



STUDENT HANDBOOK

2023-2024

Welcome to Greenfield High School

A Message from Principal Todd Willems:



Welcome to Greenfield High School, home of the Hustlin' Hawks! Our faculty and staff are energized and deeply focused on making a positive difference in the lives of our students in support of our community. At GHS we are committed to building powerful, positive relationships with our students and using these relationships as the vehicle for high-quality, rigorous academic instruction. We hold all members of our learning community to the highest expectations and provide the support and care needed to help all students find success in all they do.

It is our focus that all graduates of GHS are college, career, and community ready. We use an innovative approach to building student readiness, mixing academic standards alongside our G21 impact areas to create a classroom learning environment that equally values scholarly learning and developing the skills and dispositions vital to success in leadership and life.

A GHS Hustlin' Hawk will have opportunities to learn and grow both inside and outside of the classroom. We support an academic program that includes well over 125 different academic courses and countless opportunities in athletics, clubs, theater, music, dance and so, so much more. Our teachers and staff are committed to helping each student find pathways that match and grow our students' unique and diverse interests.

Greenfield High School is a learning community that will provide each student with exactly what they need to find success. Please reach out if you have questions, concerns, ideas, or supports to share. We are dedicated to transforming our students to fully prepare them for whatever they may see as the next step in their lives. We are excited to partner with our families and our community to do this.

Best Regards,

A handwritten signature in black ink, appearing to read "Todd Willems".

Mr. Todd Willems, Principal



District Mission Statement

The School Board believes all students can learn and achieve mastery of essential knowledge and skills regardless of their previous academic performance, family background, socio-economic status, race or gender.

The mission of the School District is to educate all students to a high level of academic performance and foster positive development of their health, attitudes, and behaviors so each student can make a positive contribution to our democratic society.

We accept the responsibility to teach all students so this purpose is achieved.

We believe this is best accomplished in schools characterized by a clear and focused mission, strong instructional leadership, high expectations for success, sufficient time for teacher and learning, a safe and orderly school environment, frequent monitoring of student progress and effective home-school relations.

GREENFIELD HIGH SCHOOL SONG

Go Greenfield High School
Fight Hawks for our fame
With the team to lead us
We will tell the world our name
U-rah-rah

Fight on for victory
Fight Hawks to the end
Sing out the fame
Of our school's name

The Green and Gold will win this game
Go Go Greenfield High School Go
Hit'um high, hit'um low
Go Go Greenfield Go!!!

(Repeat from beginning to chorus)



Table of Contents

Attendance

<u>Bell Schedule</u>	8
<u>Policy and Expectations</u>	9
<u>Excused Absences</u>	9
<u>Reporting Absences</u>	10
<u>Unexcused Absences</u>	10
<u>Truant Absences</u>	10
<u>Open Enrollment Attendance</u>	11
<u>Tardy Guidelines</u>	11
<u>Extended Absences</u>	11
<u>Open Campus</u>	12
<u>1st/7th Hour Privileges</u>	12
<u>Participation in Athletics & Activities Day of Absence</u>	12

Student Rights and Responsibilities

<u>Student/Parent/Guardian Rights</u>	12
<u>Student/Parent/Guardian Concerns Process</u>	13
Student Expectations	
<u>Code of Conduct</u>	14
<u>Before School/Breakfast Guidelines</u>	14
<u>Lunch Procedures</u>	14
<u>Food Delivery</u>	15
<u>After-school Procedures</u>	15
<u>Anti-Harassment</u>	16
<u>Cell-Phone/Personal Electronics Guidelines</u>	17


<u>Hallway Guidelines</u>	18
<u>Grounds for Temporary Disciplinary Removal from Class</u>	18
<u>Physical and Verbal Altercations</u>	18
<u>Dress Code</u>	19
<u>Dress Code Enforcement</u>	20
<u>Alcohol and Other Drugs</u>	21
<u>Non-smoking/Tobacco</u>	21
<u>Weapons</u>	22
<u>Search and Seizure</u>	23
<u>Displays of Affection</u>	23
<u>Student Identification Cards</u>	23
<u>School Lockers</u>	24
<u>Bicycles and Skateboards</u>	24
Financial Obligations	
<u>School Fees</u>	24
<u>Parking</u>	25
School and Student Safety	
<u>Visitors</u>	25
<u>School Resource Officer</u>	26
<u>Electronic Surveillance in Public Spaces</u>	26
<u>Field Trips</u>	26
Academics	
<u>Graduation Requirements</u>	27
<u>Graduation Activities and Ceremony</u>	27
<u>Grading Scale</u>	28

<u>Grade Point Average</u>	29
<u>Honor Roll</u>	30
<u>Cum Laude Recognition</u>	30
<u>Academic Integrity</u>	30
<u>Academic Integrity Violations</u>	32
<u>Standardized Assessments and Required Testing</u>	33
<u>Advanced Placement (AP)</u>	34
<u>Independent Study</u>	35
<u>College/Post-Secondary Credit Options</u>	35
<u>Virtual Learning</u>	35
Student Programs and Supports	
<u>Advisory</u>	36
<u>Link Crew</u>	36
<u>Targeted Student Support</u>	36
<u>Work Permits</u>	36
School Counseling, Roles, and Communication	
<u>School Counseling</u>	37
<u>Counselor Communication</u>	37
<u>Schedule Changes</u>	37
<u>Student Suicide Prevention</u>	37
<u>On-Site Counseling Clinic</u>	38
<u>Homelessness</u>	38
<u>Free and Reduced Price Meals</u>	39
<u>Athletics and Activities</u>	40
<u>Co-curricular Activities</u>	40

<u>Honors Societies</u>	41
<u>Greenfield High School Athletics</u>	41
<u>Dances and Guests from outside of GHS</u>	43
Technology	
<u>Student-Issued Devices</u>	44
<u>Expectations/Rules for Chromebook Use</u>	44
<u>Students' Proper use of District-Issued Email</u>	45
<u>Unauthorized Email</u>	45
General Guidelines for Discipline Procedures	
<u>Detentions</u>	46
<u>Suspension and Expulsion</u>	46
<u>Suspension</u>	46
<u>Make-up Work during Suspension</u>	47
<u>Expulsion</u>	47
<u>General Discipline Procedures</u>	49

Attendance

Bell Schedule

	Day 1	Day 2	Day 3	Day 4
	Monday	Tuesday	Wednesday	Thursday
	Drop 1 & 7	Drop 2 & 6	Drop ADV & 4	Drop 3 & 5
7:30 - 8:33	2	1	1	1
8:40 - 9:40	3	3	2	2
9:45 - 10:45	ADVISORY	TSS	3	TSS
10:50 - 12:30	4	4	5	4
12:35 - 1:35	5	5	6	6
1:40 - 2:40	6	7	7	7

Day 1-4 Lunches	Lunch Time	Class Time(s)
A	10:45 - 11:15	11:20 - 12:30
B	11:25 - 11:55	10:50 - 11:25, 12:00 - 12:30
C	12:00 - 12:30	10:50 - 12:00

Friday	7 Period Days
7:30 - 8:23	1
8:30 - 9:22	2
9:27 - 10:19	3
10:24 - 11:49	4
11:54 - 12:46	5
12:51 - 1:43	6
1:48 - 2:40	7

7 Day Period Lunches	Lunch Time	Class Time(s)
A	10:19 - 10:49	10:54 - 11:49
B	10:49 - 11:19	10:24 - 10:49, 11:24 - 11:49
C	11:19 - 11:49	10:24 - 11:19

Policy and Expectations

All GHS students are expected to attend school on a full time basis for 8 semesters unless special permission for early release is given. Full-time attendance means attending all seven periods of the high school day, which includes a minimum enrollment in five regular (full credit) courses and only one study hall per semester. If the student is enrolled in a two-credit course during the senior year (example: On-the-Job program), the student must also be enrolled in three additional regular courses each semester.

All students enrolled in the schools of this District are required to attend school regularly in accordance with the laws of the State. Regular attendance is a responsibility that should be shared by parents/guardians, students, and the school.

[Full District Attendance Policy 5200](#)

[Greenfield High School Attendance Policy 5464](#)

Excused Absences

School Board policy requires that a parent/guardian put the absence into Infinite Campus at least an hour before the absence, or call the Attendance Office on the day of the absence. An answering machine is on 24 hours per day. All physician statements shall be submitted to the Attendance Office and maintained in the student's school record. Parents/guardians shall notify the attendance office for excused absences due to family trips, vacations, etc. Families should make every effort to provide the school attendance office with as much advance notice as is reasonable and possible in order to maintain accurate records and facilitate communication and processes that support obtaining work students will miss and need to make up.

Excused absences can include:

Illness, professional appointments, funeral, court, college visits, religious holidays, and suspension or expulsion. A comprehensive list can be found in Policy 5200.

