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SCHOOL COMMUNITY RELATIONS

The Board of Education affirms its commitment (1) to keep the staff, citizens, and news media of the District regularly and accurately informed on policies, programs, and planning of the school system; and (2) to solicit the advice and counsel of staff, students, parents, and others on issues.

Cross reference:

Board Policy 2105 – Mission of the District

Bylaw 0167.3 – Public Participation at Board Meetings

Adopted: 6/18/01

Revised: 2/11/08

PUBLIC COMPLAINTS

- I. Any person or group, other than members of the staff covered by the terms of a negotiated agreement, having a legitimate interest in the operations of this District shall have the right to present a request, suggestion, or complaint concerning District personnel, specific program(s), the operations, or instructional materials in accordance with this policy. It is the intent of this policy to provide the means for judging each public complaint in a fair and impartial manner and to seek a remedy, where appropriate.
- II. It is the desire of the Board to rectify any misunderstandings between the public and the District by direct discussions of an informal type among the interested parties. When such informal meetings fail to resolve the differences, more formal procedures may be employed.
- III. Any requests, suggestions, or complaints reaching the Board, Board members, and the administration shall be referred to the appropriate administrator for consideration according to the procedure outlined in Administrative Guideline 9130.

The District shall not discriminate in admissions to any school, class, program, or activity, in facilities usage or in the methods, practices, and materials used for testing and evaluating students, against any person because of that person's age, sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, color, handicap, or physical mental, emotional, or learning disability. Discrimination complaints shall be processed in accordance with established procedures. This does not, however, prohibit the use of special testing or counseling materials or techniques to meet the individualized needs of students.

Legal reference:

Sections 118.01, 118.13, 121.02(1)(h), Wis. Stats.
PI 8.03(2)(h), 9 Wis. Admin. Code

Cross reference:

Administrative Guideline 2260 – Complaint Procedures
Administrative Guideline 9130 – Public Complaints
Board Policy 2521 – Selection of Instructional Materials and Equipment

Adopted: 6/18/01

Revised: 2/11/08

SCHOOL VISITORS

- I. The Board of Education welcomes and encourages visits to school by parents, other adult residents of the community and interested educators. In order for the educational program to continue undisturbed when visitors are present and to prevent the intrusion of disruptive persons into the schools, it is necessary to establish visitor guidelines.
- II. The Superintendent or the principal has the authority to prohibit the entry of any person to a school of this District or to expel any person when there is reason to believe the presence of such person would be detrimental to the good order of the school. If such an individual refuses to leave the school grounds or creates a disturbance, the principal is authorized to request assistance from the local police department.
- III. Access to students and classes must be limited and only in accordance with a schedule, which has been determined by the principal after consultation with the teacher whose classroom is being visited. Classroom visitations must be non-obtrusive to the educative process and learning environment and should not occur on an excessive basis.
- IV. Parent concerns about any aspect of educational programming should be presented through the procedure set forth in Board Policy 9130 - Public Complaints, a copy of which is available at the Board office and at each school.
- V. The Superintendent shall establish administrative guidelines to protect students and employees from disruption to the educational program or the efficient conduct of their assigned tasks.
- VI. Individual Board members who are interested in visiting schools or classrooms on an unofficial basis shall make the appropriate arrangements with the principal. In keeping with Board bylaws, such Board member visits shall not be considered to be official unless designated as such by the Board.

Legal reference:
Sections 120.13(35), 120.44 Wis. Stats.

Cross reference:
Administrative Guideline 9150 – School Visitors
Board Policy 9130 – Public Complaints
School Safety Plan

