

222 MEMORIAL DRIVE
BERLIN, WI 54923
920-361-2000
920-361-2005—FAX

A Parent's Guide

WWW.BERLIN.K12.WI.US

AUGUST 2, 2011



to Berlin High School

TABLE OF CONTENTS

1. Why does parental involvement in schools change after elementary school?	Page 3
2. Understanding the high school setting.....	Page 4
3. What should a high school parent’s role be for Berlin High School?.....	Page 4
4. How can I get involved at Berlin High School?.....	Page 5
5. What if my child needs help with course work or personal issues? Who do I contact?.....	Page 5
6. The benefits of getting involved.....	Page 5
7. Opportunities/Roles for Parents.....	Page 6
8. Class Schedule.....	Page 6
9. List of Staff and contact information.....	Pages 6 & 7
10. rSchool (Calendar for school events and athletics).....	Page 8
11. PowerSchool.....	Page 9
12. STAND (Students Taking a New Direction).....	Page 10
13. Academic Award.....	Page 10
14. Attendance.....	Pages 10 & 11
15. Graduation Requirements.....	Page 12
16. Cell Phone Policy.....	Page 12
17. Pride in Our Dress/Appearance.....	Page 13
18. Cheating/Plagiarism Policy Statement.....	Pages 13 & 14
19. Student Dances.....	Page 14
20. Work Permits.....	Page 14
21. Extra-Curricular Activities.....	Page 15
22. Bus transportation contact information.....	Page 16
23. Parking permits.....	Page 16
24. 6th hour.....	Page 16
25. School closings.....	Page 16
26. School nurse.....	Page 16
27. Student services.....	Page 16
28. Fundraising.....	Page 16
29. School Calendar.....	Page 17

1. Why does parental involvement in schools change after elementary school?

Almost all parents ask this question when their son or daughter reaches middle school age. So why does this happen? It is common knowledge that parental involvement at the elementary grade levels is quite high. Many elementary parents are actively engaged in volunteering at school, helping with school-wide projects, or participating in P.T.O. initiatives. While other parents help their children with homework, attend school events, and attend parent/teacher conferences. Studies support that this involvement whether it is active or passive in nature is beneficial for student academic achievement. (Cotton & Wikelund, 2002).

So why does this parental involvement begin to diminish in sixth grade and continue in to the high school years? There are many factors involved but the biggest change occurs when students switch from having one classroom teacher to a different teacher for each subject. This happens as content materials get more difficult and require more specialization by teachers. As a result there is no one teacher that is in charge of your child and from the teacher's perspective they no longer have just 20 or so students. The teacher in middle and high school may have from 75 to 90 students a day. This results in less individual attention and begins the process of putting more responsibility on the student to handle their school work on their own.

Parents are often frustrated by not being able to talk to just one person about their child and at the same time certain natural maturation changes are occurring with adolescents that lead to other concerns. