



2018-2019 PARENT-STUDENT HANDBOOK

2018-2019 Theme

Give Thanks!

“We give thanks to you, O God; we give thanks, for your name is near.

We recount your wondrous deeds.”

Psalms 75:1

Mission Statement

*Shaping Individuals to be Christian Leaders
through Excellence in Education*

INTRODUCTION TO SCHOOL HANDBOOK

This handbook is designed to serve as a guide for students of Wisconsin Valley Lutheran High School and their parents. Since students are accountable for the expectations of the policies of the school, they and their parents should read and understand the contents of this handbook. **Anything in this handbook may be adjusted, changed or revoked at any time as deemed necessary or appropriate by the Administration.**

ACCREDITATION

Wisconsin Valley Lutheran High School holds accreditation through a dual protocol of National Lutheran Schools Accreditation (NLSA) and AdvancED. Credits earned at WVLHS may be transferred to other high schools and are recognized by colleges throughout the United States.

PHILOSOPHY/GOALS AND OBJECTIVES

The philosophy of education at Wisconsin Valley Lutheran High School is based on the Holy Scriptures as the Word of God and centers on Jesus Christ as Lord and Savior. Each person is a unique creation of God, is redeemed by Jesus Christ, and is nurtured by the Holy Spirit. Our reason for existence is to provide an educational climate for our students to find true purpose, founded and developed in God. That fulfills God’s directive to “Train up a child in the way he should go” (Proverbs 22:6) and God’s command to “Go and make disciples of all nations” (Matthew 28:19). It is important for our students to know God and His forgiving love in Jesus Christ, to identify themselves as children of God, and to live lives as His disciples and servants. WVLHS provides a unique educational environment in which all are encouraged to identify and develop their own God-given gifts and abilities to be equipped for the life God has prepared for them. WVLHS is part of a team consisting of church, home, and school, all working together for the total development of the students, that they may make thoughtful decisions and take positive Christian action as they live out their individual roles in society. The role of the teachers and staff is to be exemplary models in their love for Christ, students, and families and to minister to the students and families.

1. Spiritually
 - a. To study the Word of God
 - b. To share in a variety of worship experiences
 - c. To grow in a life of personal devotion and prayer
 - d. To understand the responsibility of and gain practice in witnessing our faith
 - e. To be encouraged to personally be involved in the programs of the Church

- f. To understand the Christian's duty toward service to other people
 - g. To be concerned for and involved in helping those in need
2. Intellectually
- a. To develop proficiency in communication skills
 - b. To develop proficiency in quantitative thinking skills
 - c. To grow in understanding the history of man, man's relation to his contemporary environment, the development of governmental systems, the development of world cultures, and both historical and contemporary social and ethnic issues
 - d. To grow in understanding the scientific process in the area of physical sciences, life sciences, and earth sciences
 - e. To develop analytical skills related to both Scriptural and worldly values and to make appropriate decisions
 - f. To be exposed to the aesthetic qualities of the environment and to be aware of and participate in the fine arts
 - g. To understand the processes of information technology as a tool in life
3. Physically
- a. To realize the body as the temple of God
 - b. To understand the vital functions of the human body
 - c. To understand the processes of growth and maturation
 - d. To understand and develop the practice of good hygiene, nutrition, and safety
 - e. To develop the practices necessary for a properly functioning body and mind
 - f. To learn about healthy recreation through games and activities as well as the rules, techniques, and skills relating to individual and group games and activities
4. Socially
- a. To study and develop appropriate interpersonal relationships
 - b. To understand the principles of conservation of the resources of society and the earth
 - c. To develop awareness and respect for all people
 - d. To develop understanding regarding participation in civic affairs
 - e. To consider and evaluate personal moral, spiritual, and ethical values
 - f. To grow in self-acceptance, appreciation, and worth as a redeemed child of God
 - g. To evaluate personal interests, aptitudes, abilities, and needs related to various careers and vocations

STATEMENT OF VISION

The unique feature of the vision for education at WVLHS is the primary emphasis placed on instilling in students the knowledge of our Lord and Savior Jesus Christ and sending out our students as models of His love and witnesses of the Good News. WVLHS is training all students and faculty members to be Christ's servants, developing their unique talents in the total school program and learning to use their gifts in service to both God's church family and His world community. WVLHS teachers are teaching the Christian faith and Christian living at all times. Young people are practicing and testing their faith in the educational environment for Christian living which is the WVLHS community at work and at play. Personal relationships are built between all members of the Lutheran High family. Students and staff will formally gather approximately once each week to join together for worship and prayer as a community of servants in Christ. The academic curriculum at WVLHS will be designed to train effective Christian servant leaders. Quality academic instruction is always the goal. The entire curricular and co-curricular program at the school is to be infused with the servant spirit—from course content, to class management, and student guidance. When Jesus Christ is known and proclaimed as Lord and Savior and when Christ-like living is modeled, student learning and development is greatly affected. This servant lifestyle becomes the greatest treasure taught to students and the best foundation for all of life.

NON-DISCRIMINATION POLICY

Wisconsin Valley Lutheran High School does not discriminate on the basis of race, color, national or ethnic origin, or gender in the administration of our admission policies, educational policies, scholarship programs, athletics, employment practices, and other school administered programs.

ACADEMICS AND RELATED TOPICS

ABSENTEEISM AND COURSE CREDIT

If a student is absent from a class more than five (5) times in a quarter for any reason, he/she may be subject to a grade deduction in that class at the discretion of the teacher, unless there is a doctor's written affirmation that the absence was due to medical or other reasons.

If a student is absent from a class more than ten (10) times in a semester, he/she may be subject to loss of credit for that class at the discretion of the teacher, unless there is a doctor's written affirmation that the absence was due to medical or other reasons.

