



**FOX POINT-BAYSIDE SCHOOL DISTRICT
STUDENT and FAMILY HANDBOOK
2025-2026**



Fox Point-Bayside School District
601 E Ellsworth Lane
Bayside, Wisconsin 53217

Stormonth Elementary School
7301 N Longacre Road
Fox Point, Wisconsin 53217

Bayside Middle School
603 E Ellsworth Lane
Bayside, Wisconsin 53217

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FOX POINT-BAYSIDE SCHOOL DISTRICT INFORMATION

| DISTRICT OFFICE AND ADMINISTRATION CONTACT INFORMATION | | | |
|--|---------------------------------|---------------|--|
| Name | Title | Phone | Email |
| Michael Weaver | Superintendent | 414-247-4164 | mweaver@foxbay.org |
| Kathleen Weisner | Director of Business Services | 414-247-4163 | kwiesner@foxbay.org |
| Laura Dahm | Director of Teaching & Learning | 414-247-4162 | ldahm@foxbay.org |
| Paul Reich | Director of Student Services | 414-247-4252 | preich@foxbay.org |
| Amanda Orth | Director of Technology | 414-247-4216 | aorth@foxbay.org |
| Marc Grasswick | Director of Facilities | 414-254-7036 | mgrasswick@foxbay.org |
| Cara Bell | District Office Executive Asst | 414-247-4167 | cbell@foxbay.org |
| Megan Ulery | Student Services Admin Asst | 414-247-4253 | mulery@foxbay.org |
| Monica Cain, RN | District Nurse | 414-247-4226 | mcain@foxbay.org |
| Transportation | Riteway Bus Company | 414-226-5481 | latanya.oliver@goriteway.com |
| Food Service | Aramark Food Service | 414- 351-6595 | damico-anthony@aramark.com |

Please refer to the Fox Point-Bayside website at www.foxbay.org for a list of teachers and their contact information.

WELCOME TO STORMONTH ELEMENTARY SCHOOL

At Stormonth, **community** is the core of who we are and what we do. You'll experience this vibrant sense of belonging everywhere - from the collaborative spirit within our classrooms to the engaging interactions across different grade levels and the strong partnerships we build with our families. This powerful foundation isn't just a feeling; it's the driving force behind the **learning and success** of every student at Stormonth.

This year, our school theme is "**Be You. Be Kind. Be Stormonth.**" This theme encourages every student to recognize their unique strengths and attributes. We believe these qualities empower you to connect with others and build a Stormonth community that truly reflects all of us.

Our community isn't complete without **YOU!** We encourage you to get involved by joining our Parent Teacher Organization (PTO) or Educational Foundation, volunteering during lunch or recess, or accompanying us on a field trip.

We look forward to partnering with you for a successful and engaging school year.

Respectfully,

Andrew Joseph, Stormonth Principal

STORMONTH ELEMENTARY SCHOOL CONTACT INFORMATION

| Name | Title | Phone | Email |
|------------------|-------------------------------|--------------|--|
| Andrew Joseph | Principal | 414-247-4100 | ajoseph@foxbay.org |
| Heather Sibley | Associate Principal | 414-247-4101 | hsibley@foxbay.org |
| Megan Dorn | Administrative Assistant | 414-247-4103 | mdorn@foxbay.org |
| Jen Waltenberger | Administrative Assistant | 414-247-4102 | jwaltenberger@foxbay.org |
| Kristy Basler | Health Room & Attendance Asst | 414-247-4119 | kbasler@foxbay.org |

STORMONTH ELEMENTARY SCHOOL HOURS

Playground supervision begins at 7:30 am. The first bell rings at 7:40 am, at which time students enter the building. School begins promptly at 7:45 am. Student dismissal begins at 2:35 pm. Students not picked up by 2:45 pm must wait in the office.

| | |
|---------------------|---------------------|
| Full Day Students | 7:45 am to 2:35 pm |
| Morning K4 | 7:45 am to 10:45 am |
| Afternoon K4 | 11:35 am to 2:35 pm |
| School Office Hours | 7:00 am to 3:30 pm |

WELCOME TO BAYSIDE MIDDLE SCHOOL

At Bayside, student learning is at the heart of everything we do. We proudly serve approximately 350 students in grades five through eight, fostering a safe, supportive, and engaging environment where every learner can thrive. Our dedicated teachers and staff are committed to nurturing the whole child—helping students grow academically, socially, and emotionally so they are fully prepared for success in high school and beyond.

Our team includes approximately 38 full-time and part-time teachers who bring expertise, care, and creativity to their classrooms. They work alongside a supportive staff that includes our administrative team, administrative assistants, instructional assistants, and maintenance personnel. In addition, we deeply value the many devoted parent volunteers and the essential support of our district office staff.

At Bayside, we are committed to providing a truly outstanding middle school experience. Our academic supports are designed to meet students where they are and help them reach their highest potential through differentiated instruction, targeted interventions, and engaging, rigorous curriculum. Equally important, we prioritize social-emotional supports that help students develop confidence, resilience, empathy, and strong interpersonal skills. Counseling services, responsive classroom practices, and caring adult relationships ensure that every student feels seen, heard, and valued.

Together, our entire school community works in partnership to offer high-quality academics, comprehensive social-emotional learning, and a rich variety of extracurricular opportunities—empowering all students to learn, grow, and succeed.

