



**MILWAUKEE
PUBLIC SCHOOLS**

**Family–School Manual
2024-25 School Year**

*Riverside University High School
1615 East Locust Street
Milwaukee, WI 53211
(414) 906-4900
(414) 906-4915*

Jeffrey Lasky
Principal

This manual is updated annually. You will find the most recent version on the
Riverside University High School website at www.mpsmke.com/riverside

Revised: 7/2/24

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SECTION 1: INTRODUCTION

From the Principal

As the Principal of Riverside University High School, it is an honor to welcome you to the upcoming 2024/25 school year! I look forward to working in partnership with you to grow students and prepare them for college and career opportunities after they leave Riverside. During the time that your child will spend with us, they will grow academically and emotionally, becoming both successful and engaged citizens.

School's Mission, Vision, and Goals

Riverside University High School is committed to being a diverse multicultural urban high school with a primary emphasis on the preparation of students for success in post-secondary educational settings. The shared efforts of students, parents, and staff will result in lifelong learners and productive citizens in the global community.

Vision: Riverside will be a welcoming school community with a culture that fosters a passion for learning. Our graduates will be responsible, socially aware citizens who will be prepared for a variety of post-secondary options.

Staff Roster and Contact Information, including MPS Email Addresses

Ms. Ana LaLlave is the bilingual Parent Coordinator for Riverside University High School. She works closely with parents to ensure that they are engaged in their child's education as well as providing resources for school families. In addition, Ms. La Llave also works closely with the student body as she helps coordinate student events. She is available from 8:00 a.m. to 4:00 p.m. in the Parent Resource Center (room 218) Ph: 414-906-5013, Email: lallava@milwaukee.k12.wi.us.

Staff Directory 2024-2025

NAME	DEPARTMENT	PHONE	EMAIL
Lasky, Jeffrey	Principal	906-4905	laskyjm@milwaukee.k12.wi.us
Levas, Christopher	AP (10th Grade)	906-4907	levascj@milwaukee.k12.wi.us
Bordeaux Adzaka, Damita	AP (12th Gr.)	906-4906	osleydy@milwaukee.k12.wi.us
Brown, Kelvin	AP (11th Gr.)	906-4909	brownkb@milwaukee.k12.wi.us
Joseph Sardina	AP (9th Grade)	906-4908	sardinjm@milwaukee.k12.wi.us
Wilson, Cynthia	Admin. on Special Assign.	906-4943	wilsonc1@milwaukee.k12.wi.us

Support Staff

Coenen, Emma	Guidance (Gr. 10)	906-4932	coenene@milwaukee.k12.wi.us
Kringel, Jennifer	Guidance (Gr. 11)	906-4928	kringeja@milwaukee.k12.wi.us
TBD	Guidance (Gr. 9)	906-4931	
Cummings, Christopher	Guidance (Gr. 12)	906-5030	cumminc@milwaukee.k12.wi.us
Cervantez, Yvett	Attendance Secretary	906-4911	cervany@milwaukee.k12.wi.us
Little, Nakela	Data Process. Secretary	906-4926	litlenn@milwaukee.k12.wi.us
McCreary, Zatia	Main Office Secretary	906-4912	mccreazl@milwaukee.k12.wi.us
Ulate, Diana	Head Secretary	906-4910	frankdg@milwaukee.k12.wi.us
Bretzmann, Jordan	School Social Worker	906-4917	bretzmjn@milwaukee.k12.wi.us
Banks, Erika	College & Career Center	906-5099	browel2@milwaukee.k12.wi.us
Brown Hartzler, Jasmine	School Social Worker	906-5029	brownjc@milwaukee.k12.wi.us
Burgos, Gabriel	Technology Technician	906-5199	burgosge@milwaukee.k12.wi.us
Casillas, Behlen	Bookkeeper	906-5030	casillbm@milwaukee.k12.wi.us
Cychowski, Jakub	Librarian	906-4935	cychowj@milwaukee.k12.wi.us
Heitman, Jill	School Psychologist	906-4940	heitmaj@milwaukee.k12.wi.us
La Llave, Ana	Parent Coordinator	906-5013	lallava@milwaukee.k12.wi.us
Lempa, Kelly	Bilingual Social Worker	906-4904	lempakj@milwaukee.k12.wi.us
Mulhern, Jordan	School Psychologist	906-4933	jozefarjr@milwaukee.k12.wi.us
Olmos, Juan	Bilingual Social Work Assistant	906-4979	olmosjj1@milwaukee.k12.wi.us
Pacheco, Emilia	Bookkeeper	906-5030	pachecej@milwaukee.k12.wi.us
Powell Hargraves, Rhea	School Nurse	906-5023	powellrl@milwaukee.k12.wi.us
Scott, Veledia	Cafeteria Manager	906-4919	scottva@milwaukee.k12.wi.us
Sempos, Anne	Speech Pathologist	906-4999	semposa@milwaukee.k12.wi.us
Thornton, Amber	Special Ed. Supervisor	906-4944	waitea@milwaukee.k12.wi.us
Wagner, Patrick	Testing Coordinator	906-4932	wagnerpw@milwaukee.k12.wi.us

Wilder, Joyce	Social Work Assistant	906-4978	wilderjd@milwaukee.k12.wi.us
Wilson, Lashonda	Bookkeeper Manager	906-5026	wilsonlv@milwaukee.k12.wi.us
Willson, Lloyd	College & Career Center	906-5090	willsolx@milwaukee.k12.wi.us

Teaching Staff

Anzivino, Ralph	Special Education	906-4921	anzivirc@milwaukee.k12.wi.us
Asad, Amani	English	906-4968	asadal@milwaukee.k12.wi.us
Baran, Courtney	Special Education	906-5014	barance@milwaukee.k12.wi.us
Bart, Elizabeth	Special Education	906-5161	bartea@milwaukee.k12.wi.us
Bauske, Paige	Art	906-5050	bauskepa@milwaukee.k12.wi.us
Bechtel, Erin	World Language-French	906-5060	bechteek@milwaukee.k12.wi.us
Belisle, Drew	Mathematics	906-5059	belisldd@milwaukee.k12.wi.us
Bogart, Daniel	Special Education	906-5054	bogartd@milwaukee.k12.wi.us
Brewer, Kayla	Special Education	906-5086	brewerk@milwaukee.k12.wi.us
Chittick, Emily	Science	906-5178	chittie@milwaukee.k12.wi.us
Cochrane, Cathleen	*World Language-Spanish	906-5067	cochrac@milwaukee.k12.wi.us
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Fennelly, Stephen	Special Education	906-5091	fennelsd@milwaukee.k12.wi.us
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Galvan, Adriana	*Bilingual-English	906-4965	galvanas@milwaukee.k12.wi.us
Gauthier, Mellisa	English	906-5180	gauthimr@milwaukee.k12.wi.us
Goldstein, Vincent	Social Studies	906-4971	goldstvx@milwaukee.k12.wi.us
Gompper, Kathryn	Special Education	906-5171	bluntkx@milwaukee.k12.wi.us

