



# High School

## Student & Parent Handbook

# 2023-2024

*The mission of the Milwaukee Academy of Science, an exemplary leader in STEM education, is to graduate urban students prepared to compete successfully at the post-secondary level.*

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**TABLE OF CONTENTS**

Mission..... 5

Guiding Principles..... 5

Admission..... 6

AP Classes..... 6

Arrival..... 6

Attendance, Truancy, and Absences..... 7

Behavior Matrix..... 7

Breakfast and Lunch Programs..... 9

Bullying/Harassment Policy..... 10

Bus Transportation.....12

Cell Phones..... 13

Credits.....13

Contact Information/Emergency Contacts..... 14

Dismissal..... 14

Dress Code..... 15

Drop Policy..... 15

Early Dismissal..... 16

Electronics..... 16

Exams..... 16

Extracurricular Activities..... 16

Field Trips..... 16

Graduation Requirements..... 17

Illness..... 17

Library..... 17

Lockers..... 17

Medication..... 18

Money and Valuables..... 18

Negative Representation of MAS in the Community..... 18

Parent Action Committee..... 18

Parent Teacher Conferences..... 18

Parking Lot..... 18

Phone Calls..... 18

Photography and Videotaping..... 19

School Closing..... 19

Special Education Support..... 19

Tardy Policy..... 19

Textbooks..... 19

Transcripts..... 19

Valedictorian/Salutatorian..... 19

Visitors..... 20

Volunteers..... 20

Web Pages..... 20

Wellness Policy..... 20

MAS Acceptable Technology and Internet Use Policy..... 25

MAS Compact (example only - separate copy to be signed).....30

## **Mission**

The mission of the Milwaukee Academy of Science, an exemplary leader in STEM education, is to graduate urban students prepared to compete successfully at the post-secondary level.

## **Guiding Principles**

- We prepare our students for future opportunities with our STEM curriculum, diverse experiences, and enrichment beyond the core curriculum.
- We make decisions about programming and services based on the best interest of our students, strategic plan, budget, and professional development analysis and feasibility.
- We collaborate with students, family, staff, and our community to provide a quality education.
- We never compromise safety.
- We conduct business with integrity to ensure the school's longevity for our students, families, and the community.
- We embrace diversity.
- We hold the MAS community to high academic and behavior expectations.

## **Acceptable Use Policy and Student Device Contract**

Please see the attached documents at the end of this handbook.

## **Admission**

- The Milwaukee Academy of Science is a public school and therefore admits all of our students in a non-discriminatory manner.
- Applications for the current school year will be accepted year-round pending available seats.
- Early enrollment applications for the 2023-2024 school year will be accepted beginning October 1, 2023.
- Applications must be completed in full (**including birth certificate, immunizations, proof of residence, transcript and/or report card, and 8th grade completion certificate**).

## **AP Classes**

- Students have the opportunity to take Advanced Placement (AP) classes and the corresponding exam to earn college credit.
- Grades will be weighted by one grade-point in all AP and honors classes.
- Students are not permitted to drop an AP class after September 15, 2023.

## **Arrival**

- For all high school students, doors open and breakfast begins at 7:55 am. Students may be dropped off no sooner than 7:50 am
- Classes will begin for all students 9-12 promptly at 8:10am beginning with Nation Building-Time.
- Parents who would like to meet with staff members in the morning should be sure to have an appointment prior to arriving at the school.
- Once a student is on school grounds, including disboarding from the bus, they may not leave again until their dismissal.
- Students are considered truant after 8:10 am. Truant students must get a truant slip from the main office.
- Truant behavior is not tolerated. Students that are habitually truant will be referred to administration for disciplinary action.

## **Attendance, Truancy, and Absences**

At the Milwaukee Academy of Science, we believe that the path to college begins with regular school attendance. This is one of the most important ways that you can support your child's education.

**\*The Wisconsin State Compulsory Attendance Law:** Any person having under his/her control a child who is between the ages of 6 and 18 years and has not graduated from high school shall cause the child to attend school regularly during the full period and hours, religious holidays excepted, that the public or private school in which the child should be enrolled is in session until the end of the school term, quarter, or semester of the school year in which the child becomes 18 years of age, s. 118.15 (1) (a), Wis. Stats.

- Any student not in attendance on August 23rd or not attending regularly after August 23rd may forfeit their seat.
- Students are required to attend school every day from 7:55 am – 3:30 pm. (Please refer to the State of Wisconsin Compulsory School Attendance Law (SL 118.15)). Students who miss any portion of the school day are considered truant.
- Students will only be excused for the following reasons: illness, family death, doctor and/or dentist appointments (no more than 1/2 day), and court appointments.
- Planned absences must be communicated in advance to the principal or school culture coordinator and may not

exceed more than 10 days within the school year.

- Students who are not in attendance for 7 consecutive days or 15 or more total days may be dropped.
- Students who have ten total absences during the school year may receive additional consequences of interventions, including, but not limited to, a Student Attendance Review Board hearing and an attendance contract and may potentially be reported to the Milwaukee TABS program & eventually the Milwaukee District Attorney if attendance does not improve.
- The Wisconsin Compulsory Attendance Law states that parents cannot excuse their child more than 10 days per school year.
- Students who will be tardy to school must have a parent call in order to report the absence as excused, to avoid after-school detention. Students must arrive by 10 am to enter unexcused.
- Students who appear to be under the influence of drugs or alcohol will not be allowed to enter the school premises. Parents will be called and they will be returned home and will be subject to behavioral consequences.

If a student is absent, a parent must call the attendance hotline and report their child absent when necessary. Please call (414) 933-0302 x1500. Examples of excused absences include but are not limited to illness, death, doctor/dentist appointments, court appearances, transportation issues, and family emergencies.

**Behavior Matrix**

We are all family at the Milwaukee Academy of Science and every member of our community is expected to show respect and kindness to their fellow Novas. MAS also holds values that support all students’ development as responsible and respectful individuals who are prepared to be successful in various professional environments while also maintaining safety as a top school priority. Students will receive specific feedback on their behavior so that they know what they are doing that is productive and professional and what they are doing that needs to improve. Behavior violations are organized according to severity. Students are expected to follow and will be held accountable to all school expectations from the time of their arrival on campus until they arrive home each day. They are also expected to follow expectations at all school events and whenever they are wearing the MAS uniform.