Adopted: 6/18/01
Revised: 2/11/08

PUBLIC ATTENDANCE AND CONDUCT AT SCHOOL EVENTS

- I. The Board of Education welcomes the attendance of members of the community at athletic and other public events held by the schools in the District. The Board also acknowledges its duty to maintain order and preserve the facilities of the District during such events.
- II. No person on school property shall:
 - A. injure or threaten to injure another person;
 - B. conduct themselves in a manner to impede, delay, or otherwise interfere with the orderly conduct of the educational program or activity taking place on school property;
 - C. enter school premises at any time for purposes other than those which are lawful and specifically authorized;
 - D. damage or steal private or School District property;
 - E. violate established rules or regulations;
 - F. bring, use, consume, or convey any controlled substances including alcohol on school property;
 - G. use tobacco products;
 - H. violate any municipal or county ordinance or State statute.
- III. The Board holds the legal authority to bar the attendance of any person whose conduct may constitute a disruption at a school event. School administrators have the authority to contact police if a person violates posted regulations or does not leave school property when requested. They are also authorized to use detectors and other devices to better ensure the safety and well-being of participants and visitors.
- IV. If a student or adult is asked to leave or is removed from a school event, no admission fees shall be refunded.
- V. Service animals used by persons requiring this type of assistance shall be permitted in all District facilities and at all school events. The person may be asked to provide evidence of the animal's certification for that purpose.

- VI. The Board authorizes the Superintendent of Schools to issue "GOLD CARDS" to residents of the School District who are 60 years of age or over. The gold card admits holders free of charge to all school-sponsored public events.

Legal reference:
Sections 101.123, 120.12(20), 120.44, 125.09 Wis. Stats.
Chapter 961

Adopted: 6/18/01
Revised: 5/5/08

CHARGES FOR SPECIAL PROJECTS

- I. It is the policy of the Board of Education to approve school sponsorship of occupational projects related to the occupations being taught by the District school(s).
- II. Projects may be accepted by the teacher with the approval of the building principal.
- III. Careful consideration shall be given to each project to ensure that the service rendered is not being exploited and that the project is of educational benefit to the students.
- IV. Customers shall be charged at least the actual cost of materials used in completing instructional projects. Funds shall be accountable under normal District procedures.

Adopted: 6/18/01
Reviewed: 1/28/08

SCHOOL VOLUNTEERS

- I. The Board of Education supports community involvement as an integral part of the educational goals of the school district in helping every child reach his/her full potential. Specifically, volunteers can:
 - A. Enrich the school program by sharing their experiences and talents with students.
 - B. Stimulate community interest and support for education.
 - C. Provide an opportunity for interested parents and other community members to become directly involved with education.
 - D. Provide students with reinforcement of skills.
 - E. Strengthen school-community partnerships through direct and positive participation within the schools.
 - F. Improve student self-image and help make learning enjoyable.
 - G. Enhance all aspects of the education process.
- II. Volunteer duties and assistance may involve service to the media centers, copyrooms, classrooms, athletic events, music programs, field trips, tutoring/mentoring youth and similar activities, and other duties as arranged by the principal.
- III. The safety and well being of the students, staff members, and volunteers of the district are paramount. Therefore, the district shall conduct criminal background checks on all volunteers who will be working directly with and/or who have access to students. Background checks will be conducted and passed prior to the first time the individual volunteers work with the students, and the district reserves the right to conduct additional background checks periodically thereafter, and no less than every 3 years.
- IV. School volunteers shall be expected to abide by all applicable laws, district policies, and administrative procedures and guidelines when performing their assigned responsibilities. All district employees working directly with a volunteer are responsible for directing and supervising the activities of the volunteer with broad supervision provided by the building principal.
- V. Volunteers shall sign a form releasing the District from obligation should the volunteer become ill or receive an injury as a result of volunteer services. Volunteers will be covered

under the District's liability policy but the District cannot provide any type of health insurance to cover illness or accident incurred while serving as a volunteer, nor is the volunteer eligible for workers compensation.

- VI. The responsible administrator has the authority to request that a volunteer discontinue their services if the administrator believes that the volunteer is not a good match for the students or school. Also, the Superintendent should be notified of any volunteer violation of Board policy, administrative guidelines, and/or possible violation of state or federal law.
- VII. Volunteers shall be restricted from access to confidential student and employee record information except as otherwise specifically provided and consistent with legal requirements and district policies and procedures. Volunteers shall be responsible for maintaining confidentiality regarding information seen or heard while working as a volunteer and shall sign a confidentiality statement of agreement.
- VIII. Efforts should be made to ensure that volunteers are recognized for their time, efforts, and support of the children and school district. It is the responsibility of district teachers and principals to recognize the contributions of volunteers, with the advice and assistance of other employees.