Grewal, Darshan	Mathematics	906-5080	grewalds@milwaukee.k12.wi.us
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Harvie, John	*Technology	906-5048	harviejp@milwaukee.k12.wi.us
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Holtgreive, Margaret	*Social Studies	906-5094	holtgrmj@milwaukee.k12.wi.us
Hughes, A.	Special Education	906-5025	halekar@milwaukee.k12.wi.us
Huibregtse, Carolyn	Art		
Johnson, Noah	Physical Education	906-5130	johnn2@milwaukee.k12.wi.us
Kell, Christopher	Special Education	906-5054	kellct@milwaukee.k12.wi.us
Klouda, Nyla	Music/Band	906-4923	clemn2@milwaukee.k12.wi.us
Klumb, Craig	Social Studies	906-5183	klumbc@milwaukee.k12.wi.us
Lynn, Jerry	Social Studies	906-4974	lynng@milwaukee.k12.wi.us
Makinde, Elizabeth	Special Education		
Maxon, Earnestine	Special Education	906-5034	HUDSONEW@milwaukee.k12.wi.us
McAfee, Derrick	Special Education	906-4938	mcafeed@milwaukee.k12.wi.us
McConnell, Adrienne	Special Education	906-5091	mcconna@milwaukee.k12.wi.us
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Nawaane, Eric	Science		nawaane@milwaukee.k12.wi.us
Odoabuchi, Justina	Science		odoabuji@milwaukee.k12.wi.us
Okwarajiaku, Promise	Social Studies		okwarap@milwaukee.k12.wi.us
Osley, Whitney	Special Education	906-5046	osleywj@milwaukee.k12.wi.us
Paprocki, Catherine	*Physical Education	906-5186	walkerc2@milwaukee.k12.wi.us
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Sauceda, Jean	Special Education	906-5054	saucedja@milwaukee.k12.wi.us
Schatzman, Christopher	Social Studies	906-5097	schatzcm@milwaukee.k12.wi.us
Schwinn, Philip	Science	906-5174	schwinpa@milwaukee.k12.wi.us
Scott, Clarisa	English	906-4966	scottcm@milwaukee.k12.wi.us
Sershon, Andrew	Science	906-5179	ersshoa@milwaukee.k12.wi.us
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Struck, Marjorie	English	906-5079	struckme@milwaukee.k12.wi.us
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Tower, Dawn	ESL	906-5189	drakedc@milwaukee.k12.wi.us
Troy, John	Mathematics	906-5057	troyj@milwaukee.k12.wi.us
Turner, Matthew	Social Studies	906-5093	turnerma@milwaukee.k12.wi.us
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Patrick Wagner	Credit Recovery		wagnerpw@milwaukee.k12.wi.us
Walker, Milena	Vocal Music	906-5089	walkermg@milwaukee.k12.wi.us
Weidensee, Rochelle	Mathematics	906-5064	weidenrm@milwaukee.k12.wi.us
Wierer, Lukas	Social Studies	906-5087	wiererld@milwaukee.k12.wi.us
Wiest, Kelli	*Fine Arts	906-5051	wiestkm@milwaukee.k12.wi.us
Zietlow, Mary	Mathematics	906-5195	zietlomt@milwaukee.k12.wi.us

School Calendars/Events



**MILWAUKEE
PUBLIC SCHOOLS**

mpsmke.com

Switchboard
(414) 475-8393

2024–25 Districtwide Calendar

<p>Aug. 27 Organization Day</p> <p>Aug. 28–30 Professional Development Days</p> <p>Sept. 2 Labor Day</p> <p>Sept. 3 First Day of School – Students</p> <p>Sept. 27 Professional Development Day</p> <p>Oct. 18 Parent-Teacher Conference Day</p> <p>Oct. 21 October Break</p> <p>Nov. 5 Record (K–8) / Professional Development Day (HS)</p> <p>Nov. 27–29 Thanksgiving Break</p> <p>Dec. 23–31 Winter Break</p> <p>Jan. 1 Winter Break</p> <p>Jan. 2 Classes resume</p>	<p>Jan. 20 MLK Jr. Day</p> <p>Jan. 24 Record (HS) / Professional Development Day (K–8)</p> <p>Feb. 17 Mid-Semester Break</p> <p>Feb. 18 Professional Development (HS) / Record Day (K–8)</p> <p>Mar. 21 Parent-Teacher Conference Day</p> <p>Mar. 24–28 Spring Break</p> <p>April 18 April Break</p> <p>May 26 Memorial Day</p> <p>June 6 Record Day (K–8) / Professional Development Day (HS)</p> <p>June 13 Last Day of School – Students</p> <p>June 16 Record day (HS) / Professional Development Day (K–8)</p>
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Note: ACT testing dates to be determined.

July 2024	August 2024	September 2024																																																																																																																														
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<p>■ Red = First and last day of classes/classes resume for students – Staff and students report</p> <p>■ Blue = Parent Teacher Conference Days – Staff and students do not report</p> <p>■ Yellow = Staff and students do not report</p>	<p>■ Green = Teacher Organizational Day – Staff report and students do not report</p> <p>■ Pink = Professional Development and Record Days – Most staff report and students do not report</p>
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Calendar dates may change due to inclement weather, etc. Please stay in touch with your school for updates. Some teacher workdays are shaded. Individual schools may have additional non-attendance days which do not appear on this calendar. Also, methods and dates for distributing report cards may vary from school to school. STAFF: Refer to staff calendars for details on non-student attendance days.

School Daily Schedule

<u>School</u>	<u>Hours</u>
Office:	7:00 a.m. – 3:00 p.m.
Breakfast:	7:30 a.m. – 7:55 a.m.
Warning bell:	7:55 a.m.
School starts:	8:00 a.m.
Dismissal:	3:25 p.m.

Our school's procedures are, first and foremost, designed to ensure the safety and well-being of your child/children. We need your cooperation, assistance, and support to ensure the safety of our students, especially during arrival and dismissal.

Student Entry Procedures

Lobby 6 will be open at 7:30 a.m. Students will be scanned at this entrance and cell phones will be collected. Students may have breakfast in the cafeteria. Breakfast will be served from 7:30 – 7:55 a.m. Students who receive door-to-door transportation will enter through Lower 5. Students are expected to be in their first-hour class by 8:00 a.m.

Parents/guardians are not to stop or park in front of the building when dropping off their student. **Students can be dropped off on Bartlett St.** in the mornings. Please note that the speed limit in front of the school is 25 mph.

Student Dismissal Procedures

Students are to exit the building ten (10) minutes after the final bell or be in their assigned after school activity by 3:35 p.m. Students are not allowed to be in the school unsupervised at any time. The school day ends for students at 3:25 p.m. School buses depart at 3:35 p.m.

Students cannot be picked up in the parking lot or anywhere near the buses in the afternoons. The Milwaukee Police Department will be enforcing traffic, parking and pedestrian crossing before and after school.

Extended Learning Opportunities:

MPS offers a variety of extended learning opportunities that provide more time for academics and enrichment during and beyond the conventional school day. These programs offer learning and development experiences that enhance and complement the school curriculum. The extended learning opportunities programs include but are not limited to the following:

Alternative Education Programs

- Alternative diploma pathways

- Competency-based

- General Educational Development Program (GEDO #2)

- Wisconsin Challenge Academy

Summer Academy

- Free of charge for students who are city of Milwaukee residents

- Bilingual and English as a second language (ESL) services

- Elementary K5–grade 8

- Engaging academics and hands-on enrichment opportunities, including arts-integrated activities, field trips, and in-school programs with community partners

Extended School Year (ESY)

Provided for children with special education needs

Grade 8 Promotional Program

Intended to strengthen the academic and social skills of current grade 8 students transitioning to high school. Principal recommendation is required to participate in this program.

High school

Credit acceleration

Credit recovery

Community service/service-learning

Internships

Community Assessment and Training Program (CATP) and On-the-Job Training (OJT)

Middle School and Freshman Bridge Programs

Enrichment Camps and Adventures

Students in K5–grade 12 have the opportunity to pursue new interests and engage in hands-on experiences during the summer months and on non-school days.

To find more information about extended learning opportunities, please visit mpsmke.com/elo or call (414) 475-8238.

Parking

Parking guidelines:

- To ensure the safety of all students, please avoid double parking, which causes heavy traffic congestion and is unsafe.
- The school is not responsible if a parking ticket is issued to a parent.
- We need to respect the rights of neighbors and not park in front of their driveways.
- The school parking lot is restricted and not open to the public.

