement
 - Financial Paperwork

7. 5113 Open Enrollment –

- Removed – is a legal resident or otherwise legally entitled to attend school in another school district in Wisconsin and
- Added – does not reside within the geographic boundaries of the District and
- Removed – who is a resident of the State of Wisconsin and
- Added – attends school in the District and
- Removed – Unless otherwise stated in the terms of a collectively bargained, negotiated agreement
- Removed – Whether there is space available for non-resident transfer students.
- Added – the availability of space in the schools, programs, classes, or grades within the District.
- Added – number of regular education and special education spaces available.
- Removed – anticipated space available for the next school year in the schools, programs, classes and grades of the District
- Added – students attending the District for whom
- Added – is paid under 121.78(1)(a), Wis. Stats.,
- Removed – waiver student under 121.84 Wis. Stats.,
- Removed – Shall
- Added – May
- Added – in determining the availability of space
- Removed – but shall not be limited to the following:
- Removed – a. The number of non-resident students currently attending the schools of the District for whom tuition is paid by another district under Section 121.78(1)(a), Wis. Stats.
b. The number of resident home schooled or private school students likely to attend the schools of the District in accordance with Section 118.415, Wis. Stats.
- Added – four (4) year old kindergarten
- Added - The resident Board shall provide to the nonresident Board a copy of any expulsion order or findings, a copy of any pending disciplinary proceedings, a written explanation of said proceeding,

the length or the expulsion or possible outcomes of a pending proceeding, and/or such records as permitted by law.

- Removed – if any
- Added - Funding for the education of students with disabilities will be made to the non-resident school district by the Department of Public Instruction in accordance with State Law.
- Removed - The District shall prepare an estimate of costs associated with providing the special education or related services required by a non-resident student's IEP to the resident school district no later than the 3rd Friday following the first Monday in May, or within ten (10) days of receipt of an application from a student with an IEP under the alternative procedures.
- Removed – for the special education program identified in the
- Added – to provide the special education or related services identified in the
- Removed – See paragraph D.1., above
- Added - Whether the non-resident student has been referred to his/her resident Board under Wis. Stat. 115.777(1) or identified by his/her resident school board under Wis. Stat. 115.77(1m)(a), but not yet evaluated by an individualized education program team.
- Removed - Whether the non-resident student has been screened by the resident School Board to determine if there is reasonable cause to believe that she/he is a child with exceptional educational needs.
- Removed - Whether the resident School Board has been informed that the non-resident student may have exceptional educational education needs that have not yet been evaluated by an IEP Team.
- Removed - Whether the application of a non-resident student has been denied by the District of which she/he is a resident.
- Added - the District may notify the student's parent and the student's resident Board. If such notice is provided,
- Removed - returned
- Added - transferred
- Added - his/her
- Removed - the

- Removed - Whether the non-resident school board has made a determination that a pupil attending the non-resident school district is habitually truant from the non-resident school district during either semester of the current school year, the non-resident school board may prohibit the student from attending the non-resident school district in the succeeding semester or school year.
- Added - If the Board has made a determination that a non-resident student attending the District under the Open Enrollment Program is habitually truant from the District during either semester of the current school year, the Board may prohibit the student from attending in the succeeding semester or school year.
- Removed - Whether the resident student is a special education student and the implementation of his/her IEP in the other district would impose an undue financial burden on the District.
- Removed - Financial burden is determined through review of actual increased expenses relative to providing services specific to the student in question, not including pro-rated costs of facilities and materials and including expenses for instructional faculty only if that faculty are added as a result of the student and devoted primarily to that student.
- Removed - (Note: Notwithstanding the Board's approval of a resident student's application, the Board may withdraw approval if, after the District student has begun in the other school district, the IEP as implemented by the non-resident school district would impose an undue financial burden on the District.)
- Removed - The District shall determine whether a course taken under the Course Options program (Policy #5113.02) in another district satisfies the District's graduation requirements. When a course does not satisfy the District's graduation requirements the student shall be notified not later than one (1) week prior to the date the course is to begin.
- Removed - Students, who successfully complete courses under the Course Options program and meet the standards outlined in Policy #5451.01 (Valedictorian and Salutatorian Nomination and Wisconsin

Academic Excellence Scholarship) may qualify for the Wisconsin Academic Excellence Scholarship or the Technical Excellence High Education Scholarship (Policy #5451.02).

- Added – Policy #2260
- Removed – State Statutes 118.145(4), 118.51(3), 118.52
- Added – Wis. Adm. Code Ch.