Jodi Hackl
Bayside Principal

BAYSIDE MIDDLE SCHOOL CONTACT INFORMATION

| Name | Title | Phone | Email |
|------------------|---|--------------|--|
| Jodi Hackl | Bayside Middle School Principal | 414-247-4200 | jhackl@foxbay.org |
| Joe Stiglitz | Bayside Middle School Associate Principal | 414-247-4266 | jstiglitz@foxbay.org |
| Janelle Herbrand | Administrative Assistant | 414-247-4201 | jherbrand@foxbay.org |
| Brenna DeGraff | Administrative Assistant | 414-247-4202 | bdegraff@foxbay.org |
| Charity James | School Counselor | 414-247-4211 | cjames@foxbay.org |
| Kathy Schulze | Health Room & Attendance Asst | 414-247-4225 | kschulze@foxbay.org |

BAYSIDE MIDDLE SCHOOL HOURS

Students may begin arriving at 8:00 am. Students entering the building prior to the first bell will be supervised; 5th graders report to the LMC, and 6th-8th grade students report to the cafeteria. The first bell rings at 8:15 am to release students to their lockers. School begins promptly at 8:20 am. The final bell rings at 3:30 pm. All students should be picked up no later than 3:45 pm.

| | |
|---------------------|--------------------|
| Full Day Students | 8:20 am to 3:30 pm |
| School Office Hours | 7:30 am to 4:00 pm |

SCHOOL DAY

ARRIVAL AND DISMISSAL

Arrival and dismissal are two of the busiest times of the day for our front office staff. Please remember to call the office during the day or to send a note with your student if their end of the day routine (pick up) will be different than usual. Specific school arrival and dismissal procedures will be sent out by each school at the beginning of the year.

ATTENDANCE

It is the responsibility of families to report all student absences to the attendance office prior to the start of the school day. The following information must be provided: student name, grade, date(s) of absence, reason for absence (including symptoms), and duration of absence. The attendance office will contact families for all unreported absences.

State law requires school districts to enforce the regular attendance of students. Please see Board Policy 5200 for specific information about excused or unexcused absences.

Please report your absence as follows:

| Stormonth | Bayside |
|--|---|
| Phone: 414-247-4119 stormonthattendance@foxbay.org or input the absence information into Infinite Campus | Phone: 414-247-4225 Email: baysideattendance@foxbay.org or input the absence information into Infinite Campus |

Families who will have an extended absence for greater than 10 consecutive school days should contact the principal to discuss the continued education of the child.

While appointments are encouraged to be made outside of the regularly scheduled day, it is also recognized that there are times when students will need to be excused for all or part of the school day. A note from home is required prior to dismissing a student for these essential appointments. If appropriate, please provide a medical excuse upon return for proper attendance coding.

Early Dismissal or Pick Up

For appointments that must be made during the school day, families must provide communication indicating that their child will be picked up early. If possible, please contact the front office and elementary grade level teacher if your child has an unexpected early pick-up. Students and families must check out through the front office.

Student Religious Accommodations

The district recognizes and respects the diverse religious practices of our students and their families. Students may be excused from school for religious observances, holidays, or celebrations. To arrange such accommodations, families are asked to notify the building principal in advance so appropriate arrangements can be made. These absences will be considered excused, and students will be given the opportunity to make up any missed work in a reasonable time frame. See Board Policy 5200.

BUS TRANSPORTATION

Bus Transportation

Bus transportation is provided to all students who reside in the Fox Point-Bayside School District through Go Riteway. Transportation is not provided for students who attend Fox-Point Bayside Schools through Open Enrollment.

Bus routes are planned by the bus company and are subject to change as the year progresses. For problems or concerns about routing, and departure or arrival times, families are encouraged to call the bus company directly. Riteway can be reached at 414-226-5481, then press 0 to reach the dispatcher.

Late Bus Procedure

Parents/guardians will be notified by email and text if a bus is running significantly late.

Bus Behaviors and Expectations

School buses are an extension of the school and classroom. As such, students are expected to behave in a manner consistent with the rules set forth at school. Likewise, bus drivers have the authority, as a classroom teacher, to discipline students who are behaving in a manner that is unsafe. Bus drivers may also inform the principal or designee in writing of a violation of bus rules. For problems or concerns about discipline or behaviors, families are encouraged to call the principal or designee directly. Failure to comply with bus rules may result in assigned seating or a loss of riding privileges. In such a case, transportation to and from school will become the responsibility of the family.

To stay safe on the bus, students will:

- Obey the bus driver at all times
- Remain seated
- Keep windows closed unless permission is granted by the driver
- Keep all body parts and objects inside the school bus
- Keep the aisle free
- Use inside voices
- Be considerate of the rights and belongings of others
- Refrain from using obscene language or gestures
- Be punctual to the bus stop
- Use caution when approaching the bus

HEALTH OFFICE AND EMERGENCIES

EMERGENCY PROCEDURES

It is the primary concern of all staff members to keep students safe. Schools are required to hold monthly safety drills in accordance with state statute. Teachers will review this information throughout the year and perform regular follow-ups to ensure safety. Please discuss the importance and necessity of these drills with your student.

EMERGENCY SCHOOL CLOSING AND INCLEMENT WEATHER POLICIES

School Closing

All school closings, due to inclement weather or other emergencies, will be communicated with families by email, text, and voice message via Infinite Campus. Inclement weather will also be shared on local media, as well as the district website and social media channels. We encourage parents not to call the school directly, but rather to wait for the notification through the school communication channels which allows phone lines to remain open for emergency calls.

