

Welcome to the Rice Lake Area School District

SUCCESS Program

We would like to take this opportunity to welcome you and your parents to the SUCCESS program. We are happy you are here and look forward to working with you!

The Rice Lake Area School District's *S.U.C.C.E.S.S.* program offers students a virtual educational experience in an alternative setting. Students work online to achieve their graduation requirements as well as receive assistance with the E-Portfolio requirement for the district. Students are able to travel to the high school for classes we don't have available.

Our goal is to provide an appropriate, non-threatening learning environment, which meets the needs, skills, and learning styles of all students. We realize that each student comes to us with a different set of experiences, values, and attitudes. We value each individual that is placed in the SUCCESS program and will encourage and assist students to use these experiences, along with their strengths and interests to become successful learners and members of our community. We will celebrate our successes, and we will work through our disappointments. We will meet challenges head on and work together to make this a successful experience. We work to make this classroom a "family" environment, where we support one another, respect each other and help each other out when needed.

Please feel free to call us anytime you have a question, or drop in to see how your student is doing.

Sincerely,

Kristy Thurs,
Success Program Coordinator/Teacher
715-234-8612 Ext. 5349

Tim Lipke
Success Principal
715-234-2181 Ext. 5245

S.U.C.C.E.S.S Program

(Students Using Creative Connections to Ensure School Success)

The SUCCESS program is not a separate school but a program within the Rice Lake School District. Students are placed in this program through careful consideration of a student's needs to ensure that this will be a good fit for the student. Students follow the same expectations as the high school and are expected to abide by all District Board policies

THE SUCCESS CENTER IS LOCATED AT:

Red Cedar School
33 Ann Street
Rice Lake Wisconsin 54868
715-234-8612, Fax: 715-236-7325

TEACHER AVAILABILITY

Monday-Friday

Before school 7:45-8:05 and after school 2:50-3:30. It is advised that you call ahead to make sure the teacher is available.

STUDENT DAY

The SUCCESS Program operates according to the Rice Lake High School guidelines and follows the District calendar. The SUCCESS program is closed when the Rice Lake School District is closed. In case of a snow emergency, listen to one of the following radio station WJMC-1240 AM/96.1 FM or WAQE 97.7 FM or check the school website. PLEASE DO NOT CALL THE SCHOOL!

DAILY SCHEDULE (subject to change)

8:05-8:30 Homeroom
8:30-9:30 Apex MWF Math Assistance TTH
9:30-9:45 Break
9:45-11:30 Apex
11:30-12:00 Lunch
12:00-1:15 Apex
1:15-1:30 Break
1:30-2:40 Apex
2:40-2:50 Wrap up

*On Fridays, Students leave at 1:30.

GRADUATION REQUIREMENTS

Students attending the SUCCESS program are Rice Lake Area School District students. Credits they receive go toward a Rice Lake High School diploma. Students will be allowed to participate in the graduation ceremony for high school seniors provided they meet the requirements of graduation in compliance with the Rice Lake Area School High School and District Board Policy.

Graduation Credit Requirements are as follows:

26 Total Credits are required for graduation. Of the 26, the following are required:	
4	Credits of English
3	Credits of Social Studies including US History 9, US History 10, World History and American Citizenship
3	Credits of Science
3	Credits of Math
1.5	Credits of Physical Education
.5	Credit of Human Growth and Development
.5	Credit of Freshman Success
Plus	11.5 Credits of Electives

REQUIRED ASSESSMENTS

In accordance with Wisconsin state law, all students in Grades 3- 8, and 10 are required to take the Wisconsin Knowledge and Concepts exam. In addition, students in the district will take the Aspire and STAR Test (9th Grade), (10th Grade), ACT (11th Grade).

GRADING

Grades for completed courses will be sent to the high school quarterly and will be entered into the student's transcript by the high school counselors. Parents will receive a **quarterly** updated transcript of courses completed in lieu of report cards due to self-pace nature of the coursework.

ATTENDANCE/MAKEUP POLICY

Attendance will be recorded in the District's reporting system, and truancy reporting will occur as dictated by the Rice Lake Area School District, Board of Education Rule 431, Student Attendance Procedures, and WI School Attendance Law.

Written approval by student's parent/guardian is required for an absence to be considered excused. The building principal or teacher is empowered to excuse a student from school attendance for the reasons listed under Rule 431. Pre-arranged absences can take place with the proper written approval from parent/guardian and the school official for the reasons listed in Rule 431.

When a student is absent, it is his/her responsibility to catch up with work they missed. All missed work must be made up before credit will be issued.