Administrative Policy 8.13

State law requires all children between the ages of six and eighteen to attend school full-time. A student who has turned 18 must attend until the end of the term, quarter, or semester following his/her 18th birthday. The State of Wisconsin and Milwaukee Board of School Directors have set policies for student absences. Please refer to your 2023-2024 MPS Parent/Student Handbook on Rights, Responsibilities, and Discipline pages 13-14. You read the online version at mpsmke.com/rights.

EVERY CLASS COUNTS!

All students are expected to be in school every day and attend every class on time. The student's attendance rate is reviewed for a variety of school sponsored events (i.e. Homecoming, Prom). Every time a student misses a class for any reason other than a school sponsored activity, their attendance rate will be affected.

Absence from School

To report a student's absence, parents must call the Attendance Office at (414) 906-4960. A written excuse signed by a parent/a guardian must be presented to the attendance office within two days of returning from the absence. An Excused Admit Slip (the top part is white; bottom part is yellow) will be completed by the Attendance Office. The yellow part is kept by the student and is to be presented to each of your classroom teachers for excused absences. This yellow excuse slip will allow the student to make up missed work.

Excused Absence

Absences/tardies will be excused if the reason for the absence or tardy falls under one of the following categories:-

- Illness
- Medical Dental appointments
- Family emergency
- Funerals
- Driver's License tests (road test)
- Legal court appearances (for self)
- Religious Holidays

These are all considered *legitimate reasons* and students will have the right to make up missed work. **Students need to provide written documentation of the reason within two days of the absence** each time the student is absent or tardy to school.

- **Unexcused Absence**

An unexcused absence is defined as no excuse provided to excuse an absence. If you are not present in class at the time attendance is taken by the period teacher, and a written excuse provided for an absence has not been provided to the Attendance office, it equates to an unexcused absence.

- **Early Dismissals**

Students who need to leave early are required to bring in a written note from a parent/guardian and present it to the attendance office. The request should clearly state the date, time, reason for leaving and a parent/guardian contact number. The phone number provided must be a current contact number the school has on file. The parent will be called to confirm the request. If contact is not made with a parent/guardian, the student will not be granted a dismissal pass. RUHS is not responsible for providing transportation for early dismissals.

School Sponsored Events/ Suspensions

Students suspended in the semester will not be able to attend school sponsored events.

- **Tardy Policy**

Tardy to School

- Students arriving prior to the end of period one will go through the scanning process in Lobby 6 and report to your first period class.
- Students that DO NOT report directly to RUHS from the bus will have their bus cancelled.
 - 1st offense - 2 week bus suspension
 - 2nd offense - 4 week bus suspension
 - 3rd offense - semester long bus suspension

Students arriving after 10:00 a.m. will go through the scanning process at Exit 3 (Locust Street) and report to the Attendance Office (211) where the staff will contact the student's guardian. Students with a legitimate excuse for being tardy will also report to the Attendance office to get a yellow slip to give to your teacher to be admitted in class.

Tardy to Class:

- Class starts when the bell rings.
- Students in the hall after the class bell rings will report to room 215. Any student not in class, cafeteria, or study hall during any period and does not have a legitimate pass; will be referred to the tardy room and possibly administration.
- Student attendance that reflects frequent hall walking will be referred to administration and/or guidance/Social work team for further intervention.
- Punctuality will be recognized through the citizenship grade and school-wide incentives.

e. Tardy passes are distributed to students who are late to class in Room 215. Tardy passes may be issued for five minutes after the bell rings during periods 2-7. Tardy passes will be issued for a few minutes longer based on administrator discretion.

Tardy Pass Stages of Intervention: One-week cycle

Procedures for interventions for excessive tardiness, are charted below

Intervention 1: (Verbal Warning)

First tardy pass issued, a verbal warning is given to the student.

Intervention 2: (Phone Call)

Tardy pass three issued, a phone call home to parents advising them of three tardy passes to class.

Intervention 3: (Pending suspension)

Tardy pass five issued, students are given a pending suspension that will not be resolved until an administrator speaks to a parent or guardian. Students are banned from attending or participating in all extracurricular and athletic events for four weeks from the time of the infraction.

Intervention 4: (Behavior Contract w/Administrator)

Second week that student behavior elevates intervention to the third level the tardy pass issued, the student meets with the grade level administrator and will be placed on a behavior contract. Students are banned for four weeks from the time of the infraction from attending or participating in all extracurricular and athletic events.

Intervention 5: Warning 5 (Administrator Suspension Issued)

Student behavior is in violation of the behavior contract. Student meets with the grade level administrator and suspension is issued.

No Hall Pass List

Students who are tardy to multiple classes in a single day, tardy to class multiple times in a week, caught without a hall pass or are found not where they are supposed to be with a teacher issued pass will be put on a no hall pass list per an administrator. Parents and teachers will be notified and no hall passes will be issued until further notice

When a student is absent, parents must call the school attendance line at (414) 906-4960 or send a written excuse within two days of the absence. Excessive absences and tardiness will result in a referral to the school social worker and may result in a referral to the district attorney, which could result in a court hearing and fines.

Students must attend the full school day. Appointments and vacations should be scheduled on non-school days as often as possible. In the event of a rare need to remove a child before the end of the school day, students must check out in the office by reporting to *the attendance office* to sign out and meet the guardian who is approved to remove the child from school.

Transportation Policies

Walk-to-Stop Distance:

- High school – Riders may be required to walk up to one mile to a bus stop.

Assigned Bus Stops and Routes:

Students may board and leave only on the specified route and at the stop to which they are assigned.

Corner Stops:

Pick-up and drop-off sites for regular riders are at corner stops. Riders should be at their assigned corner stop **10** minutes prior to the scheduled pick-up time. A student should wait at least 10 minutes past the pick-up time before returning home to inquire about a late bus.

Inclement Weather:

Traffic delays are to be expected on days of inclement weather. Please be sure that your child is dressed appropriately.

Address Changes:

When a child moves and there is no existing bus service from the new address, every effort will be made to adjust the route to allow the child to continue at the present school. If the child attends elementary school, the new address must be in the same transportation region as the school of attendance in order for the child to receive transportation. Parents are reminded that it can take up to two weeks to adjust bus service. Parents should notify the child's school of the change of address before the move takes place.

SECTION 2: FAMILY ENGAGEMENT

MPS Family–School Partnership Pledge

MPS partners with families to support successful student academic and social outcomes.

The district will...	MPS families will...
<ul style="list-style-type: none"> Provide a safe environment that supports learning. 	<ul style="list-style-type: none"> Provide adequate space daily for learning. Encourage their child to cooperate with the learning community.
<ul style="list-style-type: none"> Provide high-quality learning experiences. 	<ul style="list-style-type: none"> Encourage their child to do their best. Engage their child in learning opportunities daily.
<ul style="list-style-type: none"> Provide student progress updates. 	<ul style="list-style-type: none"> Attend conferences as often as possible, at least once a year. Communicate with school as needed, regarding student progress.
<ul style="list-style-type: none"> Provide resources and information. 	<ul style="list-style-type: none"> Engage district in understanding the needs of families.
<ul style="list-style-type: none"> Provide information to families as frequently as possible and in ways that are accessible and understandable. 	<ul style="list-style-type: none"> Provide current contact information and alternate ways to notify families. Communicate their ideas to MPS.

MPS Family and Community Engagement Framework

Families play a vital role in the education of their children. Milwaukee Public Schools provides tools for engagement between families and staff to be equal partners in supporting student achievement and school improvement. When families and schools work together, students are more successful and the entire community benefits. All schools are working to meet the Six Standards of Family and Community Engagement:



Family–School Compact (also referred to as School–Parent Compact)

Each Title I school jointly develops with parents a Family–School Compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the way in which the school and parents will build and develop a partnership to help children achieve the state’s high standards. Parent coordinators should ensure that the school leader has this template available so that the school leader may create the Family–School Compact at the school’s annual Title I meeting or shortly after. This compact will serve as the school’s family and community engagement action plan for the year. A template, including detailed information on how to create and use this Family–School Compact, is available on mConnect at Departments > Strategic Partnerships and Customer Service > Family and Community Engagement.

