

## Academic Standards and Annual Notices

### **ACADEMIC STANDARDS**

School boards are required by section 120.12(13) of the state statutes to notify the parents/guardians of students enrolled in the school district of the student academic standards that will be in effect for the school year. Boards must provide this notification annually, prior to the beginning of the school term. The Williams Bay School District is providing this notice electronically, by posting the notice to the specific academic standards on the school district's website. Also, the school board must annually include an item on the agenda of the first school board meeting of the school year (the first board meeting after July 1) that clearly identifies the student academic standards adopted by the board under section 118.30(1g)(a)1 of the state statutes that will be in effect for the school year.

The academic standards previously adopted by the Williams Bay School Board that will be in effect for the 2024-2025 school year include:

1. Wisconsin Common Core Standards for English/Language Arts and Math K-12.
2. Next Generation Science Standards K-12 and Wisconsin Standards for Science
3. Wisconsin Standards for Social Studies.
4. Wisconsin Physical Education/Health Standards.
5. Wisconsin Standards for Music.
6. Wisconsin Standards for Art and Design.
7. Wisconsin Standards for Music and Visual Arts.

These current standards reflect the "Common Core State Standards" as formerly adapted to Wisconsin by the Department of Public Instruction (as of the end of 2014-2015 school year).

Dr. William White, Superintendent  
Williams Bay School District  
500 West Geneva Street  
Williams Bay, WI 53191

Math Standards: [Wisconsin Standards for Math](#)

English/ELA Standards: [Wisconsin Standards for English/ELA](#)

Social Studies Standards: [Wisconsin Standards for Social Studies](#)

Science Standards: [Next Generation Science Standards](#) and [Wisconsin Standards for Science](#)

Music Standards: [Wisconsin Standards for Music](#)

Art and Design Standards: [Wisconsin Standards for Art and Design Education](#)

Health Standards: [Health Standards](#)

Physical Education Standards: [Wisconsin Physical Education Standards](#)

Personal Finance Literacy Standards: [Wisconsin Personal Finance Literacy Standards](#)

World Language Standards: [Wisconsin World Language Standards](#)

### **SCHOOL ACCOUNTABILITY REPORT (Report Card)/SCHOOL AND SCHOOL DISTRICT PERFORMANCE REPORT**

Each public school in Wisconsin is required by section 115.385(4) of the state statutes to provide a copy of the school's accountability report that is published by the Wisconsin Department of Public Instruction (DPI) to the parent/guardian of each student enrolled in or attending the school. The district accountability report (report card) and the accountability report (report card) for each district school must be available on the district's web site. The accountability report card for each district school can be found [here](#).

Annually by January 1, each school board is required by in compliance with Section 115.38 of the state statutes, the parent/guardian of each student enrolled in the school district (including students enrolled in district charter schools) are notified of their right to request a school and school district performance report.

### **STUDENT ASSESSMENTS**

School boards are required by section 118.30(1m)(d) of the state statutes to annually publish information on the district's Internet site about the state required 4<sup>th</sup>, 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> grade examinations administered to students enrolled in the district. Information regarding [State Required Assessments](#) can be found on the District website.

### **PARENT NOTIFICATIONS RELATED TO EARLY LITERACY UNDER 2023 WISCONSIN ACT 20**

Under section 18.016(4) of the state statutes and beginning in the 2024-25 school year, school districts are required to provide the results of each "reading readiness assessment," in writing, to a pupil's parent no later than 15 days after the assessment is scored. "Reading readiness assessments" are defined as the fundamental skills screening assessments (for 4K), the universal screening assessments (for 5K through third grade), and diagnostic assessments (certain students in 5K through third grade) that are administered under section 118.016.

