

Welcome to Omro High School!

All staff would like to welcome our students and parents to Omro High School. We are a close knit learning community dedicated to the health and growth of all students.

Our Vision Statement: *Omro High School is a community of engaged learners that fosters pride, respect, and accountability because we believe all students deserve a solid academic foundation and opportunities for growth.*

Our Motto: *Omro High School : Community of Opportunity*

As part of our learning community, students are expected to diligently work and adhere to all rules and expectations. As a result, students will leave Omro High School with the following:

- knowledge and skills in literacy, numeracy and technology ability to access information toward applying problem-solving and decision-making processes
- independent thinking skills
- ability to demonstrate appropriate interpersonal skills such as:
 - working cooperatively with others
 - communicating ideas
 - sharing respect and tolerance for others
 - demonstrating ethical and moral behavior
- realization of personal fulfillment through:
 - an appreciation of aesthetics
 - an understanding of the value in hard work
 - pursuit of personal wellness
 - a desire to be a productive member of society
 - taking responsibility for family
 - an appreciation of the contributions of the past, while recognizing the responsibilities to the future
 - recognition of civic responsibilities and self-fulfillment of stewardship

Academics

Requirements

Omro High School has about 400 students choosing from over 120 course offerings delivered by approximately 30 different staff members. This produces a very unique program of study for each student. It is each student's responsibility to meet the graduation requirements established by the State of Wisconsin and the Board of Education of the School District of Omro. Assistance and advice is available from the counselor's office, teaching staff, and administration to help you reach this goal. Graduation requirements: 26 credits.

(For a more detailed description refer to the scheduling handbook.)

Grading System

Grades are based on evidence of standards met. This evidence can be assessed through homework, quizzes, tests, writing and projects. At this time, each teacher has his or her own system for grading; however, all teachers must assign grades to each student every quarter on each student's report card. Report cards will be mailed home within two school weeks of the end of the semester. If a student earns a 'F' in any course, he or she will not receive credit that is linked to that class. A student **may** take the class over if it is an elective, but **must** take it again if it is required course.

Honor Roll Recognition

Honor roll is recognition for students who have attained a minimum of a 'B' average in all their coursework for the previous term. There are two honor roll categories. The first is "honors" for a grade point average of 3.000 to 3.499. The second is "high honors" for a grade point average of 3.500 and above. The grade point average, or GPA, is calculated from the following table:

	A = 4.000	A- = 3.670
B+ = 3.330	B = 3.000	B- = 2.670
C+ = 2.330	C = 2.000	C- = 1.670
D+ = 1.330	D = 1.000	D- = 0.670
	F = 0.000	

Academic Letters

To recognize and encourage consistency of academic performance, an academic letter program has also been developed. This award is earned by attaining high honors (3.500 GPA or above) for three consecutive semesters. A letter bar is earned for every semester after earning the initial letter.

Activities

Omro High School offers many extra curricular opportunities. Students are encouraged to participate and to get involved in areas that may interest them. The staff encourages all students to choose at least one activity during the year. There are both student activities and athletic teams to choose from.

Activities: Academic Bowl, Art Club, **Aviation Club**, **A-V Club**, Drama, Equestrian Team, Forensics, FBLA, FFA, Key Club, Math Team, National Honor Society, **O-Club**, Power-lifting, SADD, **Ski Club**, Solo-Ensemble, Spanish Club, Student Class Government, Student Council

Athletics: **Fall** - cheerleading, cross-country (girls & boys), football, dance squad, boys soccer, volleyball
Winter - basketball (girls & boys), cheerleading, dance squad, wrestling
Spring - baseball, golf, softball, track & field (girls & boys), girls' soccer

Attendance Procedures

Reporting Absences

Research shows school attendance is the main component to a successful education. It is also mandatory in the State of Wisconsin that students are in regular attendance at school until the end of the term in which the student turns eighteen. Any absence must be reported to the student's school by the parent or guardian of that student by 9:00 a.m. at **303-2300**. After the automated attendant answers, push the number '8' to report an absence. This may be done at any time prior to 9:00 a.m. A written excuse must be in the office by 9:00 a.m. the following day. Any absence, which is not verified in this time frame or manner by the parent, will be considered unexcused. The principal, by state law, makes the final determination of whether an absence is excused or unexcused. Reasons for excused absences, according to board policy, include: documented illness, medical appointment, death in the immediate family, court appearance, family emergency, and up to 10 prearranged absences given prior approval.

