



# **Riverdale Academy Handbook**

**(Blended Online Learning)**

**2023-2024**

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## RIVERDALE ALTERNATIVE EDUCATION PROGRAM

*Our challenge is not to educate the children we used to have or want to have, but to educate the children who come to the schoolhouse door.* This quote by H.G. Wells highlights the challenges faced by schools and communities. Because the large and/or traditional school environment may not meet the needs of all students, especially those students who are at-risk, vulnerable, or disengaged, alternatives must be developed.

Schools are responsible for providing a learning environment that ensures students remain encouraged to earn a high school diploma. Successful completion of high school is a critical prerequisite to success after high school. Individuals who have a high school diploma are considered for jobs not open to those who do not have a diploma. Many post-secondary education/training opportunities require a high school diploma. Students who do not graduate from high school usually experience lower rates of employment, lower incomes, and higher rates of incarceration.

Wisconsin law states that a school board may grant a high school diploma to a pupil who has not satisfied the credit requirements if:

1. The student was enrolled in an alternative education program.
2. The school board determines that the pupil has demonstrated a level of proficiency in the subjects for which credits are required equivalent to that which they would have attained if they had satisfied the credit requirements.



Enter to Learn, Go Forth to Serve  
The Riverdale Way

### **Vision Statement**

Educate: Empower, Engage, Evolve

### **Mission Statement**

Our mission is to develop students with a strong academic foundation and compassion for others.

### Objectives of the Riverdale Academy:

1. Assist students in achieving a high school diploma and/or mastery of basic skills.
2. Develop personalized instruction for each student.
3. Establish a flexible school day for students who must work because of personal and/or financial need.
4. Assist in the development of marketable job skills.

### Riverdale Academy Staff

Paula Bruckner - Instructor and Worksite Supervisor

B.J. Hinkle - Instructor and Worksite Supervisor

Jen Tarrell - Junior High/High School Director of Special Education

Stacey Troxel - Junior High/High School Counselor

Jeff Campbell - Junior High/High School Principal

**Attendance is recorded daily and subject to Wisconsin State Truancy Statute 118.15. Please refer to the Riverdale Student Handbook. Failure to make progress and attend regularly may cause dismissal from the Riverdale Academy program. Individual student needs and programming options may be considered in regard to attendance. Missed time may be required to be made at the discretion of the Instructor and Principal.**

### Admission Process

- Students who are significantly behind in credits or who are otherwise experiencing a lack of success in the regular high school setting may be recommended to the Riverdale Academy.
- Students are generally considered for the program only after a series of interventions have been tried in the high school setting.
- Students should be in good standing with attendance to be considered for admission.
- Students should complete an application form to the Riverdale Academy. See the school counselor.
- Application may be returned to the school counselor or principal.
- Upon receiving the application, the Riverdale Academy staff will review the applicants and schedule an interview with the student and guardian.
- If accepted into the Academy, parents/guardians and students must sign a contract stating that they understand and agree to abide by all policies and procedures.

### Code of Conduct

Students will:

- Abide by national, state, and local laws as well as the rules of the Riverdale Academy and Riverdale School District as detailed in the student handbook.
- Respect the civil rights of others.
- Be respectful to all individuals and property.
- Be on time and attentive at school.
- Work cooperatively with others when involved in accomplishing a common goal regardless of the other's ability, gender, race or ethnic background.
- Complete assigned tasks on time.
- Help maintain a school environment that is safe, friendly, and productive.
- Come to class prepared with all study materials and items necessary for a successful day.
- Seek changes in an orderly and respectful manner.
- Turn in electronic devices.

Parents are expected to:

- Stay in regular contact regarding their student's progress and conduct.
- Ensure that their student is in regular attendance and promptly report an absence or tardiness within the required time frame.
- Assist their students with maintaining health, grooming and cleanliness.
- Bring to the attention of Riverdale Academy Staff any condition that affects their student's attendance, performance or well being that may affect the school community's well being.
- Discuss with their student, any progress report, report cards, or other written correspondence between the school and parent.
- Maintain up-to-date emergency numbers, home phone numbers, home mailing address, and communicate these with the Riverdale Academy.

