



**NOTICE OF THE MEETING OF THE
POLICY COMMITTEE MEETING
SCHOOL DISTRICT OF NEW LONDON
Monday, September 19, 2022**



PURPOSE:

The purpose of this committee is to develop, evaluate, and make recommendations for the implementation of policy.

RESPONSIBILITIES:

To support and achieve the purposes of the Policy Committee, the following responsibilities will be incorporated into the Committee's activities and functions:

- Review and/or revise policies.
- Stay current in the field of school law.
- Conduct research into best-practices.
- Seek input from affected individuals.
- Develop policy drafts in the district's format consistent with the philosophy, culture and goals of the Board.
- Recommend draft policies for Board consideration and action.

Public notice is hereby given, as required by law, that the meeting of the Policy Committee of the School District of New London will be held at **3:00 p.m. on Monday, September 19, 2022**, at the District Administration Building, 901 West Washington Street, New London, Wisconsin 54961.

Matters to be taken up and discussed at this meeting are as follows:

- A. Public Input
- B. Policy/Administrative Guideline review and discussion:
 - 110 School District Mission
 - 111 Strategic Plan
 - 120 School District Legal Status
 - 130 Board Legal Status
 - 132 Board Resignations / Removal from Office
 - 133 Filling Board Vacancies
 - 140 *Officers, Auxiliary Personnel of the District (NO POLICY)*
 - 141 Board Officers
 - 142 Legal Counsel
 - 150 School Board Governance
 - 185 Board Committees
 - 882.1 Police/School Liaison Program
- C. Prepare list of policies to be reviewed at next committee meeting
- D. Establish date and time for next committee meeting

Notice is hereby given that members of the School Board may be present at this committee meeting. Although this may result in a quorum of the School Board being in attendance and, therefore, constitute a "meeting" of the School Board pursuant to State ex. Rel. Badke v. Greendale Village Board, 173 Wis.2d 553 (1993), the School Board will not take any action at this committee meeting.

SCHOOL DISTRICT OF NEW LONDON COMMITTEE TOPIC SUMMARY SHEET

MEETING DATE: September 19, 2022

COMMITTEE TOPIC: Policy Administrative Guideline Review 100-150, 185, and 882.1

RATIONALE:

Policy Committee members will review the noted Board policies and Administrative Guidelines to ensure best practices to support District Operations.

CONTACT:

Scott Bleck

PHONE:

920-982-8530

E-MAIL:

sbleck@newlondon.k12.wi.us

SCHOOL DISTRICT MISSION

Mission

Success for All Students. The Board established this mission in collaboration with students, families, employees, and the community. The mission guides all District-related decisions.

Vision

The School District of New London will partner with families and community to develop students by providing high quality instruction, personalized learning options, and a caring environment in which students are able to reach their fullest potential. This collaborative partnership will encourage opportunity for students to become:

- Effective Communicators
- Problem Solvers and Critical Thinkers
- Self-Directed and Life-Long Learners
- Responsible, Contributing Citizens

Guiding Principles

We will be accountable and work together to...

- Provide a safe, secure, nurturing environment
- Establish and maintain school, family, community partnerships
- Foster students' developmental assets
- Ensure that students master the essential curriculum
- Recruit, develop, and retain a highly qualified staff
- Model what is expected
- Value diversity
- Meet the needs of the future

Core Values

We put students first in all we do. No matter where in our organization we serve, we remember always that caring for the needs of the individual student is at the heart of our mission. We embrace the following core values which serve foundational in our efforts to ensure Success for All Students.

Passion: Our passion provides us the determination, perseverance and sense of resolve to act on behalf of children. We believe in having a positive and optimistic

attitude about everything we do because we realize that this inspires others to have the same attitude.

Respect: We value the strengths, experiences and perspectives of others. We accept individual differences and embrace diversity with compassion and empathy.