**Milwaukee Academy of Science  
Discipline Matrix 2023-2024**

CODE OF SCHOOL/CLASSROOM CONDUCT AND DISCIPLINE CHART	
Action Level Key	
1	Parent Conference/Intervention at the building level (classroom or administration managed)
2A	In-School Suspension or in school consequence
2B	Out of School Suspension - up to 2 days
3A	Pre-CDRB up to 3 days suspension
3B	Charter School Disciplinary Review Board (CDRB) and possible expulsion up to 5 day suspension

Examples of Conduct that Violate Expectations or Code of Conduct	Definition	Action Levels	
		Minimum	Maximum
		Minor	Serious/Repeated
<b>Attendance and Punctuality</b>			
Tardiness	Failure to be in place of instruction at the assigned time without a valid excuse	1	1
Truancy	Failure to report to school or class without prior permission, knowledge, or excuse by school/parent	1	2A
<b>Learning Environment</b>			
Uniform Violation	Out of uniform	1	2B
Inappropriate personal property	Misuse of personal property, disruptive to the teaching and learning of others such as food, beverages, laser pointers, sunglasses etc.	1	3A
Leaving the classroom without permission	Leaving the classroom learning environment without permission from staff members in charge	1	2B
Insubordination	Failing to comply with proper and authorized directions or instructions of a staff member	1	2B
Plagiarism/cheating	Turning in work that is not their own, copying, providing assignments or answers to another student to turn in as their own	1	3A
Chronic disruption or violation of school rules	Behavior that disrupts the educational process of others by involvement in misconduct that recurs over a period of time	1	3B
Electronics violation	Inappropriate or misuse of personal or school issued electronic equipment that disrupts the educational process; endangers health or safety; invades the rights of others; or involves illegal or prohibited conduct of any kind	1	3B
Other similar offense	Engaging in other similar conduct that disrupts the educational process or interferes with teaching and learning	1	3B
<b>Physical Safety and Mental Well-Being</b>			
Threatening Action or Behavior	Indirect (through another party), verbal, social media or written statement of intent to do harm directed towards others	GR.4K-5: 1 GR.6-12: 2A	3B
Peer Conflict	Verbal teasing, name-calling, put-downs, or low-intensity disrespectful comments directed towards peers.	1	3A
<a href="#">Bullying</a>	Bullying is any unwanted aggressive behavior(s) by another youth or group of youths who are not siblings or current dating partners that involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated. Bullying may inflict harm or distress on the targeted youth including physical, psychological, social, or educational harm.	GR.4K-5: 1 GR.6-12: 2A	3B
Physical Contact/ Horseplay Aggression/	A purposeful, physical, singular action against another person which is perceived as confrontational or threatening: horseplay,	1	2A



contact	shoving, pushing		
Fighting	Physical confrontation between two or more students deliberately striking another person. With or without intent to do harm	GR 4K-5: 1 GR.6-12: 2B	3B
Assault	Aggressive behavior exhibited in an attempt to do immediate bodily harm, or to threaten to do immediate bodily harm to others, or to put others in fear of immediate bodily injury	GR. 4K-5: 2A GR.6-12: 2B	3B
Battery	Unprovoked/unanswered intentional physical contact without consent causing bodily harm	GR. 4K-5: 2A GR.6-12: 2B	3B
Harassment	Disturbing with negative intention by pestering, tormenting, or threatening	1	3B
Extortion	Forcing other persons to act against their will, under threat of physical harm, such as the demand for money	2A	3B
Hazing	Intentional or reckless act that endangers the physical health or safety of others for the purposes of initiation/admission/affiliation with an organization	2A	3B
Verbal abuse, profanity	Use of language, either written or spoken, or conduct or gestures, which are obscene, lewd, profane, vulgar, or sexually suggestive	1	3B
Disorderly conduct	Behaving in a seriously inappropriate or violent manner that disrupts the educational process	2A	3B
Sexual misconduct	Sexual activity	Gr. 4K - 5: 2A Gr. 6-12: 2B	3B
Sexual harassment	Unwelcome sexual advances, request for sexual favors, sexually motivated physical contact, or other verbal conduct or communication of a sexual nature	Gr. 4K - 5: 2A Gr. 6-12: 2B	3B
Sexual assault	Sexual contact with a person without consent of that person	3B	3B
False fire alarm	Reporting a fire to school or fire officials, or setting off a fire alarm without reasonable belief that a fire exists	GR.K-5: 2A GR.6-12: 2B	3B
Compromising Building Security	Allowing unauthorized or undocumented entrance	Gr. 4K-5: 1 Gr. 6-12: 2A	3B
Gambling	Playing any game of skill or chance for money or anything of value	Gr. 4K-5: 2A Gr. 6-12: 2B	3B
Bomb threat	Reporting to school, police, or fire officials the presence of a bomb on or near school property without a reasonable belief that a bomb is present on school property	3B	3B
Possession or use of fireworks or incendiary devices	Using or possessing any incendiary devices or fireworks including smoke producing devices	1	3B
Possession/ownership/use of a weapon other than a gun	Possessing, having under one's control, using or threatening with a knife, razor, karate stick, metal knuckle, box cutter, pepper spray, or any other object that by the way it is used or intended to be used is capable of inflicting bodily harm	3	3B
Possession/ownership/use of a gun	Possessing, having under one's control, using, or threatening with a gun (pistol, BB, pellet, rifle, starter, replica)	3A	3B
Calling one's family or friends to settle a dispute	Calling or contacting family or friends to school with the intention to have them engage in settling a dispute physically or verbally (whether family or friends arrive or not)	3A	3B

Other similar offense	Engaging in other similar conduct that disrupts the educational process or interferes with teaching and learning (including verbal comments that imply a weapon)	1	3B
<b>Property</b>			
Loitering/Trespassing	Remaining around or lingering about a school building without a lawful purpose for being there	1	2B
Vandalism	Maliciously and intentionally causing damage to school property or the property of others. Includes situations in which minor damage can be repaired or replaced at no cost to the district	1	3B
Possession of stolen property	Having in one's possession property obtained without permission of the owner	1	3B
Theft	Taking property belonging to the school or to any individual or group without prior permission	Gr. 4K-5: 1 Gr. 6-12: 2A	3B
Burglary	Unauthorized entry into a school district building for the purpose of committing a crime when the building is closed to the students and public	2B	3B
Arson	Intentionally starting any fire or combustion on school property	3A	3B
Other similar offense	Engaging in any other similar actions which threaten or result in the loss or destruction of property	1	3B
Possession and/or use of vaping or tobacco, including chewing	Possessing and/or using any tobacco or vaping product by student	Gr. 4K-5: 1 Gr. 6-12: 2B	3B
Violation of cell phone policy	Unauthorized use or possession of cell phones or other technology (headphones, air pods, iPad, personal computer)	1	3A
Possession/ownership and/or use of alcohol	Possessing, having under one's control, and/or using any alcoholic beverages	3	3B
Possession/ownership and/or use of illegal drugs	Possessing, having under one's control, and/or using any illegal drug	3A	3B
Possession with intent to distribute illegal drugs/alcohol/prescribed medications	Buying, selling, giving, taking, or otherwise transferring to another person any illegal drug or alcohol including any transfer of a prescription drug or any substance alleged to be a drug regardless of its actual content	3B	3B
Other substance/material	Possessing, using, or having under one's control any substance, material, or related paraphernalia that is dangerous to health or safety, or that disrupts the educational process	3A	3B

### **Resolving Parent Discipline Concerns**

Steps to follow if there is a concern or disagreement:

- Discuss the matter with the teacher and attempt to resolve the disagreement through informal discussion.
- If there is no resolution to the problem, the parent/guardian should then contact the School Culture Coordinator or Assistant Principal (behavior concern/discipline decision) or Principal (academic concern) to discuss the issue.
- If the problem still persists, please contact the Principal in the case of a behavior concern and the CAO in the case of an academic concern or if a behavior concern was not resolved by the Principal,

and they will mediate the problem with all parties involved. The Principal or parent may request the CAO to be present for this meeting if the situation merits.