### Curriculum

The curriculum is based on the Wisconsin Common Core State Standards (CCSS). Students can receive instruction in English, Math, Science, Social Studies, Careers, Physical Education, and Work Skills. Students will be using Apex, Portable Assisted Study Sequence (PASS), and other resources as well as instruction from a teacher that meets the CCSS.

### Daily Schedule

School is in session **from 8:00 a.m. to 12:00 p.m.**, Monday through Friday. The Riverdale Academy will follow the Riverdale School District calendar. In the event of a snow day or inclement weather, Richland Center Radio Station as well as Madison television stations will broadcast school closures. The Riverdale Academy will stay consistent with the Riverdale School District.

Students may receive a break at the discretion of the teacher. Students may not leave the school grounds during the break and must return promptly when time is up. Tardiness will not be tolerated and disciplinary action will result for repeat offenders.

### Dangerous Weapons

Any student who possesses a dangerous device or weapon in a public school or on public school grounds will be permanently expelled from the Riverdale School District in accordance with applicable laws.

### Drug and Alcohol Policy

The goal of the Riverdale Academy is to assist students in earning a high school diploma and to help prepare students for the working sector. Use of drugs and alcohol will hinder a student's ability to succeed. Therefore the manufacture, distribution, possession, concealment, or any other involvement with illegal substances, vaping, or paraphernalia, including look-alike substances is prohibited. The Riverdale Academy staff reserves the right to act if they have reasonable suspicion of illegal activity.

School authorities have the right to confiscate controlled substances or paraphernalia when they feel the substance is being possessed or used illegally, and to search for individuals when there is reasonable suspicion that the individual may be in possession of a controlled substance.

If a student is found to possess any unlawful substance (drugs or alcohol) or paraphernalia on school property, they will be suspended until a Riverdale Board Meeting expulsion hearing. Students using prescription medication must provide a doctor's written documentation to the Riverdale Academy staff.

## Enrollment

The Riverdale Academy is designed to accommodate up to 20 students for instruction at a time. Students who are interested in the program must complete an application form and meet with staff members for an interview. New students are enrolled at the beginning of each quarter or upon transfer depending on student needs and standing.

If there are more applicants each quarter than can be accommodated, students will be put on a waiting list and informed when an opening occurs. Students need to stay enrolled at Riverdale High School to qualify for enrollment in the Academy.

## Equal Education Opportunity:

The Riverdale School Board and the Riverdale Academy staff is committed to a policy of nondiscrimination and equal opportunity for all persons regardless of race, color, disability, religion, sex, national origin or ethnicity, marital status, sexual orientation, place or residence or socioeconomic background or status.

## Expectations

1. Treat classmates, staff, and school property with courtesy, care, and respect. Disrespect toward others, physical aggression, theft, and vandalism will not be tolerated. Please keep your personal belongings in your locker, make sure drink containers and food wrappers end up in the garbage can, and pick up after yourself each day.
2. Keep language and conversation appropriate for school. This includes swear words, insults, threats, racial slurs, and topics such as consuming alcohol (unless the discussion is part of a class assignment).
3. Please do not wear clothing with references to drugs, alcohol, smoking, or sex or clothing displays that racist symbols or remarks.
4. Enter and leave the school through the front doors by the office.
5. Do not mingle with elementary students before, during, or after academy school hours.
6. Stay on task and strive for success! Your time at school is what YOU make it.

Students found to be under the influence of drugs or alcohol at school may be immediately dismissed from the program.

