

**Cumberland High School
1000 8th Avenue
Cumberland, WI 54829**



**Student Handbook
2023 – 2024**

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| | |
|---|--------------|
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CUMBERLAND HIGH SCHOOL BELL SCHEDULE

| | |
|------------------|--|
| 8:20 – 9:09 AM | First Hour |
| 9:16 – 10:04 AM | Second Hour |
| 10:08 – 10:56 AM | Third Hour |
| 11:00 – 11:48 AM | Fourth Hour |
| 11:52 – 12:40 PM | Fifth Hour (A) |
| | (12:40 – 1:10 PM – Second Lunch Track) |
| 12:22 – 1:10 PM | Fifth Hour (B) |
| | (11:48 – 12:18 PM – First Lunch Track) |
| 1:14 – 2:02 PM | Sixth Hour |
| 2:06 – 2:54 PM | Seventh Hour |
| 2:58 – 3:30 PM | BASEtime |

The Cumberland School District does not discriminate against any person on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional, or learning disability.

PREFACE

The Cumberland High School Handbook for students and parents is designed to help you understand the school and the student’s role within the school. By understanding the school policies and procedures in advance, students and parents can understand the framework in which the learning experience is to be undertaken.

This handbook is not inclusive of all District policies. For more information on the District and access to all school district policies visit the Cumberland School District Webpage at <http://www.cumberland.k12.wi.us>.

THE 3 RS – CHS CODE OF CONDUCT
“IT STARTS WITH YOU!”

1. Be READY

2. Be RESPECTFUL

3. Be RESPONSIBLE

Cumberland High School Faculty and Staff

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ACTIVITY FREE NIGHTS

Wednesdays and Sundays are designated as activity free nights in Cumberland. No student school functions are to be scheduled to interfere with this policy or scheduled after 6:30 p.m.

SCHOOL DANCES

All potential dances must be scheduled with the principal prior to setting the date.

1. Chaperones must be present. The organization sponsoring the dance is responsible for securing these.
2. The dance must be chaperoned by a minimum of two faculty members. Student advisors of the sponsoring organization must provide the principal with a list of chaperones at least 24 hours prior to the dance.
3. The price for admission for dances will be determined by the student organization. Everyone (with the exception of those working at the dance) must pay to get in.
4. Any potentially controversial music or arrangements must be approved by a advisor or principal in advance.
5. If someone causes a problem at the door or at the dance, the chaperones may request the person to leave the dance and school grounds. A report of the incident will be given to the principal on the following school day. The principal will then exercise their authority for the type of incident, which may include referral to the police or sheriff's department.
6. A student of CHS may invite a guest who is not a student or alumnus of CHS. It is the responsibility of the CHS student to complete a Guest Agreement and Guidelines form, which can be obtained in the High School office, at least three days in advance of the dance. The CHS student must be present for the admission of the guest at the dance and is responsible for the conduct of the guest while at the dance. The administration may refuse to allow any non-CHS student to attend the dance. No Middle School student or any guest over nineteen years of age will be allowed to attend.
7. Ticket sales will end after the beginning of each dance. No one will be admitted afterward (with the possible exception of players who are just arriving from the locker room).
8. Anyone who leaves the dance will not be allowed to return.
9. The possession or use of alcoholic beverages, drugs, or drug paraphernalia in conjunction with any school activity is strictly prohibited. Violators of this policy will be referred to the police immediately. Faculty chaperones are instructed to report any such incident to the administration for further disciplinary action and citations.

10. Smoking or tobacco products are prohibited in the building or on school grounds at all times.
11. Students under disciplinary restrictions will not be allowed to participate.

EMERGENCY CARDS

Students will not be allowed to participate in extracurricular or co-curricular activities until their emergency card has been turned in to the high school office.

CLUBS AND SPORTS

The following clubs and athletics are some of the activities available for high school students to participate in during the school year.

Band, Baseball, Basketball (Boys/Girls), Chamber Choir, Cheerleading, Concert Choir, Cross Country (Boys/Girls), Dance Team, Drama, FFA, FCCLA, Football, Forensics, Golf (Boys/Girls), Gymnastics, Hockey, Junior National Honor Society, Marching Band, National Honor Society, Drag Racing Team, Soccer, Softball, SOS, Student Council, Track (Boys/Girls), Volleyball, Whirligigs, Wisconsin State High School Clay Target Team, Wisconsin Interscholastic Fishing Association Team, and Wrestling.

Refer to the Cumberland School District Athletic Code and Co-Curricular Code.

BACKPACK POLICY

Backpacks are not allowed at Cumberland High School.

- Backpacks are to be stored in student lockers during the school day – 1st through 7th hours (8:20 - 2:54 p.m.). Students **may** take their backpacks to BASEtime.
- They are not to be used to carry materials from class to class.
- Students are provided with a locker for the purposes of storing and securing their school materials and personal property.
- Trapper keepers (large three-ring-type binders that zip shut) and protective iPad-specific storage bags **are permitted** to be used during the school day.

STUDENT LOCKERS

All students are assigned a hallway locker individually and are responsible for the appearance and condition of their locker throughout the school year. Writing in or on the outside of the locker is prohibited. Do not attach anything to the door or sides of your locker with Scotch tape, masking tape or double stick tape. Do not attach any pressure sensitive decal, label or poster to the inside or outside of your locker. Slamming and jamming your locker can break the lock.

Students that slam or jam their lockers are responsible for paying for the broken parts and any lost or stolen valuables.

Never share your locker combination with another student.

Students may not switch lockers without office approval. They are responsible for contents of the locker assigned to them.

School lockers are the property of the Cumberland Schools. At no time does the Cumberland School District relinquish its exclusive control of lockers provided for the convenience of students. Periodic general inspections of lockers may be conducted by school authorities for any reason, at any time, without notice, without student consent, and without a search warrant.

Students are reminded that the locker is provided for our coats, books and binders, and you should not keep items of value in your hall lockers. Money should be kept on you in person or in the high school office.

If the locker fails to work properly at any time, report it to the office so that repairs can be made. Do not attempt to force doors open by kicking them you may cause damage to them beyond repair.

LOST AND FOUND

Students are responsible for the care of their personal belongings and school issued materials. Any items found should be turned in to the High School office.

