



## AGENDA

Wisconsin Rapids Board of Education  
**Educational Services Committee**

510 Peach Street · Wisconsin Rapids, WI 54494 · (715) 424-6701

Anne Lee, Chairman  
John Benbow, Jr.  
Katie Bielski-Medina  
Larry Davis  
Sandra Hett  
Mary Rayome  
John Krings, President

December 1, 2014

LOCATION: Board of Education, 510 Peach Street, Wisconsin Rapids, WI  
Conference Room A/B

TIME: Immediately following the Business Services Committee and Personnel Services  
Committee meetings, but not before 6:15 p.m.

- I. Call to Order
- II. Public Comment
- III. Actionable Items
  - A. Curriculum Proposals: Modifications, New Courses, and Graduation Requirements
    1. Increase High School Graduation Requirements
    2. Global Education Achievement Certificate: Diploma Endorsement
    3. IT Fundamentals I: Graduation Requirement
    4. New Course Proposals
      - a. Engineering Design and Development
      - b. Mobility, Fitness and Nutrition
      - c. English 250
      - d. Business Exploration 7
    5. Course Modification Proposals: Blended/On-line
      - a. Principles of Economics
      - b. English 101, 102, and 250
    6. Course Modification Proposal: Math Equivalency Proposal
      - a. Digital Electronics
    7. Course Modification Proposals: Increase Length/Credits for Course
      - a. AP Psychology
      - b. AP Calculus BC
  - B. Board Policy 343.2 Class Size – First Reading
  - C. Board Policy 345.11 Procedures for Academic Excellence Scholarships – First Reading
  - D. Board Policy 345.12 Procedures for Wisconsin Technical Excellence Scholarships – First Reading
  - E. Board Policy 422 Admission of Nonresident Pupils – First Reading
  - F. Board Policy 423 Public School Open Enrollment and Board Policy 423 Rule Procedures for Public School Open Enrollment Applications – First Reading
  - G. Board Policy 424 Participation of Non-Public School Students in Programs and District Services – First Reading and Part Time Enrollment Application Form
  - H. Supplemental Pay for Professional Development
  - I. Math Expressions Consumables Purchase
- IV. Updates
  - A. Elementary and Secondary Education Act (ESEA)
- V. Consent Agenda Items
- VI. Future Agenda Items/Information Requests

The Wisconsin open meetings law requires that the Board, or Board Committee, only take action on subject matter that is noticed on their respective agendas. Persons wishing to place items on the agenda should contact the District Office at 715-424-6701, at least seven working days prior to the meeting date for the item to be considered. The item may be referred to the appropriate committee or placed on the Board agenda as determined by the Superintendent and/or Board president.

With advance notice, efforts will be made to accommodate the needs of persons with disabilities by providing a sign language interpreter or other auxiliary aids, by calling 715-424-6701.

School Board members may attend the above Committee meeting(s) for information gathering purposes. If a quorum of Board members should appear at any of the Committee meetings, a regular School Board meeting may take place for purposes of gathering information on an item listed on one of the Committee agendas. If such a meeting should occur, the date, time, and location of the Board meeting will be that of the particular Committee as listed on the Committee agenda.



**BACKGROUND**

Anne Lee, Chairman  
John Benbow, Jr.  
Katie Bielski-Medina  
Larry Davis  
Sandra Hett  
Mary Rayome  
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- I. Call to Order
- II. Public Comment
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A. Curriculum Proposals: Modifications, New Courses, and Graduation Requirements

At the November 2014 Educational Services Committee meeting, twelve curriculum proposals were presented to the Committee to be considered and voted on in December. A summary of each proposal was shared, with time for questions and discussion. In addition, each proposal was presented to and discussed by the Council for Instructional Improvement (CII). The Council considered the pros and cons, and then voted on each proposal. A summary of the CII's discussion and vote is included in Attachment A. Following the CII discussion and vote, the Central Office Administrative team discussed each proposal. Based on these discussions and input gathered, the administration makes the following recommendations:

1. Increase High School Graduation Requirements

The administration recommends increasing high school graduation requirements for Lincoln High School (LHS) students from 22.5 to 24 credits beginning with the class of 2017.

2. Global Education Achievement Certificate: Diploma Endorsement

The administration recommends making the Global Education Achievement Certificate Diploma Endorsement available to Wisconsin Rapids Public School (WRPS) students beginning with the class of 2015.

3. IT Fundamentals I: Graduation Requirement

The administration recommends requiring that all students successfully complete or test out of IT Fundamentals I in order to graduate from LHS beginning with the class of 2018.

4. New Course Proposals

a. Engineering Design and Development

The administration recommends that Engineering Design and Development be added as an elective course option in the technology education department for students at LHS for one credit beginning in 2015-16.

b. Mobility, Fitness and Nutrition

The administration recommends that Mobility, Fitness and Nutrition be added as a .5 credit physical education course that students may take in place of the required Physical Education I and II for students at LHS beginning in 2015-16.

c. English 250

The administration recommends that English 250 be added as a .5 elective language arts course for students at LHS beginning in 2015-16.

d. Exploratory Business

The administration recommends that Exploratory Business be added as a nine week rotation course required of all seventh grade students, moving the current Computer Applications 7 nine week rotation course to grade 6, thus eliminating a one quarter study hall for all sixth grade students. This proposal would take effect in 2016-17.

5. Course Modification Proposals: Blended/On-line

a. Principles of Economics

The administration recommends that Principles of Economics may be taught utilizing a blended/on-line format beginning in 2015-16.

b. English 101, 102, and 250

The administration recommends that English 101, 102, and 250 may be taught utilizing a blended/on-line format beginning in 2015-16.

6. Course Modification Proposal: Math Equivalency Proposal

a. Digital Electronics

The administration recommends that Digital Electronics, a LHS technology education elective, be offered as a one credit equivalency course for credit in either mathematics or technology education beginning in 2015-16. This recommendation is pending Department of Instruction (DPI) approval.

7. Course Modification Proposals: Increase Length/Credits for Course

a. AP Psychology

The administration recommends offering Advanced Placement Psychology, an LHS social studies elective, for one credit instead of one-half credit, beginning in 2015-16.

b. AP Calculus BC

The administration recommends offering Advanced Placement Calculus BC, an LHS math elective, for one and one-half credits, instead of one credit, beginning in 2015-16.

B. Board Policy 343.2 – Class Size – First Reading

Due to year round open enrollment and the importance of maintaining class sizes which maximize learning, designated open enrollment spaces were approved by the Board of Education in January of 2014. Modifications to Board Policy 343.2 – Class Size are suggested as a result. Attachment B sets out the suggested changes.

The administration recommends approval of Board Policy 343.2 – Class Size for first reading.

C. Board Policy 345.11 – Procedures for Academic Excellence Scholarships – First Reading

Lincoln High School will be transitioning to a five period-trimester schedule beginning in the 2015-16 school year. This transition causes a need to change how Academic Excellence Scholarships are administered. Attachment C sets out the proposed changes to Board Policy 345.11 – Procedures for Academic Excellence Scholarships.

The administration recommends approval of Board Policy 345.11 – Procedures for Academic Excellence Scholarships for first reading.

D. Board Policy 345.12 – Procedures for Wisconsin Technical Excellence Scholarships – First Reading

Recently the Wisconsin State Legislature authorized the Wisconsin Technical Excellence Scholarship (TES) under 2013 Wisconsin State Act 60 for use beginning with the 2015-16 academic year. The program is state-supported and administered by the Higher Education Aids Board (HEAB). The program offers scholarship recipients a partial exemption from specified tuition and fees for post high school education at eligible Wisconsin technical colleges. Each school district is entitled to a specific number of scholarships based on 9-12 enrollments. Board Policy 345.12 – Procedures for Wisconsin Technical Excellence Scholarships is a new Board policy set out in Attachment D and explains how WRPS will administer these scholarships.

The administration recommends approval of Board Policy 345.12 – Procedures for Wisconsin Technical Excellence Scholarships for first reading.

E. Board Policy 422 – Admission of Nonresident Pupils – First Reading

Due to a number of recent DPI rules concerning open enrollment, along with statutory changes relevant to Course Options and K-12 non-resident home-based pupil admission requirements, Board Policy 422 - Admission of Nonresident Pupils was reviewed for necessary changes. This policy addresses situations including parent paid tuition, tuition waivers, students attaining "senior status," and foreign exchange students. Suggestions for changes to help clarify the intent of the policy are set out in Attachment E.

The administration recommends approval of Board Policy 422 – Admission of Nonresident Pupils for first reading.