Riverside University High School

The purpose of the Family-School Compact is to help parents and teachers come to a consensus on the responsibilities that impact student achievement. The underlying assumption is that a student’s academic success will improve when the home and school work together.

STUDENT AGREEMENT

- As a student, I pledge to:
- Be on time for school and class everyday
- Adhere to RUHS cell phone/electronics policy.
- Do all assignments/homework for every class on time
- Respect myself and others
- Promote a clean and safe learning environment for myself and others
- Follow all RUHS and MPS rules
- Display my student ID everyday
- Promote non-violence
- Strive for excellence by doing my best
- Maintain high standards of a university prep school
- Sign the MPS Student Discipline Policy and I understand my signed form will be kept on file.

PARENT/GUARDIAN AGREEMENT

- As a parent/guardian, I pledge to:
- Make sure my child is in school every day and on time
- Make sure my child knows and adheres to the RUHS cell phone/electronics policy.
- Make sure my child does his/her homework everyday
- Make sure my child understands the RUHS and MPS rules
- Make sure my child has and displays his student ID
- Attend Parent/Teacher Conferences
- Make myself available to teachers and administration
- Support RUHS in educating and disciplining my child
- Be actively involved in RUHS
- Update my contact information with RUHS
- Have received a copy of the MPS *Parent/Student Handbook on Rights, Responsibilities and Discipline*.
- Access the Family Manual on the RUHS website: mpsmke.com/riverside, in the Parent Resource Center at RUHS in room 218 or in the main office, room 213.*

Print Your Child’s Name: _____

Print Your Name: _____ Relationship to student: _____

Your Signature: _____

Date: _____

STAFF (TEACHER, SUPPORT STAFF, ADMINISTRATOR) AGREEMENT

As a staff member, I pledge to:

Provide a respectful, safe learning environment

Review and enforce school expectations including cell phone/electronics policy

Communicate with parents on a regular basis regarding student's progress

Respect and care for all students

Provide a variety of learning activities aligned to the standards that keep students actively engaged

Maintain high expectations for myself, my colleagues, and students

Be available to help my students

Engage in ongoing professional development

Maintain accurate/timely records on student progress posted in the Infinite Campus gradebook

Carry my staff ID

Principal: Jeffrey Lasky

Signature: _____

Open House

Open house is held twice a year; dates and times will be announced.

Parent–Teacher Conferences

It is important that all parents/guardians attend parent–teacher conferences. Research indicates that parental involvement impacts and increases student achievement. Our school welcomes all parents to participate in parent–teacher conferences. These will be held in the fall and in the spring. Dates, times, and information will be announced.

Rights of Noncustodial Parents

If you are a noncustodial parent, you have the same rights to student records, progress reports, school mailings, school visits, and parent–teacher conferences as a custodial parent unless a court order restricts such rights. If a court order is in place, the custodial parent must provide a copy to the school principal. It is the responsibility of noncustodial parents, if desired, to give the school their address and contact information, to request to be consulted in matters regarding their child, and to be placed on school mailing lists. Only the custodial parent/legal guardian can remove a child from school or give permission for the child to be removed from school by another adult.

Rights of Foster Parents

As a foster parent, you have many of the same rights as biological parents or legal guardians for the duration of the child's placement in your home. In some cases, however, these rights are restricted by law. One such case is the authorization of an individualized education program (IEP) evaluation for the child. A foster parent cannot authorize an IEP evaluation unless all attempts to contact the biological parent or legal guardian have failed or the biological parents' rights have been terminated. In addition, foster parents generally cannot change a student's school placement. Contact the Department of Student Services for details.

Family Volunteers

Persons interested in volunteering are encouraged to follow the appropriate volunteer application process defined by the district. MPS defines a volunteer as a person who provides services on an ongoing or one-time basis. Persons looking to serve on an ongoing basis or for more than five hours a week or for an overnight field trip must complete an online volunteer application, pass a criminal background check (for those 18 years of age or older), submit proof of COVID-19 vaccination, and receive a volunteer assignment by the school administrator or parent coordinator. Persons looking to participate in a daytime field trip or other one-time activity must complete a volunteer waiver form. The online volunteer

application and the volunteer waiver form are available on the MPS website under the **Families** tab > Volunteer.

School Engagement Council (SEC)

The purpose of the School Engagement Council is to provide a forum for parents, teachers, community members, students, and principals to work together in providing continued analysis and improvement of public-school policies, curriculum, and school improvement plan. The council’s decision-making authority is advisory with respect to all duties, powers, and responsibilities, with the sole exception of the council’s authority and responsibility to submit a signature page with its school’s annual budget and the school’s annual school improvement plan. Council participation is on a voluntary basis via a school-based election process. The council is not intended to replace a parent organization.

RUHS SEC

Jeffrey Lasky	Principal
Ana La Llave	Parent Coordinator
Lori Albers	Parent
Summers Bates	Parent
Melanye Chandler	Parent
Charla Reetz	Community Rep
John Horgan	Community Rep
Margaret Holtgreive	Teacher Rep
Clarice Scott	Teacher Rep
TBD	Student Rep

Title I: District Advisory Council (DAC)

In accordance with the Elementary and Secondary Education Act (Section 1118) and the Wisconsin Department of Public Instruction Title I Parent and Family Engagement guidelines, Milwaukee Public Schools established the District Advisory Council as a means to ensure the opportunity for parents of all students to share their ideas on the needs of children, assist in the planning and operation of Title I programs for children, and participate in evaluating the success of Title I efforts. Our school is required to have two parent delegates. If you are interested in representing our school in this area, please contact the school administrator or visit the MPS website under the **Families** tab > District Advisory Council for more information. The Department of Strategic Partnerships and Customer Service is responsible for the oversight of all District Advisory Council functions. Strategic Partnerships and Customer Service is in room 131 of the Central Services building.

Riverside University High School Family Space

All families are invited to request services/resources from our Parent Resource Center located in Room 218 (near the school’s Main Office). Ana LaLlave, Parent Coordinator, is available from 8 am – 4pm, Ph: (414) 906-5013 or via email: lallava@milwaukee.k12.wi.us

Department of Student Services

Central Services, 5225 W. Vliet St., room 133, (414) 475-8448

Parent/Student Handbook on Rights, Responsibilities, and Discipline

The *Parent/Student Handbook on Rights, Responsibilities, and Discipline* will be sent home with students at the beginning of each school year. Handbooks are also available at each school, at Central Services, and on the MPS website under the **Families** tab > Parent/Student Handbooks. (mpsmke.com/rights)

Tips for Parents

- Make sure that your child is in school every day and on time. School starts at **8:00 a.m.**
- Call the school at **(414) 906-4960** when your child is absent.
- Make sure that your child gets the proper amount of sleep every night.
- If your child brings a cold lunch, make sure that it is nutritional.
- Check your child's book bag every day.
- Have your child read every day.
- Assist your child with homework/practice.
- Encourage your child to keep a writing journal.
- Attend fall and spring parent-teacher conferences.
- Make sure that your child stays to the end of every school day at **3:25 p.m.**
- Every minute of instruction, from the start to the end of each school day, is important.
- Contact the teacher with academic concerns or recognized growth that you see.
- Provide your child with comments of encouragement regularly.
- Ensure that your child is dressed appropriately.
- Be a part of the School Engagement Council and/or parent organization.

Handling of Discipline

In accordance with Administrative Policy 8.28: Student Discipline, administration must provide documentation of suspension prior to suspension beginning, and all efforts to contact the family must take place. If your child has been suspended and you have not received documentation, please contact the school's administration.

If you have any concerns with how discipline is handled with your child after a behavior incident occurs, please contact school administration. If you are not satisfied with the school-based resolution, please contact mpsmke.com/parentconcerns.

