

NICOLET HIGH SCHOOL

2018-2019 NEW & UPDATED PROCEDURES

Tardy Procedure (Updated 2018-19)

To promote a responsible, respectful, and effective learning environment, students will be marked tardy if they are not inside the assigned classroom and ready to learn.

- When the bell rings for all periods, teachers will close their doors and students will only be permitted to class with a pass. Students arriving late to any class, including first period, must report to the High School Office. In the High School Office, students will be required to scan their student ID into a tardy kiosk and a pass will be printed.
- Tardiness will automatically be tracked in Skyward
- Consequences will be managed based on the number of tardy offenses a student **accumulates for all periods** during the course of a semester.
 - 5 tardies = 30 minute lunch detention
 - 10 tardies = 30 minute lunch detention and loss of exam exemption
 - 15 tardies = 30 minute lunch detention and meeting with administrator
 - 20 tardies = 30 minute lunch detention and meeting with parent and administrator
 - 30 minute lunch detention for each additional 5 tardies (25, 30, 35, etc.)

Tardy to School (New for 2018-19)

Students that are chronically tardy to school will be considered truant from school. A student is considered a habitual truant if he or she is absent from school without an acceptable excuse for part or all of five (5) or more days on which school is held during a school semester. Open Enrollment status may be revoked at the end of a semester or year for open enrolled students who reach habitual truancy status.

When a student is truant, the associate principal will determine the appropriate methods to deal with unexcused absences. The following methods may be considered:

- counseling the student,
- requiring the student to make up lost time,
- requiring the student to make up coursework and/or examinations, as permitted under this guideline,
- conferring with the student's parents, or
- referring the student to Glendale Police Department for truancy citation or other appropriate agency for assistance.

Additionally, students that are chronically tardy to school (5 or more times) may lose their parking permit at the discretion of the associate principal. The minimum amount of time that pass will be revoked for is two weeks.

Homework Requests (Updated 2018-19)

Parents/Guardians may request homework for students who are home ill for more than one day by contacting the High School Office. Teachers will be notified to provide students their missed work through the student's Nicolet email address. The majority of teachers have class work and assignments posted on Canvas, and students can access this information on their Chromebooks.

Run Hide Fight (Addition 2018-19)

School response to an armed intruder has changed in recent years. Nicolet High School follows state and federal guidance and works with local partners to develop a strategy for this type of emergency called Run, Hide, Fight. While it would be impossible to prepare for every possible situation, school communities must prepare for a variety of circumstances in which differing responses might be appropriate based on specific threats. Teachers and staff receive training in Run, Hide, Fight strategies. Students will learn about Run, Hide, Fight during the school year, and teachers or administrators can answer student questions specific to various locations and possible situations. During an emergency an announcement will be made, and teachers and staff will direct students based on the specific situation.

Grade Point Average Scale (Updated 2018-19)

A weighted 4.0 Grade Point Average (GPA) scale is used. All attempted courses receiving grades of "A-F" are computed in GPA. Nicolet does not rank students based on their GPA; therefore, class rank is not included on transcripts sent to employers or universities. The top three graduating seniors, based on their cumulative GPA, will be recognized for the Wisconsin Academic Excellence Scholarship.

Report Cards (Updated 2018-19)

Each grading period is approximately eighteen (18) weeks long. Report cards will be posted electronically (or mailed upon request) two (2) times per year: Semester 1 and Semester 2. Report cards at the end of each semester will include semester exam grades and final semester grades. The cumulative grade point average represents an average of grades earned for all semesters. Mid-term progress reports will be sent electronically approximately nine (9) weeks into the semester.

If a student is in danger of failing a class, students and families will receive feedback through the 15-day grade check process.

Honor Roll (Replacing Dean's List 2018-19)

Nicolet will publish an Honor Roll after each semester to recognize the academic achievement of students.

Students will be recognized at the "Honors" level if they earn a minimum weighted grade point average of 3.00-3.666. Students earning a weighted grade point average of 3.667 and higher qualify for "High Honors." All courses will be included in computing an average for the Honor Roll. A student may not achieve honor roll status if they have earned a grade of incomplete.