F. Board Policy 423 – Public School Open Enrollment and Board Policy 423 Rule – Procedures for Public School Open Enrollment Applications – First Reading

The Department of Public Instruction (DPI) recently finalized major revisions to the administrative rules that implement the state's full-time open enrollment program. These rules, along with changes to what used to be "part-time open enrollment" as a result of the new Course Options law, have caused a need for Board Policy 423 - Public School Open Enrollment (Attachment F) and Board Policy 423 Rule - Procedures for Processing Public School Open Enrollment Applications (Attachment G) to undergo some revision. Whenever a school board is amending its local open enrollment policies, the DPI requires the board to approve the policy changes prior to the first day of the regular annual application period to which the policy amendments will first apply (February, 2015).

DPI's rules impose a number of new substantive requirements on school districts, and include interpretations of the statutes. The new rules require additional language specifically in the following areas:

- a. The appointment of a designee to act on open enrollment applications on behalf of the school board.
- b. A procedure to receive and date applications submitted during the regular application period.
- c. The method of random selection used to determine which applications will be approved.
- d. A procedure for creating and administering a numbered waiting list if a waiting list is established for nonresident applications.
- e. Language pertaining to exercising the Board's discretionary authority to revoke a student's open enrollment if it is determined that the student is habitually truant.
- f. Timelines for submission of "Alternative Applications."

Additional Board policies related to attendance are also undergoing review, along with the District's "Truancy Plan" to determine what changes might be necessary to strengthen the District's position should there ever be an appeal on an open enrollment decision related to habitual truancy.

In January the Board will consider whether or not to designate open enrollment space availability numbers for 2015-16 by grade, and program or service.

The administration recommends approval of Board Policy 423 – Public School Open Enrollment and Board Policy 423 Rule - Procedures for Processing Public School Open Enrollment Applications for first reading.

G. Board Policy 424 – Participation of Non-Public School Students in Programs and District Services – First Reading and Part Time Enrollment Application Form

Non-public school students occasionally request to participate in courses or activities offered by WRPS. Board Policy 424 sets out the procedures non-public school students must follow to apply for and participate in district programs and services (Attachment H). In addition, an application was created that must be completed for this process (Attachment I).

The administration recommends approval of Board Policy 424 – Participation of Non-Public School Students in Programs and District Services for first reading, and use of the Part Time Enrollment Application Form.

H. Supplemental Pay for Professional Development

In the fall of 2012 the WRPS Board of Education approved the Supplemental Pay Plan for Professional Development. The plan was modified and approved by the Board of Education in the fall of 2013. Attachment J sets out additional modifications proposed by the WRPS Quality Educator Committee (QEC) effective with the 2014-15 school year.

The administration recommends approval of the modifications of the Supplemental Pay Plan for Professional Development effective with the 2014-15 school year.

I. Math Expressions Consumables Purchase

Each summer, consumable workbooks are purchased for grades K-4 as part of the Math Expressions program. This is an annual cost of \$60,023.25. Houghton Mifflin Harcourt is offering a 20% discount if we purchase our consumable workbooks now for the 2015-16 and 2016-17 school year at a total cost of \$91,212.45. This would result in a savings of \$28,834.50. The quote for this purchase is set out in Attachment K. The next acquisition for elementary math materials will take place during the 2019-20 school year.

The administration recommends utilizing curriculum referendum dollars to purchase the Math Expressions consumable workbooks for grades K-4 for the 2015-16 and 2016-17 school year at a cost of \$91,212.45.

IV. Updates

A. Elementary and Secondary Education Act (ESEA) Update

Kathi Stebbins-Hintz, Director of Curriculum and Instruction, will be present to update the Committee on how funds from the Elementary and Secondary Education Act (ESEA) are being utilized in WRPS. This will include Title I, II and III.

V. Consent Agenda Items

Committee members will be asked to decide which items should be placed on the consent agenda for the regular Board of Education meeting.

VI. Future Agenda Items/Information Requests

Agenda items are determined by the Committee Chair after consultation with appropriate administration depending upon other agenda items, presentation information, and agenda availability.

- Language Arts Curriculum Update (January)
- RtI Document Update (January)
- Board Policy 345.5 Graduation Requirements (January)
- Board Policy 420 – School Admissions (January)
- Elementary Health Curriculum Update (February)
- Business-Education Partnership/STEM Update (February)
- Strategic Plan Update (February)

**CII Ballot/Discussion Results  
November 12, 2014 Meeting**

**INCREASE HIGH SCHOOL GRADUATION REQUIREMENT**

25 Yes 0 No

**Positives:**

- More choices.
- Keeps kids in school.
- Less chance to blow off classes – accountability.
- Allows kids opportunities to take electives.
- Maintains 5.5 credit gap between required and elective courses.
- Maintain a graduation requirement that is still attainable but challenging.
- 75% of graduates already earn 24 credits.

**Concerns:**

- Some students struggle meeting current requirements.
- 24 credits is not enough.

**Comments:**

- Why not go to 24.5 to help balance with the additional requirements in science, math and IT?

**GLOBAL EDUCATION ACHIEVEMENT CERTIFICATE DIPLOMA ENDORSEMENT**

25 Yes 0 No

**Positives:**

- Great option for kids interested in humanities.
- No cost at this time.
- Celebrates hard work and is recognized at the state level.
- Could help kids looking at colleges with stricter entrance requirements.
- Incorporates different departments and extra-curricular activities.
- May help enrollment in some courses.
- Able to make retroactive if anyone currently meets criteria.

**Concerns:**

- If Jake leaves, who takes over? Chair of world language?
- If this grows, how does this impact supervision?
- Who keeps track at EJH?
- Could impact enrollment in some courses.
- Co-curricular section could be cost prohibitive for some, so need options that don't include travel.

**Comments:**

- Very important – great offering!
- I would like to see a formal document outlining the process, including who manages everything.
- It would be nice to have this retroactive to this year's seniors.
- Administration of it needs to be an assigned duty.
- No cost, promotes global literacy.



## IT FUNDAMENTALS I: GRADUATION REQUIREMENT

18 Yes 7 No

### **Positives:**

- Prerequisite to other computer courses.
- Will help students with projects/blended learning.
- Save instructor time in other courses (citations, PPT, etc).
- All teachers supposed to be teaching parts of this but many skills being missed.
- Need to know how to operate technology.
- Can do as summer school/online – Moodle platform.
- Justifies e-rate funding (\$100,000 – 200,000).

### **Concerns:**

- Homework – no access to computers @ home. Attendance should cover this.
- Special needs – this year ½ have taken and passed. Can be waived by IEP team decision.
- Seniors who move in – taking w/younger students.
- 9-12 vs. 9-10 requirement. Which is better?
- Can they get skills other places?
- Could impact art/music kids who have to choose between requirement vs. their passion.

### **Comments:**

- Not cost effective for FTE.
- FTE, costs \$.
- Leave it open for students to take it 9-12.
- Not required at a certain year.
- Only if offered as an option 9-12.
- Summer school or after school option. Please!
- Yes, most take something like it already.

## ENGINEERING DESIGN AND DEVELOPMENT

22 Yes 3 No

### **Positives:**

- Needed to complete Engineering Course sequence.
- Needed for PLTW Certification.
- STEM Initiative.

### **Concerns:**

- Could impact elective enrollment in other areas.
- Low student/teacher ratio.

### **Comments:**

- Great PR! Hopefully Adam K stays.
- This course is a must have, even if it never runs, we have to have it on the books.
- Great connections with community!

## MOBILITY, FITNESS AND NUTRITION

25 Yes 0 No

### **Positives:**

- No brainer.
- We LOVE our kids and want them to be successful!
- This does not hurt any other elective.

### **Concerns:**

- Hopefully it doesn't become stereotyped.
- May increase class sizes in other physical education classes.
- May have issues getting all kids scheduled who want to take the course.

### **Comments:**

- No brainer!
- I am a bit concerned about the selection of students and its process.
- Why not? 😊
- A wonderful option for students.

## ENGLISH 250

18 Yes 7 No

### **Positives:**

- Option for college credit.
- Keeps students at LHS rather than taking through Youth Options or Course Options.
- Positive PR.
- Potentially starting college with strong transcript.
- College class with high school support – helps adjustment in college.
- Could attract students from other districts.
- Literature not the same as AP course.

### **Concerns:**

- \$ for materials.
- Will state continue to pay tuition?
- Only one certified teacher.
- Impact on numbers in AP and other ELA courses.
- Potentially starting college with poor transcript.

### **Comments:**

- Let's hope the money stays.
- Only one person certified to teach it. Takes away from AP. Too many variables with \$.
- Too many financial uncertainties.

## BUSINESS EXPLORATION 7 (2016-17)

22 Yes 3 No

### **Positives:**

- No gap in grade 6 – completes scope and sequence in IT.
- Adds business to exploratory mix – helps with career planning.
- Grade 6 study hall not necessary.

### **Concerns:**

- Computer lab space?
- FTE – Wouldn't be able to drop the FTE from elementary keyboarding.
- Do other areas want that grade 6 study hall time?
- Unknowns depending on facilities decisions.