[Full District Attendance Policy 5200](#)

Reporting Absences

A parent or guardian may put an absence request into Infinite Campus ahead of the day of absence. If the absence notification occurs day-of, a parent or guardian is to call the high school attendance office (281-6200 #1). Attendance office hours are 6:45 a.m. - 3:15 p.m. and voicemail is active all other times. Parents/guardians should contact the attendance office within 24 hours of the absence to provide the reason for the absence.

Parents/guardians may also use the “absence request” feature in Infinite Campus to report their student’s absence. All such requests will be considered and approved by attendance office staff. If a student’s parent or guardian notices an attendance discrepancy or wishes to inquire about their student’s attendance, the attendance office should be contacted.

Unexcused Absences

Absences that exceed the number of days permitted by [Wis. Stat. § 118.15](#), currently 10 in a school year, are unexcused absences and will be recorded as truancy, even if a parent or guardian approves the absence. An exception to this rule is a documented major medical excuse.

Unexcused Absence examples include working, job hunting, babysitting, car trouble, missed the bus, oversleeping, running late, homework, traffic, et al.

Truant Absences

Truant absence is any absence of part or all of one or more days from school during which the School Attendance Officer, Principal, or Teacher has not been notified of the legal cause of such absence by the parent or guardian of the absent student. “Habitual Truant” means a student who is absent from school without an acceptable excuse for part or all of five or more days on which school is held during a school semester under Wisconsin State Statutes. Students who are deemed habitually truant may receive a municipal truancy citation from the Greenfield Police Department, have their work permit revoked, have their parking permit revoked without reimbursement, may be restricted from participating in non-academic school activities, and/or receive other sanctions as deemed appropriate by the Superintendent or school principal. Parents/guardians will receive an automated phone call from the school anytime a student is truant for all or any part of the school day.

Open Enrollment Attendance

Parents/guardians of students with Open Enrollment (OE) status should be aware that excessive/chronic truancy and/or tardiness may result in the loss of their OE seat. If this circumstance arises, the school/district will provide the parent/guardian with written notice.

Tardy Guidelines

School attendance and engagement in class is foundational to learning and achievement. Students are expected to be on time to each class. Unexcused tardiness negatively impacts student learning and can result in consequences if excessive.

- A student who is not in the classroom at the time of the bell is considered to be tardy.
- If a student misses 15 minutes or more of a class period without a valid excuse, that student will be marked as truant.
- Tardies that occur after the initial period a student arrives and checks in with the attendance office will be recorded by the classroom teacher.
- Any student who arrives tardy to first period and brings in purchased food or beverages (e.g. McDonald's, Starbucks) will need to dispose of them upon arrival.
- Any student who is chronically tardy (5+ tardies to first period class/semester and/or 10+ tardies overall/semester) without a valid reason will be subject to school-based consequences including and not limited to: keeping cell phone in the office for one or more days, a parent phone call, restrictions from extracurricular activities and/or school events (e.g. homecoming, prom), issuance of one or more detentions, revocation of a parking pass without a refund, loss of open campus privilege, referral to Greenfield Police for municipal citation.

Extended Absences

When a student will not be in school for an extended period of time the parent or guardian must notify the school and communicate the reason. When the reason is medical or mental health related a written excuse/letter from the provider should be provided to the attendance office. For other known reasons, including vacations or leaving the state/country, the parent/guardian must notify the attendance office in advance. In such circumstances, when the student will be absent for 15 consecutive days or more, he or she will be withdrawn from the school and re-enrolled upon return. This guideline is employed to avoid problems and legal consequences associated with truancy from school.

Open Campus

Open Campus is a privilege afforded to senior and semester 2 junior students who meet the criteria for the program. A student seeking Open Campus privileges must fill out and submit an application form, which is made available to eligible students at the beginning of each semester and approved by an administrator. A parent or legal guardian must also give written permission by signing the application form prior to its submission.

1st/7th Period Privilege

Seniors who are on-track to graduate, and in good behavioral standing, may be allowed to arrive at the beginning of 2nd period, or leave following the completion of 6th period. In order to be eligible for this, the student must be enrolled in 6 academic courses during their school day, with no study halls on their schedule. This privilege is requested at the time of course registration in the spring prior to their senior year. This privilege may be revoked at any time for attendance, behavioral, or academic-related concerns.

Participation in Athletics & Activities Day of Absence

A student should be in school for at least one-half of the school day to participate in any athletics or activities. One-half day means being in school attendance for three class periods. No student should participate if they are absent from school on that entire day, unless approved by the principal or Athletics/Activities Director.

Student Rights and Responsibilities

Student/Parent/Guardian Rights

All students have the right to a comprehensive and rigorous education, with the rules and expectations for Greenfield High School designed to provide a safe and engaging learning environment for all students and staff. Students will maintain their rights to freedom of expression, fair treatment, and association as long as they respect those same rights for their peers and staff. Students will be expected to follow all school rules and expectations, including those set by individual classroom teachers. All disciplinary procedures will comply with the requirements of state and federal law.

Parents/guardians have the right to be involved in and informed of their child's success in school and will be provided with relevant information on a regular basis as needed. Students will often be responsible to deliver important information to their parents or guardians. Information may also be emailed or mailed to parents as necessary. Parents are encouraged to build a cooperative relationship with their child's teachers to address concerns and resolve issues to help their child meet their educational goals.

A student who is still a dependent for Federal tax purposes, but who has reached the age of majority may, by written request, restrict his/her parents access to personally identifiable information from his/her student records.

[Full Policy 5780 Student/Parent Rights](#)

Student/Parent/Guardian Concerns Process

If a student, parent, or guardian has a concern or complaint regarding an issue occurring in a classroom, club/activity, or athletic event at Greenfield High School, the following process should be used (Please note: if the concern is regarding the safety or well being of a student or staff member, please disregard the steps below and contact the High School Office directly):

Step 1: Contact the staff member most directly involved in the issue to reach a resolution (i.e. If the concern occurred in or involves a class, contact the teacher. If the concern occurred in or involves a club/activity, contact the advisor. If the concern occurred during or involves an athletic practice or event, contact the coach).

Step 2: If resolution is not reached with the staff member most directly involved, please contact the athletic director or associate principal to attempt to reach a resolution.

Step 3: If resolution is not reached with the athletic director or associate principal, please contact the principal to attempt to reach a resolution.

Step 4: If resolution is not reached with the principal, please contact the appropriate district office (Director of Secondary Education, Director of Student Services, Director of Special Education) to reach a resolution.

Student Expectations

Code of Conduct

All students are expected to conduct themselves in a manner that promotes learning, respect, and good citizenship. This includes demonstrating respect for the law and those in authority, following all school rules and expectations, and respecting the rights of others throughout the school community. Students are also expected to follow all school rules and conduct themselves appropriately not only during the school day, but in the parking lot, at school-related events, activities, and athletics, and school trips.

Students will respect their peers and building staff; the personal property of others; take pride in their work; always strive to do their best; and exhibit courtesy, decency, and honesty. Students will also conduct themselves appropriately on internet-based social media outlets, when such conduct forms a sufficient connection to school or staff.

[Full Code of Conduct Policy 5500](#)

Before School/Breakfast Guidelines

Students arriving at school earlier than 7:15am should enter Door 21 and report to the cafeteria. Door 1 is open, and access to hallways, lockers, and classrooms is available, at 7:15am. Students have two opportunities for breakfast each day. Breakfast is available for students from 6:45 until 7:25 in the cafeteria, and the breakfast vending machines will be available from 7:15 until (approximately) 8:35 in the atrium. The breakfast machines will be turned off two minutes prior to the end of the extended passing time to encourage students to get to class on time. Teachers may set individual, published, expectations for the allowance of food in their classroom and students should not be allowed to leave class to access the breakfast machines.

Lunch Procedures

Students are expected to start their lunch period in one of the following locations and stay for the entire lunch period:

- Cafeteria
- A teacher's classroom with a completed E-Hallpass
- Open campus for those students with approval

All other areas of the building are off limits to students during lunch periods. Students found in unauthorized locations in the school building will be directed to return to the cafeteria, regardless of intended destination, and are subject to school consequences.

Students will use appropriate language and volume when in the cafeteria and move to and from classes so they are on time. “Play fighting” of any kind will not be tolerated and will be viewed, and treated, as physical aggression. Students are expected to deposit all trash in the proper receptacles. Students should not throw away plastic food trays.

Students will be able to use their Student ID and password to purchase food in the cafeteria before school and during lunch. Money may be deposited into the student's food service account online through Infinite Campus or in the form of cash or check (payable to Greenfield High School) to the main office.

The following expectations have been established for the use of the food service accounts:

- Students must use their school ID number to access their accounts to purchase food.
- Students will NOT be able to use other students' ID numbers.
- Families/Students are responsible for maintaining a positive balance.
- All student balances must be paid in full for a graduating student to be allowed to participate in the graduation ceremony.

Food Delivery

No food deliveries will be allowed for students during the school day. Parental drop-off of a forgotten lunch may be allowed at administrative discretion. Any food deliveries via a courier service of any kind will be denied and the food will not be collected by the school.