Integrity: We seek to be honest and have the ethical and moral courage to do the right thing in all settings and situations as stewards of the resources entrusted to us.

Dedication: We are driven to ensure success for all students, dedicated in our advocacy, principled in our approach and responsible in our actions.

Excellence: We hold ourselves accountable to continuously strive for excellence. We never stop learning in an effort to innovate and improve programs, skills and services.

ADOPTION DATE: January 11, 2016

REVISION DATE(S):

REVIEW DATE(S): September 19, 2022

CROSS-REFERENCE:

LEGAL REFERENCE:

Update Review date.

No language change recommended

STRATEGIC PLAN

The School District of New London shall have a strategic plan that is reviewed and formally monitored on an annual basis. Informal monitoring shall occur regularly throughout the year. Strategic direction shall be set for a period of four years and adopted by the Board. The plan shall also be adaptable and dynamic in order to respond to change. The Strategic direction shall reach toward the District’s mission, *Success for All Students*.

ADOPTION DATE: January 11, 2016

REVISION DATE(S): February 12, 2018

REVIEW DATE(S): September 19, 2022

CROSS-REFERENCE: Administrative Guideline

LEGAL REFERENCE:

Update Review date.

No language change is recommended currently. However, with the upcoming completion of strategic planning, the committee may want to revisit Policy 111 and reference new language or strategic planning verbiage.

SCHOOL DISTRICT OF NEW LONDON

ADMINISTRATIVE GUIDELINE 111 - STRATEGIC PLAN

District goals shall be created by the District Administrator and administrative team with input from various stakeholder groups as appropriate. They shall be presented to the Board in a formal manner near the conclusion of the Strategic Planning cycle. They are intended to reflect priority needs of the School District of New London. To this end, it is recognized that a District Strategic Plan serves as important guidance for educational decisions and programming.

The District Strategic Plan shall be reviewed regularly for necessary updates and modifications. In addition, components of the Strategic Plan shall be incorporated into annual school improvement planning. **A scorecard shall show the current state of the District.**

ADOPTION DATE: January 11, 2016

REVISION DATE(S): February 12, 2018

REVIEW DATE(S): September 19, 2022

CROSS-REFERENCE: Policy 111 Strategic Plan

LEGAL REFERENCE:

Scorecard reflection discussion which is part of the current strategic planning development process with "Key Performance Indicators".

SCHOOL DISTRICT LEGAL STATUS

The legal basis for public education in the school district is vested in the will of the people as expressed in the Wisconsin Constitution. Public education is primarily a state responsibility and a local school district's function.

The official name of this school district is the "School District of New London". It is classified as a unified school district and includes the City of New London--Waupaca and Outagamie Counties, and all or parts of the Town of Bear Creek, Town of Caledonia, Town of Fremont, Town of Lebanon, Town of Mukwa, Town of Clayton, Town of Winchester, Town of Wolf River, Town of Dale, Town of Deer Creek, Town of Greenville, Town of Hortonia, Town of Liberty, and Town of Maple Creek.

Educational services of the school district shall be organized as a program of instruction for Four-Year-Old Kindergarten through grade twelve (12). The district shall be operated as a single system under the direction of the District Administrator.

The district contains four (4) elementary schools, one (1) intermediate/middle school, one (1) high school, and two (2) charter schools. The Board shall authorize the District Administrator to establish other special classrooms or programs as necessary.

ADOPTION DATE: March 13, 2017

REVISION DATE(S):

REVIEW DATE(S): September 19, 2022

CROSS-REFERENCE:

LEGAL REFERENCE: Wisconsin Constitution, Article X, Section 3; Wisconsin Statutes Section 115.01(3) (5), Section 118.40, Section 120.41

Update Review date.

No language changes recommended.

BOARD LEGAL STATUS

The School District of New London Board of Education has been granted authority by the Wisconsin Legislature to make rules for the organization, operation, and governance of the School District of New London which serves as an agency of the State.