Complaints/Disagreements with Schools

How to resolve regular education complaints/disagreements with schools: MPS wants to help parents and families find solutions when there is a problem or disagreement about their child's education. The process is called "dispute resolution." By working in partnership with your child's school, parents and school staff can quickly find solutions. All MPS staff members working on complaints are required to keep information confidential.

STEP 1	
<i>Where should I start my complaint?</i>	Contact the school principal or leader. You may make a verbal or written complaint. An attempt will be made to address the complaint within five business days. If the school leader cannot address the complaint within five days, the school leader should inform the parents and resolve the issue expeditiously.
STEP 2	
<i>What if I am not satisfied with the school-based resolution?</i>	You can file a complaint online at mpsmke.com/parentconcerns . Once filed, the complaint will be directed to a designated MPS employee who will investigate and follow up with the problem.
STEP 3	
<i>What if I am not satisfied with the resolution of my complaint by the school or other personnel?</i>	You can contact the Office of Board Governance with a written complaint at governance@milwaukee.k12.wi.us or call (414) 475-8284.

If a complaint has already had an attempted resolution at Steps 1 and 2 of this process, and now the complaint is with district policies, or a family member believes that policy has not been followed in the resolution, then the Office of Board Governance will route to applicable chief administrators in order to coordinate a response.

SECTION 3: CURRICULUM AND INSTRUCTION

Wisconsin Department of Public Instruction (DPI) Report Card for the School

Visit our school website: mpsmke.com/riverside, click on About RUHS tab, click on links to School Improvement Plan and/or State Report Card.

School Improvement Plan (SIP)

A copy of the school's improvement plan can be requested from the school principal at any time.

Top Grade Completion

During high school, students earn credits with each course that they successfully complete. Students must earn a minimum number of credits to be promoted to the next grade in high school. The following are the minimum number of credits needed for each grade:

- Freshmen (grade 9): 0–4.9 credits
- Sophomores (grade 10): 5–9.9 credits
- Juniors (grade 11): 10–15.9 credits
- Seniors (grade 12): 16 or more credits

High School Graduation Requirements

Required

- 4.0 credits: [English language arts](#)
- 3.0 credits: [Mathematics](#) (courses at or above the algebra level)
- 3.0 credits: [Science](#) (this must include one course with a lab)
 - One unit of life science
 - One unit of physical science
 - One unit in an additional life science, physical science, earth or space science, or district-approved science course
- 3.0 credits: [Social studies](#) (including state and local government)
- 1.5 credits: [Physical education](#) (must take one course per year over a three-year period*)
 - *A waiver of the final 0.5 unit is available junior or senior year.
- 0.5 credit: [Health](#)
- 1.0 credit: Fine arts ([art](#), [music](#), dance, or theater)
- 2.0 credits: [World languages](#)
 - English language learners may substitute English as a Second Language courses in place of world languages courses.
- 1.0 credit: College and career readiness

- Any combination of approved college and career readiness coursework totaling 1.0 credit. Some courses such as Advanced Placement or International Baccalaureate diploma courses may count as meeting another requirement *and the* college and career readiness requirement. Beginning with the class of 2026 at selected high schools, 0.5 credit of personal finance will be required as one of the college and career readiness courses.

Electives

- 3.0 or 4.0 credits: A variety of electives is available, often related to the focus of the school.

Total

- 22.0 credits

Notes

- Students must complete one of the following three options: online learning, community service experience, or service-learning.
- All students in Wisconsin must pass the district civics test.
- Students must complete their academic and career plan.
- Students must complete the Free Application for Federal Student Aid (FAFSA).
 - Students who are unable to access parental financial information, are undocumented, or whose parents allow them to abstain must complete the waiver.
- Some high schools have additional requirements for specific programs or endorsements. Contact your local MPS high school.
- **Each student must meet the credit graduation requirements and have their transcript validated by the school counselor prior to participating in their high school's graduation ceremony.**
 - Students seeking to graduate prior to completing four years or eight semesters of high school must declare interest in early graduation by October 1 of the student's fifth semester if graduating in three years or in the seventh semester if graduating in three and a half years.

Students need “whole child” support to become aware of the pathways to their careers of interest, they must be academically ready to follow those pathways, and they must be prepared with the life skills needed to navigate their chosen pathway. MPS coordinates available resources, including community organizations and postsecondary institutions, to support MPS faculty, families, and students in fostering a college-going culture. This department includes college and career planning, career and technical education, extended learning opportunities, and school counseling and academic planning. A listing of the current graduation requirements can be accessed on the MPS website at this link:

<https://mps.milwaukee.k12.wi.us/en/Students/Resources/Graduation-Requirements.htm>

Standards-Based Report Cards/Progress Reports

To ensure that parents/guardians are kept informed of their children’s progress in school, Riverside University High School report cards will be distributed to parents/guardians at the snapshot date and end of each semester, based on each school’s course schedule. High school report cards will include traditional letter grades and GPA.

Infinite Campus Parent/Infinite Campus Student apps are available for any smart device or personal computer, allowing full access to attendance, grades, schedules, report cards, transcripts, etc. Please contact the school's parent coordinator for assistance.

MPS continues to implement new, more rigorous standards for what every child should know and be able to do in each subject area and grade level.

The Standards-Based Report Card does the following:

- Provides accurate and meaningful information about a student's strengths, challenges, and performance
- Clarifies and reinforces consistent high expectations for students and schools
- Helps teachers, students, and families focus on standards throughout the year
- Provides specific feedback toward the standards
- Allows students, families, and teachers to work together to set meaningful goals for improvement
- Provides information about a student's work habits, behaviors, and efforts

Achieving these college- and career-ready standards requires continuous monitoring of progress and additional support targeted to those who need it.

School Homework Policy

Homework is an important part of the learning process that should be viewed as an opportunity for students to practice new skills and reinforce classroom lessons. Most homework is considered practice, which will not be graded. Instead, students will receive feedback that allows them to improve their skills before being graded. Some extended homework or projects may receive a grade or proficiency-level feedback.

Textbooks/Instructional Materials and Equipment

All students will be provided with the necessary textbooks/instructional materials by the school textbook coordinator. All issued textbooks and instructional materials must be returned undamaged at the end of the school year or at the time of withdrawal. Chromebooks may be provided to students to use during the school day and/or to take home to support instruction. Chromebooks will be assigned to an individual student in the same way as a textbook, and it is the responsibility of each individual student to care for and appropriately use the Chromebook during the school year. As with textbooks, Chromebooks should be returned undamaged to the school at the end of the school year.

Assessment

The MPS Strategic Assessment Systems measure progress toward college and career readiness through formative, interim, and summative measures. We believe in ethical use of assessments and data, decisions based on facts, collaboration, and connectivity between curriculum, assessment, instruction, and continuous improvement. We are committed to providing accurate, timely, and meaningful data that is easily accessible and user-friendly for educators, parents, and the community.

SECTION 4: MAINTAINING A SAFE SCHOOL ENVIRONMENT

Our school is committed to providing a safe and effective learning environment. The safety of all students, teachers, and staff at our school is of utmost importance. It is the expectation that all district and school rules and policies be followed.

The MPS *Parent/Student Handbook on Rights, Responsibilities, and Discipline* is sent home with each MPS student at the start of each school year and is also available online at mpsmke.com/rights. This handbook provides families with detailed information regarding the MPS discipline policy.

School Discipline Rules/Positive Behavioral Interventions and Supports (PBIS)

All students have the right to feel safe and the obligation to respect each other and all adults in and outside the school building. All students are expected to be at their best behavior in order to create a safe learning environment conducive to learning. Please contact your classroom teacher to learn about classroom-specific expectations, rules, and procedures.

RUHS Citizenship Rubric

"Try your hardest, do your best and give your all."