Legal reference:
Sections 118.125, 118.295 Wis. Stats.

Cross reference:
Board Policy 2105 Mission and Philosophy of the District
Board Policy 2430.01 – Special Programs by Community Members
Board Policy 8320 – Personnel Records
Board Policy 8330 – Pupil Records

Adopted: 6/18/01
Revised: 4/2/07; 2/11/08

PARENT GROUPS AND OTHER COMMUNITY SUPPORT ORGANIZATIONS

- I. The Board of Education appreciates the efforts of all parent/community organizations whose objectives are to enhance the educational experiences of students. The Board also recognizes that some of the strongest school district support comes from parent/community organizations having an interest in a specific school and/or specific school activities. Support from such organizations shall be encouraged whenever appropriate as a means of involving the public in the activities and the goals of the school district. Principals and staff members shall seek to strengthen and support such organizations by cooperating in any way possible to assist them in helping students and the schools.
- II. Each parent/community organization shall work within the appropriate school setting in cooperation with the principal and other staff members. Though the parent/community groups are separate from the School District, they are subject to provisions of Board Policy and Administrative Guidelines in order for the Board to accept donations and contributions. The Board encourages parent/community groups to include this policy as part of their bylaws.
- III. Relationship to Principal
 - A. The school principal serves in a liaison capacity with regard to an organization's relationship with the District. The principal can offer a historical perspective of past events. Also, the principal can work with groups to provide continuity through the changes that may occur in the officer structure of the group. The principal and other administrators shall not serve as an official member of the group.
 - B. The principal is available to the parent/community group to assist the group with the prioritization of expenditures. The principal is encouraged to provide groups with a list of prioritized needs of his or her building/students/staff. In doing so, the support group can keep less of a balance in their support group's accounts and deposit the funds in a School District Fund 21 account coded to the group which is independently audited by the District's auditing firm.
- IV. Accounting Practices
 - A. Each parent/community group is responsible for monitoring and supervising the financial operations of their group. The School District strongly recommends that funds designated for specific projects/events be placed in a District Fund 21 account. Purchases made from this account are subject to an annual audit by the District's auditing firm at no cost to the parent/community group.

- B. Also, all parent/community groups shall adhere to the following accounting standards to ensure the integrity of the group's funds:
1. Checking account, money market, savings, and other financial transactions require the signatures of two officers.
 2. Money market checks require two signatures.
 3. Checking account reconciliation statements shall be provided to the president, vice-president, and treasurer on a monthly basis. Then, a detailed report is presented to the membership at the monthly meeting.
 4. With regard to fund raisers:
 - a. All fund raising proceeds are to be simultaneously counted by at least two nonrelated people.
 - b. The transaction/deposit statement is to be signed by two people.
 - c. Separate deposits are made for each fund raiser, and the bank deposit slip is attached to the original deposit statement.
 - d. A summary sheet will be provided to members and recorded in the minutes outlining the event, the revenues and the costs associated with it.
 5. Minimize petty cash to \$50.00 or less and use a reimbursing process through issuing checks from receipts.
 6. Checks and cash shall be deposited as quickly as possible in accordance with a predetermined fund raising plan. Outstanding checks shall not be held for a period greater than two weeks, unless otherwise indicated in the plan.
 7. Expenditures of the group must be approved by the membership (confirming action) and recorded in the minutes.
- C. A group shall have an independent review of its books performed on a yearly basis. An audit of the group's records should be performed at least once every 3-5 years.
- D. The District's Business Office will provide a yearly accounting/finance seminar for all contributing groups and their officers. All officers of parent/community support groups, especially new officers, and the principal should attend.

V. Suspicion of Financial Impropriety

- A. Suspicion of financial impropriety shall be reported to the parent/community group president or vice president and school principal. It is expected that any report of financial impropriety will include specific written information supporting the accusation. The parent/community group's officers will be responsible for investigating the suspicion of financial impropriety and deciding on a course of action and notify the principal of the investigation as soon as possible. If further investigation is warranted the matter will be reported to the appropriate law enforcement agency. It is vital that confidentiality be maintained in protecting the rights and interests of all parties, to the extent required or permitted by law.
- B. The school principal will contact the superintendent about any improprieties. The superintendent, board president, school principal, and the group's officers will decide upon the forms of communication that may be required in reporting the matter to school board members, members of charitable groups, the community, etc.