When leaving the building for any reason, students must "sign out" in the office. Upon returning to the building during the school day, students must "sign in." If a student knows of a pre-arranged absence, a written excuse, signed by a parent/guardian, must be turned into the office and a prearranged slip must be signed by the students' teachers. Students will have the same number of days for an approved absence to turn in missing work.

Tardies

Any student coming to school more than 4 minutes late should report to the office for a pass. Within 4 minutes will be recorded by the teacher. After 10 minutes, a tardy becomes an absence.

Truancy

With the State of Wisconsin being a compulsory attendance state, truancy is filed as ordered by the law when a student is found to be truant. A student is truant when he or she has missed “all or part of any school day” unexcused, as determined by the school, of five (5) days in two terms. This includes leaving the building without administrative approval. The school works to resolve issues that cause a student to be truant with the family, social services, and court systems. The law allows for the court system to suspend drivers licenses, work permits, and impose curfews and monitoring guidelines along with other actions.

Leaving the Building

Please make every attempt to schedule appointments outside of the school day. If a student must leave school during the course of the day, the following procedure must be followed. Parents must contact the office or send a note with their student explaining the purpose for leaving and the time that the student has to leave school. The student should check in with the office to receive a pass to leave class at the correct time. The student needs to sign out in the office before they leave and get a “Leaving the Building” pass that must be filled out by the office to which he or she is going. When the student returns to school, he or she must turn in the “Leaving the Building” pass and sign in at the office.

If a student becomes sick during the school day, permission should be obtained from the teacher to come to the office so that office staff may call a parent to get permission for the student to go home. Students must still sign out from the office. Even if a parent cannot be reached, other accommodations will be made.

Prearranged Absences

If a prearranged absence cannot be avoided, please pick up a prearranged absence form in the office about a week ahead of time. A parent’s signature is needed on the form along with a note from parents about the absence. All teachers need to sign the form. It must be returned to the office three (3) days before the absence. If this is not done, it will be counted as an unexcused absence. Field trips sponsored by school are exempt from this procedure.

Ten Day Rule

Parents may excuse their student from school for up to ten days for any reason. These days need to be pre-arranged. **Sick days that cannot be verified by school officials or a doctor will count towards these ten excused days.** After ten days of excused absences, only a doctor or the principal will be able to excuse an absence; after five days of unexcused absences, students could be considered to be habitually truant (see that section for details).

General School Policies

Complaints

We know that in any organization there will be an occasional complaint regarding a variety of issues. These concerns are best handled at the level at which they occur. There is a protocol when issuing a complaint. First, address it with the teacher/staff member in charge of that area. If a resolution has not been concluded, please contact the high school principal. If this does not resolve the issue, the Executive Committee is the third step in the process. This committee can be contacted through the District office or by emailing the Executive Committee through the District website. Working with the committee is the final stage before a hearing with the Board of Education can be set.

Dress Code

Omro High School maintains a respectful environment in which all students feel comfortable and free from distractions. Because we feel how a person carries his or herself is often reflected in a person's dress, our dress code is fully enforced.

There will be no wearing of caps or hats, coats or jackets, short skirts or shorts. Skirt and short length cannot fall above a palm length above the knee. Clothing with obscene and/or profane signs and/or language, or advertising alcohol/tobacco/illegal drugs is prohibited. This includes clothing with any depiction of offensive, suggestive or drug related items. Shirts with cut out sides are not allowed. Pants must fit tightly around the waist. Clothing and other personal items that the staff and administration feel is unsafe and/or distracting to the educational process will not be permitted.