MEAL PRICES

Meal deposits will be taken in the High School office or through your child's E-fund account online.

| | |
|-------------------------------|--------|
| 9-12 Daily Breakfast Price | \$1.25 |
| 9-12 Daily Lunch Price | \$2.85 |
| Adult Daily Breakfast Price | \$2.60 |
| Adult Daily Lunch Price | \$4.65 |
| Reduced Daily Breakfast Price | \$0.30 |
| Reduced Daily Lunch Price | \$0.40 |
| Single Milk Price | \$0.30 |

FINES AND STUDENT BILLS

Students should pay all fines and bills immediately. All bills or fines that go unpaid will be maintained until a student graduates from high school. Prior to participating in the high school

graduation ceremony, all money owed to the Cumberland School District must be paid.

SCHOOL CLOSINGS

The superintendent of schools is responsible for determining if schools are to be closed due to inclement weather or other emergency. If at all possible, the decision will be made prior to 6:00 p.m. Notification will be sent to the radio stations, social media, and BrightArrow.

FIRE AND TORNADO DRILLS

Drills will be held periodically throughout the school year. Exit routes are posted in each room. The first drill will be pre-announced. Students will be notified when they are to return to their classrooms.

Upon discovery of a fire, pull the nearest alarm and report the location to the office immediately.

Drills will be held during the tornado season. Students should follow instructions in an orderly manner in moving to the most protected part of the building (lower hallways away from glass).

CASH IN SCHOOL BUILDINGS

All money collected will be given to personnel in the school office who will receipt, account for, and direct without delay to the proper locations for deposit. In no case will money be left overnight in schools except as specifically authorized by the superintendent.

STUDENT/PARENT/GUARDIAN VISITORS

Student visitors are not allowed in school. Exceptions can be made by the principal for special occasions when the student's presence will offer a definite educational benefit to Cumberland students. Cumberland High School expects that during regular school hours only students and school staff need to be present in the school building. The Board also acknowledges that there will be times during the instructional day that members of the public, including parents, invited guests, or other individuals will for appropriate and legitimate reasons require entry into a school facility. Access to any classroom/instructional area requires coordination with and approval of building level administrator.

TELEPHONES

Parents and guardians are discouraged from calling, texting or contacting students via an electronic device during the school day. In an emergency situation, please contact the High

School office at 715-822-5121. Students will be contacted immediately by the office and will be allowed to use their cell phone or a school provided phone to contact a parent or guardian.

CELL PHONES/ELECTRONIC DEVICES

Electronic Devices:

For the purposes of this policy, the term “electronic devices” includes, but is not limited to: cell phones, smart phones, laptops, music players, air pods, ear buds, etc. Students may use personal electronic devices before and after school, during lunch, and in between class periods.

- a) Cell phone use is strictly prohibited during class time and in locker rooms/bathrooms.
- b) Students are not to use any device to capture, record and/or transmit words, sounds, and/or images of any person without their consent while on school property or at any school event off campus, including while on any transportation provided by the school without the persons expressed consent. Doing so may result law enforcement be contacted and legal action to be taken. Device may be turned-over to law enforcement.

Students violating classroom policies shall be disciplined in accordance with the established procedures as follows:

- a) First Offense:
 1. Conference with teacher
- b) Second Offense:
 1. Device is confiscated and turned in to the office;
 2. Student may pick device up from the office at the end of the school day;
 3. Teacher will make contact with parent/guardian.
- c) Third Offense:
 1. Device is confiscated and turned in to the office;
 2. Parent/guardian is contacted to arrange to pick up the device;
 3. Referral to the office will be made by the teacher.
- d) Subsequent Offenses:
 1. Device is confiscated and turned in to the office;
 2. Student will meet with building administration;
 3. Parent is contacted to arrange to pick up the device;
 4. Other consequences to be determined.

APPROPRIATE IPAD USE AT CUMBERLAND HIGH SCHOOL

The following is a summary of the District’s Technology Acceptable Use Agreement and One-to-One Technology Program Acceptable Use Policy. Those policies are printed following this summation.

1. Treat the iPad responsibly.

- Students will handle the device with care.
- The iPad is always in its protective case and stored in one’s academic locker when not in use.

- Students will not use the iPads while consuming food and beverages. iPads should not be open during meal times in the commons.
 - The iPad is fully charged when the student arrives at school.
 - Students will use the iPad for educational purposes only during the school day (8:20 a.m.-3:30 p.m.) Inappropriate/Non Educational games, websites, You Tube, Netflix, etc., will not be allowed on the iPad during the school day as well.
 - Students will not circumvent the security system on the iPad.
- 2. Use the iPad as directed by your teachers.**
- The iPad will be closed and asleep when the bell rings to start class.
 - Earbuds/headphones will be stowed and out of sight when not in use.
 - The iPad will not be opened in class until directed to do so by the instructor.
 - Students will only use apps and websites that are permitted and relevant to the task at hand.
- 3. Do not use another student's iPad.**
- Students may only use another student's iPad with teacher permission.
- 4. Report inappropriate use of technology.**
- Tell an adult if you see someone not following the above procedures or using technology inappropriately.

IPad Use During 8th Hour Resource

- Level 1 students: Any iPad activities that are school appropriate are permitted.
- Level 2 students: Any iPad activities that are school appropriate are permitted.
- Level 3 students: The iPad can only be used with the instructor's permission and only educational apps/sites directly related to the task at hand may be used.

Examples of Infractions

1. Leaving the iPad unattended.
2. Visiting websites that are not approved.
3. Using apps not related to the task at hand.
4. Use of the iPad for something not allowed at school.
5. Taking photos or video of people without their permission.
6. Using another student's iPad without teacher permission.
7. Having your iPad open while eating lunch or in a locker room.

CONSEQUENCES FOR IPAD VIOLATIONS

First Offense

- The iPad will be taken from the student and kept in the High School office overnight. The high school principal will have a conference with the student and issue a warning. The principal will return the iPad to the student.

Second Offense

- The iPad will be dropped off with the principal in the High School office. The principal will have a conference with the student, contact a parent or guardian, and the student will lose the privilege of taking the iPad home for at least 5 days (non-school days count). The iPad will be kept in the office during the suspension. The student will pick-up the iPad in the High School office and resume full privileges at the conclusion of their consequence.

Third Offense

- The iPad will be dropped off with the principal in the High School office. The principal will have a conference with the student, contact a parent or guardian, and the student will lose the privilege of taking the iPad home for at least 30 days (non-school days count). The iPad will be kept in the office during the suspension. The student will pick-up the iPad in the High School and resume full privileges at the conclusion of their consequence.

If another infraction occurs, the student will lose the privilege of taking the iPad home for the remainder of the school year.