VI. Summary

- A. Principals will maintain close communication with parent/community groups to ensure compliance with Port Washington-Saukville School District policies, District goals, and applicable laws. If a principal or other District staff member becomes aware of parent/community group's conduct that is inconsistent with District Policy, District goals, or any applicable law, the principal or staff member must report such conduct to the superintendent immediately.
- B. The Board reserves the right to withdraw permission to use the District's name in a school/community organization activity if such an activity is considered inappropriate by the Board. Further, the Board reserves the right to accept or not accept any and all offers from school/community organizations of gifts of money, supplies and equipment, or volunteer labor.

Cross reference:

Board Policy 2105 – Mission and Philosophy of the District
Board Policy 2260 – Access to Equal Education Opportunity
Board Policy 2430.01 – Special Programs by Community Members
Board Policy 7230 – Grants, Gifts, and Donations from Private Sources
Board Policy 8310 – Public Records
Board Policy 9700 – Relations with Special Interest Groups

Adopted: 6/18/01

Revised: 5/14/07; 5/5/08

SCHOOL – HOME RELATIONS

The Board of Education believes that the education of children is a joint responsibility, one it shares with the parents of the school community. To ensure that the best interests of the child are served in this process, a strong program of communication between home and school must be maintained in school.

Cross reference:

Board Policy 2105 – Mission and Philosophy of the District
Board Policy 2261.01 – Parent Participation in Title I Services
Board Policy 5420 – Reporting Student Progress

Adopted: 6/18/01

Revised: 5/5/08

NONPUBLIC SCHOOL STUDENT PARTICIPATION

Enrollment

Parents, adult students, or guardians of resident non-enrolled students wishing to take courses in the Port Washington-Saukville public schools shall apply, in writing, to the principal of the public school they desire to attend. The letter of application shall include the name of the course requested, the rationale for the request, and the signature of the nonpublic school principal approving the request (parent in case of home-school student).

Written application shall be submitted by April 1 of each year. Final decisions will be made no later than one (1) week prior to the start of each semester. Participation will be considered for a full semester.

Approval of the nonpublic school student's enrollment shall be based on the following criteria:

- A. The course must be one which is not required to be offered in a home-based, private, or parochial school as defined under s.s.118.165(1)(d).
- B. K-8 courses must not be in the core areas of reading, language arts, mathematics, social studies, science, or health. Summer school enrollment in core courses is an exception.
- C. Enrollment will not be allowed in dual credit offerings, the youth apprenticeship programs, or to supplant any course offerings available to students through their nonpublic school studies.
- D. The public school course requested is not at the maximum number of students for that grade span and/or space is available without overcrowding the existing course as determined by the principal.
- E. Additional costs or expenses to accommodate the nonpublic school student shall not be incurred by the School District.
- F. The student will be enrolled as a part-time student and appropriate fees will be prorated.
- G. The student must be qualified academically to meet the course requirements. Placement decisions will be made by the school principal.

- H. All transportation arrangements are the responsibility of the nonpublic school student or parent/guardian when participation relates to non-federally mandated services.
- I. Enrolled students shall be subject to all District and school regulations, and shall require regular attendance as well as compliance with conduct standards and expectations.

Participation

Parents, adult students, or guardians of resident non-enrolled students wishing to participate in school-sponsored activities shall apply, in writing, to the principal of the public school offering the activity. The letter of application shall include the name of the activity, the rationale for the request, and a dated parent or guardian signature. The request is to be submitted three (3) weeks prior to the start of the activity. Final decisions will be made no later than one (1) week prior to the start of the activity. Participation will be considered for the duration of the activity. Notification of applicable fees will accompany notice of approval to participate.