The Board consists of seven (7) members elected at large by the voters of the school district at the annual spring election for a three (3)-year term beginning on the fourth Monday in April following the election.

Legal Reference: Wisconsin Constitution, Article X, Section 3; Wisconsin Statutes Section 120.01(2), Section 120.06(2) and (3)

ADOPTION DATE: March 13, 2017

REVISION DATE(S):

REVIEW DATE(S): September 19, 2022

CROSS-REFERENCE:

LEGAL REFERENCE:

Update Review date.

No language changes recommended.

BOARD RESIGNATIONS / REMOVAL FROM OFFICE

Board member resignations shall be made in writing to the Board Clerk. In the event the Board Clerk resigns, the resignation shall be made in writing to the Board President. A resignation shall become effective upon the date specified in the letter of resignation, or, if no date is specified, upon delivery of the letter of resignation to the Clerk. The Clerk shall be responsible for notifying the Board of the resignation.

When a Board member ceases to be a resident of the District, or remains absent from the District for a period exceeding sixty (60) days, or is convicted of a felony, his/her board member seat shall be considered vacant. The Board shall fill the vacancy in accordance with state law and established procedures.

ADOPTION DATE: March 13, 2017

REVISION DATE(S):

REVIEW DATE(S): September 19, 2022

CROSS-REFERENCE: Policy 133 Filling Board Vacancies

LEGAL REFERENCE: Wisconsin Statutes Section 17.01 and 17.03

Update Review date.

No recommended language changes

FILLING BOARD VACANCIES

A Board vacancy can occur as follows:

- Resignation
- Death of a member
- Removal from office
- When a Board member ceases to be a resident of the District
- When a Board member remains absent from the District for a period exceeding sixty (60) days
- Other reasons as outlined by law

In the event a vacancy occurs on the Board of Education, the vacancy shall be filled by the remaining members of the Board of Education in accordance with and abiding by established procedures and state law. Timelines shall be set by the Board of Education. Any qualified elector of the District may apply to fill the vacancy.

Candidates for a vacancy on the Board shall be considered at a properly noticed open Board meeting. The Board may interview candidates in a closed session only if the discussion involves financial, medical, social, or personal histories of disciplinary data that, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of the candidates. The Board decides the method of voting to be used and recognizes secret ballots are prohibited.

The candidate appointed to the vacancy shall, pending acceptance and filing the oath of office, be seated on the Board. Appointed Board members shall seek re-election at the next Board election.

ADOPTION DATE: January 11, 2016

REVISION DATE(S):

REVIEW DATE(S): September 19, 2022

CROSS-REFERENCE: Administrative Guideline

LEGAL REFERENCE: Wisconsin Statutes Section 17.01(13), Section 17.03, Section 17.035, Section

17.17(5), Section 17.26, Section 19.01, Section
59.23(2)(s), Section 120.05(1)(d), Section 120.06(10),
Section 120.12(28), Section 120.17(1)

Update Review date.

No recommended language changes

SCHOOL DISTRICT OF NEW LONDON

ADMINISTRATIVE GUIDELINE 133 - FILLING BOARD VACANCIES

Board vacancies shall be noticed through the District Office, District website, official school newspaper, and New London Public Library.

Prospective candidates shall be asked to submit a written application to the Board President, 901 West Washington Street, New London, WI 54961. The written application shall consist of a letter of interest that includes at least the following information:

- Name, residential address, and telephone number of the potential appointee
- Reason(s) that the candidate wants to serve on the Board
- Qualifications and experience relevant to holding the office
- General views of the role of the Board of Education
- General views of District strengths and areas that may need improvement
- General views for continuously improving student achievement
- Availability for Board duties

Interviews shall be scheduled by the Board and noticed to the public via agenda posting.

ADOPTION DATE: January 11, 2016

REVISION DATE(S):

REVIEW DATE(S): September 19, 2022

CROSS-REFERENCE: Policy 133 Filling Board Vacancies

LEGAL REFERENCE:

Update Review date.

