

La Crosse Logan High School



2018-2019 Student/Parent Handbook

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**SCHOOL DISTRICT OF LA CROSSE
LOGAN HIGH SCHOOL**

1500 Ranger Drive
La Crosse, WI 54603
608.789.7700

SCHOOL DAY 7:40 a.m. – 3:20 p.m.

Grades: 9-12
Mississippi Valley Conference
School Colors: Red and White
Mascot: RANGER

LOGAN HISTORY

Logan’s mascot, the Ranger, was selected in 1942. It was submitted by Raymond Nibbe’s homeroom during a contest that was held to find a nickname for the school’s athletic teams. The name was drawn from a small group of American fighting men who fought on the side of the British in the French and Indian War of 1759. Colonel Major William Rogers was authorized to recruit and train a unit that would use unconventional methods of warfare. Dressed in buckskin, Roger’s Rangers became a symbol of unity and fighting prowess. They were the forerunners of every specialized fighting force, and the name “Rangers” is still used in the military. Rogers’ Rangers are featured in the movie, “Northwest Passage,” with Spencer Tracy portraying William Rogers.

**LOGAN SONG
“ONWARD LOGAN”**

Onward Logan, Onward Logan, Grand Old Logan High
We, the loyal sons and daughters, hail thee till we die, you rah rah.
Onward Logan, Onward Logan, fight for Logan’s fame;
Fight Rangers, fight, fight, fight, we’ll win this game.

Onward Logan, Onward Logan, Grand Old Logan High
We, the loyal sons and daughters, hail thee till we die, you rah rah.
Onward Logan, Onward Logan, fight for Logan’s fame;
Fight Rangers, fight, fight, fight, we’ll win this game.

You rah rah Logan High School!
You rah rah Logan High School!
You rah rah Logan High School!

DISTRICT CORE VALUES

**Compassion Giving Honesty Perseverance
Respect Responsibility Self-Discipline**

PHONE NUMBERS

MAIN NUMBERS

Main Office	789.7700
Attendance	789.3207
Guidance	789.3205
Activities Office	789.3208
Pool	789.3217

OFFICE NUMBERS

Wally Gnewikow, Principal	789.3200
Tony DePaolo, Associate Principal Grades 11-12	789.3201
Beth Markos-Forde, Dean of Students Grades 9-10	789.3202
Jordan Gilge, Activities Director	789.3301
Heath Graves, Police Liaison	789.3209
Susy Foster, Administrative Assistant	
Attendance	789.3207
Beth Harnish, Administrative Assistant, Main	789.3204
Mary Milligan, Administrative Assistant, Main	789-3203
Beth Hoff, Administrative Assistant Student Serv.	789.3206
Alicia Nielsen, Administrative Assistant Student Serv.	789.3205
Maggie Ask, Administrative Assistant Activities	789.3208
Sue Hartliep, Copy Specialist	789 3218

PUPIL SERVICES

Lindsay Knoble (A-G)	789.3305
Julie Slaats-Rowe (I-R)	789.3335
Amanda Eichenberg (S-Z & H)	789.3304
Stephanie Mancuso, Social Worker	789.3339
Ken Ortery, Psychologist	789.3329
Katie Powell, Health Assistant	789.3210
Michelle Rank, School Nurse	789.7700 ext. 5720
Ranger Resource	789.7700 ext. 4129
Career Center	789.7700 ext. 4129

LaCrosse Logan High School

2018-2019 Schedule

Monday – Tuesday – Friday

Period 1 7:40 – 8:25
Period 2 8:30 – 9:15
Period 3 9:20 – 10:05
Homeroom 10:10 – 10:45
Period 4 10:50 – 11:35
Period 5 11:35 – 12:55
(See below for classes and lunches)
Period 6 12:55 – 1:40
Period 7 1:45 – 2:30
Period 8 2:35 – 3:20

Lunch (8 Period Day) 5th Period

First Lunch 11:35 – 12:05
Class 12:05 – 12:50

Middle Lunch 12:00 – 12:30
Class 11:40 – 12:00
Class 12:30 – 12:50

Last Lunch 12:25 – 12:55
Class 11:40 – 12:25

Wednesday EL Day

Period 1 7:40 – 9:00
Homeroom: 9:05 – 9:40

Period 3 9:45 – 11:05
Period 5 11:05 – 1:00
(See below for classes and lunches)
Period 7 1:00 – 2:20
Meeting or PLC Time 2:30 – 3:20

Thursday EL Day

Period 2 7:40 – 9:00
Homeroom: 9:05 – 9:40

Period 4 9:45 – 11:05
Period 6 11:05 – 1:00
(See below for classes and lunches)
Period 8 1:00 – 2:20
Meeting or PLC Time 2:30 – 3:20

Lunch (EL Day) 5th and 6th Periods

First Lunch 11:05 – 11:35
Class 11:35 – 12:55

Class 11:10 – 11:50
Middle Lunch 11:50 – 12:20
Class 12:20 – 12:55

Class 11:10 – 12:30
Last Lunch 12:30 – 1:00

Updates will be provided on scheduling between 2:30-3:20

LA CROSSE LOGAN HIGH SCHOOL

Early Release Day Schedule

Period 1 7:40 – 8:11
Period 2 8:16 – 8:47
Period 3 8:52 – 9:23
Homeroom 9:28 – 9:50

Period 4 9:55 – 10:27
Period 5 10:32 – 11:04

Period 6 11:04 – 12:11
(See below for classes and lunches)
Period 7 12:11 – 12:43
Period 8 12:48 – 1:20

Lunch (8 Period Day) 6th Period

First Lunch 11:04 – 11:34
Class 11:34 – 12:06

Middle Lunch 11:23 – 11:53
Class 11:09 – 11:23
Class 11:53 – 12:06

Last Lunch 11:41 – 12:11
Class 11:09 – 11:41

Friday Early Release Days for 2018-19

November 9
January 18 (will follow finals schedule)
March 15
May 10

ACADEMICS

ACADEMIC DEADLINES

Alternative Pathways	May (For Summer)
Logan Scholarship Applications	January 31
School-To-Work Applications*	March 1
Youth Options**	March 1 (Fall)
	October 1 (Spring)

* The following programs are by application only. Please see your counselor, Career Center Assistant for more details.

Assistant Child Care Teacher
Automotive Technician
Banking and Finance
Certified Nursing Assistant
Coop Program for Business, HERO, Technology and Marketing
CISCO Networking Academy
Mentorship

** Students involved in Youth Option programs must work closely with their student services counselor to develop a plan for their program and learn the requirements. **ATTENTION: ALL GRADES EARNED IN OPTION PROGRAMS WILL NOT COUNT IN THE STUDENT'S GPA.**

AUDIT POLICY

Students auditing classes will be expected to attend all classes, complete all assigned work, and take all tests. There will be a grade issued and placed on the permanent record card; however, the grade will not be used to compute grade point and a notation, "audit" will appear on the permanent record card. A special programming form must be filed for each audit. If it is a full-credit course you need to reapply for the second half of the year. A request to audit a class will not be accepted after the 9th week of the semester; 4 ½ weeks if a block class. An audit class does not count as a credit toward graduation.

BASIC SKILLS PROGRAM

The focus of this program is to provide instructional class work in English, Math, Study Skills, and support materials in core subject areas. Students in study skills are tested to determine their skill levels and then placed on individualized class programs. Course work is a combination of skill work in a student's deficit areas, study guides for core subjects, study skills assignments, tutoring and computer-assisted instruction. Special attention is given to improving attendance, day-to-day work habits, and counseling regarding performance problems in classes. Elective credit for Basic Skills is earned based on the amount of work completed. A student may take the class for up to two periods a day. Credit for English and Math may be earned with permission from the staff, referring core subject teacher, and administration. Tutoring services are also available on a pass from study hall or during the student's unscheduled time. Program services offered at the high schools are coordinated through the guidance departments to aid in identifying potential students who might leave school and those who have serious performance retention problems.

CHARTER SCHOOL “LACROSSROADS”

The purpose of this school is to provide an alternative for of education for students who are currently experiencing significant difficulty with the current educational environment. Approximately 60 students in grades 9-12 are enrolled in this school. Application and program information is available from Mr. DePaolo, Ms. Hart, or Mr. Harney
SEE PAGE 23.

DROP AND ADD REGULATIONS

All students dropping or adding classes must obtain a form from their guidance counselor. This form must be signed by parents, teacher(s), and a guidance counselor before being approved by the administration. Dropping or adding classes is **STRONGLY DISCOURAGED**. Changes may occur for the following reasons:

- A level change in the subject matter
- Student has too many classes
- Teachers, parents, and counselor all agree it is in the student’s best interest
- Class size dictates a change is necessary
- If a student drops a class after the twentieth (20th) school day of the quarter (10th school day of the quarter for a block class), the student will be given an “F” for that quarter and a WF for the semester. (WF’s are calculated in the GPA.) First and third quarter grades will remain as graded by the teacher prior to the drop, if a student drops during the second or fourth quarter.
Adding of classes will usually be allowed provided the student can handle the extra load and there is room available in the class.
- Adding of classes will usually be allowed provided the student can handle the extra load and there is room available in the class.