After-School Procedures

In an effort to provide for a safe and secure school environment after our school day is complete, we ask that our students exit the building immediately upon dismissal. We ask that families please assist us in the after-school securing of our building by arranging to pick up your students by the main entrance at the end of their school day.

Students who are not in a supervised after-school club, sport, or activity must leave the building by 2:50 p.m. Students may not loiter in or around the district administration building or any other area of the school campus.

Anti-Harassment

GHS maintains an educational environment that is free from all forms of harassment. All students, administrators, teachers, staff, and all other school personnel share responsibility for avoiding, discouraging, and reporting any form of harassment. This applies to incidents on school property, or at another location if such conduct occurs during an activity sponsored by the school.

Harassment of any form will not be tolerated, and GHS will take all necessary and appropriate actions to eliminate it, including suspension or expulsion of students and disciplinary action against any other individual in the School District community. Additionally, appropriate action will be taken to stop and otherwise deal with any third party who engages in harassment against our students.

GHS will vigorously enforce its prohibition against harassment based on the traits of sex (including gender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or any other characteristic protected by Federal or State civil rights laws, and encourages those within the GHS community who feel aggrieved to seek assistance to rectify such problems. Additionally, GHS prohibits harassing behavior directed at students for any reason through the School District policies on bullying. Any student that believes they have been or is the victim of bullying should immediately report the situation to the building principal or assistant principal, or the Superintendent. The student may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate administrator.

Harassment may occur student-to-student, student-to-staff, staff-to-student, male-to-female, female-to-male, male-to-male, or female-to-female. The Board will investigate all allegations of harassment and in those cases where harassment is substantiated Board will take immediate steps designed to end the harassment, prevent its recurrence, and remedy its effects. Individuals who are found to have engaged in harassment will be subject to appropriate disciplinary action.

[Full GSD Policy 5517 Anti-Harassment](#)

[Bullying Incident Report Form](#)

Cell Phone/Personal Electronics Guidelines

Cell phones and other unauthorized electronics (including AirPods, earbuds, and other audio/video devices) must be securely stored out of sight and turned off or silent upon entering the classroom and remain as such for the duration of class. (Board po5136.01)

Individual teachers may authorize the use of cell phones / electronics for instructional or learning purposes for specific periods of time. Staff shall require that students leave any electronic devices in the classroom or cafeteria when utilizing a hall pass during instructional time or during lunches.

A student who commits a violation must turn in the cell phone / electronic device to the requesting staff member immediately upon request. A student who fails to do so will be considered insubordinate and may be subject to additional disciplinary consequences up to and including the possibility of suspension. Any instance of insubordination will result in a behavioral referral in Infinite Campus.

All collected devices will be turned into the attendance office.

- 1st / 2nd violation: Student may pick up the device after school in the atrium. Parent/guardian will be notified via email.
- 3 or more violations: Student turns in the device to the office for a length of time to be determined by administration. Administration will notify the family regarding how long the phone will be turned in.

Continued instances of electronics-related violations will be noted as behavioral referrals in Infinite Campus.

[Full GSD Policy po5136 Personal Communication Devices](#)

Hallway Guidelines

All students are required to have an approved E-Hallpass from a staff member to be in hallways during class time. Students without appropriate passes will be sent back to class or to another appropriate location. Students are required to carry their school ID in conjunction with the E-Hallpass. Students shall not access electronic devices while in the hallways during instructional times, including during lunches.

Students will use appropriate language and volume when in the hallway and move to and from classes so they are on time. Once the one-minute warning bell rings, students shall continuously move toward their next scheduled location. “Play fighting” of any kind will not be tolerated and will be viewed, and treated, as physical aggression. All members of the school community are expected to help keep campus hallways and common areas clean, safe, and orderly.

Grounds for Temporary Disciplinary Removal from Class

It is neither possible nor necessary to specify every type of improper or inappropriate behavior for which a student may be removed from class. If a student disrupts the learning environment and keeps themselves or others from progressing through a lesson they may be removed from class. When a student is removed from class, the teacher will write a behavior referral and contact a parent/guardian.

Physical and Verbal Altercations

Students that choose to engage in a physical or verbal altercation will face school consequences for their actions. Threatening, perpetuating, or initiating fights will be subject to consequences. Students that watch, record, or prevent a fight from being broken up are also subject to potential consequences. Consequences may include some or all of the following:

- Detention
- Suspension
- Expulsion
- Referral to School Resource Officer
- Referral for Extracurricular Code Violation

Any student who is feeling unsafe or is aware of potential altercations should notify an administrator, counselor, teacher, school resource officer or other campus personnel that can provide support in the situation.

Dress Code

Students should attend school each day in attire that allows them to be ready and able to learn in any and all learning environments. Greenfield High School believes that the responsibility for the dress and grooming of a student rests primarily with the student and their parents or guardians, and appropriate dress and grooming contribute to a productive learning environment. We expect students to give proper attention to personal hygiene and to wear clothes that are suitable for the school activities in which they participate.

School-directed changes to a student's attire or grooming should be the least restrictive to the student's school day. Any school dress code enforcement actions should minimize the potential loss of educational time. Administration and enforcement of the dress code will be gender neutral and consistent.

- Students should wear opaque clothing to cover certain body parts such as the chest, back, torso above the navel, genitals, and buttocks.
- Any attire and accessories should not display or promote any of the following:
 - drugs, alcohol, tobacco, or paraphernalia;
 - vulgarity or inappropriate language;
 - sexual references or explicit images or language;
 - references to violence;
 - images, symbols, or language that is considered derogatory to any group of people; or
 - gang related images, symbols, or language.
- Staff have the ability to prohibit headwear and/or any clothing or accessory that obstructs a student's vision, is a safety concern, interferes with school work, or that is disruptive to a student's learning.
- Hoods are not allowed to be worn during the school day within the building. The wearing of hoods or other garments that fully conceal one's head presents challenges with the identification of individuals, and thus safety and security concerns.
- Students may be required to follow specific dress codes for participation in some classes or class activities. For example, specific footwear clothing may be required for Physical Education classes, footwear and (please refer to class syllabi/descriptions for specific requirements).
- *Exceptions to the above dress code will be made for students for religious, medical, or other reasons deemed acceptable by the GHS administration. Also, exceptions will be made during school-wide spirit days when approved by the administration.

Dress Code Enforcement

To ensure effective and equitable enforcement of this dress code, school staff shall enforce the dress code consistently using the requirements below. School administration and staff shall not have discretion to vary the requirements in ways that lead to discriminatory enforcement.

- Students will only be removed from spaces, hallways, or classrooms as a result of a dress code violation as outlined above . Students in violation of the dress code will be provided three (3) options:
 - Students will be asked to put on their own alternative clothing, if already available at school, to be dressed more to code for the remainder of the day.
 - Students will be provided with temporary school clothing to be dressed more to code for the remainder of the day.
 - If necessary, students’ parents/guardians may be called during the school day to bring alternative clothing for the student to wear for the remainder of the day.
- No student should be affected by dress code enforcement because of racial identity, sex assigned at birth, gender identity or expression, sexual orientation, ethnicity, cultural or religious identity, household income, body size/type, or body maturity.
- School staff shall not enforce the school’s dress code more strictly against transgender and gender nonconforming students than other students.
- Students should not be shamed or required to display their body in front of others (students, parents, or staff) in school. “Shaming” includes, but is not limited to:
 - kneeling or bending over to check attire fit;
 - measuring straps or skirt length;
 - asking students to account for their attire in the classroom or in hallways in front of others;
 - calling out students in spaces, in hallways, or in classrooms about perceived dress code violations in front of others; in particular, directing students to correct sagged pants that do not expose the entire undergarment, or confronting students about visible bra straps, since visible waistbands and straps on undergarments are permitted; and,
 - accusing students of “distracting” other students with their clothing.
- These dress code guidelines shall apply to regular school days and summer school days, as well as any school-related events and activities.

Note: The Dress Code and Enforcement were derived from School District of Greenfield Board Policy and language adopted from Nicolet Union High School and Franklin High School.

[Full Policy for Dress and Grooming po5511](#)

Alcohol and Other Drugs

The misuse of drugs is a serious problem with legal, physical, and social implications for the entire school community.

As the educational institution of this community, the schools should strive to prevent drug abuse and help drug abusers by educational, rather than punitive, means.

For purposes of this policy, "drugs" shall mean:

- A. all dangerous controlled substances as so designated and prohibited by Wisconsin statute;
- B. all chemicals which release toxic vapors;
- C. all alcoholic beverages;
- D. any prescription or patent drug, except those for which permission to use in school has been granted pursuant to Board policy;
- E. "look-alikes";
- F. anabolic steroids;
- G. any other illegal substance so designated and prohibited by law.

The use, possession, concealment, or distribution of any drug and any drug-paraphernalia at any time on District property or at any District-related event is prohibited.