ACADEMIC ELIGIBILITY

Participation in co-curricular activities at WVLHS is encouraged. These activities create another avenue of education for students with special interests and talents. Activities covered by the eligibility guidelines include, but are not limited to:

1. All organized athletics
2. Non-graded/credited music/forensics/drama groups and competitions
3. All student organizations, committees and clubs

The following guidelines will be used:

1. To be eligible, the student is required to maintain a GPA of 2.0 or higher and have no grade lower than a "D-".
2. Grades that determine eligibility are first date of practice or meeting, mid-term and quarter report grades.
3. A student must meet eligibility requirements to begin participating in a sport/group/club/organization/committee. Students who are ineligible to participate when an activity begins may gain eligibility by meeting academic standards.
4. If a student becomes ineligible after joining or being elected or appointed to a team/group/club/organization/committee, **ineligibility begins at 7:00 a.m. on the day after grades are released.**
- 5. FOR ALL SPORTS/GROUPS/CLUBS/ORGANIZATIONS/COMMITTEES, INELIGIBLE STUDENTS MAY NOT PRACTICE, COMPETE, PERFORM, ATTEND MEETINGS OR COMPETITIONS AS PART OF THE TEAM (HOME OR AWAY), NOR HELP WITH ACTIVITIES.**
6. Students who become ineligible at **mid-term report time** may regain eligibility by meeting academic standards following a period of 5 scheduled school days and nights.
7. Students who become ineligible at **quarter report time** may regain eligibility by meeting the academic standards following a period of 15 scheduled school days and nights.
8. Fourth quarter grades will determine eligibility for the beginning of the next school year for those activities which begin at or prior to the start of the school year.
9. Eligibility may be removed by the school for disciplinary reasons (such as, but not limited to, drug or alcohol possession, use or abuse at or away from school).
10. In rare instances, the administration may, after conferring with the student, his/her teachers, advisor and/or coaches, parents/guardians, as well as the Athletic Director, grant special exemptions from ineligibility. It must be determined that the student is performing to the best of his/her God-given abilities and if such participation would be of special benefit to the student.

ATHLETIC ELIGIBILITY

WVLHS currently offers co-ed soccer and girls' volleyball in the fall, boys' and girls' basketball in the winter, and girls' and boys' track and field, boys' golf, boys' baseball (co-op) and girls' softball (co-op) in the spring. All students who participate in the sports program must meet the requirements of the Wisconsin Interscholastic Athletic Association as well as the above eligibility requirements of WVLHS.

ATTENDANCE

It is important for the academic development of students that they not miss school any more than absolutely necessary. Since there are usually enough unavoidable absences that come up in the course of a school year, parents /guardians are encouraged to plan trips, doctor appointments, etc. so as not to interrupt school attendance. Family trips, etc. must have prior approval by the administration, and it is always the student's responsibility to obtain missed assignments from the teachers. **Trips taking the student out of class for more than a couple of days are greatly discouraged.**

Parents/guardians are expected to call or email the office before 8:30 a.m. to report an absence and indicate the reason for the absence. If a call or email is not received by that time, the office will call the parent/guardian to determine the nature of the absence. **(If a call is received from a parent/guardian, no note or email is**

necessary.) Parents may also request homework for the day to be picked up at the office **after 3:30 p.m.** **All absences must be accounted for in our office files.**

An Excused Absence entitles the student to make up work or tests. Generally, absences will be excused only for reasons such as personal illness, family emergencies, or a death in the family.

Pre-Arranged Absences for college visits (juniors and seniors) or a planned absence for family reasons require a Pre-Arranged Absence Form to be on file in the office prior to the absence for it to be excused. **In order to help us better serve our students, pre-arranged absences MUST be cleared with the administration at least the day prior to the absence.** This will enable the student to take care of assignments and other details.

Unexcused Absences include such situations as oversleeping or missing a ride, conducting any type of business that should be taken care of outside of school hours, or if the parent/guardian fails to call or send an email on the date of the absence. **An unexcused absence may, at the discretion of the teacher, disqualify a student from receiving total credit for make-up work.**

***Any student with an unexcused absence may not, on that day, attend or participate in any school or co-curricular activity—athletic, dramatic, musical or otherwise.**

***A student must be in attendance by 11:00am in order to participate in a practice, or school, or co-curricular activity that day, unless the absences is a pre-arranged absence which receives prior administrative approval.** If a student becomes ill, needs to lie down for more than one class period, or is injured and needs to be released from school, a parent/guardian will be notified by the office. If for any reason (other than illness/injury) a student needs to leave school, he/she must have the completed Pre-Arranged Absence Form on file in the office stating the date, time, and reason for dismissal.

CHRISTIAN SERVICE

We find in Scripture many instances where Christ calls His people to serve others. In Matt. 20:28, Jesus says, "...the Son of Man did not come to be served, but to serve." As a school we want to encourage our students to follow Jesus' example. To assist in teaching the value of service and servant leadership, WVLHS has instituted a service hour graduation requirement. Each student must complete 5 hours per semester in attendance. Students may begin to accumulate hours for the following school year beginning after the end of the current school year. The hours must be verified by an adult supervisor or person for whom the work was done. Service Hour Forms are available through the office and on our website. **Students must complete all required service hours in order to receive a diploma.**

COLLEGE VISITS

Prior to making a selection of a college, students and their parents are encouraged to visit several colleges. These visits are to be considered excused absences.

FIELD TRIPS

Some classes or groups will take field trips. If students will miss classes, a Field Trip Form will be distributed by the supervising teacher to the students who will get the proper signatures in order to be excused for the field trip. **Work due on the day of a field trip must be handed in that day. If tests or quizzes are missed, the student must make arrangements for the make-up prior to the field trip.** It is the student's responsibility to contact the teachers regarding work assigned in missed classes.

GRADING

The grading system at WVLHS promotes the learning process. It is a communication between teacher and student, teacher and parent, and the student and parent. The grading system will establish high standards for both the academically gifted and the average student and will strive to accurately report student achievement and skill. A grade at WVLHS is a professional judgment by a teacher of a student's progress and represents an evaluation of the student's achievement: meeting the requirements and objectives of the course. This means satisfactorily completing assignments on time, passing tests satisfactorily, and participating in class as required. Grades will be issued as letters and GPA. The grading scale is as follows:

<u>Letter Grade</u>	<u>Percents</u>	<u>Grade Point</u>	<u>Dual Credit Grade Point</u>
A	95-100%	4.00	5.00
A-	92-94%	3.67	4.67
B+	89-91%	3.33	4.33
B	85-88%	3.00	4.00
B-	82-84%	2.67	3.67
C+	79-81%	2.33	3.33
C	75-78%	2.00	3.00
C-	72-74%	1.67	2.67

D+	69-71%	1.33	2.33
D	65-68%	1.00	2.00
D-	62-64%	.67	1.67
F	0-61%	0.00	0.00
I	Incomplete	0.00	0.00

An “I” grade may be given at the end of an academic grading period if there is incomplete work for reasons **beyond the student’s control**. The student will have two (2) calendar weeks to complete and submit the assigned work. Once the work is graded, the “I” will be removed and replaced with the newly calculated grade. **At the teacher’s discretion, the “I” will become an “F” if all of the work is not completed.**