To earn a RESPECT CITIZENSHIP grade you must meet 3 or more criteria in one number band.

	Be <u>R</u> esponsible	Be <u>R</u> espect <u>U</u>	<u>H</u> onorAcademics	Be <u>S</u> afe
4	<p><i>Always</i></p> <ul style="list-style-type: none"> on time to class phones, electronics are off and unseen food and drinks are not present during class (except water) 	<p><i>Always</i></p> <ul style="list-style-type: none"> respectful of staff, students and school property uses appropriate language demonstrates appropriate school behavior 	<p><i>Always</i></p> <ul style="list-style-type: none"> prepared for class participates on task works to potential demonstrates academic integrity 	<p><i>Always</i></p> <ul style="list-style-type: none"> follows school and classroom rules follows staff directives secures personal belongings follows dress code
3	<p><i>Consistently</i></p> <ul style="list-style-type: none"> on time to class phones, electronics are off and unseen food and drinks are not present during class (except water) 	<p><i>Consistently</i></p> <ul style="list-style-type: none"> respectful of staff, students and school property uses appropriate language demonstrates appropriate school behavior 	<p><i>Consistently</i></p> <ul style="list-style-type: none"> prepared for class participates on task works to potential demonstrates academic integrity 	<p><i>Consistently</i></p> <ul style="list-style-type: none"> follows school and classroom rules follows staff directives secures personal belongings follows dress code
2	<p><i>Occasionally</i></p> <ul style="list-style-type: none"> on time to class phones, electronics are off and unseen food and drinks are not present during class (except water) 	<p><i>Occasionally</i></p> <ul style="list-style-type: none"> respectful of staff, students and school property uses appropriate language demonstrates appropriate school behavior 	<p><i>Occasionally</i></p> <ul style="list-style-type: none"> prepared for class participates on task works to potential demonstrates academic integrity 	<p><i>Occasionally</i></p> <ul style="list-style-type: none"> follows school and classroom rules follows staff directives secures personal belongings follows dress code
1	<p><i>Rarely</i></p> <ul style="list-style-type: none"> on time to class phones, electronics are off and unseen food and drinks are not present during class (except water) 	<p><i>Rarely</i></p> <ul style="list-style-type: none"> respectful of staff, students and school property uses appropriate language demonstrates appropriate school behavior 	<p><i>Rarely</i></p> <ul style="list-style-type: none"> prepared for class participates on task works to potential demonstrates academic integrity 	<p><i>Rarely</i></p> <ul style="list-style-type: none"> follows school and classroom rules follows staff directives secures personal belongings follows dress code

Lunch Behavior Expectations

1. Students may not linger in the halls during the lunch periods.
2. Students are required to remain on school grounds during lunch hours in the cafeteria, patio, library or a teacher's classroom with a pass. Students must arrive within the first 10 minutes of the lunch period.
3. Students must show their school ID to enter the cafeteria.
4. Conduct - Students are to display good manners in the cafeteria:
 - a. Students will wait in an orderly line to be served - no skipping.
 - b. Students should remain seated while eating lunch.
 - c. Students should return their trays to the appropriate location and collect all trash from their area.

Students refusing to collect & discard their trash may be issued a suspension.

- d. Display appropriate behavior in the cafeteria. Students involved in inappropriate behavior will be referred to administration.
5. No lunch will be served to students without their ID or between lunch hours.
6. No fast food from outside school is permitted in the cafeteria. This includes beverages in glass bottles, fast food items from area restaurants, and all delivered foods.
7. No caps, headbands, scarves, bandanas, bicycle or other heavy caliber chains, caps, or skateboards are allowed.

School Bus Behavior Expectations and Procedures

This information will give you a better understanding of what you as parents/guardians can do to help your child enjoy a safe bus ride to and from school.

Since the time before and after school is as crucial to your child's health and safety as the time during school, a safe bus ride is a key element of your child's education. A safe bus ride for your child is our main priority. However, we need your help. Parents, please review the following bus rules and safety guidelines with your child:

- Remain seated at all times.
- Follow any directions given by the school bus driver.
- Respect your neighbor (no fighting, pushing, or shoving).
- Never throw objects in the bus or out of the bus windows.
- Keep head, hands, and arms inside the bus at all times.
- Profanity is not allowed.
- No yelling or shouting (loud noises distract the driver).
- Respect your neighbor's property when waiting for the bus.

Bus Disciplinary Procedures:

Students who disobey bus rules will be subject to the same disciplinary actions as at school. If the student violates the bus rules, the driver will file a written report with your child's school. Parents will be notified when riders break the rules. A rider may have bus riding privileges suspended by school officials when the unacceptable behavior jeopardizes other passengers and the safe operation of the school bus.

School Bus Stops:

Parents/guardians should instruct their child not to cross the street diagonally or behind the bus. Parents picking up and/or dropping off students at the bus stop should park safely away from the stop but on the same side of the street as the bus stop to avoid the possibility of a student being hit by a vehicle while crossing the street. Parents should remind the child to stay out of the DANGER ZONE (*the area in front of the bus, area in back of the bus, and the area around the side of the bus where the driver is unable to see the child*).

As the child nears their corner or drop-off site, the child should begin to gather belongings and wait for the bus to come to a complete stop.

After leaving the bus, the child is to remain on the sidewalk until the bus pulls away. This allows the child to have an unobstructed view of any oncoming traffic. The child should then proceed directly to their residence.

Bus Accidents:

School bus transportation is the safest form of passenger transportation. Bus drivers are specially trained and licensed as school bus drivers. School buses are regularly inspected to ensure that each bus meets all safety standards. If your child is involved in an accident, your school will contact you within 24 hours of the accident. If your child complains of an injury, seek medical attention immediately.

Absence of a Responsible Person:

K3, K4, K5, and certain students with special needs must be received by a responsible person when they leave the school bus at the end of the day. If there is not a responsible person to receive the child, the bus company will attempt to contact the parent or guardian. If unsuccessful, the company will transport the child to the MPS Child Care Center at the MPS administration building, 5225 West Vliet Street. The Child Care phone number is (414) 475-8462. The parent will be required to pick up the child from that location. If a parent receives three *Absence of Responsible Person* notices in a year, bus service for that child may be cancelled.

Emergency Contact Information:

Bus companies may access the emergency contact information furnished to your child's school. This information is provided to them to help ensure the safe and timely return of children who may have become lost or confused. The bus companies are aware that any information they obtain is to be used only for that purpose and is to be treated in a highly confidential manner. Please be sure that this information is accurate and up to date. Notify your child's school of any changes.

Behavior Problems on Bus:

If you feel that your child's safety is being jeopardized by the behavior of other riders, you should contact your child's school.

Inappropriate Driver Behavior:

If you suspect that your child's bus driver is engaging in inappropriate behavior, you should first contact your child's bus company. If the problem continues, contact your child's school. If you notice a bus speeding or traveling in an unsafe manner, or the driver is talking on a cell phone, call Pupil Transportation Services at (414) 475-8922. Please note the name of the bus company, the bus number, and the time and location of the bus.

Driver/Parent/Student Conflict Prevention Tips:

Cooperation between parents and the bus driver will ensure a safe bus ride for all riders. Please follow these simple guidelines:

- Be at your child's stop on a regular basis and get to know the bus driver.
- Speak to the driver from the curb or sidewalk.
- Wait for all students to board before speaking to the driver.
- Do not board your child's bus unless authorized.
- Do not request route changes with the driver.
- Do not threaten the driver or other riders at the bus stop or on the bus.

Milwaukee County Transit System Bus Pass Distribution Procedures

Schools are responsible for the distribution of bus tickets and or assistance in troubleshooting issues related to MCTS card usage. Most schools utilize yellow school buses as the student's primary means to and from school. Schools do, however, utilize MCTS bus cards for as-needed situations that require emergency rides home or for transportation after school events. Only students eligible for transportation

services according to school board policy are to be issued transportation bus cards.