Indoor Recess/ Inclement Weather

All students are expected to be appropriately dressed for the weather. With rain or when temperatures or wind chills reach below 10-15 degrees, children will stay inside the building. The decision for indoor or outdoor recess will be made at the discretion of the building principal or designee. The decision regarding the wearing of coats, hats, snow pants, and boots, will be made at the discretion of the building principal or designee.

HEALTH OFFICE

The Health Assistant and/or District Nurse will provide basic first aid for injuries that occur during the day. The health office is NOT a clinic, and therefore, is not a substitute for the child's own physician or health care provider.

- If your child has a specific health problem, school personnel must be informed. Please contact the District Nurse, Monica Cain, at mcain@foxbay.org to establish an emergency plan.
- Should your child become ill at school, every effort will be made to contact the family. Keeping your Infinite Campus contact information up to date is essential for quick contact.
- In the event of an injury which may require a doctor's attention, every effort will be made to contact you. In case of extreme emergency, the school will contact emergency medical services.
- Please provide a medical provider's note for illnesses and medical appointments when available.
- If a student is excused from recess and/or physical education, a release letter from a physician will be required to excuse and return to these activities.

Please follow the standards outlined below in terms of a student returning to school after an Illness/Injury:

Please keep your child at home if he/she:

- Has a fever of 100.4 degrees or higher (must be fever free for 24 hours without medication)
- Is vomiting or has diarrhea (must stay home 24 hours after vomiting or diarrhea has ended)
- Has an unexplained rash
- Has "red eyes" with "mattering" in the morning (must provide evidence that treatment has been started)
- Has a cold/cough with thick discharge of yellow or yellow-green appearance

The child may return to school when he/she:

- Has no fever, vomiting or diarrhea for 24 hours
- Has been taking prescribed medication for at least 12 hours (strep throat), 24 hours (pink eye, other communicable infections)
- Provides evidence that treatment has been started for communicable conditions (*head lice, ringworm, etc.)
- We maintain a "no live lice" policy (hair/scalp must be free of all live lice) in order to contain any further outbreaks of this communicable condition.

Physical Exam/Dental Exam

While recommended, neither physical nor dental exams are required to enroll in school.

Physical exams may be required to participate in sports. Parents are strongly encouraged to provide the Health Assistant with records of physical and dental exams, especially if there are health related problems that might limit the child's ability to participate in any portion of the school program. The more information we have about your child, in terms of health conditions, the better we are able to monitor the well-being of all our students.

Immunizations

Wisconsin state law requires parents to provide written evidence of immunizations to the school or sign a waiver. This must be done within 30 days of student admission to school. We encourage parents/guardians to take care of immunizations prior to the beginning of the school year. The required immunizations are:

| Grade | DPT/Dtap /DT | TDaP | Polio | MMR | Hepatitis B | Varicella | MenACW Y |
|--------|--------------|--------|---------|---------|-------------|-----------|----------|
| K4 | 4 doses | | 3 doses | 1 dose | 3 doses | 1 dose * | |
| K5 - 6 | 4 doses | | 4 doses | 2 doses | 3 doses | 2 doses* | |
| 7-11 | 4 doses | 1 dose | 4 doses | 2 doses | 3 doses | 2 doses* | 1 dose |

*Students with a reliable history of varicella disease are not required to receive the varicella vaccine. A physician, physician assistant, or advanced practice nurse prescriber must document a reliable history of varicella disease by indicating that the student has had varicella and signing the Student Immunization Form.

If your child does not have all of the required immunizations, you can contact your physician or local health department for information on immunization clinics.

North Shore Health Department 414-371-2980

Milwaukee Health Department 414-286-3521

Head Lice

Classroom screenings for head lice will not be done routinely. Students with live lice will be sent home from school and will be readmitted when they have been treated. All children must be re-checked by our Health Room Assistant prior to returning to school. We greatly appreciate parents/guardians promptly notifying the office if they discover their child has head lice.

Medication Policy

If your child must take a prescription drug during the school day, the parent/guardian must complete the appropriate district-provided forms. No medication will be dispensed at school until the following are on file with the Health Office:

- Permission to administer medications forms with physician signature
- Written parental permission authorizing administration of the medication by school or health office personnel

Prescription and nonprescription drug administration release forms may be obtained by calling the school Health Office or downloaded from the school website. Children are not permitted to carry medication to school, except for certain emergency medications when approved by their medical provider and parents/guardians. The District Nurse must be notified of any self-carry medications.

Parents/guardians must bring medication to the school Health Office. All medications must be in the original, unexpired, container with a prescription label that also contains proper identifying information. No medication will be given if it is sent to school in unapproved or unauthorized containers. Any medication received in unauthorized containers will not be accepted by the Health Office staff. Medication will be administered only if the proper permission forms are signed and on file in the health office. A non-prescription medication form will need to be filled out in order for over-the-counter medication (Tylenol, cough drops,

etc.) to be administered at school.

Health and Medical Files

Student health/medical files will be housed in the Health Office. The contents may include transferred health records from previous schools attended, local health forms completed by parent/guardian or personal physician or dentist. Parents/guardians, in the presence of the school nurse or health assistant, may inspect the physical health records. For the safety and well-being of pupils, a summary of significant health problems are to be developed annually under the direction of the school nurse. The school nurse or health assistant will maintain a log of parents requesting to view their child's health records.

GENERAL OPERATIONS

HOMEWORK AND MISSED CLASSWORK

Homework is schoolwork assigned to be completed outside of the regular classroom. Homework time will vary depending on grade level.