## **PUPIL NON-DISCRIMINATION NOTICE**

It is the policy of the Williams Bay School District that no person may be denied admission to any public school in the district or be denied participation in, be denied the benefits of, or be discriminated against in any curricular, extracurricular, pupil service, recreational, or other program or activity because of the person's sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability, or any other category protected by state or federal law as required by s. 118.13, Wis. Stats. This policy also prohibits discrimination as defined by Title IX of the Education Amendments of 1972 (sex), Title VI of the Civil Rights Act of 1964 (race and national origin), and Section 504 of Rehabilitation Act of 1973.

PI 9.05 of the Wisconsin Administrative Code requires school districts to provide an annual public notice of board policies on student nondiscrimination, the name and address of the employee designated to handle discrimination complaints, and the complaint procedures.

Contact: Chris Colosimo, Director of Special Education  
500 West Geneva Street, Williams Bay, Wisconsin 53191  
[ccolosimo@williamsbayschool.org](mailto:ccolosimo@williamsbayschool.org)

## **COMPLAINT PROCEDURES**

The Williams Bay School District encourages informal resolution of complaints under this policy. A formal complaint resolution procedure is available to address allegations of violations of the policy in the school district.

Any complaint regarding the interpretation or application of the district's student non-discrimination policy shall be processed in accordance with the following grievance procedures:

1. Any student, parent/guardian, or resident of the District complaining of discrimination on the basis of sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional, or learning disability in school programs or activities shall report the complaint in writing to the District Administrator.
2. The District Administrator, upon receiving such a written complaint, shall immediately undertake an investigation of the suspected infraction. The District Administrator will review with the building principal, or other appropriate persons, the facts comprising the alleged discrimination. Within 30 days after receiving the complaint, the District Administrator shall decide the merits of the case, determine the action to be taken, if any, and report in writing the findings and the resolution of the case to the grievant.
3. If the grievant is dissatisfied with the decision of the District Administrator, he/she may appeal the decision in writing to the School Board. The School Board shall hear the appeal at its next regular meeting or a special meeting called for the purpose of hearing the appeal. The School Board shall make its decision in writing within 15 days after the hearing. Copies of the written decision shall be mailed or delivered to the grievant and the District Administrator.

4. If the grievant is dissatisfied with the School Board's decision, he/she may, within 30 days, appeal the decision in writing to the State Superintendent of Public Instruction.
5. Discrimination complaints relating to the identification, evaluation, educational placement, or the provision of free appropriate public education (FAPE) of a child with special educational needs shall be processed in accordance with established appeal procedures.
6. Discrimination complaints relating to programs specifically governed by federal law or regulation shall be referred directly to the State Superintendent of Public Instruction.

Copies of these complaint procedures shall be included in staff and student/parent handbooks.

#### **TITLE IX NOTICE OF NONDISCRIMINATION**

Under 34 C.F.R. §106.8(c), effective August 1, 2024, school districts must provide a notice of nondiscrimination to students; parents, guardians, or other authorized legal representatives of elementary school and secondary school students; employees; applicants for admission and employment; and all unions and professional organizations holding collective bargaining or professional agreements with the school district. In compliance with this requirement:

The Williams Bay School District does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admission and employment.

Inquiries about Title IX may be referred to The Williams Bay School District's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both. The Williams Bay School District's Title IX Coordinator is:

Chris Colosimo, Director of Special Education

500 West Geneva Street

Williams Bay, WI 53191

[ccolosimo@williamsbayschool.org](mailto:ccolosimo@williamsbayschool.org)

262-245-6224

The Williams Bay School District's nondiscrimination policy and grievance procedures can be located at <https://www.williamsbayschools.org/board-of-education/board-policies.cfm> on the Williams Bay School District website. To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to [Policy 411.2](#).

#### **ACCOMODATING A STUDENT'S RELIGIOUS BELIEFS**

Williams Bay School District Board of Education recognizes that reasonable accommodations with regard to examinations and other academic requirements may have to be made from time to time because of a student's sincerely held religious beliefs. Parents/Guardians may make requests regarding the above to the building principal. All requests shall be judged individually,

based upon state and federal guidelines. The principal shall inform the parents/guardians in writing of his/her decision in a timely manner. If a parent/guardian is not satisfied with the building principal's decision, he/she may appeal to the District Administrator and, if necessary, to the Board. Appeals beyond the Board may be made to the State Superintendent of Public Instruction in accordance with the provisions of state law.