The student and parents/guardians will be informed on the mid-term report of the danger of failing. It is always wise for parents to review their student’s grades frequently and contact the teacher when necessary. Christian love demands teachers' cooperation with parent and student. Students who fail a course will generally need to make up that course (or a similar one) to stay on schedule for graduation. Semester grades will be determined either as points or as a percentage of two quarter grades and the final exam, as determined by the teacher. The final semester grade will be the only grade entered on the student’s academic achievement record or transcript

GRADUATION REQUIREMENTS

GENERAL

Theology	.5 credit for each semester at WVLHS	Varies
Technology	Computer I	1 credit
English	English I, II, III, and IV	4 credits
Fine Arts	Art, Choir, Band	1 credit
Foreign Language		1 credit
Mathematics	Any three courses	3 credits
P. E./Health	1.5 credits PE and .5 credit Health	2 credits
Science	Any three courses	3 credits
Social Studies	World History(1.5), Am History(2)	3.5 credits
Electives		3.5 credits
Service Hours	5 hours for each semester at WVLHS	
TOTAL		22 Credits + Theology

COLLEGE PREP

Theology	.5 credit for each semester at WVLHS	Varies
Technology	Computer I	1 credit
English	English I, II, III, and IV	4 credits
Fine Arts	Art, Choir, Band	1 credit
Foreign Language	2 years of the same language	2 credits
Mathematics	Any three courses including Algebra II	3 credits
P. E./Health	1.5 credits PE and .5 credit Health	2 credits
Science	Any three courses including Chemistry	3 credits
Social Studies	World History(1.5), Am.History(2)	3.5 credits
Electives		4.5 credits
Service Hours	5 hours for each semester at WVLHS	
TOTAL		24 Credits + Theology

ACADEMIC HONORS

Theology	.5 credit for each semester at WVLHS	Varies
Technology	Computer I	1 credit
English	English I, II, III, and IV	4 credits
Fine Arts	Art, Choir, Band	1 credit
Foreign Language	3 years of the same language	3 credits
Mathematics	Any four courses including Pre-Calculus	4 credits
P. E./Health	1.5 credits PE and .5 credit Health	2 credits
Science	Any four courses including Chemistry & Physics	4 credits
Social Studies	World History(1.5), Am. History(2)	3.5credits
Electives		1.5 credits
Service Hours	5 hours for each semester at WVLHS	
TOTAL		24 Credits + Theology

In addition to credits earned, other requirements must be met prior to receiving a diploma, report card or release of any form of transcripts:

1. **Service hours complete and recorded through the office.**
2. **All fees and fines paid. This includes past due tuition.**
3. **All uniforms returned.**
4. **All books returned.**
5. **All required classes completed and passed.**
6. **All lockers cleaned out satisfactorily.**

HOMEWORK

The curriculum of WVLHS is geared to provide the student with necessary guidance in independent study. Some time for supervised study is provided in most classes each day. However, every student should expect to average one to two hours of homework per school day. When requested, teachers will attempt to be available to provide additional instruction and assistance with class work. Parents are urged to keep abreast of their student's progress by talking with their student, checking grades in Power School and if necessary, contacting teachers. Parent visits with teachers need to be pre-arranged rather than impromptu, allowing the teacher to prepare the necessary documents to share with the parents.

MAKE-UP WORK AND ASSIGNMENTS

Students who are absent from school are responsible for checking with teachers for work to be made up. If a student is absent for an extended period of time, the school should be contacted for assignments so that the student will not fall too far behind in work upon return to school. Please allow one day to gather all assignments. As a guideline, the rule of "a day of make-up time for a day of absence" should be followed for deadlines on make-up work—this will be at the teacher's discretion. ***However, missing only the day of a test will not earn extra make-up time. The student will be required to make up the test in class or after school upon their return.**

HONOR ROLLS

High Honors:	3.80 – 4.00 GPA
Honors:	3.40 – 3.79 GPA
Honorable Mention:	3.00 – 3.39 GPA
For all levels:	No grade shall be below a "C"

NATIONAL HONOR SOCIETY

National Honor Society membership is open to any junior or senior in attendance at WVLHS for at least one year and earning a 3.5 cumulative G.P.A. Selection is determined by a faculty committee that evaluates evidence of scholarship, leadership, character and service of students eligible for membership. Induction of new members occurs annually.

SCHEDULES AND SCHEDULE CHANGES

Through working with the Academic Advisor and teachers, student course requests are made in the spring (with parental approval) for the coming school year. Schedules are then finalized by the administration over the summer. On occasion, a change in course load is necessary to meet required educational objectives, these changes will be made at no charge. Sophomores, juniors or seniors will not be allowed to drop courses. Courses may be added during the first two weeks of each semester; a student generating this course change will be assessed a \$10.00 Course Change Fee. Freshman may add and drop courses during the first two weeks of each semester; there will be a \$10.00 Course Change Fee assessed for these changes. **NO CHANGES WILL BE ALLOWED AFTER THE FIRST TWO WEEKS OF EACH SEMESTER.**

SEMESTER FINAL EXAMS

The last five (5) school days of the semester will be reserved for semester-ending activities. The first two days will be regular class days and may be utilized for review if the teacher chooses. This time is essential and valuable to the student and teacher in preparation for the final exam. These culminating activities are important teaching tools. The last three days will be set aside for the semester final exams. The final exam schedule will be prepared and distributed to each faculty member and student in sufficient time for exam planning. The schedule will contain all essential information in regard to dates, times, etc.

While taking final exams is an important part of the educational process, allowing an exemption for final exams is the school's way of recognizing superior achievement. It is viewed as a benefit to the student for doing an outstanding job academically through an entire semester. Therefore, any freshman, sophomore, or junior may be exempt from one (1) final exam in each semester and any senior may be exempt from two (2) final exams in each semester provided:

1. Both quarter grades are an “A”.
2. The teacher allows the exemption. Some teachers may not allow any exemptions.
3. The student completes an exemption request form, gets the appropriate signatures, and **turns the form into to the office by the set deadline.** (These forms will be available in the office prior to the exam days.)

STUDENT PROGRESS

Parents/guardians and students will be informed of academic progress through the internet, mid-term reports and report cards. Mid-term reports, issued at the midpoint of each quarter, will indicate a student’s grade to that point and may include helpful comments to ensure achievement or remedy deficiencies. Mid-term reports will not be included in official transcripts. Report cards will be issued at regularly-scheduled times as printed in the school calendar.