## **Pathways to Graduation**

### Academy Pathway

Credits required to Graduate: 18.5

Achievement Level: Students must score 60% in each competency

Years in program for Graduation: Typically 1 to 2 years

Year Identified/Enrolled: 11th or 12th

Diploma: Riverdale Academy Diploma

Course of Study: See Below

### Requirements for Graduation

- 13 academic credits
  - Four credits of English
  - Three credits of social studies (incorporates instruction in state and local government)
  - Three credits of mathematics (Personal Finance will count as a math credit)
  - Three credits of science

- o 1.5 credits of physical education and wellness
- o .5 credit of health education
- 3 elective credits
  - o Career Exploration
  - o Job Skills
  - o Other electives of interest/Work Experience or Service Learning

### **Competency Pathway**

Credits Required to Graduate: N/A

Achievement Level: Students must achieve a 70% in each competency (Math, English, Science) and a 65% on the state Civics exam (Social Studies)

Years in Program: 2 years pending competency completion

Year Identified/Enrolled: Spring of 10th year in school

Diploma: Riverdale Competency Diploma

Course of Study: See below

#### Requirements for Graduation

Four semesters of Math, English, Science, and Social Studies

### **GEDO #2 Pathway**

Students may enroll in this graduation option if they:

- Are at least 17 years of age
- Are one year behind peers in credit earned
- Have been enrolled in the Riverdale Academy
- Attend classes at the Riverdale School District 20 hours per week
- Are a resident of Wisconsin
- Have participated in a formal meeting that includes Riverdale Staff and administration.
- Requirements
- These tests are pass/fail and are not counted into the total score of the 4 GED tests: Health Literacy: Untimed, Mental and Emotional Health, Personal and Family Health, Civic Literacy: Untimed, Principles of United States Constitutional Government, Functions of Wisconsin State Government, Individual Rights and Responsibilities, Structure and Role of the Court System, Roles of Political Parties, Community and Environment Health
- Students must also complete 40 hours of community service, individual portfolio, career awareness class/employability skills curriculum, civics test, complete one post-secondary exam, state employability skills certificate, graduation thesis/presentation and field trip to a post-secondary education institution.
- Students participating the GEDO Program must have a 90% attendance in order to qualify for the GED Test. If a student drops below a 90% attendance during a term, the student will be required to make up missed time and bring their attendance back up to 90% by the end of that term. Time made up will be arranged with the Riverdale Academy Teacher or Coordinator.

### **Base Pathway**

Credits required to Graduate: N/A

Achievement Level: Students must score 60% in each competency

Years in program for Graduation: Until they qualify for a graduation pathway

Year Identified/Enrolled: 6-10

Course of Study: See Below

### Program Requirements

Math, English, Science, and Social Studies/Health/Phy.ED (Core Subject Completion)

**In between programs for students in grades 6-10 who are struggling academically and or behaviorally in the general classroom.**

**They are working on their skills to re-enter a graduation pathway.**

**Grades will be a percentage.**

### Graduation Ceremony and Graduating Early

Riverdale Academy students who successfully complete the requirements for the Riverdale Academy diploma may choose to participate in the high school graduation ceremony. Students may graduate early providing all course work is completed in accordance with the Riverdale Academy and the Riverdale School District.

Completed coursework documentation is submitted to the Riverdale High School where the student's permanent transcript is generated. Transcript requests should be directed to the high school guidance office.

### Harassment

**Harassment, intimidation, or bullying** means any act that substantially interferes with a student's educational benefits, opportunities, or performance, that takes place on or immediately adjacent to school grounds, at any school-sponsored activity, on school-provided transportation or at any official school bus stop, and that has the effect of:

1. Physical – hitting, kicking, spitting, pushing, pulling, taking and/or damaging personal belongings or extorting money, blocking or impeding student movement, unwelcome physical contact.
2. Verbal – taunting, malicious teasing, insulting, name calling, making threats.
3. **Psychological – spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation.**
4. **"Cyberbullying" – the use of information and communication technologies such as email, cell phone and pager text messages, instant messaging (IM), defamatory personal websites, and defamatory online personal polling websites, to support deliberate, repeated, and hostile behavior by an individual or group, that is intended to harm others."**

### Other High School Experiences

Students attending the Riverdale Academy will be eligible to attend vocational courses, liberal arts courses, field trips, sporting events, etc.

Students in good standing will also be eligible to participate in extracurricular activities offered at the high school. Students in good standing are defined as those on schedule in all classes and passing with a 60%.

Students may not be in the building outside of their scheduled school day without permission from the Riverdale Instructor or Coordinator. Students found in the building before or after assigned school hours will be subject to the following consequences.