Alcohol or Drug Possession and/or Usage

The possession and/or usage of alcohol, illegal drugs, or drug paraphernalia on school grounds or at school-sponsored events are strictly prohibited by board policy. All incidents will be reported to law-enforcement authorities and will result in suspension and/or referral for expulsion from school.

Gang and Gang-Related Behavior

The School District of Omro will not tolerate gang-related behavior in the schools or at school sponsored events. Behavior intended to initiate, advocate, or promote activities which threaten the safety or well-being of persons or property will be treated severely with disciplinary action up to and including referral for expulsion.

Academic Honesty

Students are expected to do their own work at all times. If a student cheats or plagiarizes, or assists another student in academic dishonesty, he or she will be subject to disciplinary measures and will be reported to the athletic director.

Lockers

Lockers are for the convenience of our students. They are intended for the storage of school related materials and coats/jackets. Students must keep lockers locked at all times. Students are held responsible for the locker assigned to them and will pay for any damage done. Students must not allow another students to use his or her locker. Money and/or other valuables should not be kept in lockers. The school reserves the right to search lockers randomly unannounced or on a regular basis. This is done to better ensure a safe and secure learning environment for all students and staff.

Backpacks, Purses, Etc.

Backpacks and other bags are not allowed in classrooms and must be kept in lockers. Sleeves are allowed for computing devices. Administration reserves the right to search any personal property of a student at any time.

Lost and Found

Items found, are brought to the office. Please check with the secretaries about anything lost.

Medication Usage

If a student requires a self-administered medication during school hours, that student must have a medication and treatment form signed by his or her parent on file in the high school office. Staff members are not allowed to provide any form of over the counter or prescription medication to students without this form. Students should not have medications at school without this form as such possession could result in legal/discipline problems.

Pupil Services

All students have the advantage of working with members of the Pupil Service Team. This team is comprised of the guidance counselor, school nurse, school psychologist, at-risk teacher, alcohol and other drug abuse coordinator, and pupil service director. This team works to meet the individual needs of all Omro High School students.

Work Permits

Students needing work permits may obtain them from the office. Students will need to have verification of birth date, (IE. birth or baptismal certificate, driver's license) a request from the employer for work, a letter from a parent/guardian giving approval, a social security card, and a ten-dollar fee.

Safety

Tobacco Usage and Possession

The usage and/or possession of any tobacco products are prohibited on school property according to board policy and state statutes. Violations will be reported to the police department for issuance of citations.

Use or Possession of Weapons

The use of or the possession of weapons at Omro High School will not be tolerated. This will result in immediate notification of the local law enforcement agencies and will result in suspension and possibly referral for expulsion.

Cell Phones/Music Players/Electronics

Cell phones are allowed to be used by students during the passing periods. Music players are allowed per teachers' discretion in their own classrooms. Laptop computers and other devices may be allowed at the discretion of the administration and staff. Students may not, at anytime, interfere with the infrastructure of the District's technology. Interference and/or misuse will result in discipline issues.

Administrative Rights

The administration reserves the right to make any necessary adjustments to this handbook and past practices as long as said adjustments are not against State statutes or Board policy to maintain the efficiency and safety of Omro High School.

Discipline Code

Schools cannot function effectively unless students, parents, teachers, and administrators all work toward the same goal of a quality education. Disruption of learning by disobedience, violence, or acts contrary to school rules or laws will not be condoned. Individuals have the responsibility to behave in a manner which will not interfere with the rights of other students' learning. It is the school's obligation to the community, parents, and other students to direct correct behavior and address any misbehavior.

Detentions

Assigned detentions must be completed on the dates assigned. Failure to serve detentions within this time frame will result in possible assignment to In-School Suspension or Out of School Suspension as well as additional detention time. Athletic practices, work schedules, and/or medical appointments are not reasons for failing to serve detentions.