- In the event a parent or student wishes to appeal a CDRB expulsion decision, they may email the CEO with their appeal directly, and the CEO will forward the appeal to the Parent Committee of the Board of Directors who will review the appeal and either uphold or reverse the decision.
- Additionally, our administrative team annually reviews our discipline policies and procedures along with student behavioral data prior to the start of each school year. We invite all families and students to participate in and provide feedback on these policies and procedures and our results through our annual parent and student surveys, our parent committee, and our annual state of the school meetings.

### **Breakfast and Lunch Programs**

- The Milwaukee Academy of Science participates in the Community Eligibility Program, allowing all students who attend MAS to receive both breakfast and lunch at no charge.
- Although students eat for free, Alternate Income Applications are requested to be completed each year to determine eligibility for other benefits.
- For all students, breakfast begins at 7:55 am. Lunch is served from either 11:05-11:30 or 12:25-12:50 depending on students' schedules.
- If your child has an allergy which prevents the child from eating the regular school meal, the school will make a substitution based on the doctor's written orders.
- All food brought into MAS must comply with the wellness policy. Food that does not may be set aside until the end of the day and a parent may be asked to come pick it up. Outside snacks purchased from neighborhood stores are prohibited as they do not comply with the wellness policy.
- Students are not allowed to order food from outside vendors. Students may not have food from outside vendors delivered to them during the school day by family, friends, or food delivery service companies.
- Students may not leave the building during the breakfast or lunch periods.
- Random bag checks may be conducted to ensure the MAS Wellness Policy is followed.

## **Bullying/Harassment Policy**

### **Introduction**

The Milwaukee Science Education Consortium, doing business as The Milwaukee Academy of Science (MAS) strives to provide a safe, secure and respectful learning environment for all students in school buildings, on school grounds, and school buses and at school-sponsored activities. Bullying has a harmful social, physical, psychological and academic impact on bullies, victims and bystanders. The school consistently and vigorously addresses bullying so that there is no disruption to the learning environment and learning process.

### **Definition**

Bullying is deliberate or intentional behavior using words or actions, intended to cause fear, intimidation or harm. Bullying may be repeated behavior and involves an imbalance of power. The behavior may be motivated by an actual or perceived distinguishing characteristic, such as, but not limited to: age; national origin; race; ethnicity; religion; gender; gender identity; sexual orientation; physical attributes; physical or mental ability or disability; and social, economic or family status.

Bullying behavior can be:

1. Physical (e.g. assault, hitting or punching, kicking, theft, threatening behavior)
2. Verbal (e.g. threatening or intimidating language, teasing or name-calling, racist remarks)
3. Indirect (e.g. spreading cruel rumors, intimidation through gestures, social exclusion and sending insulting messages or pictures by mobile phone or using the internet – also known as cyber bullying)

### **Prohibition**

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

### **Procedure for Reporting/Retaliation**

All school staff members and school officials who observe or become aware of acts of bullying are required to report these acts to the building assistant principal or principal. Any other person, including a student who is either a victim of the bullying or is aware of the bullying or any other concerned individual is encouraged to report the conduct to the building assistant principal or principal. Reports of bullying may be made verbally or in writing and may be made confidentially. All such reports, whether verbal or in writing, will be taken seriously and a clear account of the incident is to be documented. A written record of the report, including all pertinent details, will be made by the recipient of the report. The Administrator or Culture Team receiving a report of bullying shall immediately investigate the report. The principal may assign other administration team members to help with the investigation, including the president/CEO, assistant principal, and/or School counselor. There shall be no retaliation against individuals making such reports. Individuals engaging in retaliatory behavior will be subject to disciplinary action.

### **Procedure for investigating reports of bullying**

The person assigned by the district to conduct an investigation of the bullying report shall, within one school day, interview the person(s) who are the victim(s) of the bullying and collect whatever other information is necessary to determine the facts and the seriousness of the report.

Parents and/or guardians of each pupil involved in the bullying will be notified prior to the conclusion of the investigation. The district shall maintain the confidentiality of the report and any related pupil records to the extent required by law.

### **Sanctions and supports**

If it is determined that students participated in bullying behavior or retaliated against anyone due to the reporting of bullying behavior, the school district administration and school board may take disciplinary action, including: suspension, expulsion and/or referral to law enforcement officials for possible legal action as appropriate. Pupil services staff will provide support for the identified victim(s).

**Disclosure and Public Reporting**

The policy will be distributed annually to all students enrolled in the school district, their parents and/or guardians and employees.

Records will be maintained on the number and types of reports made, and sanctions imposed for incidents found to be in violation of the bullying policy.

An annual summary report shall be prepared and presented to a subcommittee to the school board, which includes trends in bullying behavior and recommendations on how to further reduce bullying behavior.

## **Bus Transportation**

School Bus Transportation Appropriate bus behavior assures a safe ride for all. The school bus is an extension of the school day and unacceptable behavior on the bus is subject to disciplinary actions.

- Students who live beyond 1 mile from MAS are eligible for bus transportation.
- MAS reserves the right to terminate bus transportation to any student at any time.
- Pick up/drop off may be within a few blocks from the student's address.
- Changes in bus routes take place on the 15th and 30th of each month. Bus route changes can be made by completing the MAS Student Transportation Information Form. A limit will be placed on the amount of route changes that can be processed in a year.
- If a bus is running late, please call the bus company, Go Riteway, directly at 414-226-5481.
- Parents are responsible for getting their child to school during route change requests, a bus suspension or after a bus expulsion. Absences are NOT excused and may be treated as truancy under the Wisconsin Compulsory School Attendance Law (118.15).
- Students must cross in front of the bus, only when the red flashers are on and the bus drivers have signaled that he/she may cross.
- Student must remain in his/her assigned seat during the entire duration of the ride.
- Parents, family members nor anyone who has not been assigned to the bus WILL NOT be allowed to get on the bus for any reason. By doing so student(s) will be indefinitely suspended off the bus for the remainder of the year.
- The bus driver is in charge at all times. The driver may set rules as needed and take appropriate disciplinary action to ensure the safety and well-being of all bus riders. Riders are to be courteous to one another.