If a student loses iPad privileges, an alternative plan will be developed that will allow them to complete required coursework. This could include the use of textbooks, paper, pencil, etc. If technology is required to complete assignments, students with suspended iPads may be allowed to either use computers in the LMC or an iPad to complete the required work. Only teachers will be allowed to check out a suspended student's iPad from the High School office, if needed for academic purposes.

Major offenses could result in suspension, expulsion, and civil or criminal liability under applicable laws. Consequences may be altered due to the severity of the infraction and what is deemed necessary and appropriate by the administration.

WHAT IF I BREAK MY IPAD?

If you break your iPad or you find it is not operating correctly, follow these steps to get it repaired.

1. Bring your iPad to the office and meet with the principal.
2. The iPad will be left with the principal and it will be sent to the technology department. The technology department will then send it out for repair.
3. Loaner iPads will not be provided.
4. When the iPad is fixed and has returned to school, the principal will meet with the student, return the iPad and explain any restrictions to the student's iPad use.

A student may lose the privilege of taking their iPad home if their iPad is damaged due to carelessness/improper care and use. The length of time this privilege is lost will be determined

by the principal and based on the nature of the incident and the student's iPad care and use history. The fee for a cracked screen is \$75.00.

STUDENT DRIVEN VEHICLES

1. Students must park in the designated parking lot reserved for the school. Students are not allowed to sit in their car before school, after school or during lunch. Student cars found in areas other than designated areas may be towed away.
2. Senior students who wish to leave campus during lunch must have fulfilled the senior privilege requirements.
3. Students are not allowed in their cars before school, after school or during lunch unless they have permission to leave at noon (and leave the school grounds) or have a pass from the office.
4. Students must sign out in the office any time they leave the building.
5. The privilege of driving motor vehicles on school property will be denied if it becomes detrimental to the health, safety, or welfare of the school/community. Specifically, behavior which will not be allowed includes speeding or reckless driving, storage of illegal substances, apparatus or weapons, or parking in unauthorized locations on school property. Repeated refusal to follow the rules could result in loss of parking privileges, suspension from school, towing the vehicle (at owner's expense) or a hearing before the school board on a longer suspension or expulsion from school.
6. Speeding or careless driving on the school grounds is not permitted.
7. Snowmobiles/ATVs must use designated routes and parking area.

Bike riders are required to observe the same traffic laws as cars. There is a special bike rack on the northwest side of the parking lot for bicycles. The Cumberland School District is not responsible for stolen or damaged property.

SENIOR PRIVILEGE

Senior students will be allowed to bring a parent permission slip allowing them to leave during the lunch period that will be valid for the entire school year. Parent permission for seniors to leave can be denied, given on a daily basis, or revoked at any time according to parent wishes by informing the school of the parents' intent. If parent permission has been granted, the senior may leave school grounds.

The school reserves the right to revoke any senior taking an underclassman off school grounds during lunch or any other time during the school day without permission. The senior could be

ticketed for contributing to truancy and senior privileges will be revoked. Senior privileges can also be revoked because of failing grades and poor attendance. When a senior has 5 days of unexcused absences he/she will lose senior privileges for the remainder of the school year.

EARLY COLLEGE CREDIT PROGRAM (ECCP)

The ECCP statute allows Wisconsin public and private high school students to take one or more courses at an institution of higher education for high school and/or college credit. Under this section, “institution of higher education” means an institution within the University of Wisconsin System, a tribally controlled college, or a private, nonprofit institution of higher education located in the state. While technical colleges are not eligible institutions under the new program, pupils that have completed 10th grade will continue to have the option to take courses at technical colleges through a separate statute, 38.12(14). School districts should contact the Wisconsin Technical College System listed below for more information on technical college dual credit options.

- Replaces Youth Options Program (effective July 1, 2018)
- Allows a student in grades 9-12 to apply to enroll in a UW System institution, or a private, nonprofit institution of higher education (IHE), to take one or more nonsectarian courses, for which the student may earn high school credit, post-secondary credit, or both.
- Can participate during fall, spring, and/or summer
- If participating in ECCP, cannot participate in Starting College Now (technical college) at same time
- The total number of college credits that a student can attain through the ECCP is 18 (that District will be responsible for applicable costs)
- District does not pay for a “comparable” course offered or if it doesn’t meet a graduation requirement
- Application deadline dates: March 1 (for summer/fall semester) and October 1 (for spring semester)
- Costs of courses are shared among the IHE, the school district (or private school), the state, and in some cases, the student’s family
- If student fails the course or withdraws/drops, District requires the student/family to pay
- Transportation: responsibility of student/parent

GRADUATION REQUIREMENTS

A student must have earned 26 credits in order to graduate from Cumberland High School.

Students are required to take a minimum of 7 classes per semester until they meet all required credits towards graduation. Students with disabilities are required to meet the objectives of their individual education plans as approved by the State Superintendent of Schools.

GRADUATION

Graduation exercises shall be held each spring for the graduating class of Cumberland High School. In order to ensure proper etiquette for the occasion, it shall be the policy of the Cumberland School District to have high school graduation exercises with the following guidelines:

1. A student shall be considered a candidate as a graduate of Cumberland School District and eligible to participate in the graduation ceremony if:
 - a. He/she has successfully completed minimum number of credits established by the district for graduation; and
 - b. He/she has successfully completed the senior speech and Reality Check requirement; and
 - c. He/she has paid all fines and fees prior to participation in graduation exercises; and
 - d. He/she has cleared all imposed disciplinary actions; and
 - e. He/she has purchased or rented the appropriate cap and gown designated by the school administration. Students who are unable to purchase a cap and gown because of financial hardship will be provided one.

*Failure to comply with the above requirements will cause forfeiture of the privilege of participation in the graduation exercises.

2. Attendance Requirement -- The student may not miss more than 6 days of the 4th quarter, unless approved by the principal. The principal may use discretion if a senior were to miss more than 27 days for extenuating circumstances. After this threshold has been crossed, a student's wish to participate in the graduation ceremony will require the principal's arranging a plan that will require time to be made up after school, off days, and/or Saturdays. Unexcused absences will not be considered for this provision.
3. Students suspended or expelled at the time of the exercises will not be allowed to participate in the exercises.
4. Students participating in graduation exercises who engage in any of the following activities shall be subject to disciplinary action that may result in being removed from participating in the graduation exercises:
 - a. Possessing or consuming alcoholic beverages or narcotic drugs or other conduct violating school policy.
5. All students participating in graduation exercises are subject to the control and discipline of school authorities and thus are required to abide by all established policies and rules.
6. Graduation exercises are a celebration of the entire class of graduates, as opposed to recognition of individuals. Therefore, apparel that tends to focus attention on the individuality of a single student will not be allowed. Students must use good taste in their choice of attire and accessories with the gown. Footwear, slacks, dresses or skirts will be worn.