Formal parent/guardian-teacher conferences will be offered after the first quarter, however, parents/guardians and students are encouraged to meet with teachers as often as necessary to discuss strategies for continued achievement and improvement. Parents/guardians and students with severe academic or behavioral issues may request to meet with all of the student’s teachers in a joint conference. The academic advisor will arrange these joint conferences.

STUDY HALLS – 3 Tiered System

Parents may contact the office at any time to have their student assigned to Formal Study Hall in order to encourage good study habits for their student.

FORMAL STUDY HALL:

Rationale: In order to encourage students to develop good study habits and give students a quiet work environment.

- Guidelines:**
1. All freshmen will be assigned to Formal Study Hall through the end of their first semester to encourage good study habits.
 2. Students who are determined to be academically ineligible for co-curricular activities at mid-term or end of a quarter, will be assigned to Formal Study Hall to encourage good study habits.
 3. Students who have demerits will be assigned to Formal Study Hall to encourage self control and adherence to the school rules.
 4. Students who are assigned to Formal Study Hall, must report to the assigned Formal Study Hall during each of their study hall periods and do not have the option to move between study halls.
 5. Formal Study Hall will be open to all students seeking to take advantage of a quiet study environment.
 6. Excessive talking or disruptions will not be tolerated and demerits will be assigned at the discretion of the study hall monitor.
 7. Phones/wearable or other devices are not allowed in Formal Study Hall.
 8. Students must have permission to use a computer during Formal Study Hall which will be used ONLY to complete assigned work.
 9. Only light snacks (at the discretion of the study hall monitor) and water will be allowed in Formal Study Hall. Formal Study Hall students will not have use of the kitchen during study hall periods.

OPEN STUDY HALL:

Rationale: At times, students may choose to be more social during study hall periods rather than work quietly. Open Study Hall is designed for those who desire quiet and controlled conversation while working.

- Guidelines:**
1. Students must be academically eligible for co-curricular activities to take advantage of Open Study Halls: G.P.A. of 2.0 or higher and no grade below a D-. Eligibility will be determined by the mid-term and quarter report card grades.
 2. Students who earn Open Study Hall eligibility at the end of the 4th quarter will be eligible for Open Study Hall the 1st quarter of the following school year.
 3. Freshmen will be eligible for Open Study Hall after the completion of their first semester at WVLHS.
 4. Students must be demerit free in order to earn and maintain this privilege. If at any time a student receives demerits, they automatically forfeit this privilege and will report to Formal Study Hall until all demerits are wiped clean from their record (minimum of 30 days). Students who have earned Open Study Hall may lose this privilege due to any behavior issue.
 5. If a student who has earned Open Study Hall desires to collaborate with a student who has not earned Open Study Hall, they must do so quietly in the Formal Study Hall setting.
 6. Students who have earned Open Study Hall may choose to attend Formal Study Hall for a quiet study environment or to collaborate quietly with another student.

7. A student who is eligible for Open Study Hall may choose to start a period in Formal Study Hall and move to Open Study Hall during the same period, but may not move from Open Study Hall to Formal Study Hall during a class period.
8. Phones/wearable or other electronic devices are not allowed in Open Study Hall.
9. Students must have permission to use a computer during Open Study Hall which will be used ONLY to complete assigned work.
10. Food and drink will be allowed in Open Study Hall, however, only light snacks and water will be allowed in the gym if an Open Study Hall is scheduled there or in classrooms. Open Study Hall students will not have use of the kitchen during study hall periods.

HONORS STUDY HALL:

Rationale: In order to encourage students and provide incentive to students to push themselves academically.

Guidelines: 1. To be eligible for Honors Study Hall, students will have earned a 3.5 or higher G.P.A and have no grade lower than a D-. Eligibility will be determined by the mid-term and quarter report card grades.

2. Students who earn Honors Study Hall eligibility at the end of the 4th quarter will be eligible for Honors Study Hall the 1st quarter of the following year.
3. Freshmen will be eligible for Honors Study Hall after the completion of their first semester at WVLHS.
4. Students must be demerit free in order to earn and maintain this privilege. If a student receives demerits, they automatically forfeit this privilege and will report to Formal Study Hall until all demerits are wiped clean from their record (minimum of 30 days). Honors Study Hall students may lose this privilege due to any behavior issue.
5. If a student who has earned Honors Study Hall needs to collaborate with a student who has not earned Honors Study Hall, they must do so in a differently structured study hall rather than the Honors Study Hall.
6. A student who is eligible for Honors Study Hall may choose to start a period in Formal Study Hall and move to Open or Honors Study Hall during the same period, but may not move from Open or Honors Study Hall to Formal Study Hall during a class period.
7. Honors Study Hall students may use their phones/wearable or other devices using headphones at a volume such that others cannot hear. NO phone calls will be allowed.
8. Food and drink will be allowed in Honors Study Hall, however, only light snacks and water will be allowed in the gym if an Honors Study Hall is assigned there or in classrooms. Honors Study Hall students may use the kitchen.

TARDINESS

Punctuality is expected at all times and for all situations at WVLHS. The primary goal is to get students in class on time, increase time on task in the classroom, and improve academic performance. Students who learn to be prompt and attentive at school are more likely to earn good grades and be prompt and attentive at work or college. Every student is to be at their assigned class or at Chapel before the 8:00am bell. Students who are tardy for the beginning of the school day must report to the office for a pass before going to class. Oversleeping, traffic, running low on gas, missing a ride, forgetting something, etc. are not excusable reasons for tardiness. If a student is detained by a teacher, he/she should have a pass from that teacher to be excused from tardiness to the next class. At the discretion of the teacher, the need for a student to get materials for a class which were forgotten before class, may result in an unexcused tardy because of unpreparedness. ***All teachers are to report unexcused tardies to the office on the day on which they occur. When a student accumulates three (3) unexcused tardies (regardless of the time span), he/she will serve an after school detention and pay the detention fee.**

TECHNOLOGY

The school computers are available for student use with a pass from a teacher. Computer games are not to be played unless assigned by a teacher. Students are not to install or use software other than that provided by the school. In order to use the school's computers and access the internet, the student and his/her parents/guardians must sign a behavior contract of proper usage. Any student acting in violation of this contract or otherwise misusing the computers will be subject to fines, loss of computer/internet privileges and/or other disciplinary actions. Students may use the computer lab when open during study halls and the laptop computers to work on homework or special projects **only with a pass from the assigning teacher.**

TRANSFER OF CREDITS

Credits transferred to WVLHS will be evaluated by the Administration. In order to ensure credit toward graduation for courses taken in summer school or night school, or through a post-secondary institution, the student must obtain the approval of the administration prior to enrolling.