If a student is absent from school due to an illness or special school field trip, the student, under the guidance of his/her teacher, will be given sufficient time to make up for missing work/tests upon returning to school. For one day of absence, teachers will ensure essential instruction occurs upon the students return to school. If a student is absent due to illness for two or more consecutive days, a parent may request to pick up school work. If a student misses school due to a family vacation or activity, teachers will provide classwork upon the student's return. Requests to have schoolwork provided beforehand will be left to the discretion of individual teachers but often will not be possible due to the amount of preparation required and the difficulty in predicting the pace of instruction. Parents and students should be aware that while missed homework can be completed upon returning to school, some instruction and classroom activities cannot be duplicated.

LOCKERS/CUBBIES

All students will be assigned lockers or cubbies in both the hallway and the physical education locker rooms (Bayside Only). All personal items belonging to a student should be kept in their locked lockers. The school is not responsible for personal belongings left in unlocked lockers, hallways, or classrooms.

Lockers are the property of the school district and are provided for student use as a convenience. As such, they may be accessed or searched by school administration at any time, with or without notice. This includes random inspections to ensure safety and appropriate use.

Students tampering with any locker or using lockers for illegal or inappropriate purposes will be subject to disciplinary action. Lockers should be kept clean, organized, and used only for storing school-related materials or appropriate personal items. All items must be stored inside the locker—nothing should be left on the hallway floors, including assigned Chromebooks.

PETS/ANIMALS IN THE CLASSROOM

No animal may enter the school building without prior authorization. Pets will only be allowed in school if used as part of an approved classroom presentation or project. Arrangements must be made to both bring and pick up the pet immediately before and after the presentation. Student health and safety will be considered when making this decision (e.g. allergies).

Occasionally, Bayside hosts an emotional support dog from the organization Pets Helping People. These supervised events are scheduled with the school counselor. Students and parents are encouraged to grant permission during the OLR process so that students may choose to participate at any point during the year. For more information contact the school counselor. See Board Policy 8390 for more detailed information.

PHYSICAL EDUCATION

All students are expected to participate in physical education and recess periods unless a written excuse from a physician is presented. Students who are excused from recess and physical education will require a release letter from a physician to return to these activities.

All students must have a pair of labeled gym shoes to wear to physical education class. At Bayside Middle School, students are required to change clothes for physical education class each time. Students will be assigned a personal locker space and lock to keep belongings secure during the course of the school year.

PROCEDURES FOR CLASS PLACEMENT - STORMONTH ONLY

The Stormonth staff is committed to placing students in the best possible learning environment. Balanced classes are formed to create a cohesive community based on peer relationships and academic needs. Staff meet several times in the spring to work on creating groupings that are made in the best interest of all of the students. Each spring, parents will have the opportunity to provide input via a form sent to all families via the Friday Folder. We will make every effort to honor individual requests, while balancing the needs of the class. However, we cannot guarantee placement requests will be granted. To honor the teachers' work in the process please submit all information during the window that the parent input form is open.

SCHOOL LUNCH PROGRAM

The Fox Point-Bayside School District serves a hot lunch meal each school day. All meals served meet standards established by the U.S. Department of Agriculture (USDA). The cost of school lunch is \$3.50 and the cost for milk is \$0.40. You may add money to your child's lunch account by visiting your Infinite Campus account. Directions on how to enter money into your Infinite Campus account are [here](#).

If your child has been determined by a doctor as having a disability that prevents the child from eating the regular meal, the school will make any substitutions as prescribed by the doctor. If a substitution is needed, there will be no extra charge for the meal. If you believe your child needs substitutions because of a diagnosed disability, please contact your child's principal or designee for further information. More information can be found in School Board Food Service Policy 8500.

Federal Student Lunch Program

Students may receive meals free or at a reduced price based on family eligibility. A free/reduced lunch application, application instructions, and eligibility criteria are included in the opening school packet or mailed home. Additional applications can be obtained in the school office or by calling the District Office at 414-247-4167 between 8:00 AM and 4:00 PM, Monday through Friday. **An application must be filed annually to be considered for the free or reduced priced meals. No free/reduced lunches will be served without this application on file 30 Days after school begins.**

A separate application must be completed to waive student fees assessed by the District. A Waiver of School Registration Fee Application is available at the District Office and in each school office.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. More specific information can be found in the District's nondiscrimination policies, including Policy 2260 - Nondiscrimination and Access to Equal Opportunity and Policy 1422/Policy 3122/Policy 4122 - Nondiscrimination and Equal Employment Opportunity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. To file a program discrimination complaint, a Complainant should complete Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA.

This institution is an equal opportunity provider. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. fax: (833) 256-1665 or (202) 690-7442; or
3. email: program.intake@usda.gov

SCHOOL RECORDS

If your child is moving to another school, you can request records be transferred. When you enroll in a new school, the new school will make a records request to the Fox Point-Bayside School District. To find more information about student records, please see our district policy, 8330. Cumulative files will be sent to Nicolet Union High School upon graduation, unless the parent/guardian of the pupil specifies, in writing, that individual records be sent to another school.

STUDENT ATHLETICS/ACTIVITIES - BAYSIDE ONLY

The middle school athletic program provides opportunities for interscholastic activities. Activities for seventh and eighth graders include: cross country, soccer, basketball, volleyball, softball, tennis, track and wrestling. Cross country is open to fifth through eighth grade students. The middle school athletic program is considered an integral part of the total educational process. It is the philosophy of this district to encourage all students to participate regardless of their athletic ability. If the number of participants necessitates the need for additional teams or programs, such needs will be taken into consideration, and whenever possible, programming will be added to accommodate all students. Every effort will be made not to cut interested students from any interscholastic program.