### **Comments:**

- Need exposure based on our relationships with community partners.
- Study hall = waste of time, fill time with valuable curriculum.
- No, due to added costs.

## PRINCIPLES OF ECONOMICS – Blended/On-line

23 Yes 2 No

### **Positives**

- Great experience for kids.
- Will experience this in college.

### **Concerns:**

- Availability of computers.
- Hurt access to computers for other classes.

### **Comments:**

- Computers, \$, support?
- Devices? Access?
- We need more blended/on-line options for kids to experience multiple modes of learning.

## ENGLISH 101, 102 AND 250 – Blended/On-line

19 Yes 4 No 2 Unsure

### **Positives:**

- Try it – get answers for the future.
- Experience – college prep and “real world.”

### **Concerns:**

- Computer time!
- Tech support and infrastructure – especially if others want to ‘blend’ classes.
- Access to technology outside of school.
- Where will students go?

### **Comments:**

- Computers, \$
- Devices? Access?

## DIGITAL ELECTRONICS

25 Yes 0 No

### **Positives:**

- Options for students.
- Math department supports the crosswalk.
- Important to have more math options with increased math requirement.

### **Concerns:**

- Who teaches it – math or technology?

### **Comments:**

- If math agrees with it, okay with me.
- As long as math department supports it.

## AP PSYCHOLOGY

23 Yes 2 No *Unsure*

### **Positives:**

- Usually a one year course in other districts.
- Could help scores go up.

### **Concerns:**

- .17 FTE increase.
- One tri-elective option is eliminated.

### **Comments:**

- Need to be aware of FTE numbers.
- Students cannot be successful in one trimester.
- Philosophically agree but will they set a precedent for other AP classes to follow. Can the district absorb the additional FTEs needed?

## AP CALCULUS BC

23 Yes 2 No

### **Positives:**

- Effective teaching/learning.
- Do it right.

### **Concerns:**

- .08 FTE increase.
- One tri elective option is eliminated.

### **Comments:**

- Philosophically agree but will they set a precedent for other AP classes to follow. Can the district absorb the additional FTEs needed?
- Need to be aware of FTE numbers.

### **General Comments:**

- All proposals show a dedicated staff.

**343.2 CLASS SIZE**

The Board recognizes the importance of maximizing learning opportunities for the students of the district. One of the methods of enhancing that learning is through the reduction of the teacher/learner ratio, particularly at primary units in the elementary schools of the district.

In this school district, the Board will encourage the modification of learning techniques and teaching strategies which must accompany lower teacher/learner ratios in order for those ratios to contribute to the educational success for learners. The Board will also encourage innovative methods of structuring the elementary and secondary units with resultant impact on curriculum, school building design, and staffing.

The Board will consider facility, type of student, budget, instructional strategies, and building structures as a part of the process of implementing the following teacher/learner ratios in ~~the primary (K-3) units of~~ grades across the district. The ratios ~~are goals and~~ are to represent average ratios across the district, and are not for individual buildings or specific course offerings.

Kindergarten: \_\_\_\_\_ 1/18  
Grade 1-3: \_\_\_\_\_ 1/20

Kindergarten – Grade 3:      1:18\*  
Grades 4-12:                      1:30

\*Dependent upon available SAGE funding.

APPROVED:      November 11, 1974

REVISED:        December 11, 1989  
                      January 8, 1990  
                      December 12, 1994  
                      April 9, 2001  
                      TBD

## 345.11 PROCEDURES FOR ACADEMIC EXCELLENCE SCHOLARSHIPS

The Wisconsin Academic Excellence Scholarship is a state-supported program administered by the Higher Education Aids Board (HEAB). The program offers scholarship recipients a partial exemption from specified tuition and fees for post high school education at eligible higher education institutions in Wisconsin. This program is authorized under Wisconsin State Act 457.

This scholarship began in the 1990-1991 school year. Each school district is entitled to a specific number of scholarships based on 9-12 enrollments. **No student may receive both an Academic Excellence Scholarship and a Technical Excellence Scholarship.**

### **Criteria Used for Selection**

Consistent with the statute (39.41 of Wisconsin State Statutes), the student (s) with the highest grade point average in all subjects, based on the individual high school's grading scale and policy, will be eligible for this scholarship. Lincoln High School's grading/ranking scale includes non-weighted grades. Scholarship(s) will be awarded to the highest-ranking students ~~after the completion of seven semesters (grades 9-12)~~ **as of the last day of the term which ended just prior to February 15th.** The State of Wisconsin determines the number of scholarships for which the school district is eligible each year.

In case of a tie based on the GPA (based on a 4.0 scale) the following tie-breaking procedure will be used beginning with step number one and proceeding to additional steps as necessary:

1. The principal will request the tied students and/or parents to submit a written commitment indicating their intent to attend a college, university or technical school in the State of Wisconsin, within 14 days of official notification of a tie.
2. Students with the highest American College Testing (ACT) composite score officially received from ACT at Lincoln High School ~~through the 7<sup>th</sup> semester~~ **prior to February 15th.**
3. Students with the largest number of Advanced Placement (AP) course credits earned at Lincoln High School and Dual Enrollment course credits earned in the subjects of English, math, social studies, science, and world language approved by LHS at an institution of higher education ~~through the 7<sup>th</sup> semester~~ **term that ends just prior to February 15th.**
4. Students with the highest sub-score on the ACT Test. The next tiebreaker will be the second, third, and fourth highest sub-scores in that order.
5. The student with the most credits earned through ~~seven semesters~~ **the term that ends just prior to February 15<sup>th</sup>** shall be selected. This includes credits transferred and accepted by the school from other schools.
6. The principal will appoint a committee who will make the selection based on the following in no particular order:
  - ◆ Activity involvement in grades 9-12
  - ◆ Rigor of the curriculum
  - ◆ Number of credits completed in ~~seven semesters~~ **the term that ends just prior to February 15th**
  - ◆ Any other factors as determined by the committee

The committee will consist of the high school principal, counselor(s), and teacher(s).

Students transferring into the Wisconsin Rapids Public School District must legally attend Lincoln High School for at least four **full terms** ~~semesters~~ prior to ~~the second semester~~ **February 15<sup>th</sup>** of their senior year to qualify for this

scholarship through our District. Courses taken through home based study and foreign study abroad will be recorded on the student's official high school transcript as credit only, not to be included in the GPA.

This policy becomes effective with the class of ~~2015~~ 2016.

LEGAL REF.:                   Wisconsin State Act 457  
                                      39.41 – Wisconsin State Statutes

**CROSS REF.:**               **345.12 – Procedures for Wisconsin Technical Excellence Scholarships**

APPROVED:                   December 14, 1998

REVISED:                    April 9, 2001  
                                      November 12, 2001  
                                      September 17, 2007  
                                      May 12, 2014  
                                      **TBD**

## **345.12 PROCEDURES FOR WISCONSIN TECHNICAL EXCELLENCE SCHOLARSHIPS (NEW)**

The Wisconsin Technical Excellence Scholarship (TES) is a state-supported program administered by the Higher Education Aids Board (HEAB). The program offers scholarship recipients a partial exemption from specified tuition and fees for post high school education at eligible technical colleges in Wisconsin. This program is authorized under 2013 Wisconsin State Act 60.

These scholarships are for use beginning with the 2015-16 academic year. Each school district is entitled to a specific number of scholarships based on 9-12 enrollments. No student may receive both a Technical Excellence Scholarship and an Academic Excellence Scholarship. The high school principal is designated by the Board to select and submit nominations for Technical Excellence Scholarships to the HEAB in accordance with this policy.

### **Eligibility Criteria for Candidates**

The TES program requires a scholarship recipient to be a resident of Wisconsin according to the residency standards of Wis. Stats. §36.27. A recipient must be a citizen of the United States or an alien lawfully admitted for permanent residence by the Federal Immigration and Naturalization Service. A scholarship recipient is also required to have registered with Selective Service.

In addition, an eligible candidate for a TES scholarship is a high school senior (a student reaches senior status upon completion of their junior year) meeting the following criteria.

1. In order to be eligible for nomination to a TES scholarship, a student must exhibit interest in and planning for a technical career.
  - a. Prior to September 1, 2017 a student's principal or counselor must affirm that the student has post-secondary plans related to a career in technical education.
  - b. Beginning on September 1, 2017 a student must have an academic and career plan leading to a career in technical education.
2. In addition, in order to be eligible for a TES scholarship, a student must also have completed at least one of the following eight eligibility items:
  - a. Be a Career and Technical Education (CTE) Concentrator, which is a high school student who has completed at least three (3) high school CTE courses in program area(s) leading to a degree or diploma in the student's chosen pathway.
    - i. A student may be enrolled in (rather than have completed) the third course at the time of their nomination for TES.
  - b. Participated in a Youth Apprenticeship Program under the supervision of the Wisconsin Department of Workforce Development.
  - c. Participated in a Technical High School Diploma program as certified by the Wisconsin Department of Public Instruction.
  - d. Participated in a Career and Technical Training pathway as defined by the Wisconsin Department of Public Instruction.
  - e. Participated in a Skills Standards Program offered by the Wisconsin Department of Public Instruction.
  - f. Completed (or be on track to complete) an industry-recognized certification program approved under Wis. Stats. 115.367(2).
  - g. Participated in a Career and Technical Student Organization (CTSO) in Wisconsin: DECA, FBLA, FCCLA, FFA, HOSA, or SkillsUSA.
  - h. Completed a technical training program for high school students if the program is offered by a UW System school, a Wisconsin Technical College System school, a tribal college in Wisconsin, or a private nonprofit college or university located in Wisconsin.