MEDICAL RECORDS REQUIREMENTS FOR PUBLIC SCHOOL ATTENDANCE

State law requires all public and private school students present written evidence of immunizations against certain diseases within 30 days of admission. The current age/grade specific requirements are available from schools and local health departments. These requirements can be waived only if a properly signed health, religious or personal conviction waiver is filed with the school. If you have questions contact the Rice Lake Area School District enrollment office or the high school nurse, Trisha Neuser at extension 5110.

SPECIAL EDUCATION SERVICES

Students with special education needs can participate in the SUCCESS program as dictated by his/her IEP goals and the consensus of the IEP team. The SUCCESS teacher has access to the Individualized Education Plans (IEP's) for all SUCCESS students with IEP's.

HEALTH SERVICES

The SUCCESS Program has access to a district school nurse. If injury or illness should occur in school, the teacher/coordinator will notify the appropriate persons regarding the incident.

FOOD SERVICE -- FREE AND REDUCED LUNCH APPLICATION

Parents/Guardians who wish to access the Rice Lake School District food service program while students are at the SUCCESS are encouraged to complete a Free and Reduced Lunch Application if funds are limited. This confidential process allows the Rice Lake Area School District to receive additional funding based on the number of free and reduced lunch participants. Food is catered from the Rice Lake High School to the Red Cedar School site. Students have a choice each day of a hot or cold meal. Lunch counts will be taken at the start of the day. Any student ordering a meal will be charged for that meal whether they take the meal or not. Payment for food service can be paid directly to the food service office at the high school or brought to the SUCCESS program.

STUDENTS PARTICIPATING IN ATHLETICS

Students are encouraged to participate in athletics as their involvement in school activities helps give the school the "spirit of pride". Students planning on going out for interscholastic athletics must have a physical examination, a parent permission slip signed, the Rice Lake High School Code of Conduct signed, a concussion evaluation and have all appropriate fees paid. All athletic equipment checked out to an athlete must be turned in to the coach at the completion of the athlete's season. The following is a list of sports available to students through the school:

Fall

Football
Cross Country
Soccer
Volleyball
Golf
Swimming (Girls)

Winter

Basketball
Hockey
Gymnastics
Wrestling
Swimming (Boys)
Warriorettes

Spring

Baseball
Softball
Golf
Track & Field
Soccer

STUDENTS PARTICIPATING IN CO-CURRICULAR ACTIVITIES, STUDENT ACTIVITIES AND ORGANIZATIONS

Listed below are activities and organizations which students may want to participate in at Rice Lake Senior High School. Students who have an interest in any of the listed activities should contact the high school for more information.

Vocal Music	HERO	Student Council (HS)
Instrumental Music	Skills USA	FBLA
Forensics (HS)	International Club	Key Club
Theatre/Catharsis	FFA (HS)	FCCLA
Year book	National Honor Society	Math Team
DECA	Green Action	

FIELD TRIPS/SERVICE LEARNING

Students leaving the building for academic purposes, as part of a course, are still in school. Thus, all rules of the Rice Lake High School and Rice Lake School District will apply. Students should conduct themselves in a manner which reflects positively on the SUCCESS Program and the RLASD. Instructors reserve the right to outline a dress code for such trips/projects as well. The Principal/Teacher reserves the right to remove students misbehaving or breaking rules when on a school sponsored trips or projects. Other guidelines and expectations may be outlined in a parent/guardian permission form for each party.

STUDENT INFORMATION/PRIVACY/RELEASE OF DIRECTORY DATA

Occasionally classroom activities and events sponsored by the Rice Lake Area School District are photographed or videotaped by school personnel, students, or representatives of the news media for publication in newspapers or broadcast on television or the Internet. If for any reason you do not wish to have your student(s) photographed or videotaped for these purposes, please let the teacher know.

STUDENT VISITORS

Visiting students **will not be allowed** at the SUCCESS Program except under special circumstances. Please see the program coordinator if you have questions.

ELECTRONIC DEVICES

Students must turn electronic devices off during the school day as per the SUCCESS Program rules. They need to be out of sight and not to be heard unless a student is on break or lunch. There is no charging of devices at the school or on the computer. If a student is not following the rules in regards to an electronic device, they will be given a warning. If the problem occurs again, the student will receive a lunch detention, the device can be taken away and parents will be called. Students can also lose their privileges of having electronic devices in the classroom for the rest of the quarter or the entire year. This is per the discretion of the SUCCESS teacher and/or principal.

DISRUPTIVE BEHAVIOR

Verbal, sexual, and physical abuse of others by students **will not** be tolerated. Behavior which is disruptive to the educational process will result in appropriate disciplinary action. Insubordination (failure to follow reasonable requests from a staff member) or crude and/or vulgar language toward, or in the presence of, staff members will result in disciplinary action according to the RLASD Code of Conduct.