## **Bus Discipline:**

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The bus driver is in charge at all times. The driver may set rules as needed and take appropriate disciplinary action to ensure the safety and well-being of all bus riders. Riders are to be courteous to one another.

**Students boarding the bus:**

1. Students should be ready to board the bus in the morning ten (10) minutes before anticipated arrival time. The bus will stop and wait thirty (30) seconds; if the student cannot be seen, the bus will leave. Promptness is necessary so that the bus can arrive at school on time and/or make connections with other buses.
2. Students should be ready to board the bus immediately after school when dismissed. If the student does not board within a reasonable period of time the bus will depart without them. It will then be the parent's responsibility to ensure that the child finds a way home.
3. If a student needs to ride a bus other than his/her regular route a parent must contact

The transportation coordinator and permission has to be granted by A Riteway supervisor. It is then that the transportation coordinator will issue the student a bus pass. This procedure is to eliminate students getting on the wrong bus and helping to avoid busses being overcrowded and "lost" students.

**Level 1 Violations:** Eating or drinking on the bus, littering on the bus, standing or walking around while the bus is in motion, yelling out bus window, driver disrespect, use of profanity on the bus, and violations of any other level 1 bus or school rules

**Possible Consequences for Level 1 Violations:** warning, assigned seat for a specified duration, parent phone call, parent conference, detention, community service, writing assignment, apology, bus suspensions among other consequences as determined by administration.

**Level 2 Violations:** Tampering or damaging bus equipment, refusal to cooperate with bus driver, use of profanity at the bus driver, bullying or harassment, throwing items at students/ the bus or out the window, putting hands/feet/head or any other body part out of the window, pushing/shoving/kicking students, chronic violations of any level 1 rules, or violations of any other level 2 bus or school rules

**Possible Consequences for Level 2 Violations:** Any possible level 1 consequences, in-school suspension, out-of-school suspension, bus suspension or bus expulsion, among other consequences as determined by administration.

**Level 3 Violations:** Bringing weapons of any type on the bus, fighting, inviting family members onto the bus or to the bus stop to instigate a fight, smoking or possession of incendiary devices on the bus, chronic violations of any level 1 or 2 rules, and violations of any other level 3 bus or school rules

**Possible Consequences for Level 3 violations:**

Any possible level 1 or 2 consequences, CDRB, among other consequences as determined by administration.

### **Cell Phones & Phone Watches**

- Cell phones and phone watches are not allowed to be seen or used in the building from arrival/breakfast until dismissal. All cell phones must be turned off and kept in the student's locker. Cell phones may only be used in the lobby after dismissal.
- If cell phones or phone watches are seen or heard by any staff member, they will be confiscated and turned over to student support or administration.
  - On the first and second violation of the cell phone policy, a student's phone/device will be held and returned to the student at the end of the school day.
  - On the third and fourth violation of the cell phone policy, a student's phone/device will be held until a parent picks up the device.
  - On the fifth violation of the cell phone policy, the student will be required to turn in his/her device to the school culture coordinator or administrative assistant at the beginning of each school day.
- Students repeatedly in violation of this policy beyond five offenses may be subject to further disciplinary action including suspension and referral to the Charter Disciplinary Review Board.

### **Credits**

The following credits are necessary for promotion to the next grade level:

- Sophomore 6.0
- Junior 12.0
- Senior 18.0

### **Contact Information/Emergency Contacts**

- Families are required to keep the school informed of any address and phone number changes throughout the year.
- Families are required to provide Emergency Contact information. Emergency contacts have the ability to access educational/behavior information and the ability to pick up the student from school.
- MAS requires BOTH parents to be listed on the student application. If one of the parents no longer has legal parental rights, you must provide the school with the appropriate court documents. Without documentation, BOTH parents have equal access to academic, behavioral, and attendance records and may visit and/or remove the child from school.

### **Detention:**

- Students will serve an after-school detention from 3:30 p.m. to 4:30 p.m. on Friday or Monday who:
  - Disrupt the learning environment without regard to their education or to the education of others,
  - Arrive late unexcused,
  - Create a hostile or unsafe school environment, or
  - Violate any of the school policies where an after-school consequence is required will be required to serve an after-school detention.

After School Detentions will be held from 3:30 p.m. to 4:30 p.m. on Friday or Monday. Parents will be notified by Thursday at 4 pm if their child must serve a detention. The first opportunity to serve the detention will be Friday after school and the second will be Monday after school. Any student not serving their detention will be restricted from attending any school event or activity until the detention is served including honors and awards, field trips, or sporting events and dances. Unserved detentions will also result in a permanent record of insubordination. Students who rely on school transportation to get home will need to be picked up or find alternative transportation home. No other transportation will be provided. During detention students cannot use their phones or work on homework assignments. Students will not be excused from serving a detention because of work. Students with siblings in other academies, please notify the High School Principal or Assistant Principals if the high school student normally monitors younger siblings from the elementary or junior



academies so that we know whether the siblings should go home on the bus without their high school sibling or if they should serve the detention with the high school sibling.

### **Dismissal**

- All students are dismissed at 3:30 pm daily.
- All students must remain in class following classroom expectations until their dismissal group is called (VIP, walkers/drivers, bus number)
- Students who are not enrolled in extra-curricular activities or under the direct supervision of a staff member may not be in the building after students' assigned dismissal time.
- Students may not leave the building and come back in without parent and principal permission.
- Students waiting for rides are allowed to stay in the lobby until 3:45 pm unless other arrangements are made with a staff member.
- If a student is not picked up by the end of the administrators' work day, the student may be accompanied to the District 3 Police Station. The substation's address is 2333 N. 49<sup>th</sup> Street, and the phone number is (414) 935-7233.

## Dress Code

School uniforms support our efforts to focus on academic achievement for all students and prepare them to be college-bound professionals. Please be mindful that students' bodies will grow and change throughout the school year. Please regularly check your child's clothes for rips, tears, improper fit, or broken zippers.