Approval of the non-enrolled student's participation in the activity shall be based on the following criteria:

- A. Space is available in the activity requested. When space is limited, time and date of application receipt by the principal will be considered in making the decision.
- B. Compliance with rules and regulations of external agencies and organizations including Wisconsin Interscholastic Athletic Association (WIAA).
- C. The student must meet the qualifications for the activity.
- D. Additional costs or expenses to accommodate the nonpublic school student shall not be incurred by the School District.
- E. Transportation arrangements are the responsibility of the nonpublic school student or parent/guardian and must comply with District guidelines.
- F. Participation shall be subject to all District and school regulations and shall require regular attendance as well as compliance with the school's conduct standards and expectations.

A decision denying a request for enrollment or participation may be appealed to the Superintendent. If the appeal is denied by the Superintendent, a written appeal may be made to the Board.

The District shall not discriminate in the provision of services or programs against any person because of that person's age, sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical mental, emotional, or learning disability. Discrimination complaints shall be processed in accordance with established procedures.

Adopted: 6/18/01

RELATIONS WITH EDUCATIONAL INSTITUTIONS AND ORGANIZATIONS

- I. It is the policy of the Board of Education that strong lines of communication be maintained by the District with other districts and with institutions and organizations, which provide District students with programs, training, or services not available in the District.
- II. The Superintendent may enter into such cooperative ventures with institutions or organization for the purpose of providing programs, which correlate to the District's curriculum and help students better accomplish the educational outcomes established by the Board.

Legal reference:
Section 66.0301 Wis. Stats.

Cross reference:
Board Policy 9555 - Partnerships with Business / Other School Districts

Adopted: 6/18/01
Revised: 5/5/08

RELATIONS WITH PRIVATE AND PAROCHIAL SCHOOLS

- I. The School District seeks to maintain positive relationships with private and parochial schools within the District and shall continue to cooperate with private and parochial schools in matters of mutual benefit to the children and citizens of the District community, where not expressly prohibited by law.
- II. The following services subject to stated conditions have been approved:
 - A. Temporary use of school facilities (buildings, grounds, and equipment)
 1. The District shall provide temporary use of school grounds, buildings, facilities, or equipment pursuant to State Statute. The District shall charge a reasonable fee for use by private and/or religious schools consistent with Board Policy 7510 "Use of School Facilities". Use of school facilities for religious purposes shall not be permitted during regular school hours.
 2. The District may continue to loan educational materials and equipment on a temporary basis, which have been acquired through Federal funds and which are not currently in use by the public schools or are available after the public school needs have been met. The period of loan shall not exceed 45 days.
 - B. Provision of shared services opportunities
 1. Enrollment of private/parochial students is permitted in compliance with Board Policy 9270 "Nonpublic School Student Participation".
 - C. Services available through federal grants and entitlements
 - D. Other services authorized by the District include the sharing of personnel for the purposes of providing:
 1. temporary nursing services and health screening services (vision, hearing, scoliosis)
 2. psychological testing services
 3. preschool testing services
 - E. In addition, invitation to participate in professional growth activities may be extended to professional staff for a reasonable fee if fees are warranted.

- F. Also, enrollment in the summer education program shall continue to be open to resident private and parochial students. These services would be available at the public school district premises.

The District shall not discriminate in admissions to any school, class, program, or activity, in facilities usage or in the methods, practices, and materials used for testing and evaluating students, against any person because of that person's age, sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, color, handicap, or physical mental, emotional, or learning disability. Discrimination complaints shall be processed in accordance with established procedures. This does not, however, prohibit the use of special testing or counseling materials or techniques to meet the individualized needs of students.

Legal reference:

Sections 43.72, 118.13, 120.12(9), 120.13(17)(19)(21) Wis. Stats
PI9 , Wis. Admin. Code

Cross reference:

Administrative Guideline 2260 - Complaint Procedures
Administrative Guideline 7510 - Facility Rental Fees
Board Policy 7510 – Use of School Facilities
Board Policy 9270 – Nonpublic School Student Participation

Adopted: 6/18/01

Revised: 5/5/08

PARTNERSHIPS WITH BUSINESS / OTHER SCHOOL DISTRICTS

- I. The Board of Education recognizes the importance of establishing mutually beneficial relationships with businesses and other School Districts.
- II. The Board also recognizes the value of these partnerships in providing the education and training students will need to function effectively in the 21st century.
- III. The Board will support partnerships between the District and individual businesses and/or school districts. The purpose will be to share resources and to seek opportunities for students and staff to share in new strategies and technologies being created in the business world. Such partnerships could have significant impact on the nature and content of the curriculum, as well as on the manner and timeline under which students learn.
- IV. The Board also supports the promotion of programs that will increase participation in school-to-work experiences, such as those established through Partners Council and the Ozaukee County Workforce 2010 Council.