7. Graduation rehearsals and exercises will be conducted in a dignified manner, honoring and respecting the accomplishments of all graduates. Misconduct on the part of a student at any time during rehearsal, graduation exercises or while on the graduation site will be dealt with as misconduct by a Cumberland student and may result in the student being removed from participation in the graduation ceremony or other action as appropriate.

GRADUATION CEREMONY

Only students who have met the graduation requirements will be allowed to participate in the graduation ceremony. Graduation requirements are defined as course work, attendance requirements, fees, detention and the accounting for school-owned materials and equipment. Students and parents will be given notice either by phone, in person or by letter as soon as possible if a student is not participating in the ceremony.

1. The negative impact of failing grades will be conveyed to students and parents at the conclusion of each semester grading period.
2. Students who are at risk of not graduating because of credit deficiencies will be contacted by mail at the conclusion of their 11th grade. A return response by parents and students acknowledging potential graduation problems is required prior to start of a student's 12th grade year.
3. Students transferring to CHS will have a formal evaluation of credits completed by the counselor and principal and any students at risk of not graduating with their class will be notified under the provisions of item 2.
4. Students who are at risk of not graduating will be given a program of studies, which could allow them to graduate the beginning of their 12th grade. Progress will be reported on a quarterly basis.
5. Students with debt for broken or lost items will be cautioned about graduation ceremony impact of not paying.
6. Students must be current with detentions to earn graduation ceremony privileges.
7. Students must complete all administrative requirements including, but not limited to, attend mandatory graduation rehearsal; completion of sign out sheets; return of books, equipment, and other district owned materials prior to the ceremony.

EXCEPTIONS

- A. Students who do not report on the day of graduation in proper attire prescribed by the high school principal will be denied the privilege of the ceremony. All students must also wear the adopted cap and gown.

- B. Students involved with the use or possession of drugs or alcohol on the day of the ceremony will not be allowed to participate.

GRADING SYSTEM

Grading Statement

Cumberland School District administration and faculty believe that good communication between parents and teachers, as well as teachers and students, is important in the educational process. Our goal is to establish a flow of communication that will provide feedback and guidance so that each student may achieve to the degree that his/her talent will allow. Grading will reflect each student's degree of learning. The district believes that students must understand clearly what is expected of them and be given the opportunity to continuously improve. By doing their work to expected levels of excellence and growth, they will increase in knowledge and understanding. Persistence and understanding the value of hard work are mandatory outcomes of an effective grading system.

Grading Guidelines

The reporting process should:

- Be multifaceted, not relying on any one form of communication with parents or students, and should be both regular and spontaneous, and may include the following: email, student information system, conferences, report cards, progress reports, telephone calls, notes, etc.
- Provide for having report cards on a semester basis as well as mid-semester progress reports at the end of quarters 1 & 3.
- Provide for teachers to give students continual feedback on the quality of work as it relates to course objectives.
- Reflect the school's desire to strive for consistency in grading and reporting.
- Reflect on the school's philosophy of computing grades based on academic progress.
- Allow teachers to provide written instructional objectives and evaluation measures to each student at the beginning of the course. It should also allow for teachers' grades to reflect their professional judgment of student achievement.
- Teachers will be available to students who have questions about their grades.
- Allow teachers to use their judgment on individual tests or assignments and the procedures for scoring said tests or assignments, in accordance with established grading guidelines.
- Allow one week to complete assignments/tests to remove an "incomplete" grade. Extenuating circumstances may lead to modification of the deadline to turn in or make up missed work or tests or rectify an incomplete grade. After one week (upon return from absence) incomplete and test grades will become permanent.

Assessment Guidelines

Formative Assessment – “Assessment FOR Learning” Formative assessments are designed to determine whether students are learning what is being taught (e.g., assessing a student while s/he is in the process of learning particular knowledge or practicing skills.)

- Are administered during the instruction process

- Are for the purpose of adjusting instruction
- May include teacher and system-designed informal and formal assessments such as pre-assessments, exit cards, observation records, response to teacher questioning during instruction, every-pupil-response, quick-write, initial draft or outline, and most homework (because the purpose of homework is usually for completion, preparation and practice.)
- Formative assessments shall make up 20-25% of a student's grade (participation, practice work, independent work, work outside of the classroom, etc.)

Summative Assessment – “Assessment OF Learning” Summative assessments are designed to determine whether students know and can do what has been taught (accountability). It is not practice; it is administered after instruction; it provides a student the opportunity to demonstrate knowledge/skills on which s/he has had time to practice.

- Is based on known criteria
- Focuses primarily on individual student performance
- Integrates important skills and knowledge
- Includes teacher or system-designed assessments such as exams, tests, quizzes, projects, final drafts, products, and performances, work outside the classroom that is an assessment of knowledge/skills on what s/he has previously had time to practice (e.g., a culminating project).
- Summative assessments shall make up 75-80% of a student's grade (tests, quizzes, projects, written work, final draft, lab work, etc.)

Calculation of Grades

- The grading scale is as follows:
 - A 94-100 (4.000 credit for GPA)
 - A- 90-93 (3.667 credits for GPA)
 - B+ 87-89 (3.333 credits for GPA)
 - B 84-86 (3.000 credits for GPA)
 - B- 80-83 (2.667 credits for GPA)
 - C+ 77-79 (2.333 credits for GPA)
 - C 74-76 (2.000 credits for GPA)
 - C- 70-73 (1.667 credits for GPA)
 - D+ 67-69 (1.333 credits for GPA)
 - D 64-66 (1.000 credits for GPA)
 - D- 60-63 (0.667 credits for GPA)
 - F 50-59 (0.0 credits for GPA)
- Any student who refuses to complete work or opts to not complete work should receive a zero.
- Any student putting forth a legitimate effort but actually earned percentage is less than 50% should have the assignment or graded task recorded as a 50%.
- The final grades for a 1/2 credit class will be determined at the end of each term.
- Only final grades are used in calculating grade point average. Reports of student progress do not affect cumulative grade point average.