Examples include, but are not limited to:

- i. Medical College of Wisconsin Summer Enrichment Programs
- ii. UW-Madison's Summer Science Institute at WIScience
- iii. Marquette University's K-12 Engineering Academies
- iv. MSOE summer programs for K-12 students

The program must be offered BY a Wisconsin college or university; programs held at these campuses but offered by others are not eligible.

### **Determining Eligible Students**

Students who believe they are eligible must submit a "Student request for consideration for the Wisconsin Technical Excellence Scholarship" by December 15th of their senior year (January 21st for the Class of 2015). Lincoln High School's grading/ranking scale includes non-weighted grades. All courses students take are included in the GPA except pass (P) grades which are not factored into GPA, but credit is earned for them. Foreign exchange program credits are transferred in as a pass (P) grade. Scholarship(s) will be awarded to the highest-ranking students after the completion of nine terms (seven for the Class of 2015) (grades 9-12) as of the last day of the term which ended just prior to February 15th. The State of Wisconsin determines the number of scholarships for which the school district is eligible each year.

Students transferring into the Wisconsin Rapids Public School District must legally attend Lincoln High School for at least four full terms (3 full terms for the Class of 2015) prior to February 15th of their senior year to qualify for this scholarship through the District. Courses taken through home based study and foreign study abroad will be recorded on the student's official high school transcript as credit only, not to be included in the GPA.

### **Ranking of Eligible Candidates**

HEAB's recommended ranking system will be used to measure student qualification for the Technical Excellence Scholarship. This consists of ranking eligible students who submitted an application by December 15th (January 21st for the Class of 2015) according to a point system reflective of course work and technical education experience. Under the recommended point system:

1. One point will be given to a student for each credit earned in high school in CTE courses. (The definition of "CTE courses" is the definition approved by the board of the Wisconsin Technical College System (WTCS) under the Carl D. Perkins Career and Technical Education Act of 2006, P.L. 190-270 "Perkins IV," which is: a secondary-level course offered through the DPI-recognized program in areas of Agriculture and Natural Resources Education, Business and Information Technology Education, Family and Consumer Science Education, Health Science Education, Marketing Education, or Technology and Engineering Education; such courses must be taught by a CTE instructor licensed for that specific discipline, except that courses in Health Science Education may also be taught by a health education instructor and/or a science licensed instructor.)
2. One point will be given to a student for each year of activity in a Career and Technical Student Organization (CTSO) in Wisconsin. For activity in multiple CTOS, one point will be given for each year of participation in each of the six CTOS. The District will determine the points awarded.
3. For the purpose of assigning a ranking among eligible candidates, credit hours in process at the time of nomination will be counted toward the number of credits the student has earned.
4. When students emerge from the point system with tied scores, the following process will be used:
  - a. CTE grades become the tie-breaker. Because some students may have the same credit-hours at the time of nomination, the ranking system then assigns rankings to "tied" students based on the grade point earned by eligible students in CTE courses (as defined above). The grades used for this purpose are only those grades earned in CTE courses, not a student's overall grade point.
  - b. If a tie still exists, the principal will appoint a committee who will make the selection based on the following in no particular order:

- i. Activity involvement in grades 9-12
- ii. Student's overall grade point average
- iii. Number of total credits in grades 9-12 completed by the student as of February 15th
- iv. Additional standardized assessments (eg. ACT, Accuplacer, etc.)
- v. Any other factors as determined by the committee

The committee will consist of the high school principal, counselor(s), and teacher(s).

Technical Education Scholar nominees will be designated for the program by February 25 of each year, beginning in 2016. Nominations for the first year of TES will be submitted to HEAB by March 23, 2015.

The District will submit as many alternate names to the HEAB as the school will award scholarships for under the TES allocation formula.

LEGAL REF:                   2013 Wisconsin Act 60  
                                  Wisc. Stat. §115.367(2)  
                                  Wisc. Stat. §115.28(59)

CROSS REF.:                 345.11 – Procedures for Academic Excellence Scholarships

APPROVED:                 ***TBD***

## 422      **ADMISSION OF NONRESIDENT PUPILS STUDENTS OTHER THAN NON-OPEN ENROLLMENT STUDENTS**

Except as provided in Wisconsin Statutes 118.51, 118.52, and 118.53 (related to Wisconsin's Open Enrollment, Course Options, and K-12 non-resident admission program), the Wisconsin Rapids School District may admit non-resident pupils who meet the entrance requirements of the District and if there is space in the program.

The District shall charge tuition for each non-resident pupil. Upon acceptance of a non-resident student, the District shall enter into a written agreement with the parents for the payment of tuition at the rate established according to the formula outlined in Wisconsin Statutes. Transportation will not be provided by the District.

Non-resident pupils, after admittance to the District, shall have all the rights and privileges of resident pupils and shall be subject to the same rules, regulations, and fees as resident pupils. Students who are residents of nations other than the United States may be admitted without payment of tuition under recognized foreign student exchange programs.

A student who is enrolled and is a resident of the District at the beginning of the school year may be allowed to complete the school year in the District without payment of tuition.

Upon the request of a pupil's parent/guardian, a student who is no longer residing in the District but has attained senior status by completing their junior year as a resident student at a WRPS high school may be permitted the opportunity to complete twelfth grade in the District without payment of tuition. Transportation will not be provided for non-resident students completing under senior status.

Students from other school districts may attend the schools of our district by approval of the Board, so long as there is room for them without undue crowding, and they or their sending district pays a tuition fee to be established by the Board in accordance with state law. A new state law establishes a statewide tuition rate for parents that is based on the statewide average per student cost in certain areas.

The School Board shall permit a pupil who was a resident of the school district on the 3<sup>rd</sup> Friday in September or the 2<sup>nd</sup> Friday in January of the current school year and who has been enrolled in the school district for at least 20 school days during the current school year to complete the current school year at the school he or she is attending without payment of tuition, even though the pupil is no longer a resident of the school district. The Board may permit a student who is enrolled and is a resident of the school district at the beginning of the school year to complete the school year at the school he or she is attending, without payment of tuition, even though the student is no longer a resident of the school district.

The School Board shall permit a pupil to whom all of the following apply to attend school in the school district in the current school year without payment of tuition:

1. The pupil was a resident of the school district on the 2<sup>nd</sup> Friday in January of the previous school year.
2. The pupil was enrolled in the school district continuously from the 2<sup>nd</sup> Friday in January of the previous school year to the end of the school term of the previous school year.
3. The pupil ceased to be a resident of the school district after the first Monday in February of the previous school year.
4. The pupil continues to be a resident of this state.

Upon written request of a student's parent or guardian, the Board shall permit a student who has gained twelfth grade status at Lincoln High School and is a resident of the school district at the time of gaining such status, to complete twelfth grade at the Lincoln High School without payment of tuition, even though the student is no longer a resident of the school district.

The Board may permit a foreign exchange student to attend school in the school district without payment of tuition.

The School Board is not required to enroll a student during the term of his/her expulsion from another school district.

Determination of optional tuition waivers shall be made by the Superintendent/designee, with subsequent Board approval, after consideration of classroom space and potential overcrowding, enrollments, family circumstances, personal, social, and emotional history, academic standing, past history, etc.

LEGAL REF. Sections 120.13(1)(f) Wisconsin Statutes  
120.44  
121.77  
121.81 – 121.84

CROSS REF.: 354, Travel and Exchange Program  
343.4 - Course Options Programs  
343.4 Rule - Procedures for Handling Course Options Applications Through Course Options Program  
423 - Public School Open Enrollment  
423 Rule - Procedures for Handling Public School Open Enrollment Applications  
424 - Participation of Non-Public School Students in District Programs and Services

APPROVED: November 11, 1974

REVISED: February 10, 1992  
August 13, 2001  
TBD

## 423 PUBLIC SCHOOL OPEN ENROLLMENT

This policy shall be administered in accordance with the state public school open enrollment law. *The Board authorizes the Open Enrollment Coordinator designated by the Superintendent to act on applications for the full-time open enrollment program subject to any policies and criteria adopted by the Board.*

### Nonresident Open Enrollment Students (*Open Enrolled "IN"*)

A nonresident student may apply for full-time enrollment in a District school or program under the open enrollment program in accordance with state law and established procedures. Applications shall be made and acted upon in accordance with the timelines and procedures outlined in state law. The District shall consider the following criteria when accepting or rejecting a nonresident student's application for full-time enrollment.