GRADE CHANGE PROCEDURE

Any student who wishes to replace a failed semester grade in a course may do so by following these guidelines:

1. All replacement courses must be retaken at either Logan or Central High Schools. Other courses can’t be substituted for the failed course.
2. Pick up a Grade Change Form from the guidance secretary.
3. Fill out the Grade Change Form completely and obtain all required signatures. Return the completed form to the guidance secretary.

The grade change will be made at the end of the semester following completion of the appropriate Grade Change Form. Students are responsible for initiating and completing this process or the grade change will not take place. Grade Changes are not automatically made without the appropriate form.

SEE PAGE 27

GRADUATION: Students are required to complete 22.5 credits to graduate from the school district of La Crosse. (24 credits beginning with the class of 2020). It is important to monitor yearly credits earned.

INCOMPLETE PROCEDURES

It is the philosophy of Logan High School to provide success. Therefore, we have established the following procedures which reflect our standards for achievement and responsibility, in a fair manner.

INCOMPLETES MAY BE ISSUED IF:

1. A student has been unable to complete course work due to illness, injury, or family emergency.
2. A student must complete make-up time, i.e. detention or a class commitment.
3. A student has to complete a major project/assignment and the teacher believes that granting additional time is warranted and completion of the project will permit the student to pass the class.

**This is per teacher judgment and discretion.

INCOMPLETE PROCEDURES:

1. Incomplete forms must be filed at the end of the grading period by appropriate staff with VERY SPECIFIC INFORMATION as to the reason(s) for the incomplete.
2. Incompletes must be indicated on scan sheets, edit sheets, and report cards.
3. Incompletes for academic reasons shall be made up no later than 10 days after the grading period ends. Extensions must be administratively approved.
4. Incompletes that are not satisfied within the time limit will become a “F” for the grading period and will be calculated with other grades to determine a final grade for the course.
5. Incompletes for failing to take semester exams shall be handled in the same manner as incompletes for academic reasons.
6. Incompletes for make-up time/detentions **will remain incomplete** until the time is made up.
7. Incompletes shall be considered a “F” grade for the purpose of determining eligibility for co-curricular activities and Responsibility Release privileges, until the incomplete is resolved.
8. Administration will generate an incomplete list after each grading period and staff will be expected to verify incompletes and changes.

LEAP PROGRAM

The purpose of this program is to provide an alternative for Special Education students who may need greater structure and guidance than can be provided in the regular education classes with special education support.



PRIVILEGES FOR GRADES 11 AND 12:

RESPONSIBILITY RELEASE

All JUNIORS AND SENIORS who are eligible for the Responsibility Release Program must carry their updated and signed card at all times. Responsibility Release eligibility standards are as follows:

1. No grades in progress or failures in most recent grading period(mid-quarter and quarter)
2. 3.0 GPA in most recent grading period
3. Juniors must have earned 12.5 credits and senior 18 credits
4. No disciplinary actions resulting in a suspension in the most recent grading period
5. No code violations within the last two grading periods
6. No truancy during the most recent grading period

A STUDENT MUST MEET FIVE OF THE SIX CRITERIA TO BE CONSIDERED FOR THE RESPONSIBILITY RELEASE PROGRAM AND HAVE NO OUTSTANDING FINES OR FEES

POINTS OF UNDERSTANDING

1. Schedule changes to allow certain periods for commons are not allowed.
2. Privilege of “commons” program may be revoked if the student is not in good standing.
3. Students will be placed in a study hall if the privilege is revoked.

In keeping with the Logan philosophy of privileged based programs, juniors and seniors must meet academic and attendance requirements for commons privilege. No student will have commons if s/he has two or more failing grades or incompletes OR five or more truanicies (by period) in the most recent grading period. If a student is ineligible for commons due to incompletes, these can be rectified at any time and eligibility will be considered for commons privilege.

STRATEGIC LEARNING

This is a team-taught course in which two teachers work with small groups of students on specific literacy and learning skills. The class is offered to 9th and 10th grade students who have been identified as candidates through testing data. Students may earn .5 elective credit for the course and the course may be retaken for credit when necessary.



ACTIVITIES

The co-curricular activities at Logan High School include more than 50 clubs, organizations, activities, and sports. The clubs/activities are academic, athletic, musical, publication, recreation, speech, service or vocational in nature. All students are highly encouraged to participate in co-curricular activities. Parents are notified through the activities department or by individual coaches/advisors about activities, clubs, or sports that may match their child's interest. Over sixty percent of Logan students participate in after-school activities. There are 8 basic categories.

ACADEMIC/HONORS

Academic Decathlon
Tri M Honor Society
French/German/Spanish Clubs
High Quiz Bowl
National Honor Society

RECREATIONAL

Pep Club
Weightlifting/Power Lifting
Outdoor Adventures
Trap Shooting
Bass Fishing

ATHLETICS

ASL (Adaptive Sports League)
Baseball
Basketball
Cheerleading
Cross Country
Dance Team
Football
Golf
Gymnastics
Hockey
Soccer
Softball
Ski/Snowboarding
Swimming
Tennis
Track
Volleyball
Wrestling

SERVICE CLUBS

Champions

GSA
Ranger Renaissance
SEA Club
Student Council

SPEECH

Debate
Drama
Forensics
Mock Trial

VOCATIONAL CLUBS

DECA-Distributive Education Clubs of America
FBLA-Future Business Leaders of America
FCCLA
VICA-Industrial Technology Occupations
Battle of the Books

MUSICAL

Band
Drumline
Jazz Band
Marching Band
Orchestra

Pep Band
Show Choir
Twirlers

PUBLICATIONS

Yearbook

COACHES AND ADVISORS

Activities Director	Jordan Gilge	789 3301	High Quiz Bowl	Steve Duffrin, Eric Martin	789 3285/789 3324
Band	Mark Lakmann, Brian Renkas	789 3318	Hockey girls	Mark Thorn	Ona Co-Op
Jazz Band	Mark Lakmann	789-3318	Hockey	Tim Ebner	Ona Co-Op
Baseball	Andy Ellenbecker	789 3340	National Honor Society	Marty Eichenberg	7893304
Basektball-Women	TBD		Orchestra	Bill Sisson	789 3334
Basketball-Men	Andy Fernholz	789 3288	Pep Band	Brian Renkas	789 3332
Chinese Club	Hong Xu	789 3341	Pep Club	Jodi Mahlum, Kelli Jo Kline	789 3322/789 3310
Cross Country-Men	Steve Duffrin		Pool Director	Casey Knoble	789 3312
Cross Country-Women	Steve Duffrin		Ranger Renaissance	Joanne Cappuccio	789 3282
Dance Team	Kelsie Bolstad		SEA Club	Pang Chang	789 7700
DECA	Angela Molling-Enright	789 3300	Student Leadership Team	Jordan Gilge	789 3301
Drumline	Mark Lakmann		Show Choir	Kayla Shue	
FBLA	Chip Wall	789 3338	Ski/Snowboard	Bill Patza	
Football]	Casey Knoble	789 3312	Soccer-Men	Tom Kammer	789.3308
Forensics	Ann Koth	789 3315	Soccer-Women	Charles Nassar	608 385 3933
French Club	Liselotte Kuster	789.3317	Softball	Matt Marohl	7893323
German Club	Rita Murphy		Spanish Club	Rhonda McGowan	789 3325
Golf-Men	TBA		Swimming	Joan Kapellas	
Golf-Women	Bennett Laxton		Tennis Boys	Lee Retzlaff	
GSA	Katie Brown	789 3279	Tennis Girls	Gary Corbisier	
Gymnastics	Krystal Young		Track Boys	Joe Hackbarth	789 3295
			Track Girls	Tom Kammer	789 3308
			Volleyball	Jessa Ellenbecker	789 7900 (5863)
			Wrestling	Brad Masche & Tyler Von Haden	789 3313



ACTIVITIES CODE

All students involved in co-curricular activities must abide by the School District Code of Rights and Responsibilities as well as the WIAA Rules and Regulations. All students and their parents must sign an activities code card each school year.

AWARDS

Students may earn letters, most valuable person plaques, and plaques for other team awards. These awards are given at the end of the season ceremony. Certificates and medals are also distributed by the Mississippi Valley Conference.

Students in athletic or other school activities may receive “letters” for varsity level participation. Each individual head coach/advisor is required to share lettering information with participants. Athletes receive red letters with white trim; activities participants receive a red letter with Columbia blue trim.

FUND RAISING

Fund raising is a supplemental way to obtain funds beyond the district approved budget. Although fund raising is not encouraged, it is sometimes necessary within an activities program. All fund raisers must be pre-approved by the Activities Director, Building Principal, and Board of Education. (PolicyIGDG)

INSURANCE

Students involved in co-curricular activities are highly recommended to have insurance. This may be obtained personally or through a supplemental plan. Supplemental plan information is available from the Activities Director.