The Superintendent shall prepare guidelines for the identification, amelioration, and regulation of drug use in the schools, including education, prevention and standards of conduct. Education shall be intended to develop awareness of: drug abuse, including prescription drug abuse, and prevention; the relationship between highway safety and the use of alcohol and controlled substances, including prescription drugs; and the relationship between youth suicide and the use of alcohol and controlled substances, including prescription drugs.

Non-Smoking/Tobacco

It is the policy of the District that no student may smoke or use smokeless tobacco or have in their possession any type of vape, tobacco, tobacco look-alikes, or smoking paraphernalia while they are on School District premises, at a school sponsored event, in a vehicle on school grounds, or in a vehicle operated by or under the auspices of the District; this includes but is not limited to school buses, vans, or other official transportation operated by the District. Any violation of this policy for use or possession of vape, tobacco products, tobacco look-alikes, or

smoking paraphernalia may result in the following disciplinary actions:

1. First Offense – One (1) to three (3) day suspension

Referral to School Resource Officer for ticketing

Referral to Student Assistance Program

Readmission conference with student and parent prior to readmission to school

2. Second Offense – One (1) to three (3) day suspension

Referral to School Resource Officer for ticketing

Re-referral to Student Assistance Program

Readmission conference with student and parent prior to readmission to school

3. Third Offense – Three (3) to five (5) day suspension

Referral to School Resource Officer for ticketing

Possible additional consequences up to, and including, referral for expulsion from school. Following any violation, Administration may impose additional resolutions and/or consequences including the development of a written behavioral agreement/contract for any student who engages in tobacco/vaping/drug-related incidents one or more times while a student at Greenfield High School.

Weapons

Students are prohibited from possessing, storing, making, or using a weapon in any setting that is under the control and supervision of the District for the purpose of school activities approved and authorized by the District including, but not limited to, property leased, owned, or contracted for by the District, a school-sponsored event, or in a District vehicle, to the extent permitted by law.

The term "weapon" means any object which, in the manner in which it is used, is intended to be used, or is represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons. Weapons include, but are not limited to, firearms (including, but not limited to, firearms as defined in 18 U.S.C. 921(a)(3)), guns of any type whatsoever, including air and gas-powered guns (whether loaded or unloaded), knives (subject to the exceptions below), razors with unguarded blades, clubs, electric weapons (as defined in 941.295(1c)(a), Wis. Stats.), metallic knuckles, martial arts weapons, chemical agents, ammunition, and explosives.

The District shall refer any student who brings a firearm (as defined in 18 U.S.C. 921(a)(3)) or a weapon to school to law enforcement. The Board shall hold an expulsion hearing in the event a student is in possession of a firearm while at school or under the supervision of school authorities and shall expel a student from school for not less than one (1) year whenever it finds that the student brought a firearm to school or, while at school or while under the supervision of a school authority, possessed a firearm, as defined in 18 U.S.C. 921(a) (3), unless the Board finds that the punishment should be reduced based upon the circumstances of the incident. Any such finding by the Board shall be in writing. This does not include any circumstance in which a student possessed a firearm while lawfully hunting on school forest land.

[Full GDS Policy 5772 Weapons](#)

Search and Seizure

Any student, or item brought into the school building by a student, may be searched by school personnel should there be reasonable suspicion that a school rule or policy has been violated. School lockers are considered to be district property and may be searched with, or without reasonable suspicion, at any time. Any items discovered by school personnel may be held. Depending on the nature of the item it may be returned to the student, the parent/guardian if it may be lawfully held, or to law enforcement if not lawfully held.

[Full GSD Policy 5771 Search and Seizure](#)

Displays of Affection

Students at GHS are expected to use good judgment as it relates to displays of affection. Kind comments, holding hands or a quick hug are proper ways to communicate affection in public. Extended hugs, kissing, or additional forms of sexual contact are not. Poor judgment regarding this may result in disciplinary consequences.

Student Identification Cards

All students must have obtained student ID cards during photo days, or during designated make-up days during the school year. The ID cards should be with students at all times, as ID cards will serve as hall passes in conjunction with EHallpass, admission to student events, checking out books from the Media Center, school bus ridership, and to identify students eligible to leave school. ID cards

Replacement ID cards may be obtained in the Main Office. A fee of \$5.00 will be assessed for a duplicate card.

School Lockers

The student's hall locker and a lock will be assigned during registration. All 9th-grade students and other new students will be assessed a one-time \$5.00 lock fee. A \$10.00 replacement fee will be assessed for lost or damaged locks. Under no circumstances should students share locker combinations with others. Every effort will be made to guard against losses, and it should be understood that the school will NOT be liable for lost or stolen property pertaining to lockers. The school administration and the School Resource Officer reserve the right to inspect the contents of lockers and may remove anything posing a danger to persons in the school.

Bicycles & Skateboards

Bicycles, skateboards, and skates (in-line, roller) are not permitted inside the school at any time, unless authorized by administration. Student bikes may be stored at one of the bike corrals on campus on either the north or south sides of the building. Bicycles must be locked when using either of the corrals provided. The school will NOT be liable for lost or stolen bicycles.

Financial Obligations

School Fees

The school district shall assess each enrolled student some or all of the following fees: registration fees, course/material fees, testing fees, athletic and/or activity fees and other fees as assigned that are detailed in the School District of Greenfield Student Handbook.

Student fees are available to be viewed through Infinite Campus. Payment in full is required unless there is a payment contract on file signed by the parent or guardian. Payment contracts can be arranged through school administration. All student balances must be paid in full for a graduating student to be allowed to participate in the graduation ceremony.

When a family enrolls in the National School Lunch Program (NSLP) for free or reduced lunch status, the fee specialist waive or reduce fees as applicable.

Parking

All students who wish to park in the student parking lot must purchase a parking permit. Permits will be issued on a first-come, first-served basis, as only a limited number of student parking spots exist. Permit applications are available via the school store on Infinite Campus.

2023/24 Parking Permit Cost = \$115

At the beginning of second semester, students have the option of purchasing a permit for the rest of the year at a reduced cost. There is no refund of parking permit fees and permits are NOT transferable.

- Proof of insurance is required along with the completed application.
- Student vehicles in the student lot without parking permits displayed properly will be ticketed by the Greenfield Police.
- All students with permits must park in the designated student lot only. Students parking outside of their designated parking space may be ticketed or have their parking permit revoked. Daily supervision of the parking lot is provided.
- The speed limit in all parking areas is 10 miles per hour
- School officials, including liaison officers, may search any vehicle owned or operated by a student on school grounds at any time without notice, student consent, and without a search warrant if they have reasonable suspicion that there is evidence of a crime or infraction of school rule or contraband in the vehicle.

Driving to school is a privilege, not a right. Students who do not comply with school rules may have their parking privileges revoked.

School and Student Safety

Visitors

Greenfield High School uses the Raptor Visitor Management System to background check and monitor all visitors into the building. Guests will register in the main office, share a state-issued ID, be printed a nametag/pass that will include their name, destination in the building, and a picture.

For reasons of school and student safety, no unannounced/unscheduled visitors are allowed in the building. Former graduates or students from other schools who are visiting to decide if they want to attend GHS must obtain prior permission from

the principal. Parents/guardians should schedule meetings with teachers or administrators prior to coming to the school campus.

School Resource Officer

To promote a safe, secure, and supportive school environment, Greenfield High School has a collaborative relationship with the law enforcement agencies with jurisdiction in the District through a School Resource Officer (SRO) Program. Sharing of confidential information and/or student record information with the law enforcement agencies by the District shall fully comply with all relevant statutory provisions and District policies. Use of any devices by any member of the law enforcement agencies to gather or store information in the course of an investigation (e.g., body camera footage) shall be done in full compliance with all law enforcement agency policies, as well as State and Federal law regarding the use of any such devices.

[Full GSD Policy 8407 School Resource Officer Program](#)

Electronic Surveillance in Public Spaces

In an effort to create a safe and secure learning environment, Greenfield High School maintains multiple surveillance cameras both inside and out of our school facility. Camera recordings are reviewed by school officials for discipline and safety purposes, and may be provided to police or used in school disciplinary proceedings. Students should understand that their actions may be recorded and that they should have no expectation of privacy in public spaces at Greenfield High School.

[School District of Greenfield Board Policy #7440.01](#)

Field Trips

For the safety of all students, students' bags that will accompany them on a field trip are subject to search prior to departure. These searches are mainly considered for students taking part in board approved overnight trips, but can be conducted for any field trip sponsored by Greenfield High School.

Academics

Graduation Requirements

Greenfield offers a four-year program for grades 9 through 12. To qualify for a diploma, a student must earn 23 credits, including the credit requirements set by the State, which includes passing the civics test. The School District of Greenfield will comply with all applicable state and federal laws for students with disabilities under the Individuals with Disabilities Education Act, and section 504 of the Rehabilitation Act.

English	4 credits
Mathematics	3 credits
Science	3 credits
Social Studies	3.5 credits
Health	0.5 credits
Physical Education	1.5 credits
Elective Courses	7.5 credits

Students should work with their counselor to explore their options for courses and potential post-secondary options.

