

TO: Board of Education

FROM: Jeff Kenas and Michael Zibell

RE: 2026-2027 Family Handbook

DATE: May 2026

Pages:

4 – LETTER TO PARENTS/GUARDIANS, STUDENTS

Changed school year to 2026-2027

Removed to Afterall,

Changed school year at end

5 - PUPIL TRANSPORTATION HANDBOOK

Moved paragraph to above the section title

Added paragraph about Lamers Bus Company and contact information

6 - SCHOOL DISTRICT MISSION AND VISION STATEMENT

Updated address for new middle school

7 - ENROLLMENT/WITHDRAWAL INFORMATION

Updated process and added contact information for district register

8 - IMPORTANT DATES 2026-2027

Removed redundant information about the district calendar

9 - Bell Schedule

Added in new bell schedule

Added in 2 hour late start bell schedule

10 - EFFECTIVE COMMUNICATION

Rewrote first paragraph

Updated step 1, 2, 3, 4

Added step 5 by splitting step 4 in to 2 parts

11-16 - SCHOOL ATTENDANCE POLICY

Added Importance of attendance

First day of school - updated dates

Arrival at School - updated process with new middle school details

Absences - Updated policy number to 431, Separated out attendance office details, updated paragraph for when a student is absent and how to excuse it

Leaving School During the Day - Updated first paragraph with first bell time, removed bullet point about questions and made it a separate sentence

Legal Excuses for Absences - added needing a note to excuse an absence as medical, added visiting parent or guardian in active military duty, added serving as an election official, added sounding Taps

Make Up Work - Updated paragraph to be more consistent with practices of current school processes

Late Arrivals to School - Updated paragraph to remove written notes and updated it with has not received notification from a parent/ guardian excusing the absence

Anticipated Absences/Family Vacations - added bullet points to break up the paragraph

Tardiness to class - added bullet points to break up the paragraph, added after school detention and a paragraph about it

Truancy - added bullet points to break out the second paragraph

Infinite Campus - added contact information for district registrar

School Closing/Delay - updated how families will be contacted regarding closings

17 - TRANSPORTATION

Busing - removed the evacuation drill, added a link to our website and the transportation page

Bicycles - updated paragraph to work with the new school and where the bike racks are located,

Skateboards, in-line skates, and similar modes of transportation - added to following the protocol for bikes and also if it does not fit in lockers then they need to be locked securely outside

18 - Dropping off/Picking up Students - updated where students are to be dropped off and removed by the high school,

Field Trips - rearranged paragraphs

19 - Safety and Health - Updated by Jenny Sydow

Illness/Injury - updated wording on getting a pass to the health off and notifying parents as needed

Medication - updated paragraph to better match district, updated links and wording to be ADA compliant

Immunizations - removed the first sentence, removed for immunizations, updated where to return waivers, updated health staff and not nurse

20 - Emergency Procedures - added standard response protocol to define SRP, added in case of an emergency to first sentence, said 4 important things but only 3 bullet points - updated to ready 3 important things, updated the last bullet to read to be actively engage in all drills

Automated External Defibrillator - removed to match HS handbook

Inclement Weather Information - Removed

District Guidelines regarding pets in classroom - updated the first paragraph to bullets, updated students bringing a pet must get principal approval, added that students/parents will be information when a pet will be in the classroom,

21 - Student Procedures

Lockers/Locks - Updated homerooms to advisory, locker inspections may be held on an intermittent basis, updated to no stickers, writing, or other adhesive materials may be used in or on lockers, Fines may be assigned for any damage

to lockers, updated homeroom to advisory, updated to not capitalize the sentence about valuables in lockers.

Lunch - removed long-term, weekly, or daily, updated Taher phone number to include 608,

Guidelines - removed fresh air and added weather permitting, Removed having students signed up for a noon hour activity and added that students who have a pass from a teacher may proceed to that area after getting their lunch, removed to use bathroom before departing the building, updated bullet to remove inclement weather to not be redundant from paragraph above.

23 -Free/Reduced Lunch - removed contact name and put food service director in its place,

Student Fees - updated from all student use to personal use

Cellphones - added exceptions that are outlined in Wisconsin Act 42 involving emergencies, student health care, educational purposes, 504 plans and IEP requirements

Visitors - updated parties to sponsored social events, added visitors to the school must have an appointment scheduled with a designated staff member or group of staff members, added all visitors must be added to the middle school visitors calendar so that office staff know they are coming and who they will be meeting,

25 - Student posters, decorations, and advertisements - added any wall hangings must be pre-approved by middle school administration,

26 - Classes and Grading -

Staff Responsibilities - removed

Violations of academic honesty policy - moved to the beginning of the academic honest policy section, removed duplicate section of dishonest work bullet points, updated first sentence to read academic dishonesty, Procedures for implementation of this policy was removed,

27 - Academic dishonesty procedure - 5. Added may refer the matter to school administration

28 - Privileges - updated that students can not bring personal devices, added that students failing to follow this expectations may be subject to the district policy,

30 - Privacy - Bullet point 1-3 combined to 1 bullet point

31 - Requests for class changes - added bullet point 3 regarding request for teacher changes,

32 - Assignment Notebook - updated to have the option to purchase, added students who do not purchase an assignment notebook should have another means for organizing their school work, Removed that parents can communicate through the notebook

Homework - updated to read Middle school students in second paragraph, Students may seek additional support from teachers during WYN.

Progress Reports - added to include 4, 9,13 week mark of the semester

33-Grade Report - details about evidence based grading and the point system was added,

Honor Roll - removed due to the evidence based grading system being implemented

Promotion-Retention - updated section to reflect what is done with in the retention process

34 - Parent/Guardian - Student Teacher Conference - added to meet the varying needs of families, conferences provide families with a combination of virtual and in person meetings, the middle school defaults to virtual meetings but families have the right to request in person meetings with their teachers, Instructions for conference sign up are sent via email one to two weeks in advance to the conference dates

37 - Student Behavioral Expectations

Positive Behavior intervention and supports - Removed as it is not longed used at the MS

Classroom code of contact - where Code was it was added to read code of conduct,

42/43 - Student Discrimination/ harassment - Copied what the HS has and pasted whole section, updated homeroom teacher to a trusted staff member, updates suspensions policy,

44 - Grooming/Dress - Updated title to Dress Code/Personal Grooming,

48 - Electronic communication devices - updated to Electronic Devices, added students may use personal electronic items if they do not interfere with the learning environment, do not violate school/district policies, and have specific permission of their teacher, deleted that items must be turned off and in lockers since it is covered in the cellphone area

49 - removed gage related activity since it was added above under harassment,

updated all necessary page numbers in TABLE OF CONTENTS