PHYSICALS

All students involved in athletics, including cheerleading and dance team, must have a physical every two years. A record of these is kept in the Activities Director’s office. Students can’t practice or play in games without the required physical. For the 2018-19 school year, physicals must be dated on or after 4/1/2017.

PRACTICES

Most practices last between 2-2 ½ hours. Athletic teams practice in a rotation schedule when necessary after school on school days. Sunday or holiday practices “may” occur if approved by the Superintendent. Activities, rehearsals, and practices are frequently scheduled when the majority of students are able to attend.

STARTING DATES

Semester 1

Drumline
Music

Semester 2

Forensics
High Quiz Bowl
Jazz Band

Year Round

Academic Decathlon
Mock Trial
DECA

Drama
FBLA
HERO
Show Choir
Theater
VICA



FALL

Cross Country- Men/Women	August 13
Football	July 31-Equipment Issued August 1-First Practice
Golf-Women	August 6
Soccer-Mens	August 13
Swimming/Diving- Women	August 7
Tennis-Women	August 7
Volleyball	August 13

WINTER

Alpine Skiing/Snowboarding	November 5
Basketball-Men	November 12
Basketball-Women	November 5
Gymnastics	November 5
Hockey	November 5
Swimming	November 12
Wrestling	November 12

SPRING

Baseball	March 18
Golf-Men	March 25
Softball	March 11
Soccer-Women	March 18
Tennis-Men	March 25
Track-Men/Women	March 4

TEAMS: COMPOSITION AND CUTTING

The majority of the sports and organizations at Logan High School do not have cut policies. However, some programs do enforce this. These include, but are not limited to: Show Choir, cheerleading, volleyball, basketball, golf, and some freshman sports. Most programs offer varsity, varsity reserve, and freshman team levels. Teams are coached by qualified faculty members, college students, or members of the community. Any questions should be brought to the attention of the coach/advisor immediately. If you are not satisfied with the outcome, please feel free to call the Activities Director.



ATTENDANCE

Statute 118.15 requires that school attendance is **MANDATORY** for a child who is between the ages of 6 and 18. Students and parents can be fined and referred to juvenile authorities for non-compliance with attendance laws.

SEE PAGE 29.

EXCUSED ABSENCE: Students may be excused from school for illness, health appointment, or family emergencies, provided the parent/guardian calls the attendance office at **789.3207 BEFORE 9 A.M. the DAY OF THE ABSENCE.** Students must check out at the attendance office if they leave the building and check in when they return to school.

EXCUSED ABSENCE-ILLNESS: If a student misses **FIVE** or more consecutive days, **AND/OR** accumulates **TEN days of absence per year**, a doctor's note will be required for each absence due to illness thereafter, to be excused. If the absences are due to a chronic medical condition, special religious holidays, or other extenuating circumstances, please contact an associate principal or principal.

EXCUSED ABSENCE-PARENTAL DAYS IN ADVANCE: Students ARE allowed 10 (part or all) parental absence days per year. When the absence is planned, the student must make the request **IN WRITING, IN ADVANCE with a pre approved absence form available in the main or attendance offices.** A parent can not excuse a child because the child decides s/he does not want to be in school. **SEE PAGE 30.**

EXCUSED ABSENCE-SCHOOL RELATED SPORTS/ACTIVITIES RELEASE: Students will be excused for school related activities. They must notify teachers prior to the event that will cause them to miss a class. Teacher, coaches, and/or advisors must give a list of the students in the group that are to be released from class **ONE DAY PRIOR** to the event. All events must be administratively approved.

PERFECT ATTENDANCE: Perfect attendance is defined as not missing **ANY** school for **ANY** reason. **This includes NO tardies, appointments of any kind, or any other type of absence.**

TARDIES: Tardiness is defined as being late to class. This causes interruption within the educational teaching process and should be avoided. Those students checking in after the school day starts due to illness or going to or from an appointment should check in at the attendance office and get an "excused pass." Students who do not have an acceptable excuse for being late should report directly to class. Excessive tardiness will be handled by administration on a case by case basis. Students must have permission to leave the room if they will return after the bell rings for the start of class. Any student who leaves their materials in the room prior to class starting and returns after class has started will be considered tardy unless permission was given in advance by the teacher.

UNEXCUSED ABSENCE/TRUANCY: Students who are absent from school without an acceptable excuse shall be considered **UNEXCUSED.** All unexcused absences must be made up either in detention or with the teacher whose class was missed. **UNEXCUSED ABSENCES** may result in Simple Truancy Citations, a Habitual Truancy Citation, and/ or a referral to the La Crosse County Human Services.

IMPORTANT INFORMATION: A student's attendance can be directly correlated to his/her success in school. Given that students are required to complete 22.5 credits in order to graduate from the La Crosse School District, (24 beginning with class of 2020 graduates) it is important to maintain passing grades to be granted credit. Being in school and earning credits is critical in terms of meeting yearly requirements that will lead to graduation in four years.

STUDENT EXPECTATIONS

Students are expected to act in a **RESPECTFUL** and **RESPONSIBLE** manner at all times. In addition to following the District Code of Rights and Responsibilities, students are expected to be aware of and follow all Logan High School Rules as well. These include, but are not limited to the following:

A. ACADEMIC DISHONESTY: This may include cheating, plagiarism, fabrication, obtaining an unfair advantage, aiding and abetting academic dishonesty, falsification of records and official documents or unauthorized access to academic or administrative records or systems.
SEE PAGES 31-33.

B. COMPUTERS: The use of computers is a privilege at Logan High School. Students are expected to follow established guidelines in relation to use of computers. Students choosing not to comply with the rules will lose their privileges to use computers and/or be subject to other disciplinary action.
SEE PAGE 34 – READ CAREFULLY! STUDENTS CAN BE HELD FINANCIALLY RESPONSIBLE FOR DELIBERATE MISUSE OF COMPUTERS.

C. CONFLICT RESOLUTION: Sometimes students may become engaged in disagreements. We use Conflict Resolution to resolve issues in which people disagree, become upset with each other, or can't work out a situation. Conflict Resolution involves openly discussing an issue, trying to understand the other person's view of the situation, and resolving the issue. Students are encouraged to apologize when necessary as well. We **DO NOT** allow fighting, pushing, shoving, swearing, yelling, or other aggressive acts to work out differences.

D. DRESS: Students are expected to come to school in clean, appropriate clothing. Students choosing to wear inappropriate clothing will be asked to change or call their parents/guardians to bring different clothing if necessary. If there is a disagreement between students and/or parents and the staff regarding the appropriateness of clothing, administration will use their discretion to make the decision. **Some examples of inappropriate clothing include, but are not limited to, pants that fall below and/or worn below the waistline, chains attached to pants, wallets, or other clothing, tee shirts with beer, liquor, drug, cigarette, vulgar or sexual content direct or implied, shirts that are tight, midriff, low-cut, revealing, or skirts/shorts that are extremely short, including shorts too short to be visible beyond the length of a shirt. Both pant legs must be kept down as well (no rolling up of one leg.)** Head coverings including, but not limited to combs stuck in hair, hats, bandanas, head bands (some "dressy" hair attire may be allowed per discretion of administration), and sweatbands. Sweatshirt hoods as well as any "head dress" are to be removed upon entering the building. Coats and blankets may not be brought to the classroom. Any backpacks brought to the classroom must be mesh or see through. If there is a disagreement between students and/or parents and the staff regarding the appropriateness of clothing, the administrator will use his/her discretion to make the decision. Disciplinary action regarding the enforcement of this policy is listed in the Student Code of Rights and Responsibilities.

E. FIGHTING: Students are encouraged to use Conflict Resolution to work out disagreements. Unnecessary roughness, pushing, shoving, kicking, using fists, or any other physical or verbal conflict are considered types of fighting. The police may be contacted in relation to any type of fight. **The police have the authority to talk to the students without parent permission.** Students may be charged with disorderly conduct, assault, and/or battery. Additionally, a referral to Human Services, a fine, and/or suspension from school may be issued.

F. FOOD POLICY: Food and drinks are only allowed in Café Logan. Students must refrain from taking food or drink out of this area. Students are expected to clean up after themselves at all times.

G. HARASSMENT/HAZING/INTIMIDATION/BULLYING: Our students have the right to attend school without fear of physical threat, harm, verbal or racial abuse. The following can be defined as inappropriate action:

1. Unwelcome physical contact or attacks on an individual or individuals for reasons related to sex, handicap, race, color, religion, national origin, age, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, or emotional or learning disability.

2. Intimidation through the threat of force or violence against an individual's person, possessions, or residence based on the classifications set forth above.

3. Verbal assaults, based on the above classifications, directed at an individual or individuals. Examples include but are not limited to name calling, racial slurs, or "JOKES" that are demeaning in any way. Bullying another person is inappropriate and unacceptable.

H. ILLEGAL ACTIONS: Illegal actions are considered very serious. In-School Suspension and /or Out-of-School Suspension, or Expulsion may be implemented. In addition, the police may be called and charges may be pressed and/or a referral to Human Services will be made. Illegal actions include, but are not limited to:

ARSON: Any intentional destruction due to burning.