No recommended changes.

BOARD OFFICERS

The Board of Education will elect a President, Vice President, Clerk, and Treasurer. Officers will be elected at the organizational meeting of the Board on or following the fourth Monday in April.

ADOPTION DATE: July 13, 2005

REVISION DATE(S): March 14, 2005

REVIEW DATE(S): September 19, 2022

CROSS-REFERENCE: Administrative Guideline

LEGAL REFERENCE: Section 120.05 Wisconsin Statutes
Statutes Section 120.15 Wisconsin
Statutes Section 120.16 Wisconsin
Statutes Section 120.17 Wisconsin
Statutes Section 120.44(2) Wisconsin

Update Review date.

No recommended language changes

SCHOOL DISTRICT OF NEW LONDON

ADMINISTRATIVE GUIDELINE 141 - BOARD OFFICERS

A. Duties of President:

1. Preside at all meetings of the Board.
2. Decide all questions of parliamentary order, subject to an appeal by any Board member.
3. Appoint all Board committees, unless otherwise provided.
4. Sign all documents on behalf of the Board and countersign all warrants drawn upon the treasurer, except as otherwise provided or delegated.
5. Have the right, as other members of the Board, to offer resolutions, to discuss questions, and to vote.
6. Ascertain that minutes of the meeting are properly recorded, approved, and signed.
7. Perform all other duties as prescribed by law or by the Board.

B. Duties of Vice President:

1. Perform the duties assigned to the President in the event of the latter's absence or inability to act.

C. Duties of Clerk:

1. Have the care and custody of the record books and documents of the Board.
2. Cause written notice to be given to each member of the Board for all Board meetings.
3. Cause minutes of each Board meeting to be kept and preserved.
4. Attest any written contract to which the district may be a party when such contract has been authorized by the Board.
5. Countersign all warrants drawn upon the treasurer, except as otherwise provided.
6. Sign documents as required by state, professional and other agencies.

7. Perform such other duties as prescribed by law or by the Board.

D. Duties of Treasurer:

1. Receive and deposit promptly in the officially designated district depository all monies paid to the school district.
2. Keep a record of the receipt of said monies, and will present an account of said monies at the budget hearing.
3. Sign checks in payment of lawfully incurred and properly approved expenditures.
4. Perform such other duties as prescribed by law or by the Board.

E. The Board will employ a secretary for the Board of Education. The secretary will have the following responsibilities:

1. Keep recording of the proceedings as Board meetings and other assigned meetings.
2. To transcribe the recording into written minutes.
3. To present to the Board the written minutes (minutes from one meeting will be presented at the next Board meeting).
4. Responsible for making all corrections on the minutes.
5. Responsible for posting all agenda notices.
6. Responsible for storing and protecting Board minutes.
7. Provide minutes of Board meetings to interested residents.
8. Perform other duties as assigned by the Board of Education.

ADOPTION DATE: July 13, 1998

REVISION DATE(S): March 14, 2005

REVIEW DATE(S): September 19, 2022

CROSS-REFERENCE: Policy 141 Board Officers

LEGAL REFERENCE: Section 120.05 Wisconsin Statutes

Statutes	Section	120.15	Wisconsin
Statutes	Section	120.16	Wisconsin
Statutes	Section	120.17	Wisconsin
Statutes	Section	120.44(2)	Wisconsin

Update Review date.

Potential combining of guidelines with policy

LEGAL COUNSEL

The School Board may retain an attorney or attorneys as needed to advise and represent the District in matters requiring legal counsel. The school attorney shall serve in an advisory capacity to both the Board and the administration.

A decision to seek legal advice or assistance on behalf of the District shall be made by the District Administrator, unless otherwise specified by the Board.

This policy does not limit any individuals from contacting sources other than the District's legal counsel for general legal information at their own expense.