Accommodations made under this policy shall be provided to students without prejudicial effect. Please reference [Policy 411, Equal Educational Opportunities](#).

### **EDUCATION OF HOMELESS CHILDREN AND YOUTHS**

Homeless children and youths have equal access to the same free, appropriate public education as provided to other children residing in the district and will be provided with comparable services. Homeless children/youth will not be required to attend a separate school or program for homeless children and will not be stigmatized by school personnel. Information regarding McKinney-Vento Act can be found [here](#) on the District Website. Please contact Dr. Ali Bond, Homeless Liaison for the School District, at (262)245-5571 or [abond@williamsbayschool.org](mailto:abond@williamsbayschool.org) for additional information about the rights and services.

### **HUMAN GROWTH AND DEVELOPMENT INSTRUCTION**

If requested, parents/guardians will be provided with an outline of the human growth and development curriculum used at their child's grade level and information about how they can inspect the complete curriculum and instructional materials. Request should be directed to the Building Principal. No student may be required to take instruction in human growth and development generally or in specified subjects within the program if the parent/guardian files a written request that the student be exempted. Students exempted from human growth and development instruction will still receive instruction in the subjects under section 118.01(2)(d)2c of the state statutes (knowledge of physiology and hygiene, sanitation, the effects of controlled substances and alcohol upon the human system, symptoms of disease and the proper care of the body), unless exempted, and section 118.01(2)(d)8 of the state statutes (knowledge of effective means by which students may recognize, avoid, prevent and halt physically or psychologically intrusive or abusive situations which may be harmful to students).

### **NOTICE OF CHILD FIND ACTIVITY**

The Williams Bay School District locates, identifies, and evaluates all resident children with disabilities, including children with disabilities attending private schools, regardless of the severity of their disabilities. The school district has a special education screening program to locate and screen all children with suspected disabilities who are residents of the district and who have not graduated from high school. Upon request, the school district will screen any resident child who has not graduated from high school, to determine whether a special education referral is appropriate. A request may be made by contacting Chris Colosimo, Director of Special Education @ [ccolosimo@williamsbayschool.org](mailto:ccolosimo@williamsbayschool.org).

Annually the district conducts developmental screening of preschool children. Each child's motor, communication, and social skills are observed at various play areas. The information is used to provide the parent with a profile of their child's current development and to provide suggestions for follow-up activities. Parents learn about community services available to them and speak with representatives of agencies serving families. The information from screening is also used to determine whether a child should be evaluated for a suspected disability. When school staff reasonably believes a child is a child with a disability, they refer the child for evaluation by a school district Individualized Education Program (IEP) team. Developmental screening will be part of the kindergarten registration this spring.

A physician, nurse, psychologist, social worker, or administrator of a social agency, who reasonably believes a child, brought to him or her for services is a child with a disability, has a legal duty to report the child to the school district in which the child resides. Before referring the child, the person making the referral must inform the child's parent that the referral will be made. The referral must be in writing, and include the reason why the person believes the child is a child with a disability. Others who reasonably believe a child is a child with a disability may also refer the child to the school district in which the child resides.

### **SPECIAL EDUCATION REFERRAL AND EVALUATION PROCEDURES**

Upon request, the Williams Bay School District is required to evaluate a child for eligibility for special education services. A request for evaluation is known as a referral. When the district receives a referral, the district will appoint an Individualized Education Program (IEP) team to determine if the child has a disability, and if the child needs special education services. The district locates, identifies, and evaluates all children with disabilities who are enrolled by their parents in private (including religious) schools, elementary schools and secondary schools located in the school district.

A physician, nurse, psychologist, social worker, or administrator of a social agency who reasonably believes a child brought to him or her for services is a child with a disability has a legal duty to refer the child, including a homeless child, to the school district in which the child resides. Before referring the child, the person making the referral must inform the child's parent that the referral will be made.