- Students are required to be in full uniform each day. Failure to comply with the dress code will result in a disciplinary action including being sent home to correct the attire, and parents will be asked to bring in a uniform for students. Repeated violations will result in further disciplinary action up to and including being kept out of class.
- Students may not alter their MAS uniform.
- No Hoodies are allowed.
- **In hot weather, students may not wear skirts that are above the knee, biking shorts/lycra shorts, or pants that have been cut to make shorts.**
- Students must wear a navy blue MAS-issued polo with a short-sleeved white undershirt or long-sleeved, solid-colored navy blue, gray, or white undershirt. Students may also wear an MAS-issued navy blue sweatshirt or fleece.
  - MAS polos and sweatshirt available for purchase online. Please call Ms. Askew for assistance if you need it.
  - Shirts must be worn as intended without knots at waistline, arms out, body parts showing that should not be (chest, stomach, back).
- Students must wear tan or navy dress pants at the waist level. **No jeans, corduroys, cargo pants, or leggings are allowed. Pants may not have any slashes or holes.**
  - Skirts or shorts must be 2 inches above the knee or longer.
- Shoes must have closed toes and a solid back (no sandals, winter boots, heels, moccasins, slippers, or knee high shoes, or knee high boots). During winter months, students will be permitted to wear winter boots to and from school; however, they must bring a change of acceptable shoes to wear inside during the school day.
- No bandanas, bonnets, or hats are permitted. Additionally, no headwear designed for warmth (ear muffs, winter headbands, etc.) are permitted. Students with personal emergencies must contact Ms. Hannah before entering school.
- Purses, backpacks, and fanny packs may not be carried during the school day.
- No sunglasses (including prescription sunglasses), grills, or key lanyards may be worn.
- Students will be asked to remove any accessory that is deemed a distraction to the learning environment.
- Students may not change into or out of clothing during the school day, except for Physical Education classes.
- Athletes may wear approved gear on game days only, if approved by administration.
- Students may have the opportunity to earn spirit wear or dress down days during the school year.
  - When a student earns the opportunity to wear spirit wear, he or she must wear an MAS top, jeans with no rips/tears or MAS pants, and closed-toed shoes. Hats and Hoodies are not permitted on spirit days.
  - When a student earns the opportunity to dress down, the expectations are the same as spirit wear days with the exception that students may wear any school-appropriate top that is not MAS-related.

## Drop Policy

- Students may drop a class in order to enroll in an alternate class during the first five school days of a semester only. Students or parents should contact a school counselor immediately if they have concerns over scheduling.
- Drops will only be allowed by Administrative review if there is an appropriate alternate class with space available for students to enroll in.
- To prepare students to compete successfully at the post-secondary level, MAS does everything it can to build students' full, rigorous schedules for all four years of high school.

### **Early Dismissal**

Students are NOT allowed to be dismissed early on a regular basis—this is considered truancy under Wisconsin Compulsory School Attendance Law (118.15). If a student needs to leave early (doctor/dentist appointment, court appearance, funeral) the student needs to bring a signed note to school that day and a parent or guardian needs to come into the building to check them out at the front desk. Phone calls are NOT permitted. Please note that IDs may be requested to verify the identity of people picking up students.

Parents of students ages 18 or older will still be contacted regarding early dismissal, and 18 year olds cannot simply sign themselves out without parent approval.

Students who are chronically missing class or leaving class early to go their personal after-school jobs will have their attendance noted as “unexcused” which means they will be subject to all attendance policies, specifically they will not receive extensions or make up work, and could be subject to a Student Attendance Review Board hearing.

Families undergoing hardships who may need the student to work should contact the School Counselors, School Social Worker, Principal, or other trusted staff member to arrange a meeting and to put a plan in place.

### **Electronics (personal)**

- No personal devices are permitted in school ever – Kindles, iPads, tablets, and laptops may be used for academic purposes at the teacher’s discretion. Headphones may only be used in a classroom with the teacher’s permission and must be put away in a student’s locker for the remainder of the school day.
- MAS is not responsible for technical issues, damage, or loss of a student’s personal electronics.
- Only headphones can be used in the classroom for instructional purposes only IF the teacher has given their explicit permission to use them. In the classroom, the volume cannot be overheard by other students and they must be removed before leaving the classroom.

### **Exams**

- Students are required to complete all semester exams in order to receive credit for the course.
- Exemptions are granted based on semester average or reaching benchmark on Pre-ACT or ACT assessments.
- If a student misses their assigned exam time, they must make arrangements to make up their exam the same day.
- Additional information on exam procedures and expectations will be mailed home prior to final exams.

### **Extracurricular Activities**

Participation in extracurricular activities is a privilege.

- Students are expected to adhere to all MAS policies and expectations as outlined by the advisor/coach.
- Siblings of participants must have prior approval from advisor/coach in order to attend.
- All students in the building after school hours must have written permission and be supervised by an adult.
- Students must be in attendance for a full day (unless there is an excuse for part of the day) to be on school grounds after school, attend practices, after-school activities, and special school events.
- It is advised that all high school students enroll in Boys & Girls Club and participate in afterschool activities if they will be home alone for several hours after school or if they believe they may want to stay after school to wait for other activities to begin.
- Chronic or egregious behavior after school can prohibit a student from participating in afterschool activities.

## **Field Trips**

- Any student going on a field trip must have a signed permission slip. Phone permission is not granted in ANY circumstance.
- A student may be held back from a field trip in the following circumstances: owes money or fees to the school, has unserved detention, has not taken the required academic diagnostics or final exams, has a missing formative or summative assessment or project, has been chronically truant, has been suspended, has received a disciplinary action, has missing library books, or it is stated in the student's IEP.
- Unprofessional or egregious misconduct on a field trip will prohibit a student from participating in field trips for the remainder of the year.

## **Graduation Requirements**

Listed below are the minimum requirements for graduation from Milwaukee Academy of Science.

- English 4.0
- Math 4.0
- Social Studies 3.0
- Science 6.0
- Foreign Language 2.0
- Electives 5.0 (which must include 1.5 credits in PE and .5 credits in Health)

**Total:** 24.0 credits

The 2023-2024 school year marked a transition from trimester to semester. The transition resulted in an over-statement of credits for students in the class of 2024, 2025, and 2026. The Department of Public Instruction allows high schools to reward credit based on classroom instructional hours. Since the total of three trimesters is the same as two semesters, students in the classes of 2024, 2025, and 20216 will continue with the MAS articulated instructional course requirements to achieve the minimum state graduation requirements. As an example, there are four credits of English required for high school graduation. A student will be required to take four different English courses to accumulate the four credits.

**Graduation Ceremony Requirements: Only** students who have achieved all graduation requirements will be allowed to participate in the graduation ceremony.

Academic success for all students is our ultimate goal. During the 2023-24 school year, students will be engaged in an academic support hour one day per week for every class. Called "office hours," students in need of additional support directly from the teacher will have an opportunity to receive it during the school day beginning after fall break. To make the most of this time, students are expected to come to class every day prepared to learn and positively contribute to the learning environment. During school "office hours" will not fix all academic problems, but it will provide students an opportunity to ask more questions or receive more support on specific topics. Students who are struggling beyond this support and need additional help with homework, please see a school counselor or administrator immediately.

## **Illness**

- If your child is ill or has a communicable disease (pinkeye, chickenpox, ringworm, COVID, strep throat, etc) he/she must remain at home until all symptoms are gone or has been treated by a physician.
- Students who become ill at school will be assessed by the school staff and parents will be called if it becomes necessary for the child to go home. Students must be picked up immediately to prevent the illness from spreading to others.