HARASSMENT

The district **does not** tolerate harassment, intimidation, or bullying in any form and will take all necessary and appropriate action to eliminate it. Please see the principal or teacher with any concerns you may have.

POSSESSION OF TOBACCO

Students are prohibited from possessing, and/or smoking or using tobacco products on school properties or in school vehicles, including parking lots and athletic fields.

POSSESSION, USE, AND DISTRIBUTION OF CHEMICALS

All Rice Lake Area School District rules and regulations pertaining to alcohol and other drugs will be vigorously enforced by school officials. The district will cooperate with law enforcement officials to enforce state and federal laws pertaining to alcohol and other drugs.

WEAPONS WILL NOT BE TOLERATED!!

SCHOOL BOARD POLICY

The Rice Lake Area School District Board of Education determines the policies that guide the decision-making process governing all activities of the schools. In setting these policies, it seeks the advice and assistance of the faculty, staff, employees' organizations and other relevant persons through the Superintendent. Board policy requires the district administrator or designee to direct the publication and ongoing maintenance of board policies and administrative rule on the district's web site, which is the main vehicle by which individuals access the district's policies.

The electronic master policy manual is updated as each revision or new policy is approved and is located at

http://www.ricelake.k12.wi.us/schools/distadmin/Boardofed/policies/policies_main.htm. The network policy manual ensures that each employee and student

has access at school and that the public has access to District website. The master copy is maintained in the Office of the Superintendent and is available for review.

COMPUTER POLICY— TELECOMMUNICATIONS

The Rice Lake Area School District is pleased to provide students of the Rice Lake Area School District access to the computer network, electronic email, and Internet. We believe this access offers vast, diverse, and unique resources to students and advances the educational mission of the District. Our goal in providing this service to students is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication. Work on computers and the Internet must be educational in nature. Students are NOT allowed to download any programs, games, music, or any item without staff consent, or charge home devices with our computers. To work on our computers, students must abide by the technology acceptable use policy. Failure to comply with these guidelines may result in removal of computer privileges for that student. We do recognize that students can use the computer as an appropriate outlet during break times. Any game wanting to be played on our computers must have staff approval. Students must also still comply with the sign in and out policy.

**SUCCESS Program
Student/Parent Contract Terms**

(This form is on our website)

1. I agree that it is my responsibility to attend and fully participate in all classes and activities according to my plan.
2. I agree that it is my responsibility to attend and participate in meetings for students.
3. I agree that I am responsible for being on time for class and activities including arrivals, breaks, and meals.
4. I agree that I will notify staff and fill out the RLASD Pre-excused absence form for absences in advance.
5. I agree that it is my responsibility to attend all classes and other activities drug free and be ready to learn.
6. I agree that it is my responsibility to adhere to the no smoking policy at SUCCESS Program activities including classes and field trips or anywhere on the school grounds.
7. I agree that it is my responsibility to follow the RLASD Code of Conduct at any SUCCESS Program sponsored classes or other activities.
8. I agree that I am responsible for working through conflicts and problems with both staff and students in a respectful and non-abusive manner.
9. I agree that I am responsible for maintaining attendance above 90% with excused absences.
10. I agree that it is my responsibility to call the program office by 8:00 A.M. if I am going to be absent. (715)234-8612.
11. I agree that it is my responsibility to follow all program rules and guidelines.

I understand that my failure to follow any of the contract terms will result in a team, parent /guardian, and student meeting to reevaluate my status in the program.

Student signature: _____

Staff signature: _____

Parent/guardian signature: _____

Date: _____

handbook is an important beginning of an informational sharing and communication process, which will continue throughout the year.

It is important to review the general rules and information in this handbook with your student(s) who need to have an understanding of its contents. After you have reviewed the material, please sign the form and return it to the school. Failure to sign or return the form does not affect the parent's/student's responsibility to act in accordance with policies outlined in the handbook.

If you have any questions or concerns about the information included in this handbook, please contact Tim Lipke (715)234-2181, ext. 5245 or Kristy Thurs (715)234-8612, ext. 5245.

Acknowledgment of Handbook Receipt

- I have received and read the SUCCESS Program Handbook in its entirety and have shared the appropriate information with my student. I understand that the handbook contains information that my student and I may need during the school year and that it does not contain all policies and rules that govern the school district.
- I have also reviewed the Rice Lake Area School District, Student Code of Conduct and understand that all students will be held accountable for their behavior and are subject to the disciplinary consequences outlined in the code.

I hereby acknowledge receipt of the SUCCESS Program Handbook from the Rice Lake Area School District, and agree to abide by the processes/procedures in the outlined handout.

Parent Signature

Date

Student Signature

Date