DISCIPLINE AND BEHAVIOR EXPECTATIONS

DISCIPLINE SYSTEM

Because of its commitment to the Good News of Jesus Christ and to each individual student, WVLHS attempts to motivate students to appropriate behavior as a response to God's ongoing presence in their lives through the Holy Spirit. WVLHS teachers and administrators always seek first to accept and love the student and always affirm his/her self-worth as a forgiven child of God. It is the student's negative behavior which hurts the student, others, the school culture and/or the purpose of the greater school community that must be subject to consequences. To this end, a school community needs a discipline system to set forth and enforce its values and expectations, and the school will also use appropriate educational strategies for behavioral management to assist them in enabling appropriate behavior by its students. WVLHS does not practice any form of corporal or physical punishment.

It is expected that students will participate in the spiritual mission and ministry of the school, and attend to their own and others' spirituality. Students will show respect and courtesy toward faculty members, themselves, and others. Students will respect school property and the property of others. Students are responsible for their own choices and behavior. Students will behave in a way that maintains a safe and healthful environment. Students are expected to be truthful and sincere with all faculty members and other students. Students are expected to refrain from cheating and other dishonest behavior.

Students who decide not to adhere to the expectations at WVLHS will be assigned demerits. Any faculty member may report infractions and assigned demerits to the administrative offices, where consequences will be determined by the administration. Demerits accumulate throughout the school year; however, on the day four weeks from the date the demerit was given, the demerit will be removed. If the demerit was assigned within 30 days of the end of the school year, it will be disregarded at the beginning of the following school year unless additional demerits are assigned, then the consequences of Formal Study Hall will be increased by the number of days remaining from the previous school year. Demerits are assigned according to the schedule that follows. See the paragraphs following the schedule for further discussion of particular rules.

RULE VIOLATED	NO. OF DEMERITS
Out of class without a pass	2
Dress code	2
Public display of affection	2
Note passing during class	2
Cell phone/devices during school hours without permission (3 rd offense)	3
Disruptive behavior	5
Disrespect to faculty	5
Lying	5
Profane language or gestures	5
Academic dishonesty-minor	10 plus academic penalties
Skipping class	15
Cell phone/device use in restrooms/locker rooms in non-emergency situations	15

MAJOR RULE VIOLATIONS	NO. OF DEMERITS
All major rule violations carry additional 2nd offense consequences	
Academic dishonesty-major	20 plus academic penalties
Harassment/Bullying	20
Pornography	20
Property Damage/ Vandalism	20
Stealing	20
Drug, tobacco, or alcohol possession/use on campus	20
Weapon in school	25

NO. OF DEMERITS	CONSEQUENCE
6	Letter/email home from office
10	Letter/email home from office, detention assigned and \$10.00 detention fee collected
15	Parent called by an administrator, letter/email home, two detentions assigned and \$10.00 fee per detention collected
20	Parent called by an administrator, one day in-school suspension assigned
25	Parent called by an administrator, two day in-school suspension assigned
30	Administration will determine consequences including possible expulsion

ACADEMIC DISHONESTY

Academic dishonesty, or cheating, is defined as giving or copying answers, homework, or other assignments. Copying may be from another student, a written source, or from an electronic source such as the Internet. In the case of copying, both the student that copies and the student who supplies the source will be subject to penalties.

Flagrant academic dishonesty or cheating on major assignments may result in course failure.

1ST OFFENSE: Teachers will collect the work of the student(s) involved, mark a zero for the work; assign demerits; notify parents/guardians and the administration.

2nd OFFENSE: Teachers will collect the work of the student(s) involved, mark a zero for the work; notify parents/guardians and the administration; demerits assigned. **MINOR:** one day in-school suspension assigned and. **MAJOR:** two-day in-school suspension assigned.

ALCOHOL AND DRUG POLICY

Students are not to purchase, possess, use, sell, distribute, or be under the influence of alcohol, illegal drugs, or excessively caffeinated beverages at school or during school activities. Illegal drugs include illegal drugs, controlled substances, or prescription or over-the-counter drugs that are used improperly. The purchase, possession, use, sale or distribution of alcohol or illegal drugs may result in expulsion and could lead to criminal prosecution. Students found to be purchasing, in possession of, using, selling or distributing alcohol or illegal drugs will be put on probation and will be required to complete a drug rehabilitation /counseling program agreed upon by the administrator and parents. Any of these actions may result in expulsion and can lead to criminal prosecution. WVLHS reserves the right to require any student to submit to a drug test when there is "reasonable suspicion" that the student has been involved in the use of a controlled substance. If a student refuses to submit to the test, he/she will be expelled from school and re-admittance will be considered upon the completion of a drug rehabilitation/counseling program agreed upon by the administration and parents. If a student submits and tests positive, he/she will be required to enroll in and complete a drug rehabilitation/counseling program agreed upon by the administration and parents. If the student refuses to enroll in such a program after testing positive, he/she will be expelled permanently. The goal of WVLHS is to help students fully understand the dangers of drug and alcohol use and to support them as they develop a healthy God-pleasing lifestyle.

ANTI-HARASSMENT/ANTI-BULLYING POLICY

Wisconsin Valley Lutheran High School will not tolerate any form of harassment or bullying, whether it is based on race, age, gender, religion, disability, or national origin. During attendance at WVLHS, it is expected and required that students, parents and staff will treat all people with respect and courtesy. No one may engage in conduct toward any other person that tends to degrade, harass or bully them. ***Any incident of harassment/bullying should be reported to appropriate school personnel immediately.**

IF HARRASSMENT/BULLYING OF ANY TYPE OCCURS

1ST OFFENSE: Student meets with administration concerning behavior. Warning and demerits are given; parents/guardians contacted by administration.

2nd OFFENSE: Immediate removal from school that day; two day in-school suspension assigned; probable expulsion.

IF PHYSICAL ABUSE OR ASSULT OF ANY TYPE OCCURS

1ST OFFENSE: Immediate removal from school that day; minimum 3 day out-of-school suspension; meeting involving student and administration; possible referral to law enforcement agencies; parent/guardian conference with administration to request re-admittance; behavior contract written; six-week probation.

2nd OFFENSE: Immediate five-day out-of-school suspension; possible referral to law enforcement agencies; parent/guardian conference with administration; probable expulsion.

DRESS GUIDELINES

No standard for dress and grooming will please everyone. Fashions change and no manual can provide every answer to the potential choices which will confront the students of WVLHS. Here as in other matters, students are called upon to combine their knowledge of Jesus' will with a dose of common sense and Christian stewardship.