### Library

Reading is an essential part of your child's academic development. Students are responsible for each item they check out, including keeping that item in good condition. Fees will be charged for lost or damaged items. Unpaid fees could result in loss of future library privileges, field trip and/or graduation privileges. Students may only go to the school library with a pass.

### Lockers

- Locks are provided (no outside locks may be used). Students will be charged \$5 for lost locks.
- MAS reserves the right to search the lockers at any time.
- Students are issued a locker to keep their personal items secure. Students **may not change or share lockers** or distribute their combinations. Lockers should be locked at all times. No student will be pulled from class if another student left something in a friend's locker and needs to obtain it. The owner of the locker will be held accountable for any contraband that is found in their locker.
- MAS will not be responsible for any loss or damage of personal items kept in the locker.

## **Medication**

- With the exception of inhalers, all medication must be dispensed from the school office and in the dose prescribed by the doctor. Students may not be in possession of any controlled substances.
- Parents and the prescribing physician must sign an “Authorization for Medication” form – available in the main office.
- Medication must be in the original bottle with a label from the pharmacy.
- Medication brought to school should be left with office personnel to be secured in a locked safe. This medication needs to be left at school until it is no longer needed.
- For the school to administer over-the-counter medication, a medication authorization form must be completed by the parent or guardian and kept on file in the office.
- Students may not carry pills, vitamins, etc in school – any and all medication must be administered by appointed office staff or school nurse.

## **Money and Valuables**

The Milwaukee Academy of Science does not assume responsibility for money or any valuables (including electronics, cell phones, toys, etc.) whether it has been lost, damaged, or stolen.

## **Negative Representation of MAS in the Community**

If students are involved in any criminal, harassing, or negative behaviors outside of school or online, we may treat the behavior as if the behavior happened on school grounds. Students who fight or get into any serious trouble within the community risk undergoing the CDRB process. In accordance with our principles, we will enforce compliance of only those behaviors that will lead to students leading successful and productive lives.

## **Parent Action Committee**

A Parent Action Committee has been formed, inclusive of parents, teachers, and administrators. Opportunities for other parents to become involved in PAC activities will be posted throughout the school year.

## **Parent Teacher Conferences**

Parent Teacher Conferences are an essential part of the family and school partnership. Decades of research show that when parents are involved students have higher grades, test scores, and graduation rates. Please be a part of your child’s success.

Parent Teacher Conferences are held three times each year, and attendance by the families is a mandate per our charter with the City of Milwaukee.

## **Parking Lot**

The parking lot is primarily for staff and visitors. Students may use the parking lot if space is available. Poor driving (not following rules of the road, weaving, speeding, tailgating, etc) and inappropriate behavior in the parking lot (loitering, smoking, blasting music, will result in the loss of a student’s privilege to park in the parking lot. Cars parked in the school’s parking lot are subject to search or the owner/driver of the vehicle can risk consequences up to and including CDRB process.

## **Phone Calls**

- If you need to reach your child *in an emergency*, please call the main office. Teachers are encouraged to only answer calls before and after school, so calling your child’s teacher directly may not be effective. Any student who is in possession of their personal cell phone and answers during the school day, regardless of the caller or intent, will be subject to related consequences.

- **Students are NOT allowed to leave class for a parent phone call.** Office staff will take a message and do their best to deliver it during passing time.
- If a student needs to call home, they should obtain a pass to the main office during their lunch period.

### **Photography and Videotaping**

- During the school year, photographs and videos may be taken by school staff for general purposes, student projects, assemblies, student productions, or for student recognition.
- Students are NOT allowed to photograph, videotape, or distribute images of students, student projects, classes, teachers, instruction, assemblies, or any other occasion without prior consent from MAS administration. See the MAS discipline code.
  - Because of the sensitive nature of adolescent development and federal laws related to underage images being photographed and distributed, students who photograph, videotape or distribute images of students in most situations (undress, sexting, in class, eating) will be subject to Tier 3 disciplinary action or immediate CDRB if the content is connected to domestic violence, sexual harassment, or bullying.
- During the school year, outside media may come into the school to photograph or videotape students.
- Student teachers may be required to photograph or videotape students as a part of their required coursework.
- Families are required to sign-off on permission for the above photography and videotaping as a part of the application process.

### **School Closing**

- Please tune into FOX 6 to learn about school closures.
- An automated system is also used to communicate school closings with parents. Please keep your phone number and email address up to date with the main office.

### **Special Education Support**

If you feel your child has a disability that will require an Individualized Education Plan, please contact the Special Education Director, Elissa Retkowski, at 414-933-0302 Ext. 5122.

### **Tardy Policy**

- Students have four minutes to get to their next class. Trips to lockers should be limited to the beginning of the day and before lunch. Any student that is caught in the hall after the bell rings will be marked tardy and will face additional consequences from administration, including detention and loss of transportation.
- Students are expected to come to class on time, in uniform, and with all their school materials. Students who arrive to class out of uniform or without their materials will receive a demerit or tardy if they have to go fix their uniform and return. Students will need to borrow uniform pieces (if they are available) or have a parent or guardian drop off missing uniform pieces before they are allowed to go to class.

### **Textbooks**

Students are responsible for the condition of the textbook and may be required to pay a fee for lost and/or stolen textbooks.

### **Transcripts**

Transcript requests are processed in the main office of the high school. A minimum of 24 hours is necessary for processing.

### **Valedictorian/Salutatorian**

Valedictorian and Salutatorian selection is based on GPA. In order to be considered, students must have been enrolled with MAS for nine consecutive trimesters. Tie breaker rules will be applied in the event of a tie (ACT scores, GPA from science classes, etc.)

### **Visitors**

- All parents/guardians/visitors must report to the front desk to sign in and receive a visitor's badge.
- Parents/guardians who need to visit their child during the school day must wait in the main lobby and the student will be called down to meet them.
- Parents/guardians are welcome to observe their child's class with an administrator present. Please plan and arrange a convenient time with the teacher.
- Visitors are welcome in the building; to ensure a positive learning environment, visitors are asked to refrain from conferencing with teachers without an appointment, pulling students out of class, talking to other students, talking on cell phones in hallways, etc. Disruptors will be asked to leave the building.
- Former students are considered visitors and must follow the above policies.

### **Volunteers**

We welcome all volunteers. If you would like to volunteer, please contact the volunteer coordinator.

### **Website**

- Milwaukee Academy of Science has a website that allows parents/guardians to keep up-to-date on your child's performance. Parent login information is available in the main office.
- The website is: **[www.milwaukeeacademyofscience.org](http://www.milwaukeeacademyofscience.org)**
- You can check daily attendance, grades, communicate with teachers via email, PowerSchool, or Google Classroom.