Retake or Redo Summative Assessments

- Students are allowed to redo or retake summative assessments within seven days.
- The instructor has the discretion on how the redo/retake is administered, which could include the student correcting the initial assessment, or taking a completely new assessment based on the same content.

Grading on Retakes/Redo Summative Assessments

- A student can retake/redo a summative assessment one time and receive the higher of the two grades.

End of Term Final/Final Project Assessment Guidelines

- Teachers will give culminating final evaluations to all students. The assessment process may include, but will not be limited to, final exams (written or oral), exit conferences, portfolio, self-assessment, final research project presentations, etc. The final culminating activity must be based on the stated objectives of the course and the curriculum.
- Students are to be afforded an opportunity to discuss end-of-term results and final grades with their teachers during the school year.
- End of Term Culminating Assessments make up 5% of a student's final grade.

Academic Honors

The scale for awarding academic honors is as follows:

- High Honors: 3.600 and above
- Honors: 3.2 – 3.599
- The honor roll will be published every term.

Plagiarism

Plagiarism is the unacknowledged use of another's work or ideas and presented by the student as their own. Examples of plagiarism include but are not limited to:

- Copying another students' work
- Copying from a text book, article, or web resource without proper acknowledgement.
- Copying or paraphrasing another's work by altering a few words, phrases or sentences.
- Downloading and submitting as your own, papers, assignments, and compositions from Internet sites.
- Consequences from plagiarizing depend on the severity of the offense. Students' with major and multiple offenses may receive a "zero" on their assignment without the possibility for a make-up.

REPORT CARDS

Report Cards: High school report cards are computer generated and are available for distribution approximately two weeks after the conclusion of the 18 week (semester) grading period. Report cards will be mailed to the parent's or guardian's home.

Parents are encouraged to call whenever there is a suspicion that something might be wrong with their student's school progress or reports.

CLASS SCHEDULE CHANGES AND DROPPING SUBJECTS

Program change slips must be obtained from the school counselor. Credits will be given as follows: 1/2 credit for semester classes and 1 credit for year classes. If a class is dropped after two weeks into a new semester, it will be recorded as a failure. Extenuating circumstances may be given pending Administrative approval.

BULLETIN BOARDS/ANNOUNCEMENTS

All such announcements, signs and posters must be presented to the principal before they are posted. Any material posted and not signed by the principal may be taken off the board. All advertising of non-school sponsored events in the high school must be approved by the building principal.

THE SCHOOL COUNSELING PROGRAM

The goal of the School Counseling Program is to contribute to the academic success of all students at Cumberland High School. This is done through the delivery of school counseling curriculum, individual student planning, responsive services, and system support. School counseling is centered around three areas: Academic, Career, and Personal/Social Development.

The counseling office is open during the school day for student needs. If the counselor is busy or with a student, report to the High School office for assistance or return to class.

STUDENTS ON GROUNDS AFTER SCHOOL HOURS

Students not participating in extra-curricular/co-curricular activities or academic support programs under the supervision of an advisor or teacher after school must leave the school building/property by 3:45 p.m.

EVENING USE OF BUILDING BY STUDENT ORGANIZATIONS

Groups will not be allowed in the building without the advisor being present at the activity. Custodians will not open the building or rooms for students who do not have a teacher chaperone. Students are to be out of the school building by 3:45 p.m. unless they are attending a supervised school activity.

STUDENT HEALTH SERVICES

If you become ill at school, we have limited assistance for you but will come to your aid

immediately. We have a sick room available for first aid. Report to the office with a pass from your teacher. Do not use your personal cell phone to call or text your parent/guardian. Students must use the High School office phone. Your parent(s) will be contacted to assist you in going home if it becomes necessary.

You will be released only upon permission of your parent or guardian. Therefore, it is absolutely essential that we have correct home and work phone numbers. We need to know who you can be released to in the event your parent(s) work out of town and are unable to pick you up and take you home.

ADMINISTERING MEDICINE TO STUDENTS

If it is necessary for the school to administer medication to your child during the day, please secure a Medication Consent Form and a Physicians' Order for Medication Administration Form from the High School office. Complete these forms and return them to the office. At no time should any student be carrying any prescription or nonprescription drug unless permission has been granted by the principal. No over the counter drugs will be dispensed by school personnel unless parental permission is obtained.

ACCIDENTS

It is the hope of all Cumberland High School staff that the school environment is a safe and healthy place. If an accident does occur, it must be reported to the person in charge and/or to the school office. This includes any accident in the school building, on the school grounds, during practice sessions or any athletic event sponsored by the school. The staff person will assist with the reporting of any accident by filling out an accident report form.

ACCIDENT INSURANCE

We wish to emphasize that the school district does not provide any type of health or accident insurance for injuries incurred by your child at school.

This year the school is making available accident insurance through First Agency of Kalamazoo, Michigan. This plan will provide benefits for medical expenses incurred because of an accident.

PHYSICAL EDUCATION

Students are required to follow school dress code while participating in physical education. Tennis shoes, shorts, and a clean t-shirt is the required uniform for physical education. Students are issued locks and can keep their physical education uniform in locker baskets in the dressing rooms.

All students are required to take a shower when the physical activity dictates that a shower is appropriate. Each day of physical education class, students are required to be dressed in tennis shoes, shorts and a shirt.

ATTENDANCE REGULATIONS AND PROCEDURES

State Law Articles 118.15, sub-sections 1-5 states: “Any person, having under their control a child who is between the ages of 6 and 18 years shall cause such a child to attend school regularly during the full period of hours.”

Parents are authorized to excuse their child from school attendance for any reason up to a maximum of 10 days in a school year. As stated in Wisconsin Statute 118.15 (1) (a) absences beyond 10 days may be restricted to either medical or legal excuses.

Absences beyond 10 days may be considered unexcused unless they meet the following school policies:

1. The absence is documented by a written medical excuse provided by a licensed medical practitioner. A medical excuse on file with the school may cover chronic and recurring illnesses.
2. A written legal excuse provided by an attorney or other legal practitioner who requires the student's presence for legal purposes. The absence will only excuse the time required for travel and appearance.
3. The absence is related to a death in the immediate family or funeral of a close relative.

Excused Absences

- Personal illness or family emergency; death in the immediate family; medical, dental, or other clinic appointments; school-sponsored trips, or special circumstances approved in advance.
- The parent must verify the absence by calling the school on the date of absence or by sending a note stating the reason for the absence when the child returns to school. It is the responsibility of the student to get their own makeup work completed.