1. Verbal warning.
2. A written warning
3. The student will be suspended from school for one day, and a parent/ guardian must have a meeting with the principal before the student is allowed back to school.
4. The student will be dismissed from the Riverdale Academy.



### Personal Hygiene

Students are expected to arrive at school clean and well dressed. Working students must make arrangements to change from work clothes and be free of workplace odors and dirt. Only conservative clothing styles are acceptable at the Riverdale Academy. Short skirts, short shorts, low cut tops, or spaghetti straps will not be allowed. Students should not wear clothes which reveal midriffs or underwear. Logos and slogans deemed offensive will not be allowed.

### Electronic Device/Cell phone;

**Cell phones will not be allowed during Academy hours except for scheduled break time per the classroom instructor. Phones are to be turned into the designated areas by 8:00 or left at home.**

Playing electronic devices including video games, radios, cell phones, or use of laser pointers is prohibited and these devices are not allowed in the RES/Academy building. All content (including music) will be accessed through the devices that are provided. **Personal laptops are not allowed.**

### Rights and Responsibilities

Students are required to adhere to all local, state, and federal laws, and to conduct themselves in a manner as not to interfere with the educational process or endanger the safety or welfare of other people. Every student has the right to be educated under conditions of respect, dignity and safety.

### Service Learning

Service learning gives students the opportunity to learn more about themselves and about others. Through our group experiences, students will learn how to deal with people who are different from themselves, such as children, the elderly, the disabled and people of diverse cultures. They will learn that they have skills they may not have thought they had, and that giving something of themselves to others gives one a sense of accomplishment and a feeling of belonging to a greater community. Students will also get valuable job skills and references for their resumes.

Service learning credit will only be given for participation in projects supervised by the Riverdale Academy instructor. Students are aware that even though they are generally off school grounds, service learning is an extension of the classroom and all school rules and expectations apply. This means that students caught smoking, stealing, defacing property, using the "f" word, or acting disrespectful toward supervisors will be subject to consequences of their actions.

Students who choose not to follow rules will lose hours for that day. In addition, the student may not be allowed to continue to participate in that project.

Students should be aware that they will not be allowed to cram in service learning hours at the end of a year in order to graduate. No extra service learning projects will be assigned to students beyond what has been regularly scheduled.

### Technology Regulations

The computer hardware and software will be used solely for educational purposes specified by the Riverdale Academy staff. Every student must enter a technology use agreement specifying the rights and responsibilities regarding technology use.

## Transportation

If students receive a ride to and from school, the people supplying the transportation may not loiter in front of the building whether or not they are in or out of the vehicle. This practice will result in the student being disciplined.

Students who drive to school are to park in the front of school or the District Office parking lot. The driver's conduct will be monitored and offensive action reported to police.

## Work Experience

Why work experience? Having prior work experience and a high school diploma will assist students in getting a good job when they graduate.

To earn credit, students must work for a legitimate business, and they must provide the Riverdale Academy with official company documents such as pay stubs. We will not accept work hours for credit if the student is working illegally.

All hours must be documented on the proper forms and handed in each Friday. These hours may be verified by the Riverdale Academy Instructor. If a student is absent from school, no credit will be given for work hours from that day. Riverdale staff reserve the right to communicate with the students' employers at any time regarding work counted toward the Riverdale Academy requirements.

Students may work toward a Wisconsin Employment Certification. 90 hours of work will be considered .5 an elective credit.

## *Computer (Acceptable Use)*

### **Riverdale School District**

The Riverdale School District provides computers and telecommunications technology in support of the instructional and educational objectives of the school district. The school networks, including the Internet, are intended for educational purposes only.

The ability to use computers to gather information, communicate and collaborate with others has become a fundamental skill for every citizen. To this end, the School District provides access to local area networks (LANs), wide area networks (WANs) electronic mail and the Internet.

**The Internet** is an electronic highway connecting thousands of computers and millions of users all over the world. Internet access enables students, teachers, and administrators to explore libraries, databases, discussion groups and other resources while exchanging a variety of information with others.