Others, including parents, who reasonably believe a child is a child with a disability may also refer the child, including a homeless child, to the school district in which the child resides.

Referrals must be in writing and include the reason why the person believes the child is a child with a disability. A referral may be made by contacting Chris Colosimo, Director of Special

Education, Williams Bay School District at (262)245-1575, or by writing him at [ccolosimo@williamsbayschool.org](mailto:ccolosimo@williamsbayschool.org).

### **SPECIAL NEEDS VOUCHER PROGRAM**

School boards are required by section 115.7915(5) of the state statutes to annually notify the parents/guardians of each child with a disability enrolled in the school district of the Special Needs Scholarship Program (private school voucher program), which is available to students with an individualized education program (IEP) who meet specified conditions outlined in state law. Information on the program can be accessed on the Wisconsin Department of Public Instruction's website at <https://dpi.wi.gov/parental-education-options/special-needs-scholarship>.

### **TITLE I PROGRAMS**

The Williams Bay School District is required to notify parents of their parent involvement policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. Parents are to be notified at the beginning of the school year that they may request and obtain information regarding:

- (1) The professional qualifications of their child's classroom teachers, including the following:
  - (a) whether the teacher has met state licensing criteria for the grade level(s) and subject area(s) taught; (b) whether the teacher is teaching under emergency or provisional status through which state licensing criteria have been waived; and (c) the undergraduate degree major of the teacher, and any graduate certification or degree held by the teacher, including the field of discipline of the certification or degree.
  
- (2) The professional qualifications of paraprofessionals providing instructional-related services to their child.

The above notification must be given to the parents of each student attending a school in the district that receives Title I funds, not just to the parents of students participating in the Title I program. Parents who request teacher and/or paraprofessional qualification information must be provided the information in a timely manner.

School Report Card – Districts must publicly disseminate a report card to parents and the public that includes the following information at the district and school levels: (1) aggregate student achievement at each proficiency level on state tests, including comparisons to state averages; (2) disaggregated student achievement at each proficiency level on state tests by race, ethnicity, gender, disability status, migrant status, English proficiency, and status as economically disadvantaged (the local data must also show a comparison to state averages); (3) comparisons of student achievement by subgroup to the state's annual measurable objectives for each group on each test; (4) the

percentage of students not tested disaggregated by the above subgroups; (5) the most recent two-year trend in student achievement in each tested subject area and grade level; (6) graduation rates for high school students by subgroup and compared to state averages; (7) the professional qualifications of teachers (aggregate and disaggregated comparing high-poverty to low-poverty schools); (8) the percentage of teachers teaching with emergency or provisional licenses (aggregate and disaggregated, comparing high-poverty to low-poverty schools).

School report cards must be disseminated to all parents of students attending district schools and be in a format and, to the extent practicable, in a language parents can understand. Districts must also make the report cards widely available to the public through means such as posting on the Internet, distribution to the media, and through public agencies.

In addition to the above notifications, a school receiving Title I funds must:

- Notify parents if their child is assigned to or taught for four or more consecutive weeks by a teacher(s) who is not “highly qualified.” This provision applies to all teachers in a school that receives Title I funds, including substitute teachers, not just those who work in Title I programs.
- Provide each parent with information on the achievement level of their child on each of the state academic assessments as soon as is practicably possible after the assessment is taken.

Wisconsin’s ESEA Flexibility Waiver requires school districts to notify parents, when applicable, that their child’s school has been named a Title I Priority School or Title I Focus School. School districts with one or more Priority Schools must:

- (1) Seek input from families and the community in selecting meaningful interventions aligned with the turnaround principles to be implemented in these schools and
- (2) Include in Priority School interventions ongoing mechanisms for family and community engagement.