The major emphasis in middle school for all student athletes will be maximum participation and enjoyment, rather than win/loss records or individual accomplishments. Students must attend school for at least 4 hours of the day to be eligible to participate in athletics or activities. For more information, see [Bayside Middle School Athletic Handbook](#).

STUDENT FEES

A student registration fee is assessed for each pupil in Grades K4-8th. This fee is part of the general cost of educating each student. Families may be eligible for a waiver of the general user fee. A Waiver of General User Fee Application and eligibility guidelines are included in the free lunch packet. Applications may also be obtained by calling the District Office at 414-247-4167 between the hours of 8:00 am and 4:00 pm Monday through Friday.

WATER BOTTLES AND SNACKS

Water fountains, including water bottle filling stations, are available throughout the buildings. Students may bring a labeled water bottle to school daily.

Snacks are not provided by the school. However, grades K4-4th grade will have snack time daily. Families may send a healthy snack to school. Classrooms with a food allergy or sensitivity will be notified, and we ask you to respect those restrictions to ensure the safety and well-being of all students. Certain rooms may be designated free from specific allergens.

STUDENT AND FAMILY SUPPORTS

HOME AND COMMUNITY ORGANIZATIONS

Parent Teacher Organization (PTO)

The Fox Point-Bayside Parent Teacher Organization (PTO) is open to all parents/guardians and staff members. The PTO functions in an advisory and service role by providing leadership and assistance in planning and carrying out many activities of benefit to the schools in the district. Information about PTO activities may be found in the school newsletter, PTO newsletter, and various special flyers sent home or posted on the website. Annual membership information is sent home early in the school year and always available in the school office. For more information, visit fbpspto.membershiptoolkit.com

Educational Foundation

The Fox Point-Bayside Educational Foundation, Inc. is a non-profit, 501(c)(3) organization dedicated to enhancing the learning environment of students at Stormonth Elementary and Bayside Middle Schools. The Foundation supports capital improvements to school property, equipment for classrooms and buildings, and special projects. For more information, visit fpbedfoundation.org

SPECIAL EDUCATION SERVICES

Students who are displaying learning needs that may indicate a need for special education services are referred to the Pupil Services team. An assessment of the student's needs is made, and based on the results of that assessment, a variety of services may be provided.

Child Find and Special Education Referral Process

It is our commitment to provide a learning environment that recognizes and provides for the learning needs of all students. It is our goal to provide those services in the least restrictive manner possible, thereby ensuring that each student reaches their greatest capacity in terms of learning, social skills, and related development. We follow the Wisconsin Department of Public Instruction parameters for identifying children with suspected learning disabilities as outlined below.

A physician, nurse, psychologist, social worker, or an administrator of a social agency who reasonably believes that a child brought to him or her for services has a disability shall refer the child to the local education agency (school district). Any licensed employee of a school district, such as a teacher, psychologist, counselor, or principal, who reasonably believes that a child is a child with a disability, shall refer the child to the school district for a special education evaluation. A parent or caregiver may also make a request for an evaluation to the school. All referrals shall be in writing and shall include the name of a child and the reasons why the person believes that the child has a disability. Before submitting a referral to the school, the referring person shall inform the child's parent(s)/guardian that he/she is going to submit the referral. Any school administrator or the special education coordinator will accept a written special education referral. The student services department will document and date the receipt of each referral, notify the parent(s)/guardian, and establish the Individualized Education Program (IEP) Team.

Both Bayside Middle School and Stormonth Elementary School have student support teams in place that provide for early discussions of pre-referral strategies and monitoring of individual students who are demonstrating difficulties in school. A referral for a special education evaluation may come from that team as well as from the sources listed above. However, these pre-referral intervention teams will not delay the school district's acceptance and processing of special education referrals from the above sources. Our procedures do not require a referring person to obtain the permission, approval, or agreement of others before submitting a referral.

STUDENT INSTRUCTIONAL SUPPORT SERVICES

A variety of special services are provided by the district or cooperatively with other school districts or agencies to supplement the general instructional services. These include:

- Special education services
- Speech and language services
- Reading intervention
- Math intervention
- School counseling
- Gifted and Talented services
- Health services

The purpose of these instructional support services is to provide support to classroom teachers in identifying unique student learning needs and in developing approaches to address these needs. If you desire additional information about any of the above, please feel free to contact your child's teacher or principal.

VOLUNTEERS AND VISITS TO SCHOOL

Volunteers are welcome at Fox Point-Bayside. While we encourage parents/guardians to visit school, please make an appointment ahead of time for visiting your child's classroom with the teacher. All visitors, including parents/guardians, must enter the building in the Main School Office and sign in. Raptor Technology is a quick background check service we use districtwide, which requires a valid driver's license the first time you enter the building. This is a safeguard for all students and staff.

All parent/guardian volunteers and visitors must wear an issued ID badge provided upon checking in at the main office. In addition, if you are volunteering at either school, you must submit a background check to the District Office every five years. Background check forms are located on the District page of our website or can be obtained in the main office.

STUDENT CODE OF CONDUCT

The district is committed to creating a safe, respectful, and academically focused environment where all students can thrive. By setting clear expectations and promoting accountability, we help students develop values needed for life long success. Student behavior expectations include school activities both on and off campus. See Board Policy 5500 for more information on Student Code of Classroom Conduct.