8. 5461 Senior Release Program –

- Removed - Students are expected to enroll in six classes one semester and seven classes the other. However, second semester seniors may not need six classes to complete graduation requirements. It may be in the best interest of some second semester senior to partake in non-school based opportunities which will assist in this transition to post high school options/opportunities for a portion of the school day. Application forms for early release will be available in the high school office during the second quarter of the school year.
- Removed - Second semester seniors needing 2½ or less credits to complete graduation requirements may apply for early release.
- Added - Seniors needing 5 or fewer credits to complete graduation requirements are eligible for release.
- Removed - 1. A completed application for early release is submitted to the high school principal no later than December 1st of the senior year.
- Removed - 2. Students must enroll in a minimum of five courses of instruction per day.
- Removed - 3. The principal and guidance counselors will evaluate the application and either approve or disapprove the request. (Applications from students with exceptional educational needs will be reviewed by the student's IEP team.)
- Removed – 4. Students enrolled in the following year-long courses are encouraged to stay in the classes both semesters. These classes include: physics, accounting or other business courses, world

language, band, choir, yearbook and AP (Advanced Placement) classes.

- Removed - 5. If release is approved, students should be in school from the beginning of their first class until the end of their last class. Students are required to attend all scheduled study halls.
- Removed - 6. Release privilege may be revoked at any time and the student assigned to study halls for disciplinary reasons.
- Added – 1. Students must enroll in a minimum of six (6) courses of instruction per day.
- Added - 2. Students are required to attend all scheduled study halls.
- Added - 3. One (1) period of release will be scheduled either first hour or eighth hour.
- Added - 4. Release privilege may be revoked at any time and the student assigned to study halls for academic and/or disciplinary reasons.

9. 5540.02 Private Service Providers

- Added – The Administration can decline any classroom observations.

10.6111 Administration of Grant Programs – NEW POLICY

11.8453.01 Control of Blood-Borne Pathogens – NEW POLICY with the addition of the Administrative Rules and Regulations and HASD Blood-Borne Pathogens Exposure control Plan

12. 8510 Wellness

- Removed - The health curriculum will educate students to develop the knowledge, attitudes, skills, and behavior for lifelong healthy eating habits. The district has approved a K-12 nutrition curriculum as part of the comprehensive health curriculum. The nutrition health curriculum supports the philosophy that the quality of life is dependent upon the student's interaction with their total environment which includes their physical, mental and social well-being. Included in the health curriculum as a performance goal, is that students will learn good food habits to help build and maintain

good health. This performance goal is promoted throughout the K-12 nutrition curriculum.

- Removed - Some of the topics covered as part of the health curriculum include: eating habits, nutrients, dietary guidelines, food guide pyramid, serving sizes, labeling, weight problems, eating disorders, fad dieting, food safety, food allergies, and food sensitivities.
- Added - The District aims to teach, model, encourage, and support healthy eating by students. Schools will provide nutrition education and engage in nutrition promotion that:
 - Is designed to provide students with the knowledge and skills necessary to promote and protect their health;
 - Include enjoyable, developmentally-appropriate, culturally-relevant, and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits, and school gardens;
 - Promote fruits, vegetables, whole-grain products, low-fat and fat-free dairy products, and healthy food preparation methods;
 - Emphasize caloric balance between food intake and energy expenditure (promotes physical activity/exercise);
 - Link with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, other school foods, and nutrition-related community services;
 - Teach media literacy with an emphasis on food and beverage marketing; and
 - Include nutrition education training for teachers and other staff.
- Added – Any items offered to students during the school day will follow Smart Snack Guidelines.
- Removed - Prohibit the sale of foods of minimal nutritional value during school meal service hours.
- Added - Any competitive food items and beverages that are available for sale to students between midnight and thirty (30) minutes following the end of the school day, shall also comply with the

current USDA Dietary Guidelines for Americans and Smart Snack Rules. Fundraisers should also outline smart snack times and if they are during “school day? Then they must follow smart snack guidelines. Wisconsin’s Fundraiser Exemption Policy: DPI will allow two (2) fundraiser exemptions per student organization per school year. (Proper paperwork needs to be filed.)

- Removed – District Nutrition Guidelines
- Added – USDA Smart Snacks in School – Fundraisers
- Added – Policy #5830
- Removed – nutrition
- Added – smart snack
- Removed - Provide food options that are low in fat, calories, and added sugars.
- Removed – All food items for sale prior to the start of the school day and throughout the school day will have no more than an average of 30% of its total calories derived from fat.
- Removed - All food items for sale prior to the start of the school day and throughout the school day will have no more than 10% of its total calories derived from saturated fat.
- Added - No foods or beverages, other than those associated with the District’s Food Service Program, are to be sold during food service hours. The District’s food service program shall serve only food items and beverages in compliance with the current USDA Dietary Guidelines for American and Smart Snack Rules. Any competitive food items and beverages that are available for sale to students between midnight and thirty (30) minutes following the end of the school day, shall also comply with the current USDA Dietary Guidelines for Americans and Smart Snack Rules.
- Added - and Policy #5335 – Care of Students with Chronic Health Conditions (Allergies).
- Added - Classroom Special Occasions:
Staff are encouraged to adhere to the guidelines outlined in this policy and Policy #5335 – Care of Students with Chronic Health Conditions (Allergies).