Legal reference:
Section 66.0301 Wis. Stats.

Cross reference:
Board Policy 2105 - Mission and Philosophy of the District

Adopted: 6/18/01
Revised: 5/5/08

TAX INCREMENTAL DISTRICT (TID) REVIEW BOARD REPRESENTATION

- I. When a tax incremental district (TID) is being considered on property within the school district or an amendment to a project development plan is being proposed, the Board of Education shall appoint a representative to serve on the TID joint review board. Such representative shall be the School Board President or the President's designee. If the School Board President appoints a designee, he or she shall give preference to the District's Director of Business Services or another person with knowledge of local government finances. If the TID district is also located on property of another school district, the school district having the property with the greatest value within the TID district shall appoint the representative to the review board.
- II. The school district representative appointed should meet the following qualifications:
 - A. He/she should have an interest in serving on the joint review board.
 - B. He/she should be knowledgeable of the state school aid formula and the impact of TIDs on state aids.
 - C. He/she should understand the implication of TID district creation on school property tax collections.
- III. A copy of this policy will be provided to the Port Washington-Saukville School District TID Review Board Representative upon appointment.
- IV. The Board expects the school district representative to vote in the best interest of the school district, and not according to his/her own personal interest. As a member of the review board, the school district representative must also consider the criteria established by law when voting on whether to approve or deny a TID district proposal.
- V. A TID district status report shall be made by the school district representative to the School Board at the Board meeting following the TID review board's decision.

Legal reference:
Section 66.1105(4m) Wis. Stats.

Adopted: 12/12/05
Revised: 5/5/08

RELATIONS WITH SPECIAL INTEREST GROUPS

- I. It is the policy of the Board of Education that students, staff members, and District facilities not be used for advertising or promoting the interests of any non school agency or organization, public or private, without the approval of the Board or its delegated school principal. Such approval, granted for whatever cause or group, shall not be construed as an endorsement of said cause or group by this Board, and shall include the following qualifying statement: "The opinions expressed (information provided) are not sponsored or endorsed by the school district or its personnel."
- II. Requests from civic institutions, charitable organizations, or special interest groups, which involve such activities as patriotic functions, contests, exhibits, sales of products to and by students, sending promotional materials home with students, graduation prizes, fund raising, and free teaching materials must be carefully reviewed to ensure that such activities promote student interests without advancing the special interests of any particular group.
- III. The Board shall permit the use of educational materials, programs, and equipment, which contain commercial messages providing the content of such messages and the manner of presentation has been approved by the Superintendent and is in compliance with the District's administrative guidelines.
- IV. Outside speakers representing commercial organizations will be welcome only when the commercial aspect is limited to naming the organization represented and the subject matter advances the educational aims of the District.
- V. Contests / Exhibits
 - A. The Board recognizes that contests and exhibits may benefit individual students or the District as a whole, but participation in such special activities may not:
 1. have the primary effect of advancing a special product, group, or company
 2. make unreasonable demands upon the time and energies of staff or students or upon the resources of the District
 3. interrupt the regular school program
 4. cause the participants to leave the School District, unless:
 - a. Board Policy 2340 has been complied within all aspects;
 - b. the Board has granted special permission;
 - c. the parents of a minor student have granted their permission.

VI. Distribution / Posting of Literature

- A. No outside organization or staff member or student representing an outside organization may distribute or post literature on that organization's behalf on District property without permission and prior review of the building administrator.
- B. Board Policy 5722 shall be followed.
- C. Distribution or posting of materials employees wish to distribute on behalf of an employee organization shall comply with the terms of negotiated, collectively bargained agreements.
- D. The school mail system is not used by students or staff for distribution of nonschool-related materials.
- E. No materials from any profit-making organization are distributed for students to take home to their parents unless authorized by the supervising administrator and shall contain the qualifying statement, "The opinions expressed (information provided) are not sponsored or endorsed by the school district or its personnel."
- F. The time, place, and manner of distribution of all nonschool-related materials is clearly established and communicated by the building administrator and clearly identified as voluntary.