[Full GSD Policy 5460 Graduation Requirements](#)

Graduation Activities and Ceremony

Participation in the graduation ceremony is a privilege granted to senior students who have completed all requirements as identified by the Board of Education. A student may be denied participation in graduation activities for disciplinary reasons and/or for non-payment of fees. The Superintendent and high school principal may establish additional requirements for participation in the graduation activities and may organize said activities to have the appearance and decorum deemed reflective of the District. Reasons that a student may not be allowed to participate in the graduation ceremony may include, but are not limited, to:

- Disciplinary Reasons - Violation of school rules and/or behaviors that are disruptive to the school environment at any point during the student's academic career.
- Non-Payment of fees/obligations - Failure to pay school fees and/or be cleared of any school obligations.
- Non-Attendance at graduation practice.

Grading Scale

4.0	EX	Exemplary	Evidence of learning consistently serves as a strong example to others. There is substantial evidence of exceeding learning goals. Student reflects on learning and enacts plans for ways they can continue to grow. Student effectively analyzes, peer reviews and provides meaningful feedback to other students. Student displays confidence and provides evidence of understanding and/or skill by regularly applying and transferring learning goals with depth and complexity. Student demonstrates innovation through evidence of thought, product or performance.
3.5	AD	Advanced	Evidence of learning demonstrates ability to reach levels of high quality. There is evidence of meeting learning goals in ways that show originality. Student reflects on learning and can identify ways to grow. Student analyzes, peer reviews and provides feedback to other students. Student provides evidence of understanding and/or skill by applying and transferring learning goals with depth and complexity.
3.0	PR	Proficient	Evidence of learning meets communicated expectations. There is evidence of meeting learning goals by replicating examples provided in class. With guidance, the student demonstrates the ability to be reflective in their learning. Student provides evidence of understanding and/or skill by applying and transferring learning goals
2.5	AP	Approaching	Evidence of learning demonstrates the ability to meet components of the expectations listed in the success criteria. Student shows the ability to reflect on their learning by following prompts or using templates. Student

			provides evidence of a working understanding and/or application of skills by applying learning goals.
2.0	DE	Developing	Evidence of learning meets portions of the learning goals; some need additional practice. Student shows some understanding or possession of skill; application of learning currently occurs inconsistently, or is in-process.
1.5	BA	Basic	Evidence of learning currently meets some expectations. There is evidence of following directions and meeting some of the learning goals; others need additional practice. The student demonstrates a beginning level of understanding or possession of some skills; application is occasional.
1.0	MI	Minimal	Current evidence of learning meets some expectations. There is evidence of meeting parts of the learning goals and/or following some directions; however, many goals may still need attention. The student may demonstrate a beginning understanding or possess some budding skills.
0.3	Insuf Evid	Insufficient Evidence	Some evidence of learning is provided to the teacher but it does not meet minimal expectations. The student evidence may not meet the basic directions provided by the teacher.
0.0	No Evidence	No Evidence	No evidence of learning is provided to the teacher.

Grade Point Average

The semester grade point average (GPA) is the arithmetic mean of all the grade points, including weighted Advanced Placement grade points, which are earned for each class in a given semester.

The cumulative GPA is the mean of all the grade points earned for each class ever taken at GHS. The cumulative GPA is updated at the end of each semester.

Awards/Honors

Honor Roll

Honor Rolls are determined at the end of each semester after final report cards are distributed. Students will be placed on the honor or high honor rolls according to the following grade point averages:

- GPA of 3.50 or higher at semester = HIGH HONORS
- GPA of 3.00 to 3.49 at semester = HONORS

Cum Laude Recognition

The Cum Laude system is in place for recognition at graduation. Qualifications for the Cum Laude system include:

- Earn at least 26 credits.
- Earn a 3.8 GPA or higher
- Receive no academic integrity violations
- Perform a minimum of 60 community services/volunteer hours.
- Participate in a co-curricular for a minimum of three years during high school

Cum Laude = 3.8 GPA with successful completion of at least “one” Advanced Placement Course

Magna Cum Laude = 4.0 GPA with successful completion of at least “three” Advanced Placement Courses

Summa Cum Laude = 4.2 GPA or higher with successful completion of at least “five” Advanced Placement Courses

Academic Integrity

Greenfield High School feels that honest and ethical behavior characterize responsibility, and are vital to the academic, social, and emotional development of all students. The purpose of these guidelines is to create and maintain a learning environment in which students are held and hold each other accountable for becoming ethical and responsible users of information and ideas.

Our students are expected to demonstrate honesty and integrity in all academic endeavors and our goal is for students to learn and practice ethical behaviors in regard to information and information technology. This includes, but is not limited

to homework, class assignments, test taking, the original creation of essays or compositions, artwork, and scientific research. All work submitted by students should be a true reflection of their effort and ability. When an action or behavior is contrary to these beliefs, the expectations and values we have for our students are negatively affected. Therefore, we feel it is our collective responsibility to teach students about integrity in a proactive way, what it means to demonstrate “academic” integrity in our words and actions, and respond appropriately and responsibly when integrity is not displayed by students. The following statements provide working definitions of these terms.

Academic Integrity - involves adhering to the values of honesty, fairness, respect, trust, and responsibility in all aspects of learning.

Academic Dishonesty - behavior that is considered a violation of academic integrity, either alone or with involvement of others.

Plagiarism - the use of someone else’s ideas, words, or other work. Plagiarism includes an exact copying of another’s work, or a rewording, paraphrasing, partial quotation or summarization of another’s work without properly acknowledging the creator of the original work. Examples include, but are not limited to the following:

- Downloading information from the Internet/other source and submitting it as one’s own
- Submitting as one’s own work that which is copied or translated from another source

Cheating – the deliberate or attempted use of unauthorized materials, information, technology, study aides, or unauthorized group work on assignments, projects, tests, or other academic exercises during class or outside of class. Examples include, but are not limited to the following:

- Forging a signature for the purpose of earning credit in a class
- Providing access to materials or information so that credit may be dishonestly claimed by others
- Creating and distributing copies of one’s own work so that credit may be dishonestly claimed by others
- Giving or receiving unauthorized assistance on an assessment
- Falsifying or altering grades related to documents, programs, or information

Citations

Sources need not be cited for reference material that is considered “common knowledge” - that is factual information that is considered in the “public domain” because it is published in multiple standard reference works such as almanacs, atlases, bibliographies, biographies, chronologies, dictionaries, directories, encyclopedias, handbooks, and indexes. Likewise, when common knowledge is related to a particular field or area of specialty, sources do not necessarily need to be cited if the information is widely known to others within that field of study. Given that it may sometimes be difficult to determine what information is “common knowledge”, it is a good idea and recommended to cite sources or ask the teacher for guidance.

Academic Integrity Violations

Should an Academic Integrity violation(s) occur over the course of the school year, the following steps will be taken:

Academic Integrity Violation #1

1. Opportunity to redo the assessment after meeting with Teacher to create Plan of Relearning
2. Teacher writes a Behavior Referral to notify administrators and document the violation
3. Teacher communicates with Parent/Guardian

Academic Violation #2

1. Opportunity to redo the assessment after meeting with Teacher to create Plan of Relearning
2. Teacher writes a Behavior Referral to notify administrators and document the violation
3. Teacher communicates with Parent/Guardian
4. School Counselor meets with student to have an academic check in and assign Academic Integrity Module
5. School Counselor communicates with Parent/Guardian to discuss the academic implications of Academic Violations
6. Administrator meets with student to discuss the violation and possible consequences
 - a. Open Campus, Late Arrival/Early Release, and Privileged Study Hall could be revoked

Academic Violation #3

1. Student is dropped from the course with a failing grade
2. Possible next steps include but are not limited to:
 - a. Student is enrolled in an alternative location/course
 - b. Student is enrolled in Restorative Credit
 - i. Failing grade remains
 - ii. Student earns course credit
 - c. The failing grade remains, and the student retakes the course in its entirety

A continued pattern over multiple years may result in further disciplinary actions.

Standardized Assessments and Required Testing

ACT with writing

Wisconsin high school students in grade 11 will take the ACT with writing which includes Reading, Math, English, Science, Writing. The ACT is an in-person assessment that districts may administer on paper or online. Accommodations and EL supports are available in both testing formats. Scores from the administration of the ACT with writing (if taken with ACT Standard Time or ACT-approved accommodations) can be used by students for a variety of purposes including college admission, scholarships, course placement, and NCAA eligibility.

PreACT Secure

PreACT Secure is a summative assessment given to 9th and 10th grade students that is aligned to the ACT and the ACT College and Career Readiness Standards. PreACT Secure measures what students have learned in the areas of English, Reading, Mathematics, and Science.

PreACT Secure closely mirrors the ACT in many ways, including implementation, test delivery, scoring, and reporting. PreACT Secure scores predict how students will perform on the ACT when they reach 11th grade and their readiness for college-level coursework.