***These guidelines apply from the time the student arrives at school until the time the student departs from school. The guidelines also apply to ALL school related activities. The exception is athletic clothing (wind pants, sweatpants, athletic shorts) in good repair which may be worn to after school events as is appropriate.**

These guidelines are intended to help students make appropriate decisions regarding dress. Any clothing or "look" which is determined to be disruptive to the educational process will be restricted. The administration will make final decisions about acceptability. In the case of a correctable dress code violation, the student will be assigned demerits and make the correction. If the violation is not correctable, the student will receive demerits and will be required to wear clothing available through the office. If other clothing is not available through the office, the student will receive demerits and be held out of class until appropriate clothing can be brought from home.

1. Students should wear apparel and accessories that are not offensive to our Christian standards. Examples of offensive items are pictures or messages that are vulgar, suggestive, drug, alcohol or gang related, offensive tattoos, or excessive jewelry. Chains and spiked jewelry are not appropriate.
2. No body piercing other than ears or small nose studs is allowed.
3. Students should dress appropriately for school. No underclothing, bare midriffs or backs should be visible. **Examples of inappropriate clothing are clothes with holes, tears, excessive frays or dirt, sweatpants, wind pants, pajama pants, P.E. shorts, athletic shorts, hats, and sweatbands.**
4. Jeans or other pants with small frays are allowed as long as the article of clothing does not allow one to see skin or other clothing underneath.
5. Students should dress with modesty and restraint. The length of dresses, skirts and shorts must be at least to the finger tip of the middle finger when standing with arms straight down at the sides and shoulders relaxed.
6. **Leggings, yoga pants, tights, etc. may ONLY be worn under finger length dresses, skirts, or shorts.**
7. Sweat pants, wind pants, fingertip length athletic shorts will be allowed on special days with permission from the administration. Leggings, yoga pants, tights, etc. will not be allowed at any time unless worn with a fingertip length dress, skirt or shorts.
8. **Visible cleavage is not acceptable.** Clothes that are too tight, too low or too high should not be worn.
9. Tank tops must have shoulder straps at least 1.5 inches in width. Shirts with cut off sleeves are not allowed. Arm holes must not fall below the mid-chest line at the discretion of the administration. **NO CHEST SHOULD BE VISIBLE.**
10. Hairstyles should reflect moderation and careful grooming and not bring attention to one's self. Hair should be clean, well-groomed, and naturally colored. **With the permission of the administration, hair may have unnatural colored tips or strips in support of a cause.** Mohawks are not an acceptable hair style.
11. **Facial hair must be neatly trimmed.**
12. Footwear must be in good repair and worn at all times. Slippers or aqua shoes should not be worn.
13. There will be special dress days scheduled throughout the school year. **Students who choose not to participate in special dress days must adhere to regular dress guidelines.**

PHONES/WEARABLE OR OTHER DEVICES

Students are not permitted to use phones/wearable or other devices such as, but not limited to smart watches on school grounds during regular school hours without permission. The exception is that phones/wearable or other devices may be checked at the locker between classes and used in Honors Study Hall by those who have earned that privilege. Phones/wearable or other devices must be kept in the lockers unless otherwise directed by the teacher. Any use of or interruption from a student's phone/wearable or other device will result in demerits and the phone/device will be confiscated and turned in to the office.

1st OFFENSE: phone/wearable or other device turned in to the office and returned to the student at the end of the school day.

2nd OFFENSE: phone/wearable or other device turned in to the office and parent permission is required to return it to the student at the end of the school day.

3rd OFFENSE: phone/wearable or other device turned in to the office and returned only to a parent. Demerits are assigned. For the following 30 days, the phone/wearable or other device must be handed in to the office each day before the 8:00am bell and can be picked up by the student at the end of each school day.

Unauthorized use of a phone/wearable or other device during a test or normal class period for any reason will be automatically considered cheating and appropriate academic and disciplinary actions will be taken.

No taking of or other use of phone/wearable or other device photographs/videos is permitted during the normal school day without permission. *Particularly, no digital camera/phone/wearable or other device photographs/videos are permitted in the restrooms or locker room areas at any time. Violation of this prohibition is a serious offense to state law. Because phones/wearable or other devices may also function as data storage devices, students' phones/wearable or other devices brought to school are subject to inspection and review by school faculty pursuant to the school's normal search & seizure policy and administrative discretion. At the sole discretion of the administration, any contraband content or content deemed to be inappropriate may be grounds for further discipline. (Christian Law Association, copyright 2006)

PORNOGRAPHY

Because of our respect for all aspects of God's creation, pornography of any kind is not allowed at WVLHS. This includes photographs, videos, music, printed material, any content found on a cell phone or other electronic device or accessed on the internet, or any item that is sexually inappropriate or suggestive, as determined by the administration.

1st OFFENSE: Student meets with administration concerning behavior. Warning and demerits are given; parents/guardians contacted by administration.

2nd OFFENSE: Immediate removal from school that day; two day in-school suspension assigned; possible expulsion.

SCHOOL TRUANCY

School truancy will be considered an unexcused absence with additional consequences.

1st OFFENSE: two hours of detention for **each** class period missed; \$10 fee for each hour served; two week probation period.

2nd OFFENSE: one Saturday detention from 8:00am to 3:00pm and a \$200.00 detention fee; attendance contract written and accepted by the student and family before student is allowed to return to class.

FURTHER: Review of attendance contract with the parent/guardian, student and administration; could result in suspension or expulsion for the semester.

STEALING/PROPERTY DAMAGE/VANDALISM

Stealing is defined as someone taking anything that does not belong to him/her without specific permission from the owner. This includes borrowing something without permission, whether the item belongs to another student or to a faculty member. Accidental damage should be reported to the school office immediately. Students who steal or willfully destroy/vandalize school or other's property:

1st OFFENSE: Demerits are given; students will provide restitution and/or work to repair damage; possible referral to law enforcement agencies; student meet with the administration.

2nd OFFENSE: Student will provide restitution and/or work to repair damage; parent/guardian conference with administration; two day in-school suspension assigned; possible referral to law enforcement agencies; possible expulsion.

WEAPONS

NO weapons are allowed on school grounds. Weapons include, but are not limited to: firearms, knives, chains, clubs, or any implement which may be used to hurt others. Any student in possession of such items will meet with the administration; be subject to immediate suspension; face possible expulsion; be reported to the local law enforcement agency.