- Added - USDA Dietary Guidelines for Americans and the Smart Snack Rules
- Removed - **Suggestions for Snacks from the Healthier Generation and HASD Wellness Committee:**
- Removed -
 - ✓ **Edy's frozen fruit bars (22g)**
 - ✓ **100 Calorie Cinnamon Streusel Snack Cakes**
 - ✓ **Goldfish (106 g)**
 - ✓ **100 Calorie Pack Chips Ahoy (.81 g)**
 - ✓ **100 Calorie Pack Honey Maid Crackers (.81 g)**
 - ✓ **100 Calorie Pack Oreo Thin Crisps (.81 g)**
 - ✓ **100 Calorie Pack Ritz Snack (.77 oz.)**
 - ✓ **Barnum's Animal Crackers (1 oz)**
 - ✓ **Teddy Grahams CUBS (.5 oz)**
 - ✓ **Teddy Grahams Snack Chocolate (.75 g)**
 - ✓ **Grahams Snack Cinnamon (7.5 and 1 oz)**
 - ✓ **Baked Cheetos (.875 oz)**
 - ✓ **Baked Doritos-Nachos (.75 g)**
 - ✓ **Baked Doritos-Nacho Cheese (.75 g)**
 - ✓ **Baked Lay's Original (.875 oz)**
 - ✓ **Baked Lay's Parmesan-Tuscan (1 oz)**
 - ✓ **Baked Lay's Sour Cream (.875 g)**
 - ✓ **Kids snack mix (.875 g)**
 - ✓ **Baked Tositos Scoops (.875 g)**
 - ✓ **Quaker Chewy 90 Calorie Granola Bars**
- Removed - **While the Healthier Generations recommend "no candy", the Wellness Committee recognizes that it may be difficult to comply with this recommendation and offers the following "better choice" suggestions:**
 - ✓ **York Peppermint Pattie (Hershey's) – 1 piece**
 - ✓ **100 Grand (Nestle) – 1 package**
 - ✓ **Twizzlers Strawberry (Hershey's) – 4 pieces**
 - ✓ **Tootsie Rolls or Fruit Rolls (Tootsie Roll Industries) – 6 pieces**
 - ✓ **Smarties (Ce De Candy) – 1 roll**
 - ✓ **Duds (Hershey's) – 13 pieces**

- ✓ M & M's Mints (Mars) – 1 package (1 oz)
- ✓ Jolly Rancher Gummies (Hershey's) – 9 pieces
- ✓ Good & Plenty (Hershey's) – 33 pieces

- Added - **Suggestions for Snacks from the Healthier Generation and HASD Wellness Committee:**
Each product must be submitted to the Alliance for Healthier Generation product calculator to determine whether or not it meets smart snack guidelines. The following are examples of items that fit into the current smart snack guidelines.
 - ✓ Whole Grain Goldfish (.75oz)
 - ✓ Baked Cheetos (.875 oz)
 - ✓ Baked Doritos Red Fat/Zero Trans Fat-Nachos (.75 g)
 - ✓ Baked Lay's Crisps Original Zero Trans Fat (.875 oz)
 - ✓ Baked Lay's Crisps Sour Cream (.875 g)
 - ✓ Munchies snack mix zero trans-fat (.875 g)
 - ✓ Baked Tostitos Scoops Reduced Fat (.875 g)
- Added - USDA Policy Memorandum, SP 36-2014
 42 U.S.C. 1751
 42 U.S.C. 1771
 7 C.F.R. Parts 210 and 220 (June 2013)
http://fns.dpi.wi.gov/fns_smartsnacks

Policies - #2340 & 8640 – Field and Other District-Sponsored Trips and Policy #5840 – Student Groups, Clubs, and Activities – If Nationals is earned after winning a State or if Nationals is elective to pay, do we want to change the policies? Example – Band – Hawaii (every 4 yrs.), Choir – New York, Dance – Florida, Cross Country – Virginia

1. Competition – have to qualify by winning at a lower level
2. Invitational – don't have to qualify to attend, just pay the fee

Do we want to add to request form?

- Days of competition or invitational
- Days of rec / leisure

Who pays for transportation to invitational?

Should staff miss school day for invitational?

Should students miss school day for invitational?