BULLYING

The Fox Point- Bayside School District strives to provide a safe, secure, and respectful learning environment for all students in school buildings, on school grounds, on school buses and at school-sponsored activities. Bullying has a harmful social, physical, psychological, and academic impact on bullies, victims, and bystanders. The school district is committed to consistently and vigorously address bullying so that there is no disruption to the learning environment and learning process. See Board Policy 5517.01 the full policy.

Definition

Bullying is deliberate or intentional behavior using words or actions, intended to cause fear, intimidation, or harm. Bullying may be a repeated behavior and involves an imbalance of power. Furthermore, it may be serious enough to negatively impact a student's educational, physical, or emotional well-being. The behavior may be motivated by an actual or perceived distinguishing characteristic, such as, but not limited to: age; national origin; race; ethnicity; religion; gender; gender identity; sexual orientation; physical attributes; physical or mental ability or disability; and social, economic, or family status; however, this type of prohibited bullying behavior need not be based on any of those particular or other particular characteristics. It includes, but is not necessarily limited to such behaviors as stalking, cyberbullying, intimidating, menacing, coercing, name-calling, taunting, making threats, and hazing.

Bullying behavior can be:

1. Physical (e.g. assault, hitting or punching, kicking, theft, threatening behavior)
2. Verbal (e.g. threatening or intimidating language, teasing or name-calling, racist remarks)
3. Indirect or electronic. (e.g. spreading cruel rumors, intimidation through gestures, social exclusion and sending insulting messages or pictures by mobile phone or by any form of social media, which is also known as cyberbullying)

Prohibition of Bullying

Bullying behavior is prohibited in all schools buildings, property and educational environments, including any property or vehicle owned, leased or used by the school district. This includes public transportation regularly used by students to go to and from school. Educational environments include, but are not limited to, any activity under school supervision during or outside regular school hours.

Procedure for Reporting/Retaliation

All school staff members and school related officials (e.g. bus drivers, nurses, lunchroom volunteers) who observe or become aware of acts of bullying are required to report these acts to the school principal, guidance counselor, or designee. Any other person, including a student who is either a victim of the bullying or is aware of the bullying, or any other concerned individual is encouraged to report the conduct to the school principal, school counselor or appointed designee. Reports of bullying may be made verbally or in writing and may be made confidentially.

All such reports, whether verbal or in writing, will be taken seriously and a clear account of the incident is to be documented in accordance with Board Policy. A written record of the report, including all pertinent details, will be made by the recipient of the report. The school official receiving a report of bullying shall immediately notify the school district employee assigned to investigate such reports (i.e. principal, school counselor, or appointed designee).

There shall be no retaliation against individuals making such reports. Individuals engaging in retaliatory behavior will be subject to disciplinary action.

Procedure for Investigating Reports of Bullying

The person assigned by the District to conduct an investigation of any bullying report shall, within a reasonable amount of time, interview the person(s) who is victim(s) of the bullying and collect whatever other information is necessary to determine the facts and the seriousness of the report including interviewing witnesses. The investigation will ideally take place within one school day of when the report is received as circumstances allow. Parents/guardians of each student involved in the bullying will be notified prior to or at the conclusion of the investigation. The district shall maintain the confidentiality of the report and any related pupil records to the extent required by law.

Sanctions and Supports

If it is determined that students participated in bullying behavior or retaliated against anyone due to the reporting of bullying behavior, they shall be appropriately disciplined and/or counseled by the principal, school counselor and/or appointed designee. Furthermore, school district administration and School Board may take disciplinary action up to and including: suspension, expulsion, and/or referral to law enforcement officials for possible legal action as appropriate. Pupil services staff or designee(s) will provide support for the identified victim(s) as appropriate.

Disclosure and Public Reporting

The bullying policy will be distributed annually to all students enrolled in the school district, their parents/guardians and employees. The school district will also provide a copy of the policy to any person who requests it.

LEGAL REF.: 2009 Wisconsin Act 309

Section 118.46(2)

CROSS REF.: 5136/7540.03-Personal Communication Devices Computer, Student
Network and Internet Acceptable Use and Safety
5517-Student Harassment
5500- Code of Student Classroom Conduct

CARE OF SCHOOL PROPERTY

Students are responsible for keeping classroom books, including textbooks and workbooks, library books, Chromebooks and other materials issued to them in reasonable condition. Families may be responsible for the replacement costs of lost or intentionally damaged materials.

CELL PHONES AND PERSONAL COMMUNICATION DEVICES

A personal communication device (PCD) is any electronic device students bring to school that can send, receive, or store information, and is primarily used for communication or digital interaction. This includes, but is not limited to, cell phones, smartphones, smartwatches, tablets, gaming devices, and other similar technologies.

Students may not use PCDs during the school day; however, they may use PCDs before and after school, as long as they do not create a distraction, disruption or otherwise interfere with the educational environment, during or after school activities (e.g., extra-curricular activities), and at school-related functions. School administration may prohibit PCDs at certain extracurricular activities (Bayside Activity Night, School Musical, etc.)

Use of PCDs, except those approved by a teacher or administrator, at any other time is prohibited. If this rule is violated, the staff member witnessing the violation will confiscate the device and deliver it to the main office. Reference School Board Policy 5136 for complete policy on Personal Communication Devices.