With access to this quantity of information comes the availability of some material that may be considered to be of little educational value within the context of the school setting. The Riverdale School District has taken precautions to regulate and filter student access to the Internet. However, it is recognized that it is not possible to guarantee that students will not be able to find Internet resources which are offensive, profane or otherwise objectionable. *The ultimate responsibility for appropriate use lies with the user.*

### ***Educational Use***

The Riverdale School District will expect teachers to use school networks and computer resources to support the instructional objectives and to provide guidance and supervision for all Internet activities. The computers in classrooms, labs and the Library Media Centers are to be used for educational purposes during the normal school day.

In the *elementary schools* (PK-6), teachers will directly supervise students' use of the Internet. The sites and resources that students access ***should have been*** previously explored by teachers, to ensure that they are relevant and appropriate for the instructional lesson.

In the *junior high schools* (7-8), teachers will supervise the students' use of the Internet providing guided practice as students initiate searches for information and resources. Teachers will model the skills required for research and assist students as they learn to evaluate the credibility of their findings. Teachers will make every effort to see that students explore areas that are appropriate and relevant.

In the *high school* (9-12), students will become more independent as they use the Internet for research. Teachers will continue to monitor student use to ensure that they develop skills which will allow them to become responsible users.

***Electronic mail*** (E-Mail) accounts will be held by administration, support staff, teachers and students in grades 5-12. The use of Email as a communication medium should not be regarded as secure.

### ***Privileges***

The use of the School System computer network is a **privilege**, not a right, and inappropriate use will result in the cancellation of the privileges and/or disciplinary or legal action by the school, local, state and federal officials. Student and faculty activities while using school networks must be in support of education and research.

### ***User Accounts***

Each user 3-12<sup>th</sup> grade will have a unique account that they will be held responsible for. Each account will have a personal password.

If you feel your user account has been compromised contact the IT Director immediately!

**DO NOT** allow another user to access your account. If the person you give the password to violates the Computer and Internet Use Policy you will be held accountable for the violation.

### ***Unacceptable Use***

**The following actions are examples of *unacceptable use* of the Riverdale School District computer network system and the Internet.**

- ❖ Use the computer to propagate computer viruses.
- ❖ Use a computer to threaten or intimidate others by using inappropriate language.
- ❖ Using impolite, abusive, or otherwise objectionable language in either public or private messages.
- ❖ Misrepresent yourself in order to deceive or gain from the misrepresentation.
- ❖ Knowingly logon as another user and/or access their information.
- ❖ Attempting to gain access to another person's resources, programs or data.
- ❖ Changing any computer files that do not belong to you.
- ❖ Changing any computer system settings which cause the computer to perform in ways not intended by the system administrator.
- ❖ Share username/accounts or passwords with anyone.
- ❖ Circumvent the computer security system.
- ❖ Physically damage any portion of the computer (CPU, Monitor, Mouse, Keyboard)
- ❖ Install ANY Applications on ANY Computer at ANY time!
- ❖ Sending messages that are likely to result in the loss of the recipient's work or systems usage.
- ❖ Using the Internet for commercial purposes, solicitation, or advertising.
- ❖ Using the Internet for political lobbying (external to district organizations).
- ❖ Sending or receiving copyrighted materials without permission

- ❖ Use the computer to cheat on classroom work.
- ❖ Using Internet access for sending, viewing or retrieving pornographic materials, inappropriate text files or files dangerous to the integrity of the network.
- ❖ Falsifying one's identity to others while using the Internet or any other computerized communication system.
- ❖ Reveal the personal address or phone numbers of yourself or others on the Internet.
- ❖ Use any Internet Email system except that of the Riverdale School District such as Hotmail, MSN, AOL, Juno, etc.

Run any program that connects to the peer-to-peer (p2p) networks i.e. Napster, WinMX, KaZaa(lite), etc.

Using the computer to view any data file that offends another individual.

Shopping IS NOT permitted during regular school hours.

Any activity that violates Wisconsin State Statute 943.70.

Any activity that violates US Code - Title 18, Part 1, Chapter 47, Section 1030.