Suspensions

Suspensions are assigned for serious and/or repetitive offenses. For both In-School and Out of School Suspensions the student will not attend classes but they are classified as excused absences. Also the student is not allowed to attend any after school events during the course of the suspension or the night of any day they were suspended. All suspensions are given according to the approved policies of the School District of Omro's Board of Education.

Disciplinary Actions

Disciplinary actions to be taken upon movement through the disciplinary plan include but are not limited to the following:

- Student Conference
 - Meet with student to discuss incident and future choices.
- Parent Conferences
 - Schedule parent and student meeting to discuss situation.
- Assigned Detentions
 - Time to be made up outside of the normal school day.
- Removal of certain privileges
 - Attendance at activities outside regular school day, permanent pass will be revoked.
- In-School Suspension (ISS)
 - Time will be spent in ISS room. There will be NO sleeping or electronics. Parents will be notified.
- Out of School Suspension (OSS)
 - Parents will be notified via phone. From one (1) to five (5) days dependent on severity of offense and past history.
- Reporting to police department.
 - As required by law or severity of offense.
- Recommendation for expulsion
 - Referral to Board of Education for expulsion. Suspended for up to fifteen (15) days until hearing.
 - Procedure per board policy and state statutes.

Emergency Issues

Fire Exits

Signs are posted in each area, which direct students and staff to safe routes in case of a fire. Remain calm and in an orderly fashion while exiting the building. State law throughout the school year requires routine fire drills.

Severe Weather Shelter

Along with the fire exit routes in each room there is also a storm shelter designation for that room. Students must follow the teacher's direction when the warning signal is given.

School Closing

All emergencies and/or announcements regarding school closings will be announced on local radio and TV stations. These stations include WEMI-FM 100, WISS, WOSH , WMGV, WYNE, WROE, WCWC, WYUR, WNAM, WUSW.

Reporting Accidents/Injuries

Every accident and injury that occurs during school hours or on the school property must be reported to the staff member supervising that activity and to the high school office. This is true for any activity sponsored by the school whether it is an athletic practice or game, a classroom activity, or a field trip off school grounds.

Parking

The use of the school parking lot is a privilege not a right. Anyone operating a vehicle improperly will not be allowed to park in the school lot and will possibly be reported to the police department. No students will be allowed to sit in any cars during the school day. This includes before school or during the lunch hour. Students will park in the Omro High School parking lot near Fox Trail. Please do not park in the staff or visitor parking areas at the north side of the lot. No student will be allowed to park in the Omro Middle School parking lot. Students need to register for a parking permit in the high school office.

Omro High School Code of Conduct

Student Conduct Expectations

This is a place of learning; therefore, certain expectations exist to enhance the learning of the total student body. The following is a listing of some of the major expectations:

- Classes will function without disruptive student behavior.
- Be prepared for classes, including study halls. Students must have classroom work to do.
- Be on time for classes. Tardies will be tracked through the office and detentions will be issued for more than four per quarter.
- Certain actions distract from the educational process and will not be allowed in the school building during classes or during passing times. These include but are not limited to: the wearing of i-pods, hats, wallet chains, card playing, and physical signs of affection.
- Swearing, name-calling, and/or arguing with a staff member will not be tolerated.
- Eating and/or drinking in classrooms will not be allowed.
- Hall passes for any purpose will be limited.

ESEA Compliance

The School District of Omro is required to provide information to university and military recruiters upon request according to the Elementary and Secondary Education Act. We are obligated to provide students' names, addresses, and telephone listings when requested. We also provide this same information to the school yearbook, ring, and graduation companies. In addition, the School District of Omro uses directory information for school publications including playbills, honor rolls, graduation programs, and sports programs.

If a parent does not want the School District of Omro to disclose directory information about his or her student, a written consent must be filed by September 15 each school year. The School District of Omro has determined the following information to be directory information: student name, address, telephone listing, e-mail address, photograph, participation in school events, weight and height of athletic team members, degrees, awards, honors, grade level, and dates of attendance.