ADOPTION DATE: March 13, 2017

REVISION DATE(S):

REVIEW DATE(S): September 19, 2022

CROSS-REFERENCE:

LEGAL REFERENCE: Wisconsin Statutes Section 120.10(14), Section 120.13(9m), Section 120.15

- [Section 120.10\(14\)](#) [annual meeting power to direct legal proceedings in which the district is interested – *for unified school districts, this is a power of the board and the legal reference should be clarified accordingly*]

Update Review date.

No recommended language change.

SCHOOL BOARD GOVERNANCE

The Board of Education shall act as the general agent of the state in carrying out the will of the people of the District in the matter of public education. The Board is committed to supporting educational philosophies and programs that shall provide measurable instructional excellence and a superior quality of instruction in the District.

The Board shall perform the specific duties and exercise the specific powers imposed upon unified school districts by state law. Members of the Board shall have authority only when acting as a Board legally in session. The Board shall not be bound by any statement or action on the part of an individual member except when such statement or action is in the pursuance of specific instruction from the Board or required by law.

A key function of the Board is policy-making. In performing its policy-making function, the Board shall determine what should be done and **establish recognize** guidelines for its accomplishment, delegate authority for policy implementation, and provide the financial means for the achievement of such objectives. Evaluation is also a major function of the Board. Evaluation by the Board requires a continuous appraisal of the effectiveness of the educational policies as well as the effectiveness of the general administration of policies.

Board responsibilities include:

- Legal responsibility-establish and enforce policies to comply with law and governance of the District
- Civic responsibility-support necessary rules and regulations to ensure the safety, welfare, and progress of students and staff
- Social responsibility-guide practices that make a positive impact on students, schools, and the community
- Economic responsibility-recommend a budget and tax levy to the constituents that meets District needs
- Moral and ethical responsibility-perform all reasonable actions necessary to ensure *Success for All Students*

ADOPTION DATE: January 11, 2016

REVISION DATE(S):

REVIEW DATE(S): September 19, 2022

CROSS-REFERENCE:

LEGAL REFERENCE: Wisconsin Statutes Section
118.001, Section 120.12, Section 120.13, Section 120.44

Update Review date.

Discussion on "establish" guideline or "recognize" guidelines.

BOARD COMMITTEES

Standing committees may be created and dissolved by the Board president, and are subject to recommendation of the District Administrator and approval of the Board. Public notice shall be given for all standing committee meetings in accordance with state law. Unless appointed to a committee, The Board president shall be an ex-officio member of all committees.

Committees shall have no power to take action whatsoever, or to commit the Board or District to any course of action, except as specifically directed by the Board. They may act only in an investigator and advisory capacity. All committee recommendations must be acted upon by the Board.

The Board shall establish such special or temporary committees as deemed necessary. Meeting dates and agendas may be set and jointly developed by the District Administrator and committee chair.

ADOPTION DATE: January 11, 2016

REVISION DATE(S):

REVIEW DATE(S):

CROSS-REFERENCE: Administrative Guideline

LEGAL REFERENCE: Wisconsin Statutes Section 19.83, Section 19.84, Section 19.85, Section 19.89

185

Proposed Procedure for Considering Citizens on Standing Committees.

- 1) Board will first decide which committee or committees to add citizens and how many.
- 2) The committee position will be advertised at minimum by placing on the opportunity to serve on the school district website, and requesting a letter of interest, and brief bio from the person interested.
- 3) The board would then choose the member.
- 4) Whenever the appointment was made the term would be up until the following fourth Monday of April, when board member terms on committees expire. At that point the board could discontinue the position, or extend it another year. The board (if it continued the position) could reappoint the citizen member or appoint another person using this procedure.