1. The District will consider availability of space in the schools, programs, classes or grades. No later than the end of January of each school year the Superintendent will report to the Board the space available for the next school year in the schools, programs, classes and grades of the District for open enrollment students. In determining the amount of space available, the District may include in its counted occupied spaces students and siblings of students who have applied under State Statutes §118.51(3)(a) or 118.51(3m)(a) and are already attending public school in the district, and students attending the district for whom tuition is paid under State Statutes §121.78(1)(a). When determining space availability, consideration shall be given to District practices, policies and procedures or other factors regarding class size limits or ranges for particular programs or classes, student-teacher ratios for particular programs, classes or buildings, the number of students currently attending District schools whose tuition is paid by another school district, and enrollment projections for the schools of the District.

Enrollment projections include, but are not limited to the following factors; the likely short and long-term economic development in the community, projected student transfers in and out of the district, preference requirements for siblings of nonresident open enrollment students, the required length of K-12 attendance opportunities for open enrollment students and current and future space needs for special programs, laboratories (e.g., in technology, science, or foreign languages) or similar district educational initiatives, the number of resident home schooled or private school students likely to attend the schools of the District in accordance with State Statutes §118.145, and the number of resident students likely to change schools on a full-time or part-time basis under the District's intra-district boundary exception policy.

The District shall give preference in accepting full-time open enrollment applications to any nonresident students already attending school in the District, and their siblings; pupils for whom tuition is paid under subch. V of ch. 121, Stats; pupils who currently reside in the District but plan to move prior to the beginning of the following school year; and pupils who moved out of the District during the current school year but have remained in public school in the District under s. 121.84(1)(a). Stats. If the District receives more nonresident student applications for full-time enrollment than there are spaces available, the District shall determine which students to accept on a random basis, *and establish a waiting list as necessary for excess applications.*

2. Whether the special education program or related services described in the students' individualized educational program (IEP) are available in the District or whether there is space available in the special education program identified in the student's IEP, including any class size limits or ranges for particular programs or classes, student-teacher ratios for particular programs, classes or buildings, or enrollment projections established by the Board and as described in Section 1 above. If a nonresident student's IEP changes after the student begins attending school in the District and the special education program or services required by that IEP are not available in the District or there is no space available in the special education program identified in the IEP, the District may deny the student's continued enrollment in the District.
3. The District will consider whether the student has been screened by his/her resident district to determine if there is reasonable cause to believe that the student is a child with a disability. Another consideration will be whether

the student has been reported or identified as having a possible disability, but not yet evaluated by an IEP team in the resident district.

4. Whether the District has determined that the student was habitually truant from the District during any semester of attendance at the District in the current or previous school year. If a student is determined to be habitually truant during any semester as established by State Statutes and Board Policy, ~~this determination has been made~~, the District may revoke the student's attendance under the open enrollment program and prohibit the student from attending school in the District under the full-time public school open enrollment program in the succeeding semester or school year.

The District shall not accept any student for full-time enrollment who has been expelled by any school district during the current school year or preceding two school years for specific conduct specified in the law, or who has disciplinary proceedings pending on such conduct. This policy provision applies to the following student conduct: endangering the health, safety or property of others under certain conditions; conveying or causing to be conveyed a "bomb" threat involving school property; possessing a dangerous weapon while at school or under the supervision of a school authority; or, engaging in conduct while not at school or while not under the supervision of a school authority that endangered the health, safety or property of others at school or under the supervision of a school authority or of any employee of the school district or member of the school board. If any of these disciplinary actions occur after the student has been accepted for enrollment and prior to the beginning of the school year in which the nonresident student first enrolls in the District, the student's enrollment shall be denied.

The District may also deny the enrollment of any student who has been expelled from another Wisconsin public school district, no matter what the reason for the expulsion, during the term of the student's expulsion.

Once a nonresident is accepted as an open-enrollment student in the district, the student may be required to reapply one time at the beginning of middle school, junior high or high school.

~~A nonresident public high school student may apply for enrollment in a specific course(s) in the District in accordance with state law and established procedures. The District shall use the same criteria for accepting and rejecting course applications for nonresident students as resident students, except that the District shall give preference in attendance in a course to resident students. If the District receives more nonresident applications for a course than there are spaces available, students will be accepted on a random basis.~~

Except as otherwise provided, student transportation shall be the responsibility of the nonresident student's parent(s)/guardian(s) or the student, if an adult. The District may provide transportation to nonresident students participating in the full-time open enrollment program only from a scheduled stop within the District upon approval of the District's transportation department, and under the District's "Pay to Ride" provisions. The District shall provide transportation for nonresident students with disabilities if it is required in the student's IEP, once costs have been agreed upon by the nonresident and resident districts.

Nonresident open enrollment students attending school or classes in the District shall have all the rights and privileges of resident students and shall be subject to the same rules and regulations as resident students.

The District will give preference in assigning students to a school, program, class, or grade to resident students who live outside the school's attendance area (boundary exceptions).

### **Resident Open Enrollment Students (Open Enrolled "OUT")**

Resident students may apply for full-time open enrollment in another public school district in accordance with state law and established procedures.

The District will limit the number of District resident students who will be allowed to attend school in another public school district to the maximum limit established by the law. If the District receives more applications than the

maximum allowable, acceptance will be determined on a random basis, except preference will be given to resident students already attending public school in the district to which they are applying, and their siblings.

The District will deny attendance in another school district if costs of special education services required in the student's IEP would place an undue financial burden on the District. If a resident student's IEP changes after the student begins attending a nonresident school district and the costs of the special education program or services required by the IEP would place an undue financial burden on the District, the District will discontinue allowing the student to attend school in the nonresident district.

The District will not provide transportation to resident students participating in the full-time open enrollment program.

The District will NOT permit nonresident districts to enter into this district for the purpose of picking up and dropping off open enrollment students.

~~District high school students may apply for enrollment in no more than two courses in other public school districts in accordance with state law. The District will reject a student's application to attend a course in another public school district if the course conflicts with the student's individual educational program (IEP), or if the application to attend a course in another public school district would impose an undue financial burden on the District. The High School Principal shall determine whether a course to be taken at another public high school satisfies District graduation requirements and shall inform the resident student if it does not meet such requirements prior to beginning the course.~~

### Alternative Application Procedures

The parent of a nonresident student who wishes to attend district schools may, ~~in lieu of applying as described above,~~ submit an application under this section ***no earlier than July 1 and no later than the last day of the school year during which the pupil will first attend.*** ~~on a~~ form provided by the Department of Instruction ***is to be used to apply*** to the Board indicating that the student wants to attend if the student satisfies At least one of the criteria described in *Paragraph A*, below ***shall be applicable***.

#### A. Criteria for Alternative Application Procedures

The parent of the nonresident student may apply under this section only if the student meets one of the following criteria, and shall describe the criteria that the student meets in the application. ***The parent shall answer all applicable questions on the application completely and accurately. Missing information as required on the form may be requested to process the application.***

1. The resident board determines that the student has been the victim of a violent criminal offense, as defined by the Department by rule. An application made on the basis of this criteria is not valid unless the nonresident board receives the application within 30 days after the determination of the resident board.
2. The student is or has been a homeless student in the current or immediately preceding school year. In this subdivision, "homeless student" means an individual who is included in the category of homeless children and youths, as defined in 42 USC 11434a (2).
3. The student has been the victim of repeated bullying or harassment and all of the following apply:
  - a. The student's parent has reported the bullying or harassment to the resident school board; and
  - b. Despite action taken, the repeated bullying and harassment continues.
4. The place of residence of the student's parent or guardian and of the student has changed as a result of military orders. An application made on the basis of this criteria is not valid unless the

nonresident school board receives the application no later than 30 days after the date on which the military orders changing the place of residence were issued.

5. The student moved into this state. An application made on the basis of this criteria is not valid unless the nonresident school board receives the application no later than 30 days after moving into this state.
  6. The place of residence of the student has changed as a result of a court order or custody agreement or because the student was placed in a foster home or with a person other than the student's parent, or removed from a foster home or from the home of a person other than the student's parent. An application made on the basis of this criteria is not valid unless the nonresident school board receives the application no later than 30 days after the student's change in residence.
  7. The student's parent and the nonresident and resident school districts agree that attending the nonresident school district is in the best interests of the student.
  8. The student's parent and the nonresident school board agree that attending school in the nonresident school district is in the best interests of the pupil. If the resident school board notifies the parent of the pupil who applies under this subdivision that the pupil may not attend the nonresident school district, the parent may appeal the resident school district's decision to the DPI.
- B. Nonresident Applications. If the District receives a nonresident student's application under this section, the District shall immediately forward a copy of the application to the resident board, and shall notify the applicant, in writing, whether it has accepted the application no later than 20 days after receiving the application. The District will determine whether the applicant meets the criteria for alternative application procedures in this section, and consider the criteria for nonresident applications described in previous sections of this policy. If the District has accepted the application, the District shall identify the specific school or program that the student may attend.