Wisconsin Statute and Title 18 of the U.S. Code will be housed in the high school and elementary offices for review by any person(s) This is not a comprehensive list of activities that are unacceptable.

If a user is in question regarding the nature of their computer activity, they should contact the IT Director, a Teacher, Library Media Specialist or Principal (not necessarily in that order) to determine if the activity is in violation of the Computer and Internet use Policy.

Please use good judgment while on the RSD computer system and the Internet, be respectful and responsible!

### ***Privacy***

All communications and information accessible via the school networks should be assumed public property. Users should not expect that files stored on school-based computers will be private.

Authorized administrators and teachers may review files and logs of Internet use at any time, without prior notice, to maintain system integrity and to determine that users are acting responsibly or otherwise consistent with this policy. Messages relating to, or in support of, illegal activities will be reported to the appropriate authorities. Employees will not electronically transmit confidential information concerning students or others.

### ***Copyright***

All software placed on the School System computers must have a valid license for each copy used. Copying the school's software or duplication of software for which there is no valid license violates school system policy and is illegal. Employees will be held personally liable for any of their own actions that violate copyright laws.

### ***Penalties***

If a user is found to be in violation of the Computer and Internet use Policy, the following will apply:

- 1<sup>st</sup> Offense – A verbal warning will be issued to the individual(s) in violation.
- 2<sup>nd</sup> Offense – The individual(s) will lose Internet and Computer use for 1 week and a written notice will be delivered to the parent(s) of the individual.
- 3<sup>rd</sup> Offense – The individual(s) will lose Internet and Computer use for a semester and the parent(s) will be summoned for a meeting regarding the situation.
- 4<sup>th</sup> Offense – The individual will lose Internet and Computer use for the remainder of the school year.

### ***NOTE:***

If the violation punishment cannot be fulfilled during the current school year, the punishment will be carried forward to the next school year.

If the breach of policy is of a nature that requires local or federal law enforcement intervention, the individual(s) responsible will be held accountable to the appropriate jurisdiction.

If the violation involves the damage, theft or abuse of computer equipment or any component of the information technology system and the user who committed the offense is a senior or student transferring to another school district, a fine will be issued after damages and/or restitution is assessed.

## **PARENT/GUARDIAN AND STUDENT CHROMEBOOK RESPONSIBILITY AGREEMENT**

The Riverdale School District provides each student in Grades 5-12 with a district-issued Chromebook and charger. Each student in these grades will check out a Chromebook and charger through their school's library. The use of a District Chromebook in these grades is extended to students for inside and outside the school facility. Students in Grades K-4 will have access to Chromebooks while in school and may have one checked out to them at the district's discretion if virtual learning becomes necessary. All Chromebooks, related equipment and accessories are Riverdale School District property. The Chromebooks are for use as an educational tool for education-related purposes. To participate in this program, students and their Parent/Guardian are required to sign this 'Responsibility Agreement' in the spaces provided below and to comply with all of the following terms as a condition of using RSD Chromebooks:

### **Student Network and Internet Acceptable Use and Safety Policy**

- The Parent/Guardian and Student agree to comply with the Riverdale Student Network and Internet Acceptable Use and Safety policy as a condition of using District Chromebooks and District provided Internet access. The terms of the Acceptable Use and Safety Policy are incorporated by reference in this Agreement.
  
- Student use of "proxy" websites to access sites blocked by the District content filters is not allowed as a part of the Acceptable Use Policy. Student use of "proxy" websites is a deliberate effort to circumvent content filtering software. Students using "proxy" websites for any reason, or otherwise purposely bypassing District content filters will be disciplined accordingly. This can include but is not limited to revocation of network access privileges, confiscation of student Chromebook and other school discipline procedures.
  
- These rules include, but are not limited to the following:
  - o taking full responsibility for the general care of the Chromebook.
  - o never leaving the Chromebook unattended.
  - o never loaning out the Chromebook to other individuals.
  - o knowing where the Chromebook is at all times.
  - o keeping food and beverages away from the Chromebook.
  - o not disassembling any part of the Chromebook or attempting any repairs myself.
  - o protecting the Chromebook by storing it and transporting it securely and safely.