Submitted by
Mr. Martinson

POLICE/SCHOOL LIAISON PROGRAM

- A. Philosophy—The school has a unique opportunity to perceive and analyze the problems of children before they become a serious problem for society. With this unique opportunity, it is important that schools work closely with the police and other social agencies to prevent and resolve anti-social patterns of behavior. The Police/School Liaison Program (PSL) is established on a cooperative basis to work with our youth in detecting and preventing anti-social behavior through proper education, communication, and understanding between the school, police, youth and the family.

- B. The Police/School Liaison Program will serve the following general purposes:
 - 1. Prevention.
 - 2. Referral.
 - 3. Education.

- C. A more detailed description of the purposes of the Police/School Liaison Program is stated below:

PURPOSE 1: TO DECREASE THE AMOUNT OF FUTURE CRIME BY A CONCENTRATED CRIME PREVENTION EFFORT AIMED AT THE SECONDARY AND ELEMENTARY LEVEL STUDENTS.

Objective A:

To give the students an opportunity to get acquainted with a police officer in an informal, non-authoritarian setting by placing a police/school liaison officer within schools in the district.

Objective B:

To allow any student, who so desires, to privately converse with a liaison officer conveniently at the school. Many students have personal questions relative to the law, the school, and the community which they may not care to air in a school setting.

Objective C:

To allow students the opportunity to discuss with the liaison officer conditions in the community which he/she feels have a negative effect on him/her.

Objective D:

To provide classroom presentations and discussion periods with students in the areas of mutual concern. To present film and slide programs relative to the above, along with appropriate field trips.

Objective E:

To provide for parent/student conferences in a school setting, rather than the police station which, in many cases, may be more comfortable for the student and parents alike.

Objective F:

To provide the opportunity to appropriately divert students from the juvenile justice system and to assure adequate follow-up to that diversion by the police/school liaison officer, if needed.

Objective G:

To provide an opportunity for other police officers to better understand the actions and problems of the youth in the community.

Objective H:

To provide teachers, administrators and other school officials information concerning the law and to answer other questions they may have about the juvenile justice system, where deemed appropriate.

Objective I:

To conduct classes and seminars for police officers concerning problems and perspectives of youth.

PURPOSE 2: TO INCREASE THE REPORTING OF CRIMES COMMITTED AGAINST YOUTH AND THEIR PROPERTY; AND TO INCREASE THE REPORTING OF PHYSICAL AND SEXUAL CHILD ABUSE AND/OR NEGLECT.

Objective A:

To provide a convenient and confidential setting wherein a child may feel at ease in reporting crimes against himself/herself or his/her property.

Objective B:

The Police/School Liaison Officer will help youth deal with concerns brought to his/her attention in cooperation with other helping professionals.

Objective C:

The Police/School Liaison Officer will help educators become aware of reportable crimes against youth and will make or assist other educators in presentations pertaining to the reporting of these crimes.

Objective D:

The Police/School Liaison Officer will provide appropriate feedback information as to the disposition of cases referred to the police.

PURPOSE 3: TO DECREASE THE NUMBER OF CRIMES COMMITTED IN SCHOOLS OR NEAR SCHOOL PROPERTY.

Objective A:

To provide preventive patrol in school areas to reduce loitering on the school premises and discourage drug and alcohol traffic, assaults, and other actions of anti-social behavior. (We cannot emphasize enough that the legal responsibilities of the Police/School Officer lie in the areas of direct violations of the law and that he/she will not be used as an arm of school discipline.)

Objective B:

To contact or assist any person living in, or any business person operating in school areas, who is having difficulty interacting with the students attending that particular school.

Objective C:

To inform merchants who serve school-age clientele of ways to prevent vandalism and shoplifting.

PURPOSE 4: TO HELP YOUTH AND ADULTS VIEW THE POLICE DEPARTMENT AS A HELPING AGENCY WITH THE RESPONSIBILITY TO PROTECT AND SERVE ALL CITIZENS.