### **Wellness Policy**

- Students are not allowed to bring in snacks, chips, cookies, soda, juice that is less than 50% fruit juice, or any other food that is deemed "junk food" by school administrators. Food that does not meet the wellness policy standards will be set aside until the end of the day, and a parent may be asked to come pick it up. Food not picked up after one week will be discarded.
- Birthday celebrations will be held during lunch. To ensure that your child's treat is served on the day you bring it, please notify the main office at least one day in advance by note or phone call. Acceptable birthday celebration items include nutritional snacks such as popcorn, trail mix, granola bars, fruit, pretzels, crackers, muffins, vegetables, bookmarks, trinket bags, and pencils.



### **Work Release**

Some students in their senior year are ahead of graduation expectations in terms of credits earned and may benefit from release time to work a job, earning money, and learning soft skills. MAS seniors may submit an application for a shortened schedule in their senior year and earn credit for work experiences or co-ops if the criteria are met and the corresponding form is completed.

Seniors requesting to be scheduled for less than 7 classes must meet the following criteria:

- Completed 20 or more credits after semester 2 of their junior year.
- Completed 23 credits or more after semester 1 of their senior year.
- Parent approval verified with phone call home by counselor (applies to 18 year old students also)
- School Approved Employment. Schedule and contact information must be submitted to the Principal.
- Completed the postsecondary plan and submitted applications to: at least one University of Wisconsin School and MATC.
- Completed the ACT in Junior and Senior year.
- Completion of FAFSA
- Taken beginning of year and end of year assessments
- 94% attendance rate
- 2.7 GPA Cumulative and 2.5 the previous semester

MAS reserves the right to revoke shortened schedule privileges for semester 2 if a student does not complete his/her college applications and FAFSA during first semester. MAS also reserves the right to revoke shortened schedule privileges if a student's grades are not satisfactory. Students are required to leave the building after their last class or be on time in a supervised area.

# **Milwaukee Academy of Science**

## **Acceptable Technology and Internet Use Policy for Students**

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*The purpose of this document is to inform parents, guardians, and students of the rules governing the use of district and personal technology resources while on or near school property, and at school-sponsored activities, as well as the use of district technology resources via off-campus remote access. Please read the following carefully before signing the handbook.*

### **Introduction**

The Milwaukee Academy of Science (MAS) is pleased to offer students access to district computers, <sup>1</sup>communications system, the internet and an array of technology resources to promote educational excellence. Each student is responsible for his/her use of technology, whether personal or district-provided. While using district and personal technology resources on or near school property, and at school-sponsored activities, as well as using district technology resources via off-campus remote access, each student must act in an appropriate manner consistent with school, district, and legal guidelines. It is the joint responsibility of school personnel and the parent or guardian of each student to educate the student about his/her responsibilities and to establish expectations when using technology.

<sup>1</sup>Communication systems include: e-mail, web sites, cell phones, pagers, text messaging, instant messaging, blogging, podcasting, listservs, and/or other emerging technologies.

### **Using the Internet and Communications Systems**

District technology resources are provided to students to conduct research, complete assignments, and communicate with others to further their education. Access is a privilege not a right; as such, general rules of school behavior apply. Access to these services is given to students who agree to act in a considerate and responsible manner. Just as students are responsible for good behavior in a classroom or a school hallway, they must also be responsible when using school computer networks or personal technologies. Students must comply with district standards and honor this agreement to be permitted the use of technology.

All digital storage is district property, and as such, school staff will review files and communications to maintain system integrity and ensure that students are using technology responsibly. Students should not expect that files stored on district servers will be private.

All web pages created by students and student organizations on the districts computer system will be subject to treatment as district-sponsored publications. Accordingly, the district reserves the right to exercise editorial control over such publications.

The educational value of technology integration in curriculum is substantial. Access to the Internet will enable students to use online libraries and databases. Families should be warned that some material accessible via the Internet might contain items that are illegal, defamatory, inaccurate, profane, sexually oriented, or potentially offensive to some people. While the intent is to make Internet access available to further educational goals and objectives, students may find ways to access these other materials as well. MAS does not condone or permit the use of this material and uses content filtering software to protect students to the extent possible. Parents and guardians must be aware that content filtering tools are not completely fail-safe and while at school, direct supervision by school personnel of each student using a computer is desired but not always possible. Students are expected to use technology resources in a manner consistent with the rules below and will be held responsible for their intentional misuse. MAS believes that the benefits of student access to the Internet in the form of information resources and opportunities for collaboration exceed any disadvantages. Ultimately, parents and/or guardians are responsible for setting and conveying the standards that their children should follow when using technology. If a student accidentally accesses inappropriate material they should back out of that information at once and notify the supervising adult.

## **Proper and Acceptable Use of All Technology Resources**

All district technology resources, including but not limited to district computers, communications systems, and the Internet, must be used in support of education and academic research and must be used in a manner consistent with the educational mission and objectives of MAS.

*Activities that are permitted and encouraged include:*

- School work;
- Original creation and presentation of academic work;
- Research on topics being studied in school;
- Research for opportunities outside of school related to community service, employment or further education

*Activities that are NOT permitted when using district or personal technologies include but are not limited to:*

- Plagiarism or representing the work of others as one's own;
- Using obscene language; harassing, insulting, ostracizing, or intimidating others;
- Searching, viewing, communicating, publishing, downloading, storing, or retrieving materials that are not related to school work (searching inappropriate materials is not permitted);
- Damaging or modifying computers or networks;
- Intentional or neglectful transmission of viruses or other destructive computer files; hacking into district or external computers; intentionally bypassing district filters;
- Use of USB, bootable CDs, or other devices to alter the function of a computer or a network;
- Online sharing of any student's or staff member's name, home address, phone number, or other personal information;
- Non-educational uses such as games, social media sites, role-playing multi-user environments, gambling, junk mail, chain mail, jokes, or raffles;
- Participating in online chat rooms or using instant messaging, unless specifically assigned by a teacher;
- Use of district resources for commercial purposes, personal financial gain, or fraud;
- Any activity that violates a school rule or a local, state, or federal law.

Students are expected to report harassment, threats, hate-speech and inappropriate content to a teacher or administrator. If a student has any questions about whether a specific activity is permitted, he or she should ask a teacher or administrator.

## **Privacy and Security**

Students must use district technologies responsibly and in a secure manner. They must not share their logins, passwords, or access with others.

## **Online Assessments**

Student assessments may be conducted using technologies such as the Internet or NWEA MAP Assessment. Normally, students will use these technologies as a part of their instructional day. Privacy and security, as defined above, along with confidentiality of assessment responses, are expected.

## **Vandalism**

Any intentional act by a student that damages district technology hardware, software, operating systems, or data will be considered vandalism and will be subject to school rules and disciplinary procedures. Any intentional act that requires a person's time to repair, replace, or perform corrective work on district technologies or data is also considered vandalism.