PreACT Secure is an online assessment.

Wisconsin Forward Exam

The Wisconsin Forward Exam is designed to gauge how well students are doing in relation to the Wisconsin Academic Standards. These standards outline what students should know and be able to do in order to be college and career ready. The

Forward Exam is administered online in the spring of each school year for 10th grade students in Social Studies.

Civics Test

Wisconsin statute requires that any student graduating from a Wisconsin high school “takes a civics test consisting of 100 questions that may be asked of an individual during the process of applying for U.S. citizenship by the United States Citizenship and Immigration Services and the pupil correctly answers at least 65 of those questions" (Wis. Stat. sec. 118.33(1m)(a)1, Section 3266R).

Advanced Placement (AP)

Advanced Placement (AP) classes provide students the opportunity to earn college credits while in high school. AP classes are nationally-aligned courses that will assist students in preparing for the national Advanced Placement exams given in May. With a qualifying AP exam score, students who attend college can skip introductory college courses, saving students and families both time and money. AP Courses are free to students, and there is a cost for taking AP exams, with exemptions for eligible students.

[AP Information](#)

AP Courses for the 2023-24 school year are:

AP Courses 2023-24		
Course	AP Exam Date	Teacher
Art - 2D Portfolio	May 10, 2024 is the portfolio deadline	Ms. Baryenbruch
Art - Photography		Ms. Schneider
Biology	May 16, 2024	Mr. Volk
Calculus	May 13, 2024	Ms. Foxgrover
Chemistry	May 6, 2024	Mr. Maudal
Computer Science Principles	May 15, 2024	Ms. Frey
Economics - Macro	May 10, 2024	Ms. Back
Economics - Micro	May 7, 2024	Ms. Back
Environmental Science	May 9, 2024	Ms. Jensen
European History	May 10, 2024	Ms. Redlinger
Human Geography	May 7, 2024	Mr. Ortloff
English Language and	May 14, 2024	Mr. Fedele

Composition		
English Literature and Composition	May 8, 2024	Ms. Huebner
Physics 1	May 17, 2024	Mr. Shane
Pre-Calculus	May 13, 2024	Mr. Lindner
Psychology	May 9, 2024	Ms. Way
Spanish	May 16, 2024	Ms. Hauser
Statistics	May 7, 2024	Mr. Jocham
United States History	May 10, 2024	Ms. McKeown

Independent Study

Independent Study classes provide students with the opportunity to pursue their studies in course offerings that go beyond the regular classroom curriculum. More information including Independent Study contracts are available in the Student Services Center.

College / Post-Secondary Credit Options

A variety of college/university and other post-secondary options are available to students as additional ways to prepare for college and career pathways beyond high school. Any student interested in these options should talk to their school counselor or the college/career coordinator for more information.

Virtual Learning

The school and/or district may utilize virtual learning as a method to provide students with access to learning and instruction. In the case of school closure due to inclement weather the school may require students to access instruction and materials via virtual learning through available learning technology, including Google Classroom. Communication about accessing the coursework will be done individually by teachers. Students will be expected to engage in class meetings as well as complete assigned tasks during the virtual learning time. Participation in activities and assignments will be part of determining student grades. Engagement in virtual learning will also take the place of daily attendance records.

Student Programs & Supports

Advisory

The purpose of Greenfield High School's Advisory is to ensure that every student has a meaningful and positive relationship with a teacher advocate in the school and to provide students with activities and experiences to grow personal, social, academic, and future planning skills. Advisories also help to ensure overall student engagement in learning so that students have the opportunity to positively connect with the school by building a strong connection with their advisory teacher and developing a positive sense of self.

Link Crew

Link Crew is aimed at helping students connect to the school environment, in this case, specifically freshmen. Link Leaders are chosen from upperclassmen who apply to be in the program and are then trained to help the freshmen adjust and flourish in their new high school environment. Link Crew meets every week in the fall and gradually reduces the number of meetings over the year as freshmen become more acclimated to the school. Link Crew is a great venue to build the leadership skills of our upperclassmen and welcome our new freshmen into the building. Attendance at Link Crew meetings is mandatory for all freshmen.

Targeted Student Support (TSS)

TSS is a 60 minute period on Days 2 and 4 from 9:45 - 10:45 am. TSS is to provide additional support for students in needed classes, subjects, and skill areas.

Students can sign up for, or will be assigned, TSS placements during Advisory.

Students that have current scores of No Evidence, Insufficient Evidence, and/or Minimal in a standard or course will be required to attend TSS with the teacher that has requested them. Students with current grades that exceed Minimal will have the choice of where to sign up for and attend TSS, space permitting. Attendance is taken for all students during TSS. All students are expected to attend or be marked Absent/Truant.

Work Permits

Work permit applications were previously available upon request in the main office. Work permit applications can now be found at the following website:

[Department of Workforce Development](#)

School Counseling, Roles, and Communication

School Counseling

School counseling services include individual and group counseling about personal, educational, or career goals and problems, testing and test interpretation, record keeping (cumulative folders and permanent records), financial aid information, academic programming and scheduling, career, college, and technical school conferences, reporting academic progress, sending transcripts and recommendations to technical schools, colleges, employers and branches of service and follow-up studies. Every student is encouraged to use the Student Services Center to access and benefit from the array of services and supports available.

Counselor Communication

The School Counseling Department uses the “Student Services Newsletter” (published monthly) to provide important information concerning tests and testing dates, notices of representatives who will be visiting the high school from colleges and industry, financial aid and scholarship information, local job opportunities, open house announcements and announcements of a general nature. This information is posted on the Greenfield High School website in the Student Services section and is emailed to all GHS students and families.

Schedule Changes

Changes to a student’s schedule may occur on a limited basis. During the first week of a term a student may request a schedule change. Reasons a schedule change may be granted include, but are limited to, a scheduling error, a conflict with another class or program, to allow for course balancing, or interference with a student's ability to graduate. All other reasons must be approved by the school administration. The principal’s decision is final.

Student Suicide Prevention

Depression, anxiety, and other mental health conditions are severe problems among children and adolescents. All school personnel should be alert and report to an administrator or school psychologist, school counselor, or school nurse regarding any student who exhibits symptoms or warning signs of depression or who threatens or attempts suicide. Any such signs or the report of such signs from another student or staff member should be taken with the utmost seriousness.

The law provides that any officer, employee, or volunteer of this Board who, in good faith, attempt to prevent suicide by a student is immune from civil liability for his/her acts or omissions in respect to the suicide or attempted suicide. Refer to School District of Greenfield Board Policy #5350 - Student Suicide Prevention for additional information.

On-Site Counseling Clinic

The School District of Greenfield is pleased to announce an important new partnership with Clinical Psychology Associates. Starting in September of 2022, CPA will have an onsite counseling clinic two to three days per week during the school day at Greenfield High School. All Greenfield High School students will have access to the clinic.

Our district recognizes the importance of emotional well-being and the impact this can have on a student's educational experience. As an additional support to students, we have collaborated with licensed therapists at CPA to offer therapeutic services directly in the school setting.

If you feel your student is struggling with managing his/her emotions, anxiety, stress, or often seems as if in a depressed mood, consider taking advantage of this professional counseling opportunity. Therapy can provide your student tools to help navigate the challenges that can often occur during adolescence.

Every effort will be made to schedule appointments at times that will provide the least amount of interference to the student's school day. Payment for services will be via your family's health insurance plan or at an out of pocket rate.

To ask any follow up questions or begin the intake process to start therapy, parents/guardians may contact Clinical Psychology Associates by calling or texting 262-975-0012 or emailing intakes.cpa@gmail.com to check insurance coverage and get started.

Homelessness

Children who are identified as meeting the Federal definition of "homeless" will be provided a free appropriate public education (FAPE) in the same manner as all other students of the District. To that end, homeless students will not be stigmatized or segregated on the basis of their status as homeless. The District shall establish safeguards that protect homeless students from discrimination on the basis of their homelessness. The District shall regularly review and revise its policies, including

school discipline policies that impact homeless students, including those who may be a member of any of the Protected Classes (Policy 2260).

Pursuant to the McKinney-Vento Act, an unaccompanied youth includes a homeless child or youth not in the physical custody of a parent or guardian. Refer to School District of Greenfield Board Policy #5111.01 - Homeless Students for additional information.

Free and Reduced Price Meals

Eligibility for Free & Reduced Priced Meals must be reviewed and renewed each new school year. If you do not receive a Notification Letter of Direct Certification within the first 2 weeks of August, you should complete an application for Free & Reduced Priced Meals. If you receive a Notification Letter of Direct Certification in August, it is NOT necessary to complete an application.

Free and Reduced Online Application

The Food Service Department is proud to offer a quick and easy way to complete the Free & Reduced Price Meals Benefit Application on myschoolapps.com. Letters of approval or denial will be sent to each family's mailing address.