SECTION 5: EXPECTATIONS

Our school is committed to providing a safe and effective learning environment. All students in the school must follow the Code of Conduct/Classroom Conduct and meet the following expectations:

Student Dress Code

District or school uniform should be worn with the exception of where a guardian or school has opted out of the district uniform policy. Each individual school will address inappropriate attire if it disrupts the teaching and learning of others.

RUHS expects its students to dress appropriately for school which reflects good judgment and respect for themselves, their classmates and their school. No exposed midriffs, no strapless, backless, one-shoulder or low-cut tops; no sheer blouses, muscle shirts or thin tank tops; no pajamas or house shoes, no short-shorts or short skirts (must be at least as long as your fingertips when hands are at your sides), tights may not be worn without a blouse, dress, skirt or shorts of the appropriate length, no “sagging”/low-riding pants, no bicycle or other heavy caliber chains allowed. Students who come to school dressed inappropriately will be asked to change clothing or a parent/guardian will be contacted to either bring a change of clothes or to send the student home to change and then return to school. No sunglasses may be worn in the building. Coats and headgear (bandannas, headbands, ski masks, scarves, doo rags, bonnets and hoods) cannot be worn in school and must be left in lockers. However, hats can be worn if used in a straight position as well as religious headgear. Shoes must be worn at all times for reasons of safety and health. Clothing, grooming, styles and/or personal items that promote or reference gangs, weapons, violence, drugs, alcohol, or use offensive language/graphics/gestures are not allowed.

Inappropriate Personal Property

Possession of personal property prohibited by school rules and otherwise disruptive to the teaching and learning of others such as food, beverages, laser pointers, electronic and communication devices, all toys, games, cards, large amounts of money, and expensive jewelry and jackets should not be brought to school. The school is not responsible for any lost or stolen items.

Equipment from Home

All equipment needed for recess and physical education is furnished by the school district. Items such as balls, jump ropes, or other play equipment should not be brought to school and are not the responsibility of the school.

Cell Phones/Communication Devices

While on premises controlled by Milwaukee Public Schools, students are not allowed to activate, use, or display electronic communication devices, such as cell phones and pagers, for a purpose other than an approved educational purpose. Violation of this rule will result in discipline according to district policy.

Individual schools may implement a cell phone collection process at the beginning of each school day to ensure that devices are not used by students. This process is implemented to protect the learning environment. Schools that collect devices will secure the device during the school day and return devices in an orderly fashion at the end of each school day. If devices are activated, used, or displayed in violation of this policy, they will be confiscated. If a student activates, uses, or displays a communication device to endanger the physical safety or mental well-being of others, the student will be recommended for expulsion. This includes capturing, distributing, displaying, sharing, and posting inappropriate images that disrupt the learning environment.

In the event that communication devices are brought to school, the school and school district will not be financially responsible for lost or stolen items.

Telephone Calls for Students

It is the goal of our school to offer all students an environment of uninterrupted learning so that they can achieve academically. In order to protect learning, the school requests that if a parent/guardian needs to communicate with their child during the school day, they leave a message at the school office, which will convey the message to the student. If there is a home emergency, please ask to speak to an administrator.

Student IDs

Every student enrolled at RUHS must have a Riverside ID Card. An ID and a lanyard are issued to every student at the beginning of the school year. If lost, a fee of \$5.00 will be charged to replace a lost ID. Replacement IDs may be purchased in 215 during lunch hours.

- IDs are to be brought to school daily and are to be visibly worn throughout the school day.
- IDs are required to enter the building, classroom, cafeteria & library.
- A student attempting to enter the cafeteria with another student's ID will be sent to an administrator and the ID will be confiscated.
- IDs are used to check out library materials and to return texts.
- IDs will be used to enter any school sponsored activities (dances, sporting events, etc.) as authorized by the administration.
- IDs are to be shown/given to any adult upon request.
- IDs are not transferable and a previous school year is not valid.
- Defacing and/or altering an ID can result in the confiscation of the altered ID

School Communication with Families/Family Newsletter

Our school believes that it is important to keep parents informed of school news, services, activities, and events. The school will send regular correspondence to families. Families should also subscribe to the quarterly district eNewsletter for families on the bottom of the MPS home page.

When parents/guardians wish to contact their child's teacher, please call the main office at (4140 906-4900 to leave a message. The teacher will return the call. Email is also recommended when communicating with teachers. Staff Directory with teacher contact information is on the school website.

Parent/Guardian Concerns and Visiting Your Child's Classroom

Visitors are welcome in all MPS schools. *Because the safety of all children is important to us, MPS requires that all visitors do the following:*

- Use the designated main entrance
- Report to the office/security desk
- Show some form of identification
- Sign in on the MPS Visitor Record
- Wear/display the MPS Visitor Pass at all times while in the school
- Be escorted to the requested location
- Return the Visitor Pass to the office/security desk and sign out

Lack of cooperation may constitute trespassing.

Our school believes in assisting parents/guardians in resolving any concern they may have. A parent may come to the school office to express either verbal or written concerns.

SECTION 6: SCHOOL POLICIES AND PROCEDURES

Census Verification Report

The Census Verification Report has replaced the Emergency Contact Card. The Census Verification Report is used to verify that the current guardian, household, and non-household contact information is correct. It is also used to identify any person listed in the household or non-household who **should not** be able to pick up a student. The Census Verification Report also lists current health conditions that have been entered into the student record. The parent/guardian either verifies that the household, demographic, and health information is accurate or makes the appropriate changes and returns the Census Verification Form to the school. It is important to complete and return the Census Verification Form at the beginning of the school year. When there is a change of address, phone number, or guardian at any time during the school year, these changes should also be communicated to the school in a timely manner as well.

Breakfast and Lunch Procedures

All students are able to receive breakfast and lunch at no charge each day of the school year. However, if your child chooses not to participate in the meal program, they may bring a breakfast or lunch from home. Students are encouraged to bring nutritious foods such as fruits, vegetables, whole grains, etc.

All schools have a closed campus for meal times. Students are not allowed to leave the building during their breakfast or lunch hour. Meal delivery services (DoorDash, Uber Eats, etc.) **are not allowed** for students during the school day. This includes meals ordered by parents/families for delivery to the school.

Breakfast is available from 7:30 a.m. – 7:55 a.m.

Students are assigned to a 30-minute lunch. Students must have their school ID to enter the cafeteria. Students who need to replace their school ID may do so in the Main Office. There is a \$5.00 replacement fee.

Every student enrolled at RUHS must have a Riverside ID Card. An ID and a lanyard are issued to every student at the beginning of the school year. If lost, a fee of \$5.00 will be charged to replace a lost ID. Replacement IDs may be purchased in 215 during lunch hours.

- IDs are to be brought to school daily and are to be visibly worn throughout the school day.
- IDs are required to enter the building, classroom, cafeteria & library.
- A student attempting to enter the cafeteria with another student's ID will be sent to an administrator and the ID will be confiscated.
- IDs are used to check out library materials and to return texts.
- IDs will be used to enter any school sponsored activities (dances, sporting events, etc.) as authorized by the administration.
- IDs are to be shown/given to any adult upon request.
- IDs are not transferable, and a previous school year is not valid.
- Defacing and/or altering an ID can result in the confiscation of the altered ID.
-

Field Trips

Field trips are an extension of units of study being taught by the teacher and become an essential part of the total learning experience for students. Field trips assist in the teaching and learning process and have learning objectives for these experiences. They are an important part of the student's education.

Our school encourages all students to participate. Parents/guardians must sign a permission form for each field trip and return it to the classroom teacher. The signed form will be filed at the school.

Fundraisers

Fundraisers are conducted by our school and parent organization to raise money for the benefit of our students and school. Student participation is voluntary with parental permission. Students participating in sponsored fundraising activities are not allowed to be involved in door-to-door sales. Fundraising activities will not impose on instructional time during the regular school day.