Consequences for Personal Communication Device use during the school day are as follows:

- **First and Second Offense:** The device will be confiscated and brought to the main office, and a formal warning will be issued. Student may retrieve the device at the end of the school day.
- **Third Offense:** Device is confiscated and taken to the main office. Parent/guardian will be notified and a referral will be issued. **Parent/guardian** may return to the office at the end of the day to retrieve device.
- **Fourth Offense:** Device is confiscated and taken to the main office. Parent/guardian will be notified and a referral will be issued, as well as a consequence. **Parent/guardian** may return to the office at the end of the day to retrieve the device and may be prohibited from school.

Students refusing to comply with the request of a staff member may be subject to further consequences. Electronic devices not picked up at the conclusion of the school year will be appropriately recycled.

DRESS CODE

Fox Point - Bayside recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. School will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices interfere with the educational program of the school.

All students should adhere to the school dress code, which includes:

- Mid-sections, buttocks, and cleavage must be covered at all times
- If a student is wearing a sheer top, a second shirt should be worn (over or under)
- Clothes may not display images with tobacco, drugs, alcohol, weapons, gangs, vulgar language/pictures, sexual innuendo, and may not advocate violations of school rules or the law
- Footwear must be worn at all times
- Students may not wear hats, visors, or sunglasses inside the school building
- Students may not wear or carry winter coats, backpacks or vinyl-drawstring shoulder bags in the classroom. Students should carry class materials in hand.
- Other dress items not mentioned herein, but that are found to be disruptive to the learning environment, or that pose a safety concern, will be addressed by school administration and staff

This dress code will be enforced during school hours, on field trips, and at any school-sponsored extracurricular event, including those activities that occur outside regular school hours.

STUDENT CODE OF CONDUCT

Student Expectations

In homeroom, during the first week of school, teachers will review daily expectations for students. Bayside students will review the *Student Conduct and Discipline Handbook*. This document outlines expectations for student conduct across all school settings, including classrooms, hallways, cafeteria, playground, extracurricular activities, and school transportation.

Office Disciplinary Referrals:

As a school district, we strive to create a learning environment where kids feel safe and respected. All staff are responsible to review and reteach the classroom and school expectations frequently throughout the day.

When students need repeated reminders about the safe, respectful and responsible behaviors expected within the school day, an Office Disciplinary Referral, may be made by ANY member of the staff for any area of the school including the playground and bus. Undesirable behaviors that may lead to a referral are outlined in the Code of Conduct Behavior Classification chart below. The Principal or designee will determine the consequence or best course of action based on the student, the behavior, and the context in which it occurred.

Minor Behaviors

Small, disruptive classroom behavior is often addressed by the classroom teacher or adult supervisor. Minors are often handled at a classroom level, and parents/caregivers may or may not be contacted.

Major Behaviors

Major behaviors may be larger, or frequent, disruptions in the classroom or school environment. Resolving major behaviors may include collaboration with the teacher and school administrators. Parents will always be contacted in the case of a Major behavior.

Code of Conduct Behavior Classification

School staff will use their professional judgment to make the best determination on classifying minor vs major behaviors. The ultimate goal is ensuring students make expected, safe choices at school.

| Minor Behaviors Generally Teacher Managed | Major Behaviors Generally Office Managed |
|--|---|
| Inappropriate Language Student engages in low-intensity instances of inappropriate language | Abusive Language/ Inappropriate Language/ Profanity Student delivers verbal messages that are intentional and aggressive (swearing, name calling, inappropriate comments), including language via technology |
| Defiance/ Disrespect/ Noncompliance Student engages in brief or low-intensity failure to respond to adult requests | Defiance/ Disrespect/ Insubordination/ Noncompliance Student refuses to follow directions, talks back and/or delivers socially rude interactions |
| Disruption Student engages in low-intensity, but inappropriate disruption | Disruption Student engages in behavior causing an interruption in a class or activity e.g. sustained loud talk, yelling or screaming, noise with materials, horseplay or roughhousing, sustained out-of-seat behavior |
| Property Misuse Student engages in low-intensity misuse of property | Property Damage/Vandalism Student participates in an activity that results in destruction or disfigurement of property |
| Lying Student delivers a message that is untrue | Lying/Cheating/Plagiarism Student delivers message that is untrue and/or passes other's work as their own. |
| Technology Violation Student engages in non-serious yet inappropriate (as defined by school) use of cell phone, smart watch, and/or Chromebook <ul style="list-style-type: none">• Accessing social media or other prohibitive sites• Using Chromebook without case• Not prepared for class with uncharged Chromebook• Spamming online accounts with distracting messages | Technology Violation Student engages in inappropriate (as defined by school) use of cell phone, smart watch, and/or Chromebook <ul style="list-style-type: none">• Taking photo or screenshot or recording someone without their consent• Unauthorized use of someone's account• Attempting to bypass the district filters, firewall, or monitoring software• Downloading, installing, or accessing unauthorized files or websites/ cloud services |