VII. Solicitation of Funds

- A. Any outside organization or staff member representing an outside organization shall not solicit funds on school property unless approved by the building administrator or superintendent and contain the qualifying statement, "The opinions expressed (information provided) are not sponsored or endorsed by the school district or its personnel."
- B. Approved solicitation must take place at such times and places and in such a manner as specified by the building administrator.
- C. Solicited funds are not to be deposited in any regular or special accounts of the District. The Board disclaims all responsibility for the protection of, or accounting for, such funds.

- D. This policy does not apply to the raising of funds for District-sponsored or school-sponsored activities, or parent/support groups as outlined in Board Policy 9211.

VIII. Sale of School Supplies

- A. In determining the appropriateness of the sale of school supplies by organizations other than the School District, the Board requires that the organization have a purpose, which will benefit the School District and its students.
- B. All funds generated by the sale of such school supplies shall adhere to Board Policy 9211.

Legal reference:
Section 118.12 Wis. Stats.

Cross reference:
Board Policy 2105 - Mission and Philosophy of the District
Board Policy 2416 - Research Projects and Surveys
Board Policy 2521.02 - Resource Speakers
Board Policy 5451 - Student Awards and Scholarships
Board Policy 5550 – Student Trips and Travel
Board Policy 5722 - School-Sponsored Publications
Board Policy 5730 - Distribution of Nonschool-Sponsored Student Newspapers and Other Publications
Board Policy 5830 - Student Fund-Raising Activities
Board Policy 7230 - Grants, Gifts, and Donations from Private Sources
Board Policy 9211 - Parent Groups and Other Community Support Organizations
Current Employee Agreements

Adopted: 6/18/01
Revised: 2/9/04; 5/5/08

CARRYING A CONCEALED WEAPON ON OR NEAR SCHOOL PROPERTY

- I. The Board of Education believes that student, staff, and visitor safety is of the highest priority. Wisconsin has adopted a law which affects the manner in which persons may carry concealed weapons. This law applies much differently on school grounds and surrounding area. Let it be known that it is a Class I felony to knowingly possess a firearm at a place that the individual knows, or has reasonable cause to believe, is in or on the grounds of a school. It is a Class B forfeiture to possess a firearm at a place the individual knows, or has reasonable cause to believe, is within 1,000 feet of the grounds of a school.
- II. According to State Statute, an individual may possess a firearm in or on school grounds only under the following circumstances:
 - A. The firearm is not loaded and is encased or in a locked firearms rack that is on a motor vehicle.
 - B. By a state-certified commission warden acting in his or her official capacity.
 - C. By a person legally hunting in a school forest if the School Board has decided that hunting may be allowed in the school forest.
- III. Also, under State Statute, an individual may possess a firearm in or on the grounds of a school or within 1,000 feet of the grounds of a school in accordance with any of the following provisions of federal law:
 - D. On private property that is not part of school grounds.
 - E. For use in a program approved by the District on school grounds.
 - F. In accordance with a contract entered into between the District in the school grounds and the individual or an employer of the individual.
 - G. By a law enforcement officer acting in his or her official capacity.
 - H. The firearm is unloaded and is possessed by an individual while traversing school premises for the purpose of gaining access to public or private lands open to hunting, if the entry on the school premises is authorized by District authorities.
- IV. Any questions about this policy should be directed to the Superintendent or Building Principal. ~~if you have any questions or believe that an individual is in violation of this policy.~~

Legal References:

Sections 118.07, 118.31, 120.13(1), 175.60, 941.23, 943.13, 948.60, 948.605, 948.61, Wis Stats.

Gun-Free Schools Act

18 U.S.C. Sec. 921(a) Federal Law

Individuals with Disabilities Education Act

Cross References:

Board Policy 5772 – Possession or Use of Weapons

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