BOMB THREAT: Suggesting a bomb is present.

EXTORTION: To obtain money, information, or other goods through threat or intimidation.

FIRE ALARMS: Pulling or touching any part of a fire alarm that is not warranted.

FIRECRACKERS: Any type of explosive that may produce noise.

GAMBLING: To bet money or other stakes on the outcome of an event. Card playing, dice, and games of chance are not allowed in school or on school property.

GANG ACTIVITY: Any gang symbols or actions alluding to gang activity.

LASER POINTERS: (Bill 154) Any intentional direction of a beam of light from a laser pointer.

SEXUAL ASSAULT: Any unwanted sexual advance.

THEFT: Taking something that does not rightfully belong to a person.

VANDALISM: Willfully causing damage to property.

WEAPONS: It is illegal to bring weapons to school. This is defined as any firearm, whether loaded or unloaded, any device designated as a weapon and capable of producing bodily injury or death, any electric weapon as defined by state statutes, or any other device or instrument which, in the manner it is used or intended to be used, is capable of causing bodily harm or death. Also, any such object that resembles such a weapon is also illegal.

I. ILLEGAL SUBSTANCES:

ALCOHOL: Any students caught with alcohol or under the influence of alcohol will be suspended from school AND/OR a referral will be made to Human Services. The police will be contacted and a citation will also be issued.

DRUGS: Any students caught with any type of drug, drug paraphernalia, or related product will be suspended from school AND the police will be called. Students should be aware they are responsible for any illegal substance on their person, in their locker, or in their vehicle, even if it is not theirs. Students who use drugs on school grounds will be suspended and reported to police. Students who are charged with "intent to deliver" will be considered for expulsion. Students under the influence (or suspected of being under the influence) of drugs will be sent home.

OTHER: Any students caught with cigarettes, including but not limited to e-cigarettes or vape pens, chewing tobacco, lighters, or having in their possession any related substances will be suspended and a police referral will be made. Students who smoke or vape on or near the school will be suspended and reported to the police as well.

J. LOCKERS: academic and athletic lockers are school property. The lockers may be searched at any time. Students are **NOT** to give their locker combinations to other students. Students are not to share lockers. Any damage will be charged to the student assigned to the locker. Students are to keep lockers locked at all times. The school is not responsible for stolen items.

K. MEDICATIONS: Students who take prescription or other medication (aspirin, Tylenol, etc.) are to check in with the Health Aide. She will keep all the medications in a locked cabinet. The Health Aide will dispense them according to the physician's instructions. PINK medication sheets need to be filled out to dispense any medication.

L. PASSES: Students must have a pass to be in the hallway except during passing time. Only ONE person's name is allowed on a pass. Students, who share a pass, do not have a pass, or forge a pass, will receive a detention and/or other disciplinary action.

M. PHOTOS/VIDEOS: Students are not allowed to photograph or film other students on their phones or electronic devices unless approved for an educational purpose. (Project, photography class, etc.)

N. PROFANITY: Students are expected to use appropriate language at all times. Students swearing or using inappropriate language will be disciplined accordingly. Repeated offenses or prolonged inappropriate verbiage will be reported to the police as disorderly conduct.

O. SNOWBALLS: Students should refrain from throwing or kicking snow. Snowballs or others items such as hacky-sacks are not allowed in school or on school grounds.

P. STUDENT ITEMS:

1. BICYCLES, ROLLERBLADES, AND SCOOTERS are not allowed in the school building. SKATEBOARDS are not allowed to be ridden on school grounds, however, skateboards may be carried and stored in student's locker.

2. BOOK BAGS/ATHLETIC BAGS: These must remain in hall lockers during the school day. Mesh and clear plastic bags may be carried with administrative approval.

3. CELL PHONES: Cell phones (and other electronic devices) may be used before 7:40 and after 3:20. Such devices may also be used during passing time and the students' lunch period in the commons. Furthermore, cell phones may be used outside the school building or in a designated location, such as the main office, with staff or administrative permission. However, all electronic devices (including cell phones) shall be left in students' lockers during instructional time. If students choose to bring cell phones or other electronic devices into the classroom, they must place those devices in an assigned location (box, bin, storage unit, etc.) prior to the beginning of the class. Cell phones and other electronic devices **MAY NOT** be used during instructional time except when authorized by the teacher and administration. If a student chooses to bring a cell phone or electronic device into the classroom, individual school district employees and volunteers, Logan HS, and the La Crosse School District **ARE NOT LIABLE** for the loss, theft, or damage to any personal electronic devices. The first offense for violating this policy or failure to turn in a device to a school employee or any unauthorized use of a device during the school day will result in the following consequence: the student must submit the device to administration, and a detention must be served before the device is returned to the student at the end of the school day. The second offense will result in either two detentions or one detention served along with the parent/guardian coming to school to pick up the device. Consequences for the third offense will include the second offense sanctions along with a parent/guardian/student meeting to discuss the continuance of disobeying school rules. At the time of the third offense, the student must submit the device to an administrator before the school day and retrieve it from that administrator at the end of the school day for a period no shorter than one week. Subsequent offenses will increase that time period and will additionally result in suspensions and/or tickets. School officials may search a school locker **AT ANY TIME** and this policy will be used in any electronics cases.

4. **OTHER ELECTRONIC DEVICES:** Devices including but not limited to I PODS, I PADS, MP3 players, are not allowed during the instructional school day unless approved by the teacher or administrator in advance. These devices will also be confiscated if students are using them in school during instructional time.
5. **FIDGETS INCLUDING SPINNERS,** along with other distracting items are not to be brought in the academic classroom, except with prior administrative approval.

Q. STUDY HALLS: Students **MUST have work or a book to read.** Talking, sleeping, or disruptive actions are not allowed. Teachers will refer students to the office. LMC and other passes restrictions may be implemented for failure to follow guidelines.

R. TELEPHONE USE: Students are **NOT** to use the office phone during the school day except in an **EMERGENCY SITUATION.** Permission must be granted before the phone can be used. It is suggested that **STUDENTS MAKE PLANS WITH PARENTS/GUARDIANS BEFORE ARRIVING TO SCHOOL TO ELIMINATE ANY PROBLEMS.** Students will **NOT** be called from class, but a message will be given to them. **PHONES ARE NOT TO BE USED FOR SOCIAL REASONS.**

S. TRESPASSING: Students who have been asked to leave the building, are on out-of-school suspension, or are habitual truants who are in the building may be issued a trespassing citation. Students may also be issued a trespassing citation if they are on another school's grounds when school is in session and they should be in attendance at their own school.

CONSEQUENCES FOR FAILURE TO MEET STUDENT EXPECTATIONS

A. AFTER-SCHOOL DETENTION: There will be detention on Mondays and Tuesdays from 3:30—5:00 and Thursdays from 2:30– 4:00 p.m. in the LMC. Saturday detention is also sometimes available from 8:00 – 11:30 a.m. Students are expected to attend assigned detentions. Failure to do so will result further disciplinary action. All hours of **UNEXCUSED ABSENCES** must be made up only during these times or with respective teachers.

B. IN-SCHOOL SUSPENSION (ISS): In-School Suspension is arranged for students who refuse to honor the lighter consequence of detention or for students who are involved in a serious behavior incident. During In-School Suspension students are assigned to the ISS room. Assignments are brought to the students and bathroom breaks are given. Students who are removed from ISS for behavior issues will be suspended out of school and must return with a parent/ guardian.

C. OUT-OF SCHOOL SUSPENSION (OSS): Out-of-School Suspension is one of the most serious consequences and is implemented when students have committed a very serious infraction of the rules or have chronically misbehaved over a period of hours or days. OSS can be from 1-5 days with a parent/guardian conference at the end of the time in order to admit the student back into school. The students will receive an orange readmit card after the meeting has taken place. OSS may also be assigned when the police become involved regarding issues such as disorderly conduct, fights, or drug possession. Parents/guardians or a designated person will be called to come and pick up the child.

D. EXPULSION: Students may be recommended for expulsion for serious, chronic misbehavior, or possession of weapons, intent to deliver drugs, as well as other severe issues.

E. SEARCHES: When student or staff health or safety issues are of concern, school officials may search student(s)' locker(s), or student vehicles on school property. The school reserves the right to implement canine searches including but not limited to lockers, book/duffle bags, and student vehicles on school property.

MISCELLANEOUS

A. DOOR POLICY: IMPORTANT- At 7:40 a.m. all doors will be locked on a daily basis. Everyone must enter the building from the main (south) entrance after 7:40 a.m. There will be NO EXCEPTIONS. With the exception of students and staff, all visitors must sign in at the front desk and wear a name tag.

B. EXAMS: ALL EXAMS MUST BE TAKEN IN ALL CLASSES. No exams will be taken early without written permission from the administration. In addition, a pre-excused absence form must be filled out.

C. FEES AND FINES: Lost bus passes, chemistry breakage, library materials, and vandalism of equipment, buildings, etc. are fined at 100% of the replacement cost.