In the case of a school identified for school improvement, for corrective action or for restructuring, a district must notify the parents of all students enrolled in the school of their option to transfer to another public school served by the district. This notification must be given at least 14 days before the start of the school year. The district must also notify parents of eligible students of the availability of supplemental education services in a manner that is clearly distinguishable from other school improvement information that parents receive. The notice must inform parents of the benefits of supplemental education services and indicate providers who are able to serve students with disabilities of limited English proficient students. Information regarding the Williams Bay School District’s Title I program is available [here](#).



### **PROGRAM FOR ENGLISH LANGUAGE LEARNERS**

The district must, no later than 30 days after the beginning of the school year, give the parent(s) of each child identified for participation or participating in such a program the following information: (1) why the child is placed in the program; (2) the child's level of English proficiency; (3) how that level was determined and the status of the child's academic achievement; (4) methods of instruction in the program in which their child is placed and those of other available programs; (5) how the program will meet the educational needs of their child; (6) how the program will help their child learn English and meet age-appropriate achievement standards for grade promotion and graduation; (7) the specific exit requirements for the program; (8) in the case of a child with a disability, how the program meets the child's IEP objectives; and (9) information about parental rights. For a student not identified as limited English proficient prior to the beginning of the school year, the district must notify parents within the first two weeks of the child being placed in such a program. For more information, please review the [Wisconsin English Learner Policy Handbook](#).

### **EDUCATION FOR EMPLOYMENT PROGRAM**

School boards are required by PI 26.04(4) of the Wisconsin Administrative Code to annually notify parents of the district's education for employment program. A copy of the Williams Bay School District's Education for Employment Plan can be found [here](#).

### **STUDENT ATTENDANCE**

School districts are required by section 118.16 (4) (d) of the state statutes to provide each student enrolled in district schools with a copy of established [school attendance policies](#). In addition, school districts are required by section 118.15 (1) (f) of the state statutes to notify students and their parents/guardians of the following at the beginning of each school term:

- 1) their right to request the school board to provide the student with program or curriculum modifications as outlined in section 118.15 (1) (d) of the state statutes, and
- 2) the decision-making process to be used in responding to such requests under sections 118.15 (1) (dm) and (e) of the state statutes.

### **COMPULSORY SCHOOL ATTENDANCE EXCEPTION**

Upon a child's/parent's or guardian's request of the Williams Bay School Board and with written approval of the child's parent or guardian, any child who is 16 years of age or over and a child at risk, as defined in Wisconsin State Statute 118.153 (1) (a), may attend, in lieu of high school or on a part-time basis, a technical college if the child and his or her parent or guardian agree, in writing, that the child will participate in a program leading to the child's high school graduation.

## **USE OR POSSESSION OF ELECTRONIC COMMUNICATION DEVICES**

If a school district has adopted a policy/rule prohibiting the use or possession of electronic communication devices while on school premises, the district must provide each student enrolled in the district with a copy of that policy/rule annually according to section 118.258(2) of the state statutes. The Williams Bay School District has adopted the following [policy](#).

## **STUDENT BULLYING**

Williams Bay School District is required to distribute the district's policy prohibiting bullying to all students enrolled in the school district and to their parents and guardian annually. They must also provide a copy of the policy to any person who requests it. The Williams Bay School District's harassment and/or bullying policy can be found [here](#).

## **STUDENT LOCKER SEARCHES**

Williams Bay School District has adopted a locker search policy specifying that the board retains ownership and possessory control of all student lockers and designating the school official, employee or agent positions that may conduct lockers searches are required by section 118.325 of the state statutes to provide each student enrolled in the district with a copy of the district's [policy 445](#). Designated school officials, employees or agents may search a student's locker without the consent of the student, without notifying the student and without obtaining a search warrant.

## **EARLY COLLEGE CREDIT PROGRAM**

School districts are required by section 118.55(8) of the state statutes to provide information about the Early College Credit Program annually to all students enrolled in the school district in the 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> grades. For more information, please review the Williams Bay School District's [Early College Credit Program Policy](#).