School Bookstore

School Bookstore is open during lunch hours only. Students may purchase school supplies and/or spirit wear at the bookstore. Bookstore can only accept cash/check/money order.

School Supplies (Preschool–Grade 8)

All children need to be prepared with their school supplies on the first day of school. Each grade level has a special supplies list. Our school will distribute the school supplies list at the start of the school year. The list is also posted on the MPS website under the *Families* tab > Supply Lists. Please make sure to put your child's name on their supplies. Head Start students do not need supplies.

Emergency Drills

Our school will hold emergency drills on a regular basis. Fire drills and emergency lockdown drills are held once a month. Tornado drills are held once a year in April. Bus evacuation drills are held twice a year.

SECTION 7: EXTRACURRICULAR ACTIVITIES

Student activities help students develop leadership, teamwork, communication, and decision-making skills. It is the expectation that all students participate in school sponsored activities.

Student Activities & Organizations

AFRICAN AMERICAN ACHIEVERS

Students coordinate activities and events throughout the school year that promote and educate about African American culture. The RUHS Black History Program is an annual event coordinated by club members.

ANNOUNCERS

The morning announcers work to ensure that the student body stays informed about school events, deadlines and other important news within the school. They meet in the office every morning to the morning announcements. Advisor: Ms. Ulate

BLACK AND LATINO MALE ACHIEVEMENT (BLMA)

BLMA vision is that Black & Latino young men will possess an affirmed sense of identity, dignity and self-confidence, and will have the necessary tools to successfully navigate high school, college, career and life.

CHESS CLUB

The Chess Club is a new club at RUHS focused on engaging students who are interested in a fun, no pressure club. The goal is to help students develop their skills and teach new students how to play the game. As the club grows, they will become a formal team and engage in tournament play within MPS and Wisconsin.

COSTUME CREW

Costume Crew helps to create the costume for the school's musicals. They also help the actors get dressed, and work on actors' hair and makeup. Advisor: Ms. Gulbranson

CROCHET CLUB

Crochet Club teaches students how to crochet. Blankets are made and then donated to charity. Advisor: Ms. Kringel

DRUMLINE

Drumline is an after-school group that meets in two seasons: pep band and marching, and competitive. Drumline consists of students from all musical backgrounds. Competitions involve marching indoors using 5 different types of percussion instruments. 2nd place in the 2023-24 Battle of the Drumlines! Advisor: Ms. Klouda

FIRST NATIONS

This program practices skill-building, learning more about Native cultures, and taking trips to expand their understanding of options that exist after graduation. Advisors: Ms. Fischer, Mr. Kell and Ms. Zietlow

FORENSICS

Forensics is a competitive team for speech and drama activities. Forensics students choose from a variety of speech and drama events to prepare and compete at schools all over Wisconsin. Events include persuasive and informative speaking, individual and duet acting, and storytelling. Students who excel can qualify for national competitions! Advisor: Ms. Holtgrieve

LATINO CLUB

Students provide motivation and support to each other in a healthy and friendly environment. Help plan and host Latino fun night! Spanish Tutoring is also available during our welcome meetings. Churro sales help provide scholarships to Latino Club members. Everyone is welcome! Vengan! Advisor: Ms. Cochrane

NATIONAL HONOR SOCIETY (NHS)

Sophomores and Juniors are selected on the basis of scholarship, service, leadership and character. National Honor Society provides various service activities to the school and community during the year. Advisor: Ms. Zietlow.

RIVERSIDE HAVEN (GSA)

A safe and fun place to meet other classmates, discuss important LGBTQ matters, and learn how to be an ally to your classmates. Riverside Haven Club aims to ensure that the school is a welcoming and accepting place for all. Advisors: Ms. Bretzman

ROBOTICS

Riverside's three-time regional winning robotics team competes annually in the FIRST Robotics Competition. Students will learn to build, wire and program competitive robots. Additionally, students learn fundraising, web design, social media and gain community service hours through team activities. Advisor: Ms. Weidensee

Team's sign up form (<https://forms.gle/CZboxhwt6oYdGqZg6>) or our website (<https://www.team2830.com/>).

STAGE CREW

Stage Crew helps to create props and sets for the spring musical and other school programs. They also do all the scene changes in the musical. Advisor: Mr. Schatzman

STEPPERS

Stepping is a form of percussive dance in which (steppers) use the entire body as an instrument to produce complex rhythms and sounds through a mixture of footsteps, spoken words and hand claps. Advisor: Ms. Lewis

STUDENT COUNCIL

Student Council consists of elected student representatives from each class, as well as executive officers who represent the entire student body. This group is a means for students to engage in school and community affairs. It provides opportunities for students to improve their leadership skills and create student and community relations. Members help plan and facilitate school-wide initiatives and events. Advisor: Ms. Vogel, Ms. Struck

STUDENT DISCIPLINE COMMITTEE

Members of this committee provide input and feedback to school administration regarding student discipline on behalf of the student body. Advisor: Mr. Sardina

SISTERHOOD

This is a leadership group for female students that addresses social, emotional, and societal issues pertinent to young women. The group also has organized a schoolwide celebration for International Women's Day. Advisors: Ms. Brown, Ms. Mulhern, and Ms. Heitman

YES CLUB

Youth Empowered in the Struggle is the student arm of Voces de la Frontera. Yes teaches students how to engage in social activism and champions the rights of immigrants, students and workers. Students learn to work for change at Riverside as well as in MPS and the community.

SECTION 8: NONDISCRIMINATION NOTICE

It is the policy of the Milwaukee Public Schools, as required by section 118.13, Wisconsin Statutes, that no person will be denied admission to any public school or be denied the benefits of, or be discriminated against in any curricular extracurricular, pupil services, recreational, or other program or activity because of the person's sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability.

This policy also prohibits discrimination under related federal statutes, including Title VI of the Civil Rights Act of 1964 (race, color, and national origin), Title IX of the Education Amendments of 1972 (sex), and Section 504 of the Rehabilitation Act of 1973 (disability), and the Americans with Disabilities Act of 1990 (disability).

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

For section 118.13, Wisconsin Statutes, federal Title IX: Matthew Boswell, Senior Director, Department of Student Services, Room 133, Milwaukee Public Schools, 5225 W. Vliet St., P.O. Box 2181, Milwaukee, Wisconsin, 53201-2181.

For Section 504 of the Rehabilitation Act of 1973 (Section 504), federal Title II: Jessica Coyle, Section 504/ADA Coordinator, Department of Specialized Services, 6620 W. Capitol Dr., Milwaukee, Wisconsin, 53216, (414) 438-3677.

ASL: (414) 438-3458

SECTION 9: ATTACHMENT

Acknowledgment for the Family–School Compact and acknowledgement for the *Family–School Manual*

ACKNOWLEDGMENT FORM

The Family–School Compact (also referred to as School–Parent Compact)

In the school compact, families and school staff agree on how to work together. Every Title I school must develop a Family–School Compact. The purpose of this agreement is to help parents and teachers come to a consensus on the responsibilities that impact student achievement. The underlying assumption is that a student’s academic success will improve when the home and schoolwork together.

It is important that parents/guardians review and discuss the Family–School Compact with their child/children. We request that the parents/guardians and students sign and return the bottom portion of this form to the classroom teacher.



We have reviewed and discussed the Family–School Compact with our child.

Student Name _____ Room # _____

Parent Signature _____ Date _____

Student Signature _____ Date _____



Family–School Manual

It is important that parents/guardians review and discuss the *Family–School Manual* with their child/children. We request that the parents/guardians and students sign and return the bottom portion of this form to the classroom teacher.



We have reviewed and discussed the *Family–School Manual* and agree to follow all rules and expectations set by the school.

Student Name _____ Room # _____

Parent Signature _____ Date _____

Student Signature _____ Date _____