**Consequences of Misuse**

Misuse of personal or district technology resources while on or near school property and at school-sponsored activities, as well as the misuse of district technology resources via off-campus remote access may result in disciplinary action up to and including expulsion. In addition, the student's use of district technologies may be suspended or restricted. Furthermore, intentional unauthorized access and/or damage to networks, servers, user accounts, passwords, or other district resources may be punishable under local, state, or federal law.

**Reliability and Limitation of Liability**

MAS makes no warranties of any kind, expressed or implied, for the technology resources it provides to students. MAS will not be responsible for any damages suffered by the student, including those arising from non-deliveries, misdeliveries, service interruptions, unauthorized use, loss of data, and exposure to potentially harmful or inappropriate material or people. Use of any information obtained via the Internet or communications technologies is at the student's own risk. MAS specifically denies any responsibility for the accuracy or quality of information obtained through the Internet. The student and his/her parent/guardian will indemnify and hold MAS harmless from any losses sustained as the result of misuse of the district's technology resources by the student.

# Milwaukee Academy of Science

## JA/HIGH SCHOOL - 2023-2024 - Student Device Contract

I, \_\_\_\_\_ (scholar name), agree to the following terms and conditions for the use of a device provided by Milwaukee Academy of Science (MAS):

Appropriate Use: I understand that the device provided to me by MAS is for educational purposes only. I will use the device responsibly and ethically, and I will engage only in activities that are legal and appropriate. I will avoid engaging in cyberbullying, harassment, plagiarism, or accessing inappropriate content.

- At MAS, we define cyberbullying as a form of bullying that occurs online or through digital communication technologies such as social media, text messages, online documents, or email. I understand that it is important to respect others online and avoid behavior such as sending threatening or hurtful messages, sharing embarrassing photos or videos, impersonating someone, or excluding someone.

Appropriate Web Activity: I will use the device to access only relevant and appropriate websites that support my education. I understand that MAS will monitor my online activity to ensure that I am complying with this policy.

- In the event of a policy violation, the suspension of user accounts will be enforced for a designated time period. *Continual misuse may lead to a permanent suspension of school devices outside of mandatory testing windows.*

Care for the Physical Device: I will take proper care of the device, following guidelines provided by MAS. I will keep the device in good condition, taking care not to place food or drinks near it and avoiding use around food or drinks. I will handle, store, and transport the device with care, and refrain from running, throwing, dropping, or damaging it. I understand it will stay in the classroom at all times. I understand that I am responsible for any damage to the device resulting from my negligence and usage will be tracked by the technology department.

Reporting Damage: I will immediately report any damage, accidental or not, to the device to a teacher or administrator. By reporting damage promptly, I will help ensure the device is repaired or replaced as quickly as possible. I understand that the IT department will track the last known user on the device.

Consequences for Damage or Misuse: I understand that any damage or misuse of the device may result in disciplinary action, including but not limited to loss of device privileges, repair or replacement costs, and/or suspension or expulsion from MAS.

Compliance with MAS Policies: I understand that this agreement is subject to all MAS policies related to technology use, including the Acceptable Use Policy and the Technology Code of Conduct. I will comply with all MAS policies related to technology use.

I have read and understand this Student Device Contract, and I agree to comply with all terms and conditions stated. By signing this agreement, I acknowledge that failure to comply with these terms and conditions may result in disciplinary action and/or financial responsibility for repair or replacement. **If I**

**choose to not sign this agreement, I understand that I will not be granted access to school devices with the exception of mandatory testing.**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**MILWAUKEE ACADEMY OF SCIENCE  
2023-2024 SCHOOL/PARENT/STUDENT COMPACT**

**We know that students learn best when everyone works together to encourage learning.**

<p>As a staff, we promise to:</p> <ul style="list-style-type: none"> <li>● Create and maintain a welcoming climate at MAS</li> <li>● Maintain a standard of excellence regarding academic achievement</li> <li>● Provide professional and emotional support to staff</li> <li>● Assure a safe environment for all students, parents, and staff</li> <li>● As a Teacher, I promise to:             <ul style="list-style-type: none"> <li>● Build positive relationships with all students</li> <li>● Respect the cultural differences of students</li> <li>● Collaborate with parents to improve parental involvement</li> <li>● Provide a safe, challenging, exciting, and enjoyable learning environment</li> </ul> </li> </ul>	<p>We need:</p> <ul style="list-style-type: none"> <li>● Students who come to school every day, follow the school rules, and put forth their best effort</li> <li>● Teachers who love and respect the children and are committed to high standards of excellence.</li> <li>● Parents to partner with the school in the education of our children.</li> <li>● Students who are in complete uniform and prepared to work.</li> <li>● Cooperation, communication, and respect from parents, families, staff and the community.</li> <li>● Consequences for students who disrupt the learning environment.</li> </ul> <p>Staff Signature _____ Date _____</p>
<p>As a Parent, I promise to:</p> <ul style="list-style-type: none"> <li>● Ensure my child comes to school and arrives on time as detailed in the Parent Handbook</li> <li>● Model positive behavior towards teachers, staff, and students</li> <li>● Help my child with homework and encourage reading 20-30 minutes per night</li> <li>● Provide up-to-date phone numbers to office staff</li> <li>● Attend parent meetings and collaborate with my child's teacher (parent conferences, awards assemblies, etc)</li> <li>● Ensure that my child maintains at least 95% average daily attendance and call in any absences</li> <li>● Ensure that my child follows the bus rider rules and regulations</li> <li>● Ensure that my child wears a clean/complete uniform daily</li> <li>● Ensure that my child follows expectations for cell phone usage and anti-bullying and harassment in person and on social media</li> </ul>	<p>I need:</p> <ul style="list-style-type: none"> <li>● Respect from all staff, students and other parents</li> <li>● Clear and frequent communication with the school (newsletters, flyers, etc...)</li> <li>● Supportive services provided to my child</li> <li>● Assistance with learning how to utilize the resources within our school and the community (health and social services)</li> </ul> <p>Parent Signature _____ Date _____</p>
<p>As a Student, I promise to:</p> <ul style="list-style-type: none"> <li>● Understand the MAS school mission and work to the best of my abilities.</li> <li>● Respect peers, adults, and myself by following MAS school-wide rules with a focus on class attendance and behavior, cell phones, attendance, uniform, anti-bullying and harassment actions and language, and academic integrity Listen attentively during classroom instruction</li> <li>● Complete and return homework, read 20-30 minutes every evening, and give school notices to my parents or guardians</li> <li>● Learn and apply MAS values to my life</li> <li>● Maintain a 93% daily average attendance</li> <li>● Follow the bus rules and regulations and respect community.</li> </ul>	<p>I need:</p> <ul style="list-style-type: none"> <li>● All staff to respect and listen to me</li> <li>● Teachers to help me identify my strengths through learning</li> <li>● Teachers and administrators to provide a safe learning environment.</li> </ul> <p>Student Name _____ Grade _____</p> <p>Student Signature _____ Date _____</p>