If the District accepts a nonresident application under this section, the student may immediately begin attending a school or program in the District, and shall begin attending the school or program no later than the 15th day following receipt by the parent of the student of the notice of acceptance. If the student has not enrolled in or attended school in the District by the day specified in this paragraph, the District may notify the student's parent, in writing, that the student is no longer authorized to attend the school or program in the district.

- C. Resident Applications. If the District receives a resident student's application under this section, the district may notify an applicant under that he/she may not attend a school or program in the nonresident school district only for the following reasons:
1. The District determines that the criteria relied on by the applicant does not apply to the student.
  2. The District determines the costs of the special education or related services required in the individualized education program for a child with a disability whose parent has submitted an application under this section as proposed to be implemented by the nonresident school district, would impose upon the child's resident school district an undue financial burden in light of the resident school district's total economic circumstances. This reason for rejection does not apply if the student relied upon the above-referenced criteria regarding a victim of a violent criminal offense.

There is no provision in the statutes for parents to appeal a nonresident school district's decision.



A resident school district's denial may be appealed to the Department of Public Instruction within 30 days of receiving the notice of denial.

LEGAL REF.: Wisconsin Statutes Sections:  
118.13, 118.145, 118.51, 120.13(1)(f), 121.54(1), 121.58(2)(a), 121.78, 121.84(1)(a)  
Chapter 115, Subchapter V  
Chapter 121, Subchapter V  
PI 36, Wisconsin Administrative Code  
Wis. Act 68

CROSS REF.: 343.2, Class Size  
411, Discrimination, Harassment and Bullying Prohibited  
420, School Admission  
423-RULE, Procedures for ~~Dealing with~~ **Processing** Public School Open Enrollment Applications  
**431, Student Attendance**  
**431-RULE, Student Attendance Procedures**  
432, School Attendance Boundaries

ADOPTED: December 8, 1997

REVISED: August 13, 2001  
December 11, 2006  
March 14, 2011  
November 12, 2012  
**TBD**

## 423-RULE PROCEDURES FOR DEALING WITH PROCESSING PUBLIC SCHOOL OPEN ENROLLMENT APPLICATIONS

### Nonresident Student Open Enrollment Applications (OPEN ENROLLED "IN")

#### 4- Full-Time Enrollment

- a. The parent(s)/guardian(s) of a nonresident student who wishes to attend school in the District shall follow the established guidelines and procedures set by the Department of Public Instruction (DPI) to submit the required on-line open enrollment application. The application may include a request to attend a specific school or program offered by the District. The application shall be submitted no earlier than the first Monday of February and not later than 4:00 p.m. on the last weekday in April of the school year immediately preceding the school year in which the student wishes to attend (unless the application is submitted under the "Alternative Application Procedures" section of Policy 423). Untimely applications will not be considered. **Paper applications are to be submitted to the District Open Enrollment Coordinator. Upon receipt, the Open Enrollment Coordinator will date and time stamp the application.**
- b. Applications may be submitted to no more than 3 nonresident school boards for any pupil in any school year.
- c. All applications shall be reviewed using the acceptance/rejection criteria outlined in Board policy. The Superintendent or his/her designee shall submit recommendations regarding acceptance or rejection of applications to the Board for action. District decisions on full-time open enrollment applications will be made no earlier than May 1<sup>st</sup> and no later than the first Friday following the first Monday in June, unless otherwise provided by the DPI. The District will make decisions regarding applications submitted under the Alternative Application Procedures section of Policy 423 pursuant to the timelines specified in that section.
- d. On or before the first Friday following the first Monday in June following receipt of the application, the applicant shall be notified, in writing, whether the application has been accepted. This determination shall be made in consultation with other appropriate staff and in accordance with established District policies and procedures. If accepted, the specific school or program that the applicant may attend in the following school year will be identified. If the application is rejected, the notice shall include the reason(s) for the rejection.
- e. On or before the second Friday following the first Monday in June following receipt of a copy of the application, if a resident school board denies a pupil's enrollment in a nonresident district, the resident school board shall notify the applicant and the nonresident school board, in writing, that the application has been denied and include in the notice the reason for denial.
- f. On or before the last Friday in June following receipt of the notice of acceptance, the nonresident student's parent(s)/guardian(s) shall notify the Board of the student's intent to attend school in the District in the following school year.
- g. Annually, by July 7, each nonresident school board that has accepted a pupil for attendance in the following school year shall report the name of the pupil to the pupil's resident school board.

#### **Random Drawing / Waiting List**

**Unless the open enrollment applicant meets the criteria for rejection established in Board Policy 423, the District will conduct a random drawing should it receive more applications than there are spaces available. Once all available spaces have been filled on a random basis as described below, the District will then establish a waiting list of the nonresident applicants.**

Each open enrollment application will be assigned a number. All numbers from the applications will be placed into a container. In the presence of at least two other staff members, a blind drawing of the numbers will be conducted with each number written down on a list in the order they are drawn. The drawing will continue until all numbers have been drawn. A student with a disability will be included in any random selection held before the District considers the availability of and the space within the special education program that is required by the student's IEP. Students not approved due to space constraints will hold their position on the list until the time that an opening in the needed grade and programming occurs.

Parents/guardians will be notified in writing if a space becomes available, including notification of the school or program to which the student has been assigned. If the District notifies a parent/guardian of acceptance on or after 10 days prior to the last Friday in June, the parent/guardian shall have 10 calendar days to respond to the placement offer; otherwise, the parent/guardian must respond to the notice no later than the last Friday in June. If the parent/guardian does not respond in the allotted time, the space will be offered to the next student on the waiting list. The last day that space will be offered from the waiting list will be the third Thursday in September.

## 2. Part Time Enrollment

- a. The parent(s)/guardian(s) of a nonresident public high school student who wishes to take a course(s) in the District shall submit the required application to the Board. The application shall specify the course that the student wishes to attend and may specify the school(s) at which the student wishes to attend the course. The application shall be submitted no later than six weeks prior to the date the course is scheduled to commence. The District shall send a copy of the application to the student's resident board.
- b. Upon receipt of the application, it will be forwarded to the Superintendent or his/her designee for review and action. All applications shall be reviewed and acted upon using the acceptance/rejection criteria outlined in related Board policies and procedures and through consultation with appropriate District staff. No later than one week prior to the date the course is scheduled to commence, the District shall notify the applicant and the resident school board, in writing, of whether the application has been accepted and the school at which the student may attend the course. If the application is rejected, the notice shall include the reason for the rejection. If accepted, the acceptance applies only for the following semester, school year, or other session in which the course is offered.
- c. The parent(s)/guardian(s) of a nonresident student accepted for enrollment shall notify the District of the student's intent to attend a course in the District prior to the date the course is scheduled to commence.

## Resident Student Open Enrollment Applications (OPEN ENROLLED "OUT")

### 4. Full-Time Enrollment

- a. Upon receipt of a copy of a resident student's application to attend a school or program in another public school district, all applications shall be reviewed using the criteria outlined in Board policy.
- b. The Superintendent or his/her designee shall submit recommendations regarding acceptance or rejection of applications to the Board for action. If the application is rejected, the applicant and the nonresident school board shall be notified, in writing, that the application has been rejected. This notification shall be made on or before the first Friday following the first Monday in April. The notice shall include the reason(s) for the rejection.
- c. Special Procedure for Resident Students Not Enrolled in the District – Students who reside in the District, but have been enrolled in a private school or home-based private educational program and students who did not reside in the District at the time of applying for full-time open enrollment in another school district must formally enroll in the District prior to attending school in another public school district under the open enrollment program.

## 2. ~~Part Time Enrollment~~

- a. ~~Upon receipt of a copy of a resident high school student's application to attend a course(s) in another public school district, school office staff shall forward it to the Superintendent or his/her designee for review and action.~~
- b. ~~All applications shall be reviewed using the criteria outlined in Board policy. If the application is rejected, the applicant and the nonresident school board shall be notified, in writing, that the application has been rejected. This notification shall be made no later than one week prior to the date the course is scheduled to commence. The notice shall include the reason(s) for the rejection.~~

~~If the application is accepted, the High School Principal shall determine whether or not the course(s) satisfied District graduation requirements. If it is determined that the course does not satisfy District graduation requirements, the District shall notify the applicant of that fact no later than one week prior to the date the course is scheduled to commence.~~

## Appeal of Rejection

If an application for enrollment is rejected as outlined above, the student's parent(s)/guardian(s) may appeal the decision to the DPI within 30 days after the decision.