D. HOMEWORK REQUESTS: Homework requests for students will be honored on the **THIRD** day of absence. The parent/guardian will need to call the office, give the child's name and grade, as well as who will pick up the homework and at what time.

E. LMC MATERIALS: The process for overdue materials collection is as follows:

1. LMC will continually post and update a list of overdue materials.
2. LMC personnel will not allow any new materials to students who have overdue materials.
3. Letters will be sent home requesting the return of materials.
4. The Associate Principal/Dean of Students will call students down who still have not returned materials.
5. The police liaison officer will speak to the student and give a warning about a citation if the materials are not returned.
6. Parents and students have the option to return or pay for materials and a citation will not be issued.
7. A citation will be issued.

F. LOST AND FOUND: Lost and found items are kept in Officer Graves' office. Please check with him regarding this.

G. LUNCH PROGRAM:

CAFÉ LOGAN is open all day for purchases. BREAKFAST is served until 8:45 a.m.

LUNCH is served during the three lunch periods. Students are encouraged to eat lunch on a daily basis.

PRICES: **Breakfast: \$1.80 Reduced: \$.30 Lunch: \$3.05 Reduced: \$.40**

FREE AND REDUCED LUNCH applications are available in the office. Each student is assigned an I.D. number which must be used to purchase meals. Meals may be prepaid. **NO CHARGING** is permitted.

Taking any food items without paying is considered **THEFT** and students will be disciplined accordingly. **SEE PAGE 36.**

LUNCH IS OPEN CAMPUS (provided students can return in time for their next class). No food ordered for delivery unless administrative approval has been given in advance.

H. MOVING: Students who are moving need to get a form in the guidance office to check out. In addition, if a student's last name, street address, or telephone number changes at any time during the school year, please notify student services immediately. This is very important in keeping records up to date in case of an emergency.

I. SAFETY: All students are expected to respond appropriately during safety drills. Logan High School will practice drills for fire, severe weather, and implement emergency action plans for lock downs and evacuation to alternate sites.

It is important to note that ALL STAFF AND STUDENTS WHO EXIT TO THE WEST are to move to safety areas that are NON-PARKING LOT AREAS. These areas can include the bus loading area on the west side of the school, the grassy area on the southwest side of the school between the parking lot and the road, and the grassy area on the northwest corner of the school. STAFF AND STUDENTS WHO EXIT FROM THE EAST SIDE OF THE BUILDING should move away from the building and into the grassy areas on the east side of the building to be identified as the soccer practice field, JV softball field, and the area to the northeast of the baseball field.

For any other EMERGENCY EVACUATION DRILL OR ACTUAL EVACUATION students and staff will follow FIRE DRILL EVACUCATION procedures for internal movement, BUT THERE WILL BE NO EXTERNAL MOVEMENT THROUGH THE PARKING LOT AREAS. All movement to designated safety areas (#1 Boys and Girls Club, #2 Logan Middle School) must be on sidewalks and safe roadways NOT through parking lot areas.

SEE PAGES 37-38.

J. SCHEDULING: The scheduling process begins in December. In February students register on-line for classes they want to take the following year. The master schedule is developed in the spring. Schedules will be generated for students after the master schedule has been determined.

K. STUDENT PARKING: The North parking lot and parking behind the school is off limits to students 6 AM - 4:30 PM on school days. The middle row and the east row (next to the baseball field) of the main parking lot are off limits to students 6 AM to 4:30 PM on school days. Students will be ticketed if they are parking in these areas. The senior lot (lane) is closest to Ranger Drive on the west side. Numbered spots can be purchased for \$20 by seniors through September 30. Students must park in their numbered spot or will be ticketed. Underclassmen may purchase remaining numbered spots in the senior lot (lane) starting on October 1 for \$40.

The old dirt lot is now paved and will henceforth be called the field lot. It is located directly behind Swanson Field and parking there is free. Vehicles parked on school grounds may be searched at any time by the administration and the SRO.

L. VISITOR POLICY: Logan High School will not allow student visitors in the building unless there are extenuating circumstances. Possible exemptions which would require administrative approval include:

1. School related visit i.e.: Student Council exchange
2. Possible student transferring from another school. Parents need to meet with an administrator in advance.
3. Visitors attending as guests at school sponsored events (such as dances) must be registered in the main office in advance of the event. Administration reserves the right to deny a visitor's attendance. Notification will be given to the student with whom the visitor was registered.

M. WORK PERMITS: Work Permits will be issued from 8:30 a.m. to 2:30 p.m. A student must have \$10.00, social security card, birth certificate/driving license, and a note of permission from a parent/guardian, and a note from the employer. 16 and 17 year olds are no longer required to have a permit.

APPENDIX SECTION

Staff phone directory 2018-19

**Updated lists will be posted on
Logan's website.**

Thank you!

LACROSSROADS HIGH SCHOOL

Destination: Graduation



Charter schools are intended to be innovative to serve student and community needs, and to spur overall change to public education.
John T. Benson, State Superintendent

SCHOOL MISSION

LaCrossroads has been designed to provide students with an opportunity to succeed academically. The school offers many unique components including privileges balanced with responsibilities. The goal of LaCrossroads is to help students achieve success while maturing in their behavioral choices.

STUDENT BODY

Students who are referred to LaCrossroads typically exhibit some of all of the following:

- Credit Deficiency
- Classroom Behavioral Issues
- Skill Deficiency
- Truancy

ADMISSION PROCEDURE

1. Referral to LaCrossroads by home school staff, parent, or self.
2. Student presents completed application packet to LaCrossroads Coordinator.
3. Application is reviewed by screening committee consisting of home school and LaCrossroads staff.
4. LaCrossroads Coordinator meets with student and parent/guardian.
5. Approval of referral by Co-Administrator of LaCrossroads.

CURRICULUM AREAS

CORE AREAS: English, Math, Science, and Social Studies

OTHER AREAS: Computers, Family and Consumer Education, Health, and Physical Education

LOGAN CAMPUS

155 Ranger Drive
La Crosse, WI 54603
Co-Administrator: Walter Gnewikow 789-3200
Coordinators: 9/10 789-3297
11/12 Dorothy Hart 789-3298

CENTRAL CAMPUS

1801 Losey Blvd. S.
La Crosse, WI 54601
Co-Administrator: Jeff Axness 789-7900

Building Student Handbook Technology Language

1:1 iPad/MacBook/Use of Any Computer, iPad, or other Technology Device in School

Our partnership between home and school in a digital learning environment is necessary to guide students to be a productive online learner and digital community member. We encourage parents/guardians to monitor the use of any iPad/MacBook that may come home for completing school activities. A website is available to help guide the use at home or school that is linked at "The Bridge" a portal web page for parents and students.
<https://www.lacrosseschools.org/bridge/>

Students are issued a district iPad (4th-5th grade/middle school) or MacBook (high school) as an integral part of their education. This means that the student has a responsibility to use the iPad/MacBook appropriately for educational purposes and to secure it from damage or loss. Doing so ensures the student has the necessary access to digital resources to be successful in all classes. In addition, shared iPad and computers are available for student use while at school. District policy 3630.2 – Internet Safety and Acceptable Use explains all responsibilities and privileges of internet and digital tools. You will find this on the district webpage or may ask for a copy in the building office. The District Student Handbook summarizes this policy.

Student Expectations

- Students shall follow all district policy and school/classroom rules and expectations as described by principals, classroom teachers, or other adults in the building. Building principals, associate principals, and deans work with each student at the time of the infraction to determine a course of corrective behavior, compensation to the district, or legal action.
- Students will not share their district username and password with any other person except when asked by a school employee or by their parent/guardians. All information on the district issued iPad/MacBook is not private information and students should expect adults to review their work and files as necessary.
- By using personal email or other personal social media/gaming/online accounts students should expect these to be accessed if necessary with reasonable cause as identified by the building principal and/or the School Resource Officer.
- iPads are monitored through internet usage logs and MacBooks are monitored with keystroke capture. Each key pressed on a MacBook is logged and email notifications are automatically sent to building principals; including any work done with personal accounts.
- Students should not install any non-district approved apps or services on iPad/MacBook device. If this is done, students should expect these to be removed at any time by district personnel. Students should be aware of their actions while online so that malware and viruses are not brought into the district network.
- Students should not 'sync' the iPad/MacBook to any personal phones, iPods, other laptops, etc.
- Students should use online 'cloud' storage to back up any/all files that a student does not want to lose. Devices do fail and if this happens, any data/files stored on the iPad/MacBook may not be recoverable and all data can be lost. Students have access to iCloud, OneDrive, and Google Drive for backing up any/all school related files.
- Students are issued a district managed Apple ID and email to allow for access to many online resources and storage as well as to communicate with teachers, administration, and each other.
- District issued cases are to be kept on the iPad/MacBook at all times. If the student removes the case and it breaks, new cases can be purchased in the school office or school store depending on school. iPad/MacBooks must be used with a case at all times.
- Students who take the iPad/MacBook home are to leave the charging cords at home and charge the iPad/MacBook fully for the next day's use. Doing this ensures the cords are not lost or damaged. Lost/damaged cords can be replaced in the school office. Non-Apple cords are not to be used and will not be accepted during hand-in.
- Students are to refrain from entering their first and last name, any birthdate, address, or any other personal information on any online services. Teachers requesting students to use online services will ensure that the online site is appropriate for the age of the student and will not request the use of personal information unless the site is approved by the district technology department and has a partnership agreement for use of data with the approved vendor of the online service.