## **CLASS RANK UNDER THE UNIVERSITY OF WISCONSIN'S "GUARANTEED ADMISSION PROGRAM"**

Beginning with the 2023-24 junior (grade 11) class high schools are required to annually prepare a class ranking of pupils enrolled in the high school as of the class's completion of grade 11. The sole criterion for ranking pupils must be the pupil's grade point average. The class ranking must identify those pupils who rank in the top 5 percent of their high school class and those pupils who rank in the top 10 percent of their high school class. The rankings relate to the "Guaranteed Admission Program" established for the University of Wisconsin system institutions under section 36.11(3m) of the state statutes. Once the high school completes the ranking, section 118.58 further requires that the high school must: 1. Notify each pupil ranked in the top 10 percent of the pupil's high school class that the pupil is ranked, as applicable, in either the top 5 percent or in the top 10 percent of the pupil's high school class. 2. If applicable to the pupil, identify a top 5 percent or top 10 percent class ranking on the pupil's high school transcript as of the pupil's completion of grade 11.

## **STUDENT RECORDS**

The school district maintains pupil records, including information from screening and special education referral. All records directly related to a student and maintained by the school district are pupil records. They include records maintained in any way including, but not limited to, computer storage media, video and audiotape, file, microfilm, and microfiche. Records maintained for personal use by a teacher and not available to others, and records available only to persons involved in the psychological treatment of a child, are not pupil records.

### **The school district maintains several classes of pupil records.**

- “Progress records” include grades, courses the child has taken, the child’s attendance records, immunization records, required lead screening records, and records of school extracurricular activities. Progress records must be maintained for at least five years after the child ceases to be enrolled.
- “Behavioral records” include such records as psychological tests, personality evaluations, records of conversations, written statements relating specifically to the pupil’s behavior, tests relating specifically to achievement or measurement of ability, physical health records other than immunization and lead screening records, law enforcement officers’ records, and other pupil records that are not “progress records”. Law enforcement officers’ records are maintained separately from other pupil records. Behavioral records may be maintained for no longer than one year after the child graduates or otherwise ceases to be enrolled, unless the parent or adult student specifies in writing that the records may be maintained for a longer period of time. The school district informs parents when pupil records are no longer needed to provide special education. At the request of the child’s parents, the school district destroys the information that is no longer needed.
- “Directory data” includes the student’s name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, photographs, degrees and awards received, and the name of the school most recently, previously attended by the student.
- “Pupil physical health records” include basic health information about a pupil, including the pupil’s immunization records, an emergency medical card, a log of first aid and medicine administered to the pupil, an athletic permit card, a record concerning the pupil’s ability to participate in an education program, any required lead screening records, the results of any routine screening test, such as for hearing, vision, or scoliosis, and any follow-up to the test, and any other basic health information, as determined by the state superintendent. Any pupil patient health care records under sections 146.81 to 146.84, Wisconsin Statutes. Any pupil record concerning HIV testing is treated as provided under section 252.15, Wisconsin Statutes.
- The Family Educational Rights and Privacy Act (FERPA), the Individuals with Disabilities Education Act (IDEA), and section 1118.125, Wisconsin Statutes, afford parents and

students over 18 years of age (“eligible students”) the following rights with respect to education records:

- **The right to inspect and review the student’s education records within 45 days of receipt of the request.** Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected. The school district will comply with the request without unnecessary delay, and before any meeting about an individualized education program, or any due process hearing, and in no case more than 45 days after the request has been made. If any record includes information on more than one child, the parents of those children have the right to inspect and review only the information about their child or to be informed of that specific information. Upon request, the school district will give a parent or eligible student a list of the types and locations of education records collected, maintained, or used by the district for special education. The school district will respond to reasonable requests for explanations and interpretations of the records. A representative of the parent may inspect and review the records.
- **The right to request the amendment of the student’s education records that the parent or eligible student believes is inaccurate or misleading.** Parents or eligible students may ask the school district to amend a record that they believe is inaccurate or misleading. They should write to the school principal; clearly identify the part of the record they want changed and specify why it is inaccurate or misleading. If the district decides not to amend the record, the district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- **The right to consent to disclosures of personally identifiable information in the student’s education records, except to the extent that FERPA and state law authorize disclosure without consent.** The exceptions are stated in 34 CFR 99.31 and section 118.125 (2) (a) to (m) and sub. 2(m), Wisconsin Statutes. One exception that permits disclosure without consent is disclosures to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record to fulfill his or her professional responsibility. Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends

to enroll. Also, the district discloses “directory data” without consent, unless the parent notifies the district that it may not be released without prior parental consent. Directory information may be disclosed to any person after October 15<sup>th</sup>, unless any parent, legal guardian or guardian ad litem, or eligible student, informs the district that all or any part of the directory information may not be released without prior consent of the parent, legal guardian or guardian ad litem, or eligible student.

- **Access By Military Recruiters – (Additional Release Notification)** WBSD shall provide, upon a request by military recruiters or an institution of higher education, access to high school student names, addresses, and telephone listings, referred to as directory data under s. 118.125, Wis. Stat. A high school student or the parent/guardian of the student may request that this information not be released without written parental consent.
- **The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA.** The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, DC 20202-4605.

### **CHILD NUTRITION PROGRAM**

The Williams Bay School District is required to distribute a [Public Release](#) before the start of the school year that (1) informs the general public that the district sponsors the school meal program(s), and (2) provides public notification of school meal program eligibility, benefits and services, program availability, applicant rights and responsibilities, procedures for filing a complaint and nondiscrimination policies. The purpose is to inform the community of SFAs offering free and reduced priced meals to eligible students. An application form must also be included with the notice. This information should be provided at the beginning of the school year.

### **MEAL CHARGE POLICY NOTIFICATION**

The USDA requires school districts that are participating in federally subsidized child nutrition programs to provide a copy of their written meal charge policy. Please review the Williams Bay [Food Service Unpaid Meal Procedures](#).

### **SCHOOL WELLNESS POLICY NOTIFICATION**

Federal school wellness policy implementation regulations require each school district participating in federally subsidized child nutrition programs to inform the public each school year about the content and implementation of the local school wellness policy and make the local school wellness policy available to the public. A copy of the Williams Bay School District Wellness Policy can be found [here](#).

### **SCHOOL ACCOUNTABILITY REPORTS**

Annually, each public school, including a charter school, and private school participating in a parental choice program, must provide to the parent or guardian of each pupil enrolled in or

attending the school a copy of the school's accountability report including the most recent school accountability performance category. Annually a list and description of educational options available to pupils must be provided to parents and guardians. These reports and options are available on the district website at

<https://www.williamsbayschools.org/about/district--school-report-cards.cfm>

### **STUDENT PRIVACY**

The Williams Bay School District shall protect the privacy rights of parents/guardians and their children. The District shall also comply with all applicable state and federal laws regarding the administration of student surveys. This applies only to surveys containing the students' personally identifiable information.

No student shall be required to participate in any survey associated with a school program or the District's curriculum, or which is administered by a third party in the schools, if the survey includes one or more of the following items:

- Political affiliations or beliefs of the student or the student's parent/guardian;
- Mental and psychological problems of the student or the student's family;
- Sex behavior or attitudes;
- Illegal, anti-social, self-incriminating or demeaning behavior;
- Critical appraisals of other individuals with whom students have close family relationships;
- Legally recognized privileged or analogous relationships such as those of lawyers, physicians and ministers;
- Religious practices, affiliations or beliefs of the student or the student's parent/guardian; or
- Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program.

The building principal shall notify parents and guardians at the beginning of each school year of the specific or approximate dates during the school year when such survey activities are scheduled involving their children. Parents and guardians shall be given the opportunity to request that their child not participate in a survey containing the above information. If a survey containing any of the above information is funded in whole or in part by a program administered by the U.S. Department of Education, written consent shall be obtained from the student or, in the case of a minor student, the student's parent/guardian before the student participates in the survey.