[Online Application \(English\)](#)

[Online Application \(Spanish\)](#)

Free and Reduced Paper Application

Use the link below to print a copy of the application. Applications are also available in all school offices and the district office. Please complete the free and reduced price application and return it to: Linda Schneider, 3200 W. Barnard Ave., Greenfield, WI 53221, email to lschneider@greenfield.k12.wi.us or Fax to 414-282-7485. If you have questions or help filling our the application please contact the Food and Nutrition office at 414-281-3357.

[2023-2024 Free and Reduced Meal - Instructions and Application \(Printable\)](#)

[2023-2024 Free and Reduced Meal - Instructions and Application \(Printable-Spanish\)](#)

[2023-2024 Free and Reduced Meal - Instructions and Application \(Printable-Arabic\)](#)

Athletics & Activities

Participating in clubs and athletics gives you the opportunity to meet new people, build relationships, and develop new passions. At Greenfield High School, we encourage you to participate in any club or athletic opportunity. The life skills and leadership qualities you learn through participating in different clubs and activities can help you throughout your high school career and beyond. You have the freedom to try new things, whether that is playing a new sport for the first time, learning how to engineer a robot, exploring a new sport or helping plan and facilitate homecoming. There is no better time to take a chance to make a difference in our school and community. The easiest way for you to start your co-curricular experience is to stop down in the activities office. Sometimes the best way to leave a legacy is to live life to the fullest and to not be afraid to try new things.

We offer a wide range of activities for students to join, those activities are:

Co-curricular Activities

- AFJROTC
- AFJROTC Drill Team
- Band
 - Marching Band
 - Jazz Band
- Chorus
 - Chamber Choir
 - Treble Brewin'/Rebel Bass
- Chess Club
- Class Boards
 - Freshman Class - Homecoming parade & banners & Class Fundraising
 - Sophomore Class - Class Fundraising
 - Junior Class - Prom Committee
 - Senior Class - Graduation
- Costume Design
- Culture Club
- DECA
- Diversity Alliance
- Drama Club
 - Fall Play

- Spring Musical
- Dungeons & Dragons
- e-Sports
- Future Business Leaders of America (FBLA)
- Forensics
- Genders & Sexualities Alliance (GSA)
- Global Scholars
- HOPE Squad
- Jazz Band
- Link Crew
- Makers Club
- Psychology Club
- Robotics
- Salute to the Arts
- Skills USA
- Student Senate

Honors Societies

- AP Ambassadors
- Art National Honor Society
- English National Honor Society
- German National Honor Society
- Math National Honor Society
- National Honor Society
- Rho-Kappa (Social Studies National Honor Society)
- Science National Honor Society
- Spanish National Honor Society
- Tri-M Music Honor Society

Greenfield High School Athletics

As a member of the Woodland Athletic Conference, Greenfield High School takes great pride in the quality of its athletic programs. We also strive to display the highest level of good sportsmanship, both on the athletic field and in the stands.

Please see our athletic website at hustlinhawks.com to register your student for a sport. The required physical or alternate year physical forms and the emergency medical consent form can be found in the online registration. The Athletic Fee should be paid through the Parent Portal on Infinite Campus. Because student-athlete insurance from the WIAA is no longer available, injuries or medical

needs of individual student-athletes are the responsibility of the family. We welcome all students to become members of our athletic teams. The following is a list of athletic opportunities that are open to all students at Greenfield High School. The first day of practice is listed.

GHS Athletics 2023-24				
Fall	Starting Date	Ending Date	Coaches	Contact
Football	August 2	November 18	Mr. Mike Kubes	mkubes@greenfield.k12.wi.us
Girls Swim (coop w/ Pius X)	August 9	November 12	Ms. Heidi Romero	hromero@greenfield.k12.wi.us
Girls Tennis	August 9	October 22	Ms. Susan Swaer	sswaer@greenfield.k12.wi.us
Boys Volleyball	August 16	November 5	Mr. Josh Kopplin	josh.kopplin@gmail.com
Girls Volleyball	August 16	November 5	Ms. Amelia Callan	a-callan@hotmail.com
Cross Country	August 15	October 29	Mrs. Cindy Harrison	charrison@greenfield.k12.wi.us
Boys Soccer	August 15	November 5	Mr. Peter Knebel	soccerdad87@hotmail.com
Special Olympics Bowling	August	December	Mrs. Schwartz	pschwartz@greenfield.k12.wi.us

Winter	Starting Date	Ending Date	Coaches	Contact
Hockey (coop w/ Muskego)	November 6	March 2	Mr. Joe Britt	joe.britt@muskegonorway.org
Girls Basketball	November 6	March 9	Mr. Bob Maronde	bmaronde@hotmail.com
Boys Basketball	November 13	March 16	Mr. Ryan DePouw	rdepouw@greenfield.k12.wi.us
Boys and Girls Wrestling	November 13	March 2	Mr. Mike Weller	mweller@greenfield.k12.wi.us
Boys Swim (coop w/ Greendale & Pius)	November 13	February 17	Mr. Mark Schrank & Ms Rachel Lustig	markxflyboy@sbcglobal.net rachelswimmom@yahoo.com
Bowling	Beginning of November		Mr. Brett Pinnecker	wheelitvanna@wi.rr.com
Special Olympics Basketball Skills	January	March	Mrs. Schwartz	pschwartz@greenfield.k12.wi.us

Spring	Starting Date	Ending Date	Coaches	Contact
Special Olympics Track & Field	April	June	Mrs. Schwartz	pschwartz@greenfield.k12.wi.us
Boys and Girls Track	March 4	June 1	Mr. Rob Graetz	rgraetz@greenfield.k12.wi.us
Softball	March 11	June 8	Mr. Duke O'Keefe-Boettcher	boettcd@milwaukee.k12.wi.us

Baseball	March 18	June 13	Mr. Lee Kleszczynski	lkleszczynski@greenfield.k12.wi.us
Girls Soccer	March 18	June 15	Mr. Peter Knebel	soccerdad87@hotmail.com
Golf	March 25	June 4	Mr. Tony Sibley	tsibley@greenfield.k12.wi.us
Boys Tennis	March 25	June 8	Mr. Michael Maudal	mmaudal@greenfield.k12.wi.us
Cheerleading	Tryouts in April 2024		Ms. Kayli Breber	Greenfieldvarsitycheer@gmail.com
Dance/Poms	Tryouts in April 2024		Ms. Molly Slattery	greenfieldhdsdanceteam@gmail.com

Dances and Guests from outside of GHS

Any dances hosted by Greenfield High School are extra-curricular and, as such, participation/attendance may be restricted by school administration for any behavioral, academic, attendance, or outstanding school fee-related reasons. The school principal's decision is final.

Guests may be allowed at the discretion of the school principal. Any individual who wishes to attend a Greenfield High School dance/function as a guest of one of our students may be required to undergo a background check by Greenfield Police and/or GHS administration. Guest attendance may be denied for violations related to alcohol, drugs, disorderly conduct, violations of a sexual nature, or other school or police-related violations that run contrary to our school policies, rules, or Mission/ Vision statement. The principal's decision on such requests is final. GHS students with visiting school dance guest forms requiring GHS administrative approval, authorize GHS administration to utilize school data, including disciplinary records. Final approval will be subject to the information available and the signing administrator's best judgment.

Technology

Student-Issued Devices

Greenfield School District high school students receive a District-issued Chromebook. Students are issued a Chromebook so they can access their school/educational online resources both throughout the school day and while at home for assignments.

The Chromebook is issued for use during their high school years for educational purposes. It will be returned upon graduation or leaving the district. It is important to understand that the Chromebook is not their personal recreational device.

Expectations/Rules for Chromebook Use:

- It is not a personal social networking tool
- Chromebook must remain in its case and kept free of decals, stickers, and markings
- Do not open the chassis of the Chromebook. If a student breaks open the case, they will be responsible for any and all repair costs, up to the full cost of replacement, regardless of whether they participated in any insurance program.
- Do not deface or vandalize the Chromebook. If a Chromebook is vandalized, the family will be required to pay for a replacement and the student may not receive another device for home use.
- Students are to take care of their Chromebook. Between classes, when not in use etc., they are to store it in its case. Students should not consume beverages or eat food around it.
- If the student leaves the District at any time for any reason, they will be required to return their Chromebook or pay for a replacement.
- All acceptable use guidelines active in the District apply to the Chromebook as well.

[Full GSD Policy 7540 Technology](#)

[GSD Technology Expectations](#)

Students' Proper Use of District-Issued Email

All students will be assigned a school email account that they will be required to use for all school-related electronic communications that are school related, including email outside organizations to complete projects. If directed by teachers, students will use their school issued email to register/sign-up for various online educational services.

Students are expected to exercise reasonable judgment and take appropriate precautions to prevent viruses from entering the District's network when opening or forwarding any emails or attachments to emails that come from unknown sources. Students will not send or forward mass emails, even for educational purposes, without prior approval from their classroom teacher or the Principal.

Students are expected to check their email regularly and encouraged to keep their inbox and folders organized by regularly reviewing e-mail messages and deleting emails once they are read and no longer needed for school.