Unexcused Absences

- No verbal or written contact received from the parent/guardian within two working days of the absence.
- The student leaves school without following the sign-out and sign-in procedures.
- Students who accumulate tardies and unexcused absences will serve a detention.

Tardy

- A student is tardy if they are not in the classroom when the bell rings.

Absence Reporting

1. On the day of an absence, parents are required to call the school office to report the absence. You may call the High School office at 715-822-5121 to leave a message with one of the secretaries. The message must contain the following:

- A. Student's name and date of absence
- B. Reason for absence
- C. Your name and relationship to student
- D. The number where you can be reached during school hours
 - If a parent or guardian has not called the High School by 8:40 a.m., the Cumberland School District automated system will try to contact them by text, email, and phone asking the parent to contact the High School office giving the reason for the student's absence.

STUDENTS MUST CHECK THEIR ATTENDANCE DAILY ON THEIR IPAD, WHETHER ABSENT OR NOT, for any discrepancies in their attendance record. Students have two (2) school days from the date of absence to correct any errors.

Students Leaving School Early or For an Appointment:

1. All students must present a permission note from a parent/guardian **to the attendance secretary before first hour begins.** The permission note must contain the following:
 - A. Name of student
 - B. Name of facility student will be attending
 - C. Date and time of appointment
 - D. Signature of parent/guardian
 - E. Telephone number where parent/guardian can be reached during school hours
 - Verbal permission to leave the school building for appointments will be accepted when given by the parent/guardian to the attendance secretary.
 - Prior to the student leaving school, the student will sign out in the office. Upon returning to the school (if returning the same day), the student will sign back in on the sheet.

Arriving at School after 8:20 a.m.

Students arriving at school any time after 8:20 a.m., for any reason, must report to the office to sign in. If the student is late to class, a pass will be issued.

AGE OF MAJORITY

All students at Cumberland High School, regardless of age, are subject to school rules.

IN-SCHOOL SUSPENSION

In-school suspensions will be assigned by the principal.

MAKE-UP WORK

If you are ill for an extended period of time, you can request that the school provide you with your missed assignments and lessons. Call the school early in the morning and each teacher will

be asked to provide you with your homework. Have your parent pick up your assignments after school from the school office.

Excused Absences: All schoolwork, including quizzes and tests, missed as a result of absences MUST be made up within one week.

It is the **student's responsibility** to make the necessary arrangements to make up his or her work. The student will receive a "0" on any assignment not completed.

If a student is absent a minimum of two consecutive days, assignments can be obtained if a parent calls the office by 9:00 a.m. or by e-mailing teachers, directly using the CHS homepage. Students with multiple absences may require special considerations and/or homebound instruction.

Unexcused Absences: Students who are unexcused will be held responsible for their school work. If a major project/paper is due the day of the unexcused absence that project/paper will be due upon the student's return. Students are allowed to make up major tests from unexcused days. All such major tests must be made up on the first day the student returns to school.

FOOD AND BEVERAGE

There shall be no food or beverages in the gym, locker rooms, hallways, or classrooms (water is allowed). All breakfast and lunch meals will be eaten in the cafeteria.

CAFETERIA RULES

Please observe the following rules in regards to eating in the cafeteria:

1. Place chairs under tables when finished eating.
2. No throwing food.
3. All food must be eaten in the cafeteria.
4. No saving or jumping positions in line.
5. Return trays, plates and utensils to proper place when finished eating.

When seconds are available, only those students who have paid for hot lunch are entitled to them.

You may purchase more than one meal a day; however, the second meal must be purchased with cash. Additional milk can be purchased with cash.

PUBLIC DISPLAY OF AFFECTION/PHYSICAL CONTACT

Activities that distract from a positive educational atmosphere are not allowed. An excellent guideline to use is the "one hand-one arm" rule. This allows the holding of hands and walking arm in arm, but disallows full embraces, kissing and hands on the body. Sitting on another's lap or arms around another's waist are considered inappropriate. As with inappropriate conduct of any sort, inappropriate displays of affection will be confronted and may result in detention time or parent conference.

STUDENT DRESS CODE

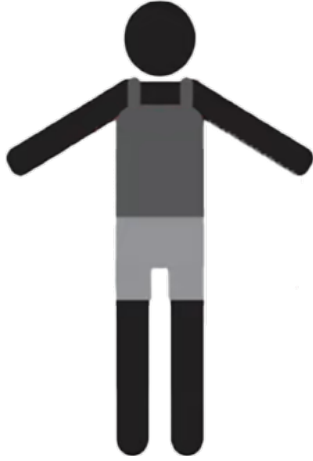
Responsibility for the personal appearance of students enrolled in the District shall normally rest with the students themselves and their parents/guardians. Student dress or grooming should not, however:

1. Affect the health or safety of students or others,
2. Disrupt the learning process within the school, or
3. Be destructive to school property.

In order to assure a healthy and safe school environment for students, the following student dress code guidelines will be enforced:

1. During the school day headwear of any type is not to be worn
2. Students shall not be permitted to wear any clothing or jewelry that contains pictures and/or writing referring to alcoholic beverages, tobacco products, sexual references, profanity, promotion of gambling, illegal drugs, and/or gangs. Clothing items that cause intimidation or disrupt the learning of others are prohibited. Students will not wear clothing that defames, insults, threatens, harasses, or injures any racial or cultural groups or individuals.
3. Students are expected to wear hairstyles and clothing that will not present a health or safety hazard. This could include metal chains, studs, chain necklaces, spiked jewelry, or other similar accessories. Special requirements may be necessary for certain areas such as physical education, art, band, science labs, kitchens, and technology education work areas; i.e. safety glasses, aprons, hair nets, etc.
4. Appropriate footwear must be worn at all times.

It shall be left to the discretion of the principal/designee whether or not a student is in compliance with the dress code policy, as defined by the Wisconsin Statute #120.13(1). Students who are not in compliance with dress policy will be asked to modify their apparel. A pattern of non-compliance by a student may lead to other disciplinary action as deemed appropriate and necessary by the administration. Those students that do not have proper clothing to change into will be required to call home to have appropriate clothing brought to school.



ALL STUDENTS:

- Hats and/or headgear are not to be worn in the building during the school day.
- Tops must cover areas from one armpit to the other armpit.
- Sleeveless tops must have shoulder straps.
- Tops must cover the entire midriff while touching or overlapping the bottoms.
- Shorts/skirts should cover the entire buttocks and extend onto the thigh.