- o using the Chromebook in ways that are appropriate, meet RSD expectations, and are educational.
- o refraining from downloading or installing apps other than those approved by the district.
- o not placing inappropriate or impermissible decorations (stickers, markings, etc.) on the Chromebook.
- o not disabling, tampering with, altering or otherwise rendering nonfunctional any district or manufacturer software or apps installed on the Chromebook, including but not limited to any firewalls or other protective services.
- o being personally responsible for all damage or loss caused by accident, neglect, or abuse.

### **Ownership & Responsibilities**

- Parent/Guardian and Student understand that the Chromebook is RSD property and that access to and use of the RSD Chromebooks inside and outside of the school facility is a privilege. Parent/Guardian and Student agree to surrender the Chromebook to RSD immediately upon the request of District personnel.
- Parent/Guardian understand and agree that the District does not warrant the fitness or performance of District Chromebooks and that the District shall not be responsible for the loss of any document, file or other information created on the Chromebook.
- Parent/Guardian and Student understand that because Chromebooks are public property of the District, appropriate District staff may read or look at any item on District Chromebooks; or students' RSD Google Drive profile; or review computer activity logs and Internet history to ensure compliance with the Acceptable Use Policy. Parent/Guardian and student will not alter or delete computer activity logs or Internet history file. The student, members of the student's family or any other users have no privacy interest whatsoever in the Chromebook and any media saved in the student's Google Chrome profile.

### **Parent & Student Responsibilities**

- Parent/Guardian and student understand and agree that the District has taken reasonable and prudent attempts to ensure students that use school Chromebooks have access to and use the Internet in a safe and appropriate way while the Chromebooks are being used on school premises. Parent/Guardian and student understand and agree that parent/guardian is solely responsible for monitoring student's use of District Chromebooks and access to the Internet outside of the school environment and to ensure that students access the Internet and use the Chromebooks in a safe and appropriate manner.
- Parent/Guardian and student understand that Internet filtering software is applicable for Chromebooks when accessing the Internet on school grounds. Chromebooks will also be filtered for content at home; however, RSD is not responsible for students' use of proxy websites through home, personal or other public providers available in the community that may allow access to sites blocked at school. The Parent/Guardian and student are solely responsible for following the Acceptable Use Policy even when accessing Internet providers through home or community resources

- Parent/Guardian and student agree to assume full responsibility to the District for the theft or loss of District Chromebooks or damage to Chromebooks and computer equipment provided by RSD, which is beyond normal wear and tear. For damage sustained to RSD Chromebooks through abuse or neglect, the district retains the right to assess appropriate repair fees. A loaner device may be checked out from the library while damage is assessed. The district retains the right to check out any loaner devices for the school day only, not for home use. If District Chromebooks or computer equipment are lost or stolen or sustain damage beyond repair, the Parent/Guardian and student shall be responsible for full replacement cost.
- Parent/Guardian and student agree to assume responsibility for chargers checked out to them as well. Should a student misplace the charger checked out to him or her, the student may check out a loaner for the school day for in-school use only. Should the charger be indefinitely lost, the student may pay a replacement fine of \$20 to be able to check out another charger. A student will be reimbursed for that charger if and when he or she returns all checked out chargers. The fine is not to purchase the replacement charger.
- Parent/Guardian and Student understand that all lost or stolen computer equipment will be reported to police for investigation and possible prosecution and agree to cooperate with any investigation. Parent/Guardian and Student agree to indemnify, defend and hold the District, its employees, agents and representatives harmless from any and all claims relating to or arising out of the Parent/Guardian and/or Student's use of the Chromebook regardless of whether such claims are caused, in whole or in part, by any act.