LEGAL REF.: Wisconsin Statutes Sections:  
118.13, 118.145, 118.51, 120.13(1)(f), 121.54(1), 121.58(2)(a), 121.78, 121.84(1)(a)  
Chapter 115, Subchapter V  
Chapter 121, Subchapter V  
PI 36, Wisconsin Administrative Code  
Wis. Act 68

CROSS REF.: 343.2, Class Size  
411, Discrimination, Harassment and Bullying Prohibited  
420, School Admission  
423-RULE, Procedures for ~~Dealing with~~ **Processing** Public School Open Enrollment Applications  
**431, Student Attendance**  
**431-RULE, Student Attendance Procedures**  
432, School Attendance Boundaries

APPROVED: December 8, 1997

REVISED: August 13, 2001; February 14, 2011; November 12, 2012; **TBD**

## 424 PARTICIPATION OF NON-PUBLIC SCHOOL STUDENTS (~~SHARED SERVICES~~) IN PROGRAMS AND DISTRICT SERVICES

Resident private high school students and resident or non-resident K-12 home-schooled students wishing to take up to two courses in one semester in the District shall apply, in writing, to the principal of the public school they desire to attend. The application form (to be obtained from the principal) shall include the name of the course(s) requested, and be submitted at least six weeks prior to the beginning of the course to be processed at the same time as other course requests.

Approval of the students' requests shall be based upon the following criteria:

Residents of the School district of Wisconsin Rapids enrolled in a private, parochial school, or home-schooled private educational program may participate in public school courses, programs, or activities as follows:

1. A non-public school student may participate in a course or activity program when specifically required by law, (i.e., Special Education or Title I). A private school student may participate in all courses or programs that are specifically mandated by federal law (examples include Title I and special education services as defined by IDEA for services offered to private schools).
2. A non-public school student may take up to two courses during the school year provided the following conditions are met:
  1. The student is eligible for secondary school admission;
  2. The student resides in the District; and
  3. There is sufficient space in the classroom.

The public school class and/or program requested is not at the maximum number of students for that grade level, and/or space is available without overcrowding the existing class and/or program as determined by the principal and/or program director.

3. The student must be academically qualified and meet the course requirements. A number of factors may be considered to determine whether a student is academically qualified and able to meet course requirements, including but not limited to: age of student, developmental readiness, prior retentions and academic performance, social/emotional development, maturity level, and attendance. A testing requirement may also be included as a component to determine eligibility for participation.
4. The student and/or parent/guardian agrees to abide by public school rules and regulations, and pay all applicable fees. A student who is repeatedly absent, truant, or continually breaking school rules will have their enrollment in the course(s) revoked. The student is only to be on the public school premises during the time that the class is in session, unless the building principal gives permission in certain instances.
3. A non-public school student may participate in the District music program, provided there is space available and the District would not incur any additional cost due to such accommodation.
5. The guidelines and regulations of the Wisconsin Interscholastic Athletic Association (WIAA) must be followed when making decisions regarding non-public school student participation in interscholastic

competition. Co-Curricular involvement and participation will be determined on an individual basis based on the guidelines of specific co-curricular organizations.

**Participation will not be allowed in co-curricular activities, dual credit offerings, or the youth apprenticeship programs. Participation in athletics will be in accordance with Wisconsin Interscholastic Athletic Association (WIAA) rules and regulations.**

- 5 ~~6~~. Transportation to and from District course, program, or activity shall be the responsibility of the student's parent(s)/guardian(s), except as otherwise specifically provided. **Transportation of the non-public school student shall not be the responsibility of the District.**

## **Testing**

**Resident home -schooled** Home-based students may, upon written request **to the Director of Instruction**, participate in the District's **and/or State** norm-referenced and criterion-referenced testing program and state-system achievement testing. A fee will be charged for each test administered. Testing is to occur at school at the same time as the student's peer group is being tested.

The School District of Wisconsin Rapids does not discriminate in the participation of any school or class, program or activity or in facilities usage on the basis of gender, race, ~~color~~, national origin, ancestry, creed, religion, pregnancy, marital or parental status, sexual orientation, **gender identity, gender expression**, physical, mental, emotional, or learning disability or handicap. Discrimination complaints shall be processed in accordance **should be placed in writing and directed to the building principal.**

LEGAL REF.: Sections      118.13 Wisconsin Statutes  
                                     **118.165(1)(d)**  
                                     118.52  
                                     **118.53**  
                                     118.145  
                                     **2013 Wisconsin Act 20, Section 1828**

**CROSS REF.: 411 - Discrimination, Harassment & Bullying Prevention**

ADOPTED:      October 12, 1977

REVISED:      December, 1980  
                     August, 1987  
                     September, 1989  
                     January 8, 1990  
                     June 3, 1999  
                     August 13, 2001  
                     June 17, 2002  
                     **TBD**



# PART TIME ENROLLMENT APPLICATION FORM

ATTACHMENT I

RESIDENT *Private/Parochial High School Students*  
RESIDENT or NON-RESIDENT *Home-Based Education Students (K-12)*

Rev. 12/1/14

**Directions:** Read all instructions carefully, complete this form and submit it to the Building Principal at the school to which you are applying.

### (A) GENERAL INFORMATION

To be completed by the parent or legal guardian (or the pupil if age 18 or older). The form must be physically received by the WRPS school district no later than 4:00 p.m. on the date that is six weeks before the scheduled start of the course for which the student is applying. A postmark **does not** constitute timely submission.

Student Name (First, Middle, Last)	Student's Birthdate (Mo/Day/Yr)	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female
------------------------------------	---------------------------------	---

Student Phone (Include Area Code)	Student Email (if applicable)
-----------------------------------	-------------------------------

Parent/Guardian Name (First, Last)	Parent/Guardian Phone (Area/No.)
------------------------------------	----------------------------------

Address (Street, City, State, Zip)	Parent/Guardian Email
------------------------------------	-----------------------

School District in Which Student Resides	School Student Currently Attends	Student Grade
--	----------------------------------	---------------

Name of WRPS School Student is Applying to Attend	Does student have an Individualized Service Plan (ISP)? <input type="checkbox"/> YES <input type="checkbox"/> NO
---	---

	Name of Course(s) Student is Applying to Attend	Course Number	Course Start Date	Course End Date
1.				
2.				

### (B) PARENT SIGNATURE AND RELEASE OF RECORDS

**Note to parent:** your signature on this form grants permission for WRPS to request pupil records from another school as necessary to determine whether the student meets any potential prerequisites for the course. This consent is effective until the student completes the course or until the application is withdrawn by the parent.

Signature of Parent/Guardian or Student <i>if age 18 or over</i>	Date Signed (Mo/Day/Yr)
--	-------------------------

### (C) WRPS APPROVAL / DENIAL

You will be notified by WRPS one week before the scheduled start of the course(s) of acceptance or denial.

Name of Course _____ <input type="radio"/> Approved    Date: _____ <input type="radio"/> Denied – Reason: <input type="checkbox"/> Standards for admission not met <input type="checkbox"/> Insufficient space in course <input type="checkbox"/> Student already attending two courses in public school	Name of Course _____ <input type="radio"/> Approved    Date: _____ <input type="radio"/> Denied – Reason: <input type="checkbox"/> Standards for admission not met <input type="checkbox"/> Insufficient space in course <input type="checkbox"/> Student already attending two courses in public school
---	---

Name of WRPS Representative	Phone (Area/No.)	Email
-----------------------------	------------------	-------

### (D) NOTIFICATION THAT STUDENT WILL/WILL NOT ATTEND COURSE

To be completed by the parent and provided to the WRPS school district no later than the last weekday (excluding state holidays) preceding the scheduled start of the course.

Above named student <input type="checkbox"/> Will attend <input type="checkbox"/> Will not attend Name of Course: _____	Above named student <input type="checkbox"/> Will attend <input type="checkbox"/> Will not attend Name of Course: _____
---	---

Signature of Parent/Guardian or Student <i>if age 18 or over</i>	Date Signed (Mo./Day/Yr.)
--	---------------------------

## Supplemental Pay Plan for Professional Development

Highlighted text is
NOT an addition.
The text has been
underlined in the
document.

Beginning with the ~~2013-2014~~ 2014-15 school year:

- I. Professional ~~Educators~~ Staff will receive \$125 ~~added to their salary rate~~ per approved credit or DEU taken between September 1 and August 31 of a given school year, for up to six credits or DEUs or a maximum of \$750. Any professional development hours earned beyond the 7.5 required hours in a given school year may be compensated at the hourly professional development or curriculum rate, if sufficient funds are available. This applies only to professional development beyond the professional staff member's contracted school day.