STUDENT HARASSMENT/BULLYING POLICY **Board Policy 5517.01**

BULLYING

The Cumberland School District is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community. Bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes physical, verbal, and psychological abuse. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property, including at any of the school buildings or other property used exclusively or in part, whether leased or owned by the District, for the purpose of school-related functions or events; or while traveling to or from school or to and from school-sponsored functions or events; in transporting vehicles arranged for by School District officials. The policy applies as well during activities that occur off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the supervision of school authorities, or where an employee is engaged in school business, or where there is otherwise a connection to the school such that the conduct at issue affects or is intended to affect the student's educational environment.

Bullying is defined as including:

Bullying is deliberate or intentional behavior using words or actions, intended to cause fear, intimidation, or harm. Bullying may be a repeated behavior and involves an imbalance of power. Furthermore, it may be serious enough to negatively impact a student's educational, physical, or emotional well being. The behavior may be motivated by an actual or perceived distinguishing

characteristic, such as, but not limited to: age; national origin; race; ethnicity; religion; gender; gender identity; sexual orientation; physical attributes; physical or mental ability or disability; and social, economic, or family status; however this type of prohibited bullying behavior need not be based on any of those particular or other particular characteristics. It includes, but is not necessarily limited to such behaviors as stalking, cyberbullying, intimidating, menacing, coercing, name-calling, taunting, making threats, and hazing.

Bullying behavior can be:

- A. Physical – hitting, kicking, spitting, pushing, pulling, taking and/or damaging personal belongings or extorting money, blocking or impeding student movement, unwelcome physical contact.
- B. Verbal – taunting, malicious teasing, insulting, name calling, making threats.
- C. Psychological – spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation.
- D. "Cyberbullying" – the use of information and communication technologies such as e-mail, cell phone and pager text messages, instant messaging (IM), defamatory personal websites, and defamatory online personal polling websites, to support deliberate, repeated, and hostile behavior by an individual or group, that is intended to harm others."
- E. The Board recognizes that cyberbullying can be particularly devastating to young people because:
 - 1. cyberbullies more easily hide behind the anonymity that the Internet provides;
 - 2. cyberbullies spread their hurtful messages to a very wide audience with remarkable speed;
 - 3. cyberbullies do not have to own their own actions, as it is usually very difficult to identify cyber bullies because of screen names, so they do not fear being punished for their actions; and
 - 4. the reflection time that once existed between the planning of a prank – or a serious stunt – and its commission has all but been erased when it comes to cyberbullying activity;
 - 5. hacking into or otherwise gaining access to another’s electronic accounts (emails, social media, etc.) and posing as that individual with the intent to embarrass or harm the individual.

Cyberbullying includes, but is not limited to the following:

- 1. posting slurs or rumors or other disparaging remarks about a student on a web site or on weblog;
- 2. sending e-mail or instant messages that are mean or threatening, or so numerous as to drive-up the victim’s cell phone bill;
- 3. using a camera phone to take and send embarrassing photographs of students;
- 4. posting misleading or fake photographs of students on web sites.

Harassment is defined as including:

Harassment includes, but is not limited to, any act which subjects an individual or group to unwanted, abusive behavior of a nonverbal, verbal, written or physical nature on the basis of sex, (including transgender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental,

emotional or learning disability, or any other characteristic protected by Federal or State civil rights laws. Harassment is prohibited by Policy 5517 – Student Anti-Harassment.

"Staff" includes all school employees and Board members.

"Third parties" include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, vendors, or others engaged in District business, and others not directly subject to school control at inter-district or intra-district athletic competitions or other school events.

For a definition of and instances that could possibly be construed as hazing, consult Policy 5516.

Complaint Procedures

Any student that believes she/he has been or is the victim of bullying should immediately report the situation to the building principal or assistant principal, or the District Administrator. The student may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate administrator or Board official. Complaints against the building principal should be filed with the District Administrator. Complaints against the District Administrator should be filed with the Board President.

Every student is encouraged to report any situation that they believe to be bullying behavior directed toward a student. Reports may be made to those identified above.

All school staff members and school officials who observe or become aware of acts of bullying are required to report these acts to the building principal or assistant principal, or the District Administrator.

Reports of bullying may be made verbally or in writing and may be made confidentially. All such reports, whether verbal or in writing, will be taken seriously and a clear account of the incident is to be documented. A written record of the report, including all pertinent details, will be made by the recipient of the report.

All complaints about behavior that may violate this policy shall be investigated promptly by the building principal. The staff member who is investigating the report of bullying shall interview the victim(s) of the alleged bullying and collect whatever other information is necessary to determine the facts and the seriousness of the report. If, during an investigation of a reported act of bullying in accordance with this Policy, the principal determines that the reported misconduct may have created a hostile learning environment and may have constituted harassment based on sex (transgender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or any other characteristic protected by Federal or state civil rights laws, the principal will report the act of bullying to one of the Compliance Officers who shall assume responsibility to investigate the allegation in accordance with Policy 5517 – Student Anti-Harassment.

Parents of each student involved in the bullying report will be notified prior to the conclusion of the investigation. The District shall maintain the confidentiality of the report and any related student records to the extent required by law.

If the investigation finds that bullying has occurred, it will result in prompt and appropriate remedial and/or disciplinary action. This may include student discipline, including, but not limited to reprimand, suspension, or possible expulsion. Further, the result of an investigation that finds that bullying has occurred may result in discharge for employees, exclusion for parents, guests, volunteers, and contractors, and removal from any official position and/or a request to resign for Board members. Individuals may also be referred to law enforcement officials.

The complainant shall be notified of the findings of the investigation, and as appropriate, that remedial action has been taken.

This policy shall not be interpreted to infringe upon the First Amendment rights of students (i.e., to prohibit a reasoned and civil exchange of opinions, or debate, that is conducted at appropriate times and places during the school day and is protected by State or Federal law).

Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of bullying is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as bullying. Making intentionally false reports about bullying for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally making a false report may result in disciplinary action as indicated above.

If a student or other individual believes there has been bullying, regardless of whether it fits a particular definition, she/he should report it and allow the administration to determine the appropriate course of action.

STUDENT DISCIPLINE PHILOSOPHY

Due Process: All suspected violations of the behavior policies of Cumberland High School will be directed to the appropriate administrator or designee. The administrator or designee will meet with the student. The facts will be presented and the principal will weigh the evidence, based upon his/her best judgment, before making a decision on the disposition of the student's case, considering both the interests of the student and the best interest of the school. The student's parents will be informed of the action.