| | |
|--|---|
| | <ul style="list-style-type: none"> • Pretending to be another person online or creating fake accounts to attempt to misrepresent them or pass misinformation • Unauthorized access of the school's network or restricted equipment, including a staff device • Sharing or emailing with other users in and outside of the domain for socializing and/or non-school related matters (minor/major, depending on severity) |
| Physical Contact/ Physical Aggression Student engages in non-serious, but inappropriate physical contact | Physical Aggression Student engages in actions involving serious physical contact where injury may occur (e.g. hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.) |
| | Harassment/Bullying Student delivers disrespectful messages (verbal or gestural) to another person that includes threats and intimidation, obscene gestures, pictures, or written notes *Disrespectful messages include negative comments based on race, religion, gender, age, and/or national origin; sustained or intense verbal attacks based on ethnic origin, disabilities or other personal matters |
| Tardy (BMS) Arrives to class after the bell- without a pass | Skip Class (BMS) Student leaves or misses class without permission |
| Other: Student engages in any other minor problem behaviors that do not fall within the above categories at the discretion of the principal or associate principal | Other Behavior Student engages in problematic behavior not listed above at the discretion of the principal or associate principal |
| SERIOUS BEHAVIORS | |
| | Fighting: Student is involved in mutual participation in an incident involving physical violence False Alarm/Bomb Threat: Delivers message of possible explosive materials or pulls fire alarm Use/Possession of Drugs: Using or possessing illegal drugs/substances (e.g. alcohol, drugs, tobacco) Use/Possession of Weapons: Is in possession of knives or guns (real or look-alike) or other objects capable of causing bodily harm |

SUSPENSION OR EXPULSION OF PUPILS

To ensure a safe and supportive school environment, students are expected to follow school and district rules. If a student engages in serious or repeated misconduct, including behavior that endangers the health or safety of others, the student may be suspended, or in more severe cases, recommended for expulsion. Suspension decisions are made by a principal or designee, with due process including parent/guardian notification. Expulsions are determined by the school board following a formal hearing process. For full details, including procedures, timelines, and appeal rights, please refer to the district's applicable policies, including:

5610.02 - In School Discipline

5611 - Due Process Rights

5605 - Suspension/Expulsion of Students with Disabilities

TECHNOLOGY USE AND DIGITAL CITIZENSHIP

The Fox Point-Bayside School District believes that the information, interaction, and collaboration available on the internet and through the use of various technology tools are an important part of each student's educational program. Integrating technology within the classroom engages students in essential digital skills and provides learning opportunities, differentiation, and accessible content that would otherwise not be possible.

Teachers may use a variety of technology tools within the classroom to transform and facilitate the learning process. These tools may include websites and applications that enhance creativity, automate tasks, and provide instructional support. In compliance with COPPA, parental permission is required for students under age 13 to use certain online resources. For more information about the tools used and related policies, please refer to the Stormonth and Bayside Web Tools document available on the District website. While the District uses internet filters for safety, families should be aware that the online environment is constantly changing. Please reference the following district policies for more information: 5136.01 - Electronic Equipment/7540-7540.07 Computer Technology Network, & Internet Acceptable Use and Safety **Student Responsibility**

Students are expected to use technology appropriately. All students are to follow the guidelines listed in the Fox Point-Bayside Student Acceptable Use Policy, 7540.03.

It is a student's right to learn in a safe and productive school environment which provides tools for success. Because of this, the District provides many opportunities for students to use Chromebooks, iPads, and other district technology throughout the school day. It is the responsibility of each student to treat devices in a respectful and safe manner. The device and foxbay.org Google account are the property of the school. Therefore, a student's search history and activity can be viewed by teachers and school administration at any time. The Chromebook is a tool intended to help each student learn, therefore it is their responsibility to practice strong digital citizenship skills. All students are responsible to practice strong digital citizenship skills by following the specific expectations outlined for the care and use of Chromebook devices.

A good digital citizen:

1. Respects school property and handles the device with care
2. Maintains school device and account settings, does not attempt to bypass the district filters, firewall, and monitoring software
3. Uses only their assigned device and foxbay.org account for school related learning
4. Protects private information and keeps passwords safe and secure
5. Shows kindness by standing up for others and reporting cyberbullying
6. Respects the creative works of others by following copyright and fair use

Please view the [FPBS Chromebook Handbook](#) for specific information regarding Chromebook care and expectations.

VANDALISM

Damage to or destruction of school property is taken seriously, as it undermines respect for shared spaces and imposes unnecessary costs on the community. Students found responsible may face disciplinary action and be required to make restitution. Investigations will involve school staff, parents, and, when appropriate, law enforcement, with an emphasis on ensuring student welfare and promoting accountability. For detailed procedures and expectations, please refer to applicable district policies including: 5513 - CARE OF DISTRICT PROPERTY.

REQUIRED EDUCATION NOTIFICATIONS

DISTRICT PERFORMANCE REPORTS

The Every Student Succeeds Act (ESSA) requires school districts receiving Title I funds to publicly disseminate district and school data and performance results. This data, along with more detailed district and school information about test results, graduation, attendance, other academic indicators, teacher quality, and much more can be found on each district and school report card, issued by the Wisconsin Department of Public Instruction. To find results for the Fox Point-Bayside School District (Fox Point J2), please visit www.dpi.wi.gov

INFORMATION ON TEACHER QUALIFICATIONS

At any time, a parent may request to know the qualifications of teachers within the Fox Point-Bayside School District who work with their child(ren). If you are interested in receiving information on teaching staff members or instructional assistants that your child is working with, you should contact the principal at the school in which your child attends. This could include:

- Is my child's teacher licensed to teach the grades or subjects assigned?
- Has the state waived any requirements for my child's teacher?
- What degrees does my child's teacher hold?
- Are there instructional assistants working with my child? If so, what are their qualifications?

STUDENT SURVEYS

School districts receiving funds under any U.S. Department of Education program must notify parents of their rights to inspect certain student surveys and to opt their children out of those surveys (and other activities) that collect, disclose, or use personal information. In the event that the Fox Point-Bayside Schools is planning on conducting activities that fall under these requirements, the District will inform you to request permission for your child to participate. Survey distribution is guided by District Policy 2416 - Student Privacy.