A. District Courses and Workshops:

- Professional ~~Educators~~ Staff may sign up for a district workshop/course on-line in one of two ways: (1) Respond to the course/workshop e-mail announcement with Google Form; or (2) Use the WRPS Professional Development Calendar located on the District web site.
  - ✓ Proof of completed hours or DEUs will be submitted to the Curriculum Department by workshop/course facilitators. No paperwork proving hour or DEU completion needs to be submitted to the Human Resources Department by professional ~~educators~~ staff taking courses/workshops.
  - ✓ Proof of credits completed via district sponsored courses will also be submitted to the Curriculum Department by the course facilitator. However, professional ~~educators~~ staff must submit an official grade report or transcript showing completed credits ~~or Master's Degree~~ to the Director of Human Resources no later than September 15 of the year in which said compensation begins.
  - ✓ No more than eleven and one half hours toward a DEU may be carried over from one school year to the next school year.
  - ✓ There will be no carryover of ~~hours,~~ DEUs, or credits from one school year to the next. (~~Exception: Hours toward a DEU from 2012-2013 may be carried over to 2013-2014.~~)

B. Courses Not Sponsored by WRPS:

Professional ~~Educators~~ Staff enrolling in credit courses not sponsored by the District must receive approval from Human Resources by submitting a "Graduate Course Compensation Request Form" two weeks prior to the first class. The form is available at the WRPS web site.

- Professional staff must submit an official grade report or transcript showing completed credits to the Director of Human Resources no later than September 15 of the year in which said compensation begins.



- There will be no carryover of credits from one school year to the next.

C. Master's Degree:

Professional Educators Staff will receive \$5,000 added to their salary for an approved Masters Degree program completed prior to August 31. Professional Educators staff will be compensated for only one Master's Degree.

- Professional Educators Staff enrolling in a master's program must receive prior approval from Human Resources by completing the "Master's Degree Form." The form is available at the WRPS web site.
- Professional Staff enrolled in a Master's Degree program must submit a "Graduate Course Compensation Request Form" two weeks prior to the start of each class taken in the program.
- Professional Staff enrolled in a Master's Degree program must submit an official grade report or transcript showing completed credits to the Director of Human Resources no later than September 15 of the year in which said compensation begins.
- Professional Staff enrolled in a Master's Degree program must submit an official transcript showing a completed Master's Degree to the Director of Human Resources no later than September 15 of the year in which said compensation begins.

II. Compensation Supplemental pay will be paid added to salaries beginning with the first payroll in October, following the year in which the educational units are completed. Official grade report or transcript showing completed credits or Master's Degree must be submitted to the Director of Human Resources no later than September 15 of the year in which said compensation begins. Supplemental pay will be paid as a percentage of a professional staff member's full-time equivalency in a given year.

- ~~Professional Educators hired new to the District will begin the 2013-2014 school year at the entry level base rate of \$36,500. Professional Educators hired new to the District with years of experience or a Masters Degree **may** have the following added to the entry level rate:~~
  - ~~\$5,000 for a Masters Degree~~
  - ~~\$750 per year of experience for up to five years of experience~~
  - ~~An amount based on the Superintendent's discretion~~

III. Professional Educators Staff with an annual salary at or above \$70,000 may earn \$125 per approved credit and/or DEU. Beginning with credits/DEUs earned in 2013-14, this will be paid as a "one time only" stipend the following year in which the credit(s) or DEU(s) are completed. ~~For credits/DEUs earned in 2012-13, the compensation was spread out throughout the year.~~

- IV. The approval process and the definition of approved credits, DEUs, and Masters Programs was established by the Quality Educator Committee in the fall of 2012, and approved by the School Board in September 2012. This compensation plan is subject to annual review by the District at the discretion of the Board of Education.



# Houghton Mifflin Harcourt

Cost Proposal  
Prepared For

## Wisconsin Rapids School Dist

510 Peach St  
Wisc Rapids WI 54494

Attention:  
Bill Fehrenbach  
bill.fehrenbach@wrps.net

For the Purchase of:

## Math Expressions Common Core ©2013

Compliments of your Account Executive, Shauna Burgmeier (Tel: 608.385.4064) – contact me with any adjustments.

Prepared By  
Shauna Burgmeier  
shauna.burgmeier@hnhco.com

Coupon Code: HMPB20Q414

**PLEASE SUBMIT THIS PROPOSAL WITH YOUR PURCHASE ORDER.**



**Houghton Mifflin Harcourt**

Coupon Code: HMPB20Q414

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bill.fehrenbach@wrps.net

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Orlando, FL 32819  
FAX: 800-269-5232  
k12orders@hnhpub.com

**Wisconsin Rapids School Dist  
Math Expressions Common Core ©2013**

ISBN	Title	Catalog Price	Discount	Sale Price	Quantity	Purchase Amount	Complimenta. Value
<b>Grade K</b>							
<b>Materials and Services</b>							
1497529	9780547824789 Math Expressions Student Activity Book Collection (Softcover) Grade K	\$26.00	\$5.20	\$20.80	710	\$14,768.00	
<b>Total for Materials and Services</b>						<b>\$14,768.00</b>	
<b>Total for Grade K</b>						<b>\$14,768.00</b>	
<b>Grade 1</b>							
<b>Materials and Services</b>							
1502693	9780547859859 Math Expressions Student Activity Book (softcover) with Mathboards Grade 1	\$28.10	\$5.62	\$22.48	735	\$16,522.80	
<b>Total for Materials and Services</b>						<b>\$16,522.80</b>	
<b>Total for Grade 1</b>						<b>\$16,522.80</b>	
<b>Grade 2</b>							
<b>Materials and Services</b>							
1502695	9780547859873 Math Expressions Student Activity Book (softcover) with Mathboards Grade 2	\$28.10	\$5.62	\$22.48	745	\$16,747.60	
<b>Total for Materials and Services</b>						<b>\$16,747.60</b>	
<b>Total for Grade 2</b>						<b>\$16,747.60</b>	
<b>Grade 3</b>							
<b>Materials and Services</b>							
1502694	9780547859866 Math Expressions Student Activity Book (softcover) with Mathboards Grade 3	\$28.10	\$5.62	\$22.48	760	\$17,084.80	
<b>Total for Materials and Services</b>						<b>\$17,084.80</b>	
<b>Total for Grade 3</b>						<b>\$17,084.80</b>	
<b>Grade 4</b>							
<b>Materials and Services</b>							
1502621	9780547859835 Math Expressions Student Activity Book (softcover) with Mathboards Grade 4	\$28.10	\$5.62	\$22.48	775	\$17,422.00	
<b>Total for Materials and Services</b>						<b>\$17,422.00</b>	
<b>Total for Grade 4</b>						<b>\$17,422.00</b>	
<b>Grade 5</b>							
<b>Gratis</b>							
1497475	9780547824178 Math Expressions Activity Workbook Grade 5	\$12.35			750		\$9,262.50
<b>Total for Gratis</b>							
<b>Total for Grade 5</b>							

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ISBN	Title	Catalog Price	Discount	Sale Price	Quantity	Purchase Amount	Complimentary Value
<b>Proposal Summary</b>							
<b>Total Discounts:</b>						<b>\$20,638.16</b>	
<b>Total Savings:</b>						<b>\$29,900.66</b>	
<b>Subtotal Purchase Amount:</b>				<b>\$82,545.20</b>			
<b>Shipping &amp; Handling (10.50%):</b>				<b>\$8,667.25</b>			
<b>Total Cost of Proposal (PO Amount):</b>				<b>\$91,212.45</b>			



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Sold:0000300608 Ship:0000300609

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Please submit this form with your purchase order.

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Expiration Date:12/15/2014

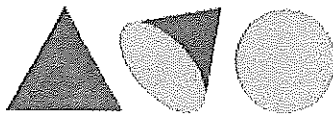
**Wisconsin Rapids School Dist  
Math Expressions Common Core ©2013**

**Total Cost of Proposal (PO Amount): \$ 91,212.45**

This is a cost proposal only. Orders submitted under this proposal on or before the expiration date are subject to acceptance at Houghton Mifflin Harcourt's main office and are subject to the applicable terms in Houghton Mifflin Harcourt's invoice issues for such order.

Date of Proposal: 10/31/2014

Proposal Expiration Date:12/15/2014



# Houghton Mifflin Harcourt

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Educational customers are billed at wholesale school price, f.o.b. shipping point, with a prepaid transportation charge and, unless the customer specifically requests otherwise, a charge for our guarantee of delivery is added to the invoice when shipped via U.S. Postal service. For educational customers preferring f.o.b. destination billing, ten and a half percent (10.5%) of wholesale school price is added and we pay transportation charges and guarantee delivery. Prices do not include any sales tax. Applicable sales tax, if any, will be added to the invoice unless an appropriate tax exemption certificate has been furnished to Houghton Mifflin Harcourt.

Upon receipt of purchase order, gratis items will be shipped in direct proportion to pupil materials purchased. If purchases vary from those included in this proposal, gratis items will change accordingly. Gratis items may also change if purchase is other than a direct school district to publisher order, such as via a third-party vendor or jobber.



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