## TITLE IX

The Board of the Riverdale School District does not discriminate on the basis of sex in its education program or activity and is required by Title IX and its implementing regulations not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The District's Title IX Coordinator(s) is/are:

Jeff Campbell  
 JH/HS Principal  
 608-739-3116  
 235 East Elm Street, Muscoda, WI  
[jeff.campbell@riverdale.k12.wi.us](mailto:jeff.campbell@riverdale.k12.wi.us)

Shari Hougan  
 Elementary Principal  
 608-739-3101  
 800 N 6th Street, Muscoda, WI 53573  
[shougan@riverdale.k12.wi.us](mailto:shougan@riverdale.k12.wi.us)

Any inquiries about the application of Title IX and its implementing regulations to the District may be referred to the Title IX Coordinator(s), the Assistant Secretary for the U.S. Department of Education's Office for Civil Rights, or both.

The Board has adopted a grievance process and procedures that provide for the prompt and equitable resolution of student and employee complaints alleging any action that is prohibited by Title IX and/or its implementing regulations. The grievance process and procedures are included in Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities, which is available at: [www.riverdale.k12.wi.us](http://www.riverdale.k12.wi.us). The grievance process and procedures specifically address how to report or file a complaint of sex discrimination, how to report or file a formal complaint of Sexual Harassment, and how the District will respond.





**Application for Admissions to the Riverdale Academy  
(Blended Online Learning)**

<u>Student's Name</u>	<u>Phone</u> Cell:  Home:
Student's Address:	City and State:
Date of Birth:	Age:
Parents/Guardian Name	Phone
Parents/Guardian Address	City, State, Zip
Brothers/Sisters	Ages:

Essential Information

Number of High School Credits: \_\_\_\_\_

Graduating Class Year: \_\_\_\_\_

Have you failed any classes: Yes No (Please, circle)

Give a brief summary of your attendance during high school (include information on tardies).

Give a brief summary of disciplinary referrals you received.

What is your long-term goal? (Where would you like to be in 3 years from now?)

What would you like to accomplish by the end of this school year?

What are your strengths?

What are your limitations?

Why do you want to attend the Riverdale Academy?

Work History

- 1. Are you presently employed?      Yes    No    (Circle one)
  
- 2. If not, do you want a job?      Yes    No    (Circle one)

Employer	Supervisor	Duties	Dates of Employment

3. Please fill out an employment history chart. Include paid and unpaid experiences.

4. What would you like for a career after you earn your high school diploma?

5. What kind of schooling are you interested in after high school?

- \_\_\_\_\_ Technical College (Southwest Tech)
- \_\_\_\_\_ Community College (Richland Center)
- \_\_\_\_\_ 4-year College

\_\_\_\_\_None

\_\_\_\_\_Other \_\_\_\_\_

You

1. List your areas of interest: hobbies, recreation, sports, etc.
2. Is there anything else you would like us to know?

Thank-you!

Please return to Mr. Campbell at 235 E. Elm Street, Muscoda, WI. 53573



**Riverdale Academy Contract  
Blended Online Learning  
2023-2024**

Student Name:	<u>Phone</u> Cell:  Home:
Student's Address:	City, State, Zip
Parents/Guardian Name	Phone
Parents/Guardian Address	City, State, Zip

I the undersigned agree to:

- Become a student at the Riverdale Academy(Blended Online Learning).
- I agree that I will put in at least 20 hours of classroom preparation/week.
- I agree to follow the time schedule of the Riverdale Academy.
- I agree to be courteous and polite to my classmates and instructor.
- I agree to abide by all rules and regulations.
- I agree if my attendance becomes an issue I will make-up for my missed hours.

I understand that if I am under 18 years of age, removal from this program may require me to return to the Riverdale High School under a regular education program, another alternative setting, or expulsion from the Riverdale School District.

**Graduation Pathway**

Academy Pathway \_\_\_\_\_ 18.5 credits, Junior or Senior

Competency Pathway \_\_\_\_\_ 4 semesters of core classes, Junior and Seniors (70 % competency)

GEDO #2 Pathway \_\_\_\_\_ Seniors or 18 year old students

Base Pathway \_\_\_\_\_ 10 grade or younger, core classes plus Phy Ed/ Health

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Teacher

\_\_\_\_\_  
Date

\_\_\_\_\_  
Counselor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Coordinator or Principal

\_\_\_\_\_  
Date