1ST OFFENSE: Referral to law enforcement; immediate removal from school that day; minimum 3 day out-of-school suspension; student meeting with administration; parent/guardian conference with administration to request re-admittance; behavior contract written; six-week probation.

2nd OFFENSE: Referral to law enforcement; immediate five-day out-of-school suspension; parent/guardian conference with administration; probable expulsion.

Candy/Gum/Food/Drink-Demerits can be given for gum chewing in classes in which gum is not allowed. Students may have candy, food, and/or drinks in the classrooms with specific teacher permission on special occasions. **Open drinks and food containers are not to be placed in lockers.** Water may be consumed in class but it shall not impede learning nor cause undue bathroom breaks.

Fidget Devices – Fidget devices of any sort will only be allowed in school when a student has an IEP or 504Plan indicating the need for such a device. If such a plan is not on file in the office, the fidget device will be turned in to the office and demerits will be given for disruptive behavior.

Fireworks-No fireworks are allowed on school grounds

Littering-Students are expected to cooperate with faculty as part of the Valley Family in keeping school buildings and grounds clean and neat.

Note Passing-Students may not pass notes during class periods or study halls.

Passes and Skipping Class-Students are expected to be in the classroom prior to the beginning bell and remain for the entire class period. Students who need to leave the room for any reason must have a pass from the classroom teacher. **Students who do not report to class or study hall as assigned are considered to be skipping class**

Profanity-Cursing, vulgar or suggestive language or gestures are disrespectful to faculty and fellow students and offensive to our Christian focus. Such language/gestures, verbal or nonverbal, will not be tolerated.

Public Display of Affection-Kissing, intimate embracing, and other public displays of intimate behavior are inappropriate at any time at WVLHS.

Tobacco-Students are not to be in possession of, smoke or use any tobacco products at school or at school activities. Tobacco products or other smoking materials found on students, in lockers, bags, etc., or in cars will be confiscated, law enforcement will be notified, and the administration will notify the student's parents/guardians.

DISCIPLINE CONSEQUENCES

Detention-As noted in the discipline system, if a detention is assigned, a letter/email will sent home to the parents. There is a \$10.00 Detention Fee assessed for each detention served to pay for a detention supervisor. Saturday detentions carry a \$200.00 Detention Fee.

In-School Suspension-During in-school suspension, the student will be isolated from the student body for the entire school day. They will be given assignments to work on during their time in suspension. These rules may seem unfair to the parent/guardian, but please realize that the student's actions are unfair to everyone else. We expect the parent/guardian to take other actions to insure that repetition of these behaviors DO NOT occur.

Behavior Contract-When it becomes necessary to issue a behavior contract, the student, parents/guardian(s), and the administration will meet to agree on specific behavior expectations and consequences. This is a serious step in the discipline system and every effort should be made to uphold the contract. The student is placed on probation for the length of the contract.

Out-of-school Suspension-The out-of-school suspension will be used for serious offences at the administrations' discretion. The student is not allowed to be in attendance at or to participate in any day/evening school activities for the duration of the suspension.

GENERAL INFORMATION AND GUIDELINES

Advanced Placement-Through the Advanced Placement Program sponsored by the College Board, high school students can receive credit, advanced placement or both from thousands of colleges and universities which participate in the AP Program. AP exams may be scheduled through the academic advisor and parents will be responsible for all fees associated with taking the AP exams.

After School Policy- All students should be out of the building by 5:00pm unless they are remaining for a scheduled, school-sponsored activity. **If transportation needs require a student to remain in the building after 5:00pm, if supervision after 5:00pm cannot be arranged, the student will be allowed to remain in the main entrance of the school building until their ride arrives.**

Books-Books will be issued at the beginning of the class. To obtain a replacement book, check with the teacher. Students are responsible for the condition of the books. No writing is permitted in textbooks except by direction of a teacher. Fines for lost or damaged books will be assessed at the end of the school year and are the responsibility of the parent/guardians.

Chapel-Students, faculty and staff will most often meet weekly for Chapel. This worship time is a highlight of the school week and consequently, students are expected to attend and conduct themselves with Christian reverence for God's Word.

Copies-Occasionally students will misplace things that were handed out in class. If that occurs, there will be a charge of .10 per page for additional copies.

Dances-Throughout the school year, students at WVLHS will have the opportunity to participate in dances. Each dance will be chaperoned by faculty. Students are to arrive no later than 30 minutes after the dance has begun. **Once at a dance, students MUST stay until the end of the dance. Students may leave early ONLY with written permission from parents/guardians. Once students leave they may not return.** A student requesting to bring a guest from outside of the WVLHS student body must submit the completed Guest Permission Form at least one weekday prior to the dance. Guests must be of high school age, enrolled in and currently attending high school. All school policies will apply for each student and their guest(s); exceptions may be made prior to the event per the administration.

Drug Dogs- For student safety and health and to protect the culture of the school, random drug-sniffing dog sweeps will be performed on our campus both inside and in the parking lot. All lockers, student bags and cars will be part of the sweep and are open to search by law enforcement personnel.

Dual Credit-Every student is required to take core subject classes at WVLHS. On-line dual credit courses are offered to juniors and seniors as electives. These classes are offered through accredited universities and can be used to earn college credit and high school elective credit. For WVLHS, these classes are calculated on a 5.0 grading scale. Students are encouraged to check with their university of choice to be sure that the credits earned will transfer. Students complete dual credit assignments during their study halls and other free time. All costs for dual credit classes are the responsibility of the parents.

Due Process Procedures-Situations may arise at WVLHS throughout the school year that may cause parents, teachers, and students concern. Resolving these situations quickly is beneficial for all parties involved. WVLHS adheres to Matthew 18, therefore, the following steps should be followed:

1. Contact the appropriate member of the faculty or administration
2. Contact the school administration, if necessary

Emergency Drills- Fire Drills - leave the building in a quiet, orderly fashion by means of the nearest exit (routes are posted in each room). Remain in the designated area until a school official indicates that return to the building is safe. If the school building has been evacuated, student pick-up will take place at the Cold Storage facility at the intersection of Maple Ridge Road and Old Hwy 51.

Tornado Drills - avoid window areas, protect your head, and follow the directions of the teacher or school official. For

Lock-Down (ALICE) Drills - follow the direction of the teacher or school official. If the school building has been evacuated, student pick-up will take place at the Cold Storage facility at the intersection of Maple Ridge Road and Old Hwy 51.