Reasonable Suspicion: "Reasonable suspicion for a search" means grounds sufficient to cause an adult of normal intellect to believe that the search of a particular person, place or thing will lead to the discovery of evidence that the student:

1. Has violated or is violating a particular law.
2. Possesses an item or substances which presents an immediate danger of physical harm or illness to students, staff, or District property.

Grounds for Disciplinary Removal from Class: A student may be removed from class (both long-term and short-term) for conduct or behavior which (a) violates the district's policies regarding suspension or expulsion; (b) violates the behavioral rules and expectations set forth in the student handbook; (c) is disruptive, dangerous or unruly; (d) otherwise interferes with the ability of the teacher to teach effectively; or (e) is incompatible with the effective teaching and learning in the class. For more information, refer to Board Policy 443.1.

Personal Conduct Violations (Detention): Detention will be used for minor infractions and will be served by the pupil after school on Mondays and/or Wednesdays from 3:35 – 4:30 p.m. in the High School library. Students will be prohibited from participating in after school activities if the detention is not served within five (5) days.

Suspension: The act of prohibiting a pupil from attending classes for a period of no more than five (5) days.

In-School Suspension: The act of prohibiting a pupil from attending classes for a period of no more than five (5) school days. The pupil serves the suspension time in the school building, under supervised conditions, in an area specified by the administration.

Out-Of-School Suspension: A suspension that must be served away from the school building and grounds.

Expulsion: An action taken by the school board to prohibit an enrolled pupil from further attendance for a period that shall not extend beyond the school year. The school board determines expulsions. Students may be suspended up to 10 days pending an expulsion hearing.

Police Referral: Acts which are illegal under the City Ordinance or the Criminal Code of Wisconsin are reported to the police. This referral does not replace the application of school disciplinary actions for the same incident. Conversely, the police and district attorney share information regarding student behavior.

CONTROLLED SUBSTANCES

The use, possession, or sale of alcohol, non-prescribed drugs, chemicals, or other controlled substances on school premises or at school functions is prohibited.

No student may appear at any school or school sponsored function under the influence or possession of alcohol, non-prescribed drugs, chemicals, or illegal substances.

STUDENT USE OF TOBACCO PRODUCTS/ELECTRONIC CIGARETTES VAPING

Smoking and conspicuous possession of tobacco products by students while in or on school properties, or under the school's jurisdiction during school hours, or while participating in a school sponsored event is prohibited.

A one (1) day suspension will occur on the first offense and referral to the local police as a violation of state statute. A second offense will result in a two day suspension from school. Continued offenses during a school term or multiple school terms shall be cause for the student to appear before the Board of Education for a possible expulsion from school.

Athletes must follow both school and WIAA policies and rules. The provisions of the Cumberland High School Athletic Handbook will apply in addition to the provisions of this policy.

BUS RIDER DISCIPLINE PROCEDURES

The following rules will be enforced by the bus driver to ensure safe transportation.

1. All students are expected to remain seated while the bus is in motion.
2. Students must follow directions issued by the bus driver.
3. Students should keep their hands, feet and all other objects to themselves.
4. No student will participate in any action or an activity that endangers the health, safety, or welfare of the bus driver or welfare of the bus driver or any riders on the bus.
5. No eating will be allowed on the bus. Students who misbehave on the school bus may be suspended from riding their school bus. It is, of course, possible that a student may have to be removed immediately for the safety of all involved. If and when this happens, the bus driver shall contact the bus company, who shall contact the Cumberland police or pick the student up and release him to the parent or legal guardian. The following procedures shall be adhered to by the bus company and school officials when appropriate. These procedures apply to all bus riders - private as well as public school students.

Steps in General Student Control on School Buses

- A. The driver shall first attempt to talk with the student individually whenever possible to resolve the problem. A description of the problem may be written up at this time and forwarded to the parents/guardians and/or the school.
- B. If talking with the student proves ineffective, the student may be assigned to a specific seat by the driver for a period of time. The problem may be written up and forwarded to the

parents/guardians and/or school.

- C. If actions (a) and (b) have been tried unsuccessfully and the problem continues, the parent/guardian and/or the school shall be contacted for further disciplinary action.
- D. For serious infractions, actions (a), (b), and (c) can be eliminated and the student's bus riding privileges may be revoked.

Steps and Actions in Suspending a Student's Riding Privileges

- A. Parents/guardians shall be contacted whenever a bus riding suspension is involved by the respective school official. The following suspension guidelines shall be implemented for students who have their bus riding privileges suspended.

Recommended Steps:

- 1st Written Bus Report..... Written letter and assigned seat
- 2nd Written Bus Report Written letter, phone call, and assigned seat
- 3rd Written Bus Report Three-day suspension from riding the bus
- 4th Written Bus Report Three-day suspension from riding the bus
- 5th Written Bus Report Three-day suspension and required parent meeting

Suspensions are recommended and may be adjusted by the administration of the school, depending on the circumstances of the offense.

- 6th Written Bus Report Recommendation made to school administration for student's permanent suspension from bus services.

- B. Some behaviors are severe enough to warrant automatic suspensions. In such cases, the steps listed above shall be bypassed. The following behaviors shall merit automatic suspensions from riding the school bus. Such suspensions shall be determined by the bus company manager and school administration.

- 1. Possession or Use of Tobacco, Drugs and Alcohol
- 2. Fighting
- 3. Profane Language
- 4. Destruction of the Bus
- 5. Creating a Dangerous Environment: i.e., limited to hitting the driver, throwing objects on the bus or possession of a weapon

CUMBERLAND SCHOOL DISTRICT POSSESSION OR USE OF WEAPONS

Students of the Cumberland School District must be aware that the possession or use of a dangerous weapon or look-alike weapon will not be tolerated.

No one shall possess or use a dangerous weapon or look-alike weapon in school buildings, on school grounds, in school vehicles, or at school-sponsored activities, except as otherwise specifically provided. A dangerous weapon is defined in state law and includes a gun, knife, razor, martial arts equipment, metal knuckle, or any other object which, by the manner in which it is used or intended to be used, is capable of inflicting bodily harm or could pretend to be capable of inflicting bodily harm.

Law enforcement officers and the District Administrator or designee shall be contacted as soon as possible if there is time in a given weapons situation and if there is not an immediate threat to safety. If there is not time, or the situation warrants immediate action, the school staff should attempt to confiscate the weapon. The building principal will also report confiscation of weapons to the police.