Unauthorized Email

Students will not accept, send, or distribute unsolicited bulk emails sent through the Internet to network email accounts. In addition, Internet email sent, or caused to be sent, to or through the network that makes use of or contains invalid or forged headers, invalid or non-existent domain names, or other means of deceptive addressing will be deemed to be counterfeit. Any attempt to send or cause such counterfeit e-mail to be sent to or through the network is unauthorized.

Unauthorized use of the network in connection with the transmission of unsolicited bulk e-mail, including the transmission of counterfeit e-mail, may result in civil and criminal penalties against the sender and/or possible disciplinary action.

[Full GSD Policy 7540.07 Student Emails](#)

General Guidelines for Discipline Procedures

Detentions

Detentions may be issued by teachers, administrators, or other staff members. Detentions will be held during lunch or after school. Students are expected to serve detentions within 24 hours of being assigned. Students must report to a detention location within five minutes of being released from class and after school detentions within 10 minutes of the end of the school day.

Failure to serve detentions may result in additional detentions or other consequences up to and including suspension. Teacher-issued detentions may be served with the assigning teacher.

Suspension and Expulsion

The Board recognizes that exclusion from educational programs of the School District, by suspension or expulsion, is a substantial sanction and that such action must comply with the student's due process rights.

Suspension

For purposes of this policy, "suspension" shall be the short-term exclusion of a student from a regular District program.

The suspension must be reasonably justified based upon the grounds authorized under Sec. 120.13, Wis. Stats., which include, but are not limited to:

- Noncompliance with school rules or Board rules;
- Knowingly conveying any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives;
- Conduct by the student while at school or while under the supervision of a school authority that endangers the property, health, or safety of others;
- Conduct while not at school or while not under the supervision of a school authority that endangers the property, health, or safety of others at school or under the supervision of a school authority;
- Conduct while not at school or while not under the supervision of a school authority that endangers the property, health, or safety of any employee or Board member of the District in which the student is enrolled.

The Superintendent, the principal, or a teacher designated by the Superintendent may suspend a student for up to five (5) school days or, if a notice of expulsion hearing has been sent, for up to fifteen (15) consecutive school days, or ten (10) consecutive school days for each incident if the student is eligible for special education services under Chapter 115, Wis. Stats.

The parent of a suspended minor must be given prompt notice of the suspension and the reason for the suspension. The suspended student or the student's parent or guardian may, within five (5) school days following the commencement of the suspension, have a conference with the Superintendent, who shall be someone other than a principal, administrator or teacher in the suspended student's school, to discuss removing from the student's records reference to the suspension. Reference to the suspension on the student's school record shall be removed if the Superintendent finds that: the student was suspended unfairly or unjustly; the suspension was inappropriate, given the nature of the alleged offense; or the student suffered undue consequences or penalties as a result of the suspension.

A suspended student shall not be denied the opportunity to take any quarterly, semester, or grading period examinations or to complete coursework missed during the suspension period. Such work shall be completed pursuant to the procedures established by the Board.

Make-Up Work During Suspension

To the extent possible, work that can be completed at home will be made available to a parent/guardian of the suspended student within 24 hours of the suspension. The suspending administrator will notify parent(s) when and where the work will be available, which is most likely Google Classroom. Special arrangements for work pickup after 3:30 may be made upon request by the parent/guardian, if needed. Students will be afforded additional time equivalent to the length of the suspension for assignments and coursework submitted within this time frame will not be penalized.

Expulsion

Under this policy, the expulsion shall mean the Board will not permit a student to attend school at all, including any school-sponsored events or activities, for a specified period of time. If the student is expelled, the Board will determine the length of the expulsion period, which may extend at a maximum to the student's 21st birthday.

The Board may expel a student only when it is satisfied that the interest of the school demands the student's expulsion and only when the student met one or more of the following criteria:

- Repeatedly refused or neglected to obey the rules established by the School District;
- Knowingly conveyed or caused to be conveyed any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives;
- Engaged in conduct while at school while under the supervision of a school authority that endangered the property, health, or safety of others;
- Engaged in conduct while not at school or while not under the supervision of a school authority that endangered the property, health, or safety of others at school or under the supervision of a school authority or endangered the property, health, or safety of any employee or Board member of the School District in which the student is enrolled;
- Was at least sixteen (16) years old and had repeatedly engaged in conduct while at school or while under the supervision of a school authority that disrupted the ability of school authorities to maintain order or an educational atmosphere at school or at an activity supervised by a school authority and that such conduct did not otherwise constitute grounds for expulsion.

Prior to expelling a student, the Board shall provide the student with a hearing. Prior written notice of the hearing must be sent separately to both the student and if the student is a minor, to his/her parent(s) or guardian(s). The notice must be sent at least five (5) days prior to the date of hearing, not counting the date notice is sent. The notice must also satisfy the requirements of Sec. 120.13(1) (c)4, Wis. Stats.

[Full GSD Policy 5610 Suspension and Expulsion](#)

General Discipline Procedures

Misconduct	Definition	Minimum Actions	Maximum Actions
Creating Unsafe Conditions	Abuse of Driving Privileges	Conference with Student Detention Loss of privilege, including parking permits	Suspension Police Referral
Academic Integrity	Turning in another student's work Copying (homework, quizzes, tests, etc.) Use of cheat sheets Knowingly giving work to be copied/used Buying, selling work	Removal from Honors Societies Resubmitting assignment or retaking assessment	Failing grade Expulsion
Acceptable Use Policy	Violation of the district technology agreement	Refer to Acceptable Use Policy	Refer to Acceptable Use Policy
Dress Code Violation	Clothing that causes a disruption to the educational environment	Conference with Student Change of clothing	Suspension
Disruptive Behavior	Behavior that disrupts the educational process	Conference with Student Detention Removal from class or cafeteria, may result in a suspension	Expulsion
Drugs, Alcohol, Tobacco	Under influence of Drugs/Alcohol Possession of Drugs/Alcohol/Tobacco Paraphernalia Use of Drugs/Alcohol/Tobacco Selling or giving of Drugs/Alcohol/Paraphernalia Inappropriate use of Prescription Drugs	Suspension Police Referral Referral for AODA Assessment, Counseling	Expulsion
Electronic Devices	Use of electronic devices during class time Includes, but is not limited to possession of laser pointers, headphones, phones, and gaming devices	1. Confiscate and return to student at end of day 2. Confiscate, conference with family and return device. 3. Confiscate, detention, and turn in for designated amount of time	5+ Suspension
Fighting/ Assault (physical)	Physical confrontation between 2 or more students	Suspension Police Referral	Expulsion
Fighting (verbal)	Verbal confrontations that are deemed by administration to possibly lead to a physical altercation	Detention	Suspension Police Referral

Gambling	Any action involving the betting on cards, dice, sporting events, etc.	Detention	Expulsion Police Referral
Gang Activity	Gang symbols written or placed on personal and/or school property Disruption and intimidation caused by posturing	Detention Suspension	Expulsion Police Referral
Harassment	Any unwelcome verbal, written or physical conduct that offends, denigrates, or belittles any individual	Administrative Investigation Behavior Agreement Detention or suspension dependent on severity or repeated behavior	Expulsion Police Referral
Insubordination	Refusal to follow rules Disrespect towards faculty, staff and/or administration Disobeying direct requests of faculty, staff and/or administration	Conference with Student Detention Suspension	Expulsion
Leaving Campus w/o prior permission	Open Campus is available for 2nd semester juniors and seniors to apply for. All permission to leave must be granted by office personnel.	Search upon re-entry Detention Loss of parking privilege	Suspension
Lighters/ matches	Possession or use of lighters and or matches on school grounds	Confiscation	Suspension
Loitering	To be present on school grounds after school without an academic, athletic or organized extracurricular activity.	Conference with Student Loss of after school privileges	Suspension Police Referral
Sexual Activity	Any conduct or physical contact of sexual nature	Suspension Referral to police	Expulsion
Tardiness	Not in classroom when bell rings	Conference with Student Detention Loss of Parking Privilege	In-School Suspension
Theft	The taking of school/personal property without permission	Detention Suspension Police Referral Restitution	Expulsion
Truancy	1-10 Absences without parent/guardian excuse or more than 10 absences	Detention Loss of Parking Privilege Truancy conference	Police/Court Referral
Vandalism	Defacement/destruction of school or personal property	Restitution Suspension	Expulsion Police Referral
Verbal Abuse Profanity	The use of inappropriate language, either written or spoken Gestures which are obscene,	Conference with Student Restorative Conference Detention	Expulsion

	lewd, profane, vulgar, or sexually suggestive		
Weapons	Possession, use or threat of using an object intended to inflict bodily harm (including, but not limited to pepper spray, any type of gun or knives.)	Suspension Police Referral	Expulsion

The administration reserves the right and privilege to issue consequences for acts of discipline not specifically stated and to alter consequences as necessary. Administration may amend any provision in this handbook at any time.