Emergency School Closings- Weather or other emergencies may force the school to close. Any decision to close will be aired as early as possible on the area radio and TV stations. If possible, notice will also be emailed to parents and posted on the school's Facebook page. If the closure happens during the school day, students are encouraged to call parents to make arrangements. If the school building has been evacuated, student pick-up will take place at the Cold Storage facility at the intersection of Maple Ridge Road and Old Hwy 51. Make-up days will occur if too many school days are canceled.

Entrances/Exits – All school entrances and exits will remain locked during the school day. Students are ONLY to enter and exit the school building through the main front entrance during scheduled school hours unless they are accompanied by an adult or in case of emergency.

Lockers-Each student will be assigned (a) locker(s) at the beginning of the school year. All lockers remain the property of the school. All lockers should be kept neat and clean. Each student is responsible for the condition of his/her locker as well as for his/her own property. Students are encouraged to lock their lockers at all times. It is not wise to share lockers or locker combinations; nor is it wise to bring items of significant value to school. Keys or locker combinations MUST be on file in the office. ***While we regret any loss you may experience from theft, we cannot accept responsibility for it.** Good Christian judgment needs to be exercised in how the lockers are "personalized" by individual student. Items that detract from the school's purpose are not to be kept or displayed in or on the lockers. ***Only magnets may be used to hang items on the interior or exterior of the lockers.** For the protection of all students, the administration reserves the right to search lockers or book bags at

any time. Periodically during the school year, lockers may be routinely inspected by administration. Locker Fines may be assessed for excessive filth or damage.

Lost and Found-Articles found in and around the school must be turned in to the school office. All items identified by their rightful owners may be claimed with a .25 donation to the school. Items will be given away if they are not picked up or claimed within a reasonable amount of time.

Medication Policy-Parents of students requiring prescription medication during the school day must complete a prescription medication form to be on file in the office. The medication must be stored in, dispensed through and taken in the school office. Over-the-counter medications must be supplied in the original container, marked with the student(s) name(s), stored in, distributed through and taken in the school office.

Open Campus

WVLHS has a limited open campus which allows juniors, seniors, and second semester sophomores with no demerits and with a 3.5 or higher GPA and no grade lower than a D- as determined by mid-term and end of quarter report cards, to leave the school grounds during limited times throughout the school day with a completed and signed Open Campus Form on file.

1. If a student has (a) scheduled first hour study hall(s), they may arrive at school prior to their first class **EXCEPT on days when there is Chapel or other mandatory required event.**
2. Eligible students may leave campus during lunch and active period.
3. Eligible seniors may leave campus if they have scheduled study halls during the periods on either side of lunch or active period.
4. If a student has (a) study hall(s) at the end of the school day, they may leave after their last scheduled class/event/assembly of the day.

When students must leave school during the day, missing class for a prearranged appointment, they **MUST** provide the school with a completed Pre-arranged Absence Form one day prior to the absence. In cases of missing class due to illness or emergency, contact between parent/guardian and school must be made.

When a student meets all of the Open Campus requirements and has a completed and signed Open Campus Form on file in the office, they must sign in and out at the office when leaving or arriving back on campus.

If a student is gone during open campus and is tardy for class, Chapel, or another mandatory required event:

1st OFFENSE: loss of privilege for 5 scheduled school days.

2nd OFFENSE: loss of privilege for 10 scheduled school days.

3rd OFFENSE: loss of privilege for 90 scheduled school days.

If the offense happens at the end of a school year, the discipline follows the student into the next school year. **NO EXCEPTIONS WILL BE MADE FOR OPEN CAMPUS TARDIES.** All Open Campus tardies will be reported to the parents. Three tardies earns an after school detention which also carries a detention fine payable to the detention monitor.

Students may lose Open Campus privileges for behavior issues as determined by the administration.

Phone Calls-All students making personal phone calls while at school should do so only with permission, using the office phone or their own phone in the school office. Emergency phone calls during class time are to be made only with permission from the office. Students **must** obtain a pass from their teacher to make such phone calls. All school phone non-emergency calls will be assessed a .50 charge. **STUDENTS MAY USE CELL PHONES DURING THE SCHOOL DAY TO MAKE CALLS ONLY IN THE OFFICE AND ONLY WITH PERMISSION FROM THE OFFICE.**

Pregnancy and Related Issues-Affirming that sexuality is a gift of God to be fully expressed in a marriage relationship, WVLHS is totally committed to a pro-abstinence and pro-life philosophy. We encourage and support our students in this practice. Any student who becomes pregnant or is responsible for a pregnancy will be counseled by the administration who will coordinate a team to partner with the student and parent to determine the best course of action.

Student Activities-Throughout the school year, various student groups sponsor social activities, such as dances, for the student body. All school rules apply for these events, whether held on or off campus; exceptions may be made prior to the event per the administration. A student requesting to bring a guest from outside of the WVLHS student body must submit the Guest Permission Form at least one day prior to the event. Guests must be of high school age, enrolled in and currently attending high school. Students bringing guests are responsible for their guests' behavior.

Student Bags – For school security and safety reasons, students’ backpacks/book bags/gym bags/purses must be kept in their lockers during the school day. Backpacks/book bags/gym bags/purses are not allowed in the classrooms before, during, or after the school day. Backpacks/book bags/gym bags/purses must not be left in the hallways during the day, but must be kept in student lockers at all times.

Student Planner-Each student is issued a planner at the beginning of the school year, which includes the School Handbook and Calendar. If the planner must be replaced, a \$5.00 charge is applied.

Tuition and Fees

-All tuition and fees are non-refundable.

-All tuition and fees must be current and athletic uniforms from completed seasons returned before any quarter report cards and/or transcripts of any kind will be distributed.

-All tuition and fees must be paid for the current school year, or payment arrangements made, prior to the student being allowed to begin the next school year at WVLHS.

Vehicles-All students will park in a designated area. All vehicles on campus will be subject to search as situations warrant. Students who fail to park in the designated area or who drive on campus in an unsafe manner will have their driving and parking privileges revoked. Students are not allowed to go to the parking lot during the school day without permission from the office. Students are not to leave the premises during school hours without written permission from a parent/guardian on file in the office.

Reckless Driving and/or Parking Lot Violations-Recognizing the need for safety in the parking lot, a 10mph speed limit will be observed at all times on campus grounds. Violations to the speed limit or other reckless driving may result in the suspension of parking lot privileges and a \$50.00 Parking Lot Fine assessed by the administration.

APPENDIX

These items are being implemented on a trial basis and may be adjusted, changed or revoked at any time as deemed necessary or appropriate by the administration.