Hand-out of iPad/MacBook

Schools will be issued an iPad/MacBook based on a schedule either within the school day, at registration, or after school. See the Voluntary Insurance section.

Hand-in of iPad/MacBook

Schools will collect the iPad/MacBook based on a schedule either within the school day, at the end of the school year or when student withdraws from the district. Any iPad/MacBook that is not returned during that time will be considered stolen public property and treated as such.

Voluntary Insurance

Voluntary insurance for the iPad or MacBook is available from the building office during hand-out times at each school or when enrolling in the district. Parents/Guardians of students enrolled in August/September have until October 1st to pay the voluntary insurance or to visit with the building principal. If a new enrollee, the insurance will be paid within 3 weeks of enrollment. After those dates, the student's record will indicate that voluntary insurance is declined and the parent/guardian is fully responsible for any repairs or for replacement if the iPad or MacBook is damaged/lost/stolen. Lost/Stolen iPads and MacBooks will be investigated by the School Resource Officer; some damages may also be investigated by the School Resource Officer.

Below is a list of replacement costs of the device, case, and power cords for the 2016-17 school year. Screen repair is also listed. Other specific repair costs are listed on the voluntary insurance form.

Item	Cost	Item	Cost
iPad Voluntary Insurance (Yearly, August to August, non-refundable)	\$20	MacBook Voluntary Insurance (Yearly, August to August, non-refundable)	\$30
iPad	\$300	MacBook	\$800
iPad Glass	\$110	MacBook Screen	\$400
iPad Power Brick	\$20	MacBook Power Brick	\$80
iPad Power Cable	\$20	MacBook Long Power Cable	\$20
iPad Issued Case	\$30	MacBook Short Power Wall Adapter (Duckhead)	\$10
		MacBook Issued Case	\$40

Voluntary insurance covers accidental damage to the laptop; each device component will be replaced one time (e.g. cracked screen, audio port damaged, etc.). Subsequent breakage of the same item is the responsibility of the parent/guardian. Repairs/loss due to negligence are not covered by insurance. Discussion between the building principal and student will result in the determination of accident or negligence except liquid damage.

Examples of accidental and negligent damage are as follows:

- **Accidental damage** includes walking down the hall with the device in the student's arms and someone bumps into the student and the laptop is dropped; student has laptop in backpack and someone else grabs the backpack and tosses it down the hall. Accidents are not because the student wasn't paying attention, forgot the iPad/MacBook in a room or in a car, or thought "nothing will happen to it". Students should notify the building office or school resource officer immediately if the iPad/MacBook is damaged, lost, or thought stolen. DO NOT WAIT! Broken screens or other damage may be harmful to the student.
- **Negligent damage** includes liquid in iPad/MacBook of any amount as no liquid should be by the iPad/MacBook at any time or used outside if there is rain or the possibility of rain; items placed between keyboard and cover resulting in screen breakage or hinge damage; holding the laptop by the screen instead of picking up MacBook from the bottom near the track pad; MacBook/iPads in backpacks or cases that are thrown down or sat on by the student; MacBook/iPads/backpacks on floor in high traffic areas resulting in being stepped on by student or others; MacBook/iPads/backpacks left unsecured in areas such as lockers or cars. Any liquid damage to the iPad/MacBook will result in the iPad/MacBook being replaced at the parent/guardian cost as liquid damage is not considered accidental.

Cases, power supplies, power cords, or electrical connectors (duckheads) are not covered by voluntary self insurance. Student/parent/guardian must purchase Apple brand power supplies, power cords, or duckheads from the school office or from Apple directly. Other brands may not be the correct wattage or manufactured properly to support the district supplied iPad/MacBook voiding the voluntary self-insurance and will be considered 'missing' at hand-in.

Failure to return any iPad/MacBook upon leaving the school/district or when requested will be considered theft of public property. Follow through by the School Resource Office or other appropriate legal authorities will be conducted.

June, 2017



Setting your sights high!

Start preparing for college today!

- Start strong in High School to develop good study habits
- Begin job shadows
- Join clubs and organizations that interest you
- Stop into the La Crosse Promise Future Centers office and speak to your advisor
- Start networking with teachers, advisors, and coaches



- Look for volunteer opportunities
- Take AP courses



Let's Get Started!

- Outline your career interests
- Start researching colleges, then go visit and explore them (available both in person and online)
- Start taking classes that will prepare you for your area of interest
- Create your Senior year timeline

Time to Fly!

- Start school applications and write admission essays
- Complete your FAFSA (Free Application for Federal Student Aid) available October 1st
- Keep your Senior Year grades in check

Graduate!



School District of La Crosse

REPLACING AN "F" - GRADE CHANGE PROCEDURE

Any student who wishes to replace a failed semester grade in a course may do so by following these guidelines:

All replacement courses must be retaken at either Logan H.S. or Central H.S. The same EXACT course must be taken over.

Pick up a Grade Change Form from the guidance office secretary.

Fill out the Grade Change Form completely and obtain all required signatures. Return the completed form to the guidance office secretary.

The grade change will be made at the end of each semester following completion of the appropriate Grade Change Form. Students are responsible for initiating and completing this process or the grade change will not take place. Grade changes are not automatically made in the office without the appropriate form.

Please note:

This policy has been in effect since the 2001-2002 school year.

SCHOOL DISTRICT OF LA CROSSE
GRADE CHANGE FORM

Central H.S.	Logan H.S.
Date _____ Student Name _____	
Present Year in School (<i>Circle one</i>) 09 10 11 12 Student I.D. Number _____	
Title of Failed Class _____ Course Number _____	
Year in School of Failed Class (<i>Circle one</i>) 09 10 11 12 Semester of Failed Class (<i>Circle one or both</i>) Sem. 1 / Sem. 2	

Title of Replacement Class _____ Course Number _____

Semester Grade Received (*Circle one or both*) Sem. 1 / Sem. 2 Date Completed Class _____

(*Student Signature*) _____ (*Guidance Counselor Signature*) _____

FOR OFFICE USE ONLY	
Date Changed _____	Initial _____

White Copy - File

Yellow Copy - Student

Pink Copy - Guidance Counselor

LA CROSSE LOGAN HIGH SCHOOL
Privileges- Grade 11 and 12
RESPONSIBILITY RELEASE

All JUNIORS AND SENIORS who are eligible for the Responsibility Release Program must carry their updated and signed card at all times. Responsibility Release eligibility standards are as follows:

1. No grades in progress or failures in most recent grading period (mid-quarter and quarter)
2. 3.0 GPA in most recent grading period
3. Juniors must have earned 12 credits and senior 17 credits
4. No disciplinary actions resulting in a suspension in the most recent grading period
5. No code violations within the last two grading periods
6. No truancy during the most recent grading period

A STUDENT MUST MEET FIVE OF THE SIX CRITERIA TO BE CONSIDERED FOR THE RESPONSIBILITY RELEASE PROGRAM AND HAVE NO OUTSTANDING FINES OR FEES

POINTS OF UNDERSTANDING

1. Schedule changes to allow certain periods for commons are not allowed.
2. Privilege of “commons” program may be revoked if the student is not in good standing.
3. Students will be placed in a study hall if the privilege is revoked.

In keeping with the Logan philosophy of privileged based programs, juniors and seniors must meet academic and attendance requirements for commons privilege. No student will have commons if s/he has two or more failing grades or incompletes OR five or more truanancies (by period) in the most recent grading period. If a student is ineligible for commons due to incompletes these can be rectified at any time and eligibility will be considered for commons privilege. If you have any questions, please contact the Associate Principal, 789.3201

5th Period- Student who no class 5th period class must declare 5th hour as their release hour. This rule is in reaction to the reality that we are unable to monitor juniors and seniors this or the same as period 1,2,3,4,6,7,and 8. Students have taken advantage of this situation by using 5th hour as a release hour in addition to another period, i.e.-1st and 5th, 5th and 8th, etc. Students who still want another hour and also have no class 5th period will be placed in a study hall 5th period to allow release another period, i.e.- 8th period release would mean 5th period study hall or class.

STUDENT NAME _____ **GRADE** _____

Period of Release: Semester I _____
Semester II _____

Date of Signature _____

Parent/Guardian Signature _____

Student Signature _____

Parents and student understand and agree to comply with the Responsibility Release rules. If you have any questions, please contact Tony DePaolo, Associate Principal.