Objective A:

To provide input from student and faculty to assist the police in establishing certain written police guidelines relative to handling of juvenile matters, especially in the area of student/police contacts within the school.

Objective B:

To enable the Police/School Liaison Officer (PSLO) to maintain regular contact with representatives of youth-serving agencies to coordinate prevention efforts.

Objective C:

To make presentations before community groups, service clubs, and parent groups, etc.

ADOPTION DATE: March 10, 1997

REVISION DATE(S): May 9, 2005

REVIEW DATE(S):

CROSS-REFERENCE: Administrative Guideline
Policy 347 Control, Maintenance, and Confidentiality of
Student Records
Policy 445.1 Student Interviews by Police

LEGAL REFERENCE:
Statutes

Section 118.257 Wisconsin

SCHOOL DISTRICT OF NEW LONDON

ADMINISTRATIVE GUIDELINE 882.1 - POLICE/SCHOOL LIAISON PROGRAM

- A. Role in the school.
 - 1. The Police/School Liaison Officer will be scheduled in the district buildings on a daily basis.
 - a. The Police/School Liaison Officer will provide, reinforce, and initiate programs and services that will benefit both school and community.
 - b. Regular office hours will be scheduled.
 - c. Student interviews will be scheduled as required by referrals, both professional and self.
 - d. General visibility within the building(s) is expected.
 - e. The Police/School Liaison Officer would normally provide his/her services in plain clothes.
 - 2. While in the building(s), the Police/School Liaison Officer will be under the general supervision of the Building Principal(s). The Police/School Liaison Officer will NOT assume the role of school disciplinarian. Enforcement of school rules rests with the administration. The Police/School Liaison Officer, as a police officer, is sworn to uphold the law and will exercise his/her duties as circumstances dictate.
 - 3. School meeting space will be provided.
 - a. Office hours will be announced and posted.
 - b. Students may schedule appointments with the Police/School Liaison Officer.
 - c. The Police/School Liaison Officer will have access to students during the school day, subject to the same restrictions as the school staff.
- B. Confidentiality of information and records.
 - 1. Adult students and parents or guardians can authorize the release, to the Police/School Liaison Officer, of any information contained in the pupil records.

2. Pupil records will be available to the Police Liaison Officer in accordance with School Board Policy No. 347. Police/School Liaison Officer is encouraged to have records interpreted by a qualified person.
 3. All disclosures of pupil records and information will be on a "need-to-know" basis as per School Board policy. A log will be kept of all school records and information disclosed to the Police/School Liaison Officer.
 4. The school may obtain pertinent information available to the Police/School Liaison Officer, again on a "need-to-know" basis and in accordance with School Board policy on confidentiality.
- C. In-school referrals.
1. The official police contact person will be the Police/School Liaison Officer.
 2. Parents or guardians of juveniles may be contacted by the Police/School Liaison Officer and by school authorities.
 3. Contact and interviews can be conducted at the school(s).
- D. Out-of-school referrals.
1. Contact and interviews may be permitted at school(s) for non-school incidents. A school official will be present during the interview.
 2. Parents or guardians of juveniles may be contacted by the Police/School Liaison Officer and by school authorities.
 3. Contact and interviews can be conducted at the school(s).
- E. Definitions of student and police/school liaison officer interviews where parent permission may be required.
1. A student suspect interview - a student who is suspected of some violation of the law .
 2. A student witness interview - a student who is thought to have some information that would be helpful to law enforcement officials in investigating some crime .
 3. A student victim interview - a student who is the victim of a crime, unless the parents are involved in the crime.

ADOPTION DATE: March 10, 1997

REVISION DATE(S): May 9, 2005

REVIEW DATE(S):

CROSS-REFERENCE: Policy 882.1 Police/School
Liaison Program
Policy 347 Control, Maintenance, and Confidentiality of
Student Records
Policy 445.1 Student Interviews by Police

LEGAL REFERENCE: Section 118.257 Wisconsin
Statutes