ATTENDANCE POLICY

Schools are required by State Statute 118.15 to observe the compulsory attendance law which requires all students between the ages of 6 and 18 to attend school regularly until the end of the school term, quarter or semester of the school year in which the child becomes 18 years of age. Regular attendance is an important component for success and is the responsibility of the parents/guardians and the students. Adult students (18 years of age and older must follow the same attendance rules as other students and may sign their own notes ONLY after a parental note is received in the office releasing the parent/guardian from his/her responsibility. The following reasons are considered justified:

EXCUSED ABSENCES:

Student illness (10 days per year) A doctor's note is required after FIVE consecutive days of illness verifying the length of the absence as health related.

Serious illness or death in the immediate family

Medical emergency

Religious holidays

Parent excused days (10 per year in writing in advance)

School related absences (Use Pre-Approval Form)

UNEXCUSED ABSENCES

Truancy-skipping any part or all of a school day, leaving the campus or classroom any time during a scheduled class without prior office approval, oversleeping, concert attendance, runaways, car problems, babysitting, shopping trips, or other miscellaneous reasons.

Excessive Excused Absence- This constitutes more than 10 illness related days per year without a doctor's note. Illness related absences after 10 days without a doctor's note might be considered unexcused.

Tardiness- Tardiness is defined as coming late to class. Disciplinary consequences begin with the classroom teacher.

MAKE-UP ASSIGNMENTS AND EXAMINATIONS

1. Class work missed by students with excused or unexcused absences shall be made up at a time and place determined by the instructor.
2. No student will be denied credit in a course or subject solely because of the student's unexcused absences or suspensions from school.
3. Examinations and daily work will be made up at a time and place determined by the instructor. Reduction of grade will be at the instructor's discretion.
4. A student who has been suspended from school shall be permitted to make up class work missed during the suspension period, including any quarterly, semester or grading period examinations. Class work missed by a suspended student shall be made up at the time and place determined by the instructor.

TRUANCY

Students who miss all or part of any school day without an acceptable excuse will be considered truant. Continued truancy may result in Simple Truancy Citations of approximately \$114 and \$196. A Habitual Truancy citation is approximately \$696.

Other penalties may include suspension of driving license for 30 days to 1 year, court ordered counseling, work program or community service, home detention, required to attend educational program, revoke work permit, participation in Teen Court, order to attend school, curfews, informal or formal supervision, and student/parent ordered counseling.

LOGAN HIGH SCHOOL
Pre-excused Absence Form

Student Name _____ Dates _____

Grade _____ School Related (Please Circle) YES NO

My son/daughter has requested permission to be absent from school for the purpose of: _____

It should be understood that the school may not allow such absences. This form should be signed by a parent/guardian, then taken to all of the teachers for comment and signature. The completed form must be returned to the Associate Principal or Dean of Students before the date of absence (s) for approval.

It is understood that s/he will return to school promptly (unless under doctor's care for illness) and that if s/he does not, s/he will be considered unexcused

SUBJECT	CURRENT COURSE GRADE	TEACHER COMMENTS & SIGNATURE	TEACHER APPROVAL	
			YES	NO
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

Please indicate your approval of this proposed absence by signing this form in the proper place.

Parent Signature _____

Approved _____

Associate Principal _____

Not Approved _____

Grades 9-10 Dean of Students
Grades 11-12 Associate Principal

ACADEMIC EXPECTATIONS

LOGAN HIGH SCHOOL

The personnel of Logan High School believes that all school work submitted in any class must be representative of the individual student. Given the high academic integrity, expectations, and values with the La Crosse School District, any type of academic dishonesty will not be tolerated. Students are expected to adhere to honesty and being forthright in all academic endeavors.

Definitions of Academic Dishonesty

Attendance at Logan High School requires students to adhere to standards of academic integrity. These standards may be intuitively understood, and cannot in any case be listed exhaustively; the following examples represent some basic types of behavior that are unacceptable:

- 1. Cheating:** using unauthorized notes, study aids, or information on an examination; altering a graded work after it has been returned, then submitting the work for regarding unless requested by an instructor; allowing another person to do one's work and submitting that work under one's own name; submitting identical or similar papers for credit in more than one course without prior permission from the course instructor, or allowing another person to copy personal work and turn it in for credit.
- 2. Plagiarism:** submitting material that in part or whole is not entirely one's own work without attributing those same portions to their correct source.
- 3. Fabrication:** falsifying or inventing any information, data or citation; presenting data that were not gathered in accordance with standard guidelines defining the appropriate methods for collecting or generating data and failing to include an accurate account of the method by which the data were gathered or collected.
- 4. Obtaining an Unfair Advantage:** (a) stealing, reproducing, circulating or otherwise gaining access to examination materials prior to the time authorized by the instructor; (b) stealing, destroying, defacing or concealing library materials with the purpose of depriving others of their use; (c) unauthorized collaborating on an academic assignment (d) retaining, possessing, using or circulating previously given examination materials, where those materials clearly indicate that they are to be returned to the instructor at the conclusion of the examination; (e) intentionally obstructing or interfering with another student's academic work, or (f) otherwise undertaking activity with the purpose of creating or obtaining an unfair academic advantage over other students' academic work.
- 5. Aiding and Abetting Academic Dishonesty:** (a) providing material, information, or other assistance to another person with knowledge that such aid could be used in any of the violations stated above, or (b) providing false information in connection with any inquiry regarding academic integrity.

6. Falsification of Records and Official Documents: altering documents affecting academic records; forging signatures of authorization or falsifying information on an official academic document, grade report, letter of permission, petition, drop/add form, ID card, or any other official University document.

7. Unauthorized Access to computerized academic or administrative records or systems: viewing or altering computer records, modifying computer programs or systems, releasing or dispensing information gained via unauthorized access, or interfering with the use or availability of computer systems or information.

(<http://www.northwestern.edu/uacc/defines.html>)

More specifically:

CHEATING ON EXAMS:

1. Copying from others
 2. Allowing someone else to copy your work
 3. Having or using notes, formulas, or other information in a programmable calculator or other electronic device without explicit teacher review and permission.
 4. Having or using a communication device such as a cell phone, pager, PDA, or electronic translator to send or obtain unauthorized information.
 5. Taking an exam for another student, or permitting someone else to take a test for you.
 6. Asking for or accepting money or any other benefit in return for giving another improper assistance.
 7. Providing or receiving information about all or part of an exam, including answers (e.g. telling someone in a subsequent period what was on the exam or being told this information.
 8. Having or using a “cheat sheet” that has answers, formulas, information or any other notes that is not specifically authorized by the teacher.
 9. Altering a graded exam and resubmitting it for a better grade that is not specifically authorized by the teacher.
 10. Working together on a take-home exam, unless specifically authorized by the teacher.
 11. Gaining or providing unauthorized access to examination materials.
 12. Downloading from other sources.
- Simply having possession of unauthorized information or a device whether it is actually used or not is considered academic dishonesty.

PLAGIARISM ON PAPERS AND ASSIGNMENTS

1. Giving or getting improper assistance on an assignment meant to be individual work. Including in any assignment turned in for credit any materials not based on your own research and writing. This includes:
 - Using the services of a commercial term paper company.
 - Using the services of another student.
 - Copying part or all of another person’s paper and submitting it as your own for an assignment.

CONSEQUENCES

Teacher will notify student of the allegation.

The teacher will meet with the student to discuss the allegation. The student needs to understand the allegation and be able to share his/her position. (Due Process)

The teacher will make determination of the consequence per the violation.

Consequences may occur if a piece of writing, oral presentation or any other piece of work shows evidence of plagiarism.

FIRST OFFENSE-teacher will determine grade

FIRST OFFENSE- notifications may include

§ the student's parents

§ other teachers

§ the administration

§ the National Honor Society

§ the Senior Scholarship Committee

SECOND OFFENSE-the following may occur

§ a committee of Logan teachers will determine the severity of consequences

§ one such consequence could be failure of the class or a meeting with parents and administration or revocation from the National Honor Society membership.

§ zero on the assignment

§ "F" for the quarter

§ "F" for the assignment

§ 10% off the final grade for the semester

PREVENTION TECHNIQUES

Outline Expectations

DISCUSS academic dishonesty as outlined in the Student Code of Conduct

REAFFIRM the importance of academic integrity within the educational process

PRESENT an ethical model for students

CREATE an environment which encourages academic honesty and fairness

FOLLOW-UP on cases where you suspect academic dishonesty

ADDRESS the issue in the class syllabus

Classroom Techniques

Use online resources such as Turnitin.com to verify the originality of student work.

Maintain control of exams by collecting all of them after each exam or rewriting exams each semester

Keep your exams in a secure part of your office and try to eliminate "waste" copies which may surface later

For large classes or multiple sections faculty may want to use multiple forms of the examination

Distribute the weight given to each examination/paper so students are not so tempted to cheat

Have students sign the answer sheet when turning in examinations so signatures can be compared

<http://www.umn.edu>

LA CROSSE LOGAN HIGH SCHOOL COMPUTER USE EXPECTATIONS

1. Students are only authorized to use computers with appropriate supervision.
2. Students are to **ONLY use their OWN "ID Number/Password"** and access only authorized Internet, network, or drives related to school.
3. Students are to refrain from modifying, deleting, or copying any programs, applications, or operating system files.
4. Students may use only designated departmental programs on computers. Students are to refrain from loading, downloading, or installing any application software or program files on computers or the network.
5. Student must leave all peripheral hardware (mouse, keyboard, printer, speaker, microphone, etc) in excellent condition. Moving, relocating, damaging or attempting to damage is unacceptable behavior.
6. Students may save data to assigned locations only. System space is limited and may be deleted periodically. Students are encouraged to back up data to a personal storage device.
7. Non-educational games are prohibited at all times, which includes before and after school. If a student has a question about an acceptable "educational game," s/he should check with a teacher/supervisor.
8. Students are responsible for proper shutdown of computers and return of materials when completed with their work or at the end of the hour.
9. Students are expected to demonstrate **RESPONSIBLE** use of the Internet/network at all times. **The INTERNET should be used for school related purposes ONLY.**

10. Students are expected to be aware of the School district of La Crosse COMPUTER AND INTERNET ACCEPTABLE USE AND ONLINE SAFETY policy and regulations. This can be found at <http://www.lacrosseschools.com/schools/policies/IIBE.HTM>

If you do not have access to this website, a copy of the policy is available upon request.

Please note: Due to the complexity and cost of technology, any user may be held personally responsible for the cost of repairing damage to computer resources, including but not limited to the replacement of equipment and/or payment for the TIME required to repair the damage, when such damage is the result of a user's deliberate or negligent misuse of computer resources.

11. Students choosing to engage in unacceptable computer use expectations shall be subject to appropriate consequences that may include **LOSS OF USE OF COMPUTER PRIVILEGES. This may affect class work and participation.**

STUDENT USE OF PERSONALLY-OWNED ELECTRONIC DEVICES

This policy only addresses personally-owned electronic devices and not district-provided devices. For students and staff, these devices are defined as tablets, laptops, electronic games and hand helds.

A. **Student:** Student use of personal electronic devices **must be pre-approved** by the principal or designee. However, the administration recognizes the value of students maintaining communication with their parents/guardians and other appropriate persons for health, safety and educational purposes. Therefore, use of these devices may be permitted by a building administrator if use by the student is determined to be for a medical, educational, vocational or other legitimate use. Exceptions to this policy will be dictated by the individual education plan (IEP) requirements. Such possession or use of these devices may not, in any way:

- Disrupt the educational process in the school district;
- Endanger the health or safety of the student or anyone else;
- Invade the rights of others at school; or
- Involve illegal or prohibited conduct of any kind.

If a question arises as to the compliance of a student with this policy, the determination of the administration shall be final regarding this issue. In arriving at this determination, the administration shall apply the standards that are stated in this policy in order to determine whether the use of these devices by the student in question violates the standards that are stated in this policy.

Students who repeatedly violate this policy shall be subject to appropriate disciplinary measures, as determined to be appropriate by the administration.

This policy and its implementing rules shall be published annually in student handbooks. Students are responsible for all lost or damaged devices.

Revised 07/17

APPROVED:

Board Informed:

Legal Reference: 118.258 Wisconsin Statutes

2018-2019 Meal Prices



...still the best prices in town!

Lunch

Elementary School Student	\$2.80
Middle School Student	\$2.90
High School Student	\$3.05
Adult	\$3.85
ALL REDUCED LUNCHES	\$0.40

Breakfast

Elementary School Student	\$1.60
Middle School Student	\$1.65
High School Student	\$1.80
Adult	\$2.50
ALL REDUCED BREAKFASTS	\$0.30

Milk/Ala Carte

\$0.50

After School Snack - Adult

\$1.35

EMERGENCY ACTION PLAN

STAFF RESPONSE GUIDELINES

***GOAL– SAFETY OF STUDENTS AND STAFF**

1. BE CALM
2. FOLLOW DIRECTIONS
3. ACT WITH CALMNESS, PROFESSIONAL JUDGEMENT AND COMMON SENSE

ATTENTION ALL STAFF AND STUDENTS– ATTENTION ALL STAFF AND STUDENTS– SECURE ALL BUILDING SPACES-SECURE ALL BUILDING SPACES (If there is an internal threat/crisis, next language should be) LOCKDOWN AND SAFETY POSITIONS IMMEDIATELY-LOCKDOWN AND SAFETY POSITIONS IMMEDIATELY (If there is an external threat/crisis, next language should be) LOCKDOWN CONDITIONS IMMEDIATELY-LOCKDOWNS IMMEDIATELY When conditions have returned to normal, language should be) ATTENTION ALL STAFF AND STUDENTS-ATTENTION ALL STAFF AND STUDENTS-RETURN TO REGULAR SCHEDULE-RETURN TO REGULAR SCHEDULE

1. HOLD LOCK SECURE-YOUR ROOM/AREA
2. LOCK DOORS-YOUR ROOM/AREA* **KEEP LIGHTS ON**
3. FOLLOW ADMINISTRATIVE DIRECTIVES
4. ATTENDANCE-KNOW WHO IS PRESENT AND WHO IS ABSENT
5. MOVE AWAY FROM DOORS, WINDOWS, AND GLASS
6. RELEASE NO ONE WITHOUT ADMINISTRATIVE DIRECTIVE. **NO LOCKERS, BATHROOM OR OFFICE**
7. GET ON THE FLOOR IF DIRECTED BY ADMINISTRATION OR IF SHOTS ARE HEARD
8. IGNORE NORMAL BELL SCHEDULE. **DO NOT RELEASE ANYONE WITHOUT ADMINISTRATIVE APPROVAL**
9. **NO USE OF RADIO, TV, VIDEO, ETC.**
10. **DO NOT CALL OFFICE FOR GENERAL INFORMATION-CALL ONLY WITH VITAL INFORMATION. PA SYSTEM WILL BE USED FOR INFORMATION/DIRECTIVES**
11. **NON-ASSIGNED STAFF-REMAIN IN PLACE UNTIL NOTIFIED**
12. **BE PREPARED TO STAY IN “LOCK” FOR AN EXTENDED TIME**

OFFICE STAFF WILL SIGNAL AREAS WITH PA CONTACT

1. **POOL, GYM, WT. RM.-** Activities Director
2. **TECH ED. BAND-** School Counselor
Julie Slaats-Rowe
3. **THEATER, LOBBY, B.R.-** School Counselor
Lindsay Knoble
4. **COMMONS, KITCHEN, CHORUS-**Dean of Students

SPECIFIC OFFICE STAFF WILL BE ASSIGNED TO NOTIFY THESE AREAS

JULIE SLAATS-ROWE BACK UP FOR MARTY AND LINDSAY
DEAN OF STUDENTS BACK UP FOR AD AND ASSOCIATE
HELP AT COMMAND CENTER
PRINCIPAL–MAIN OFFICE COMMAND CENTER

Evacuations- Monthly fire drills will be used to practice orderly and timely evacuation from the building.

For onsite evacuation not requiring staff and students to be outside of the building for an unreasonable length of time (based on weather and other conditions) all staff and students will be expected to be in their designated building evacuation areas. These areas will be on the west side of school in the curb cut area (not on Ranger Drive), on the north end of school in the paved roadway (not including the parking lot), and on the east side of school on the paved area between the school building and the storage building.

For offsite evacuations, the same building exit plans and outside of school holding areas will be used. Staff in each of these holding areas will be directed to move the students in an orderly fashion to the offsite evacuation area. The north side Boys and Girls Club will be used as the primary sight (Logan Middle School is secondary sight). Staff in the curb cut holding area will move students directly south toward the BGC using the sidewalk, but not walking on the road/ Ranger Drive and not moving into or through the parking lots (main lot and Ranger lot); staff on the north end of school will move east on the paved roadway on school grounds and then move south (left) on to the sidewalk, not walking on the road/ Ranger Drive and continue south on the sidewalk to the BGC, once again not going into or through the parking lots; staff on the east side of school will move students north on the paved service/roadway and then go west (left) on the paved roadway until they reach the sidewalk on the left; they will then go south (left) on the sidewalk not walking on the road/Ranger Drive and once again not going into or through the parking lots.

Upon arrival at the BGC, all students will file into the building through the main doors on the south side of the BGC in a quiet and orderly fashion and assemble in the gym (or other additional designated areas). Attendance will be taken on site using the student lists contained in the Emergency Action Plan binder.

While the building is being evacuated, building administration and designees will take appropriate and safe measures to make appropriate calls to District Office and appropriate community agencies (police, fire, HAZMAT). Police will automatically be called so that they can assist with the safe movement of students to the evacuation site. Building administration and designees will take appropriate and safe measures to secure the building and exit the building with the Emergency Action Plan binder/s. If necessary, appropriate calls will be made by cell phone or from the evacuation site.

If the offsite evacuation will result in the staff and students not being able to return to the building, contact will be made with the District office to arrange bussing and to have appropriate public announcements through the media regarding the current situation and directions for parents in terms of student status for pick up.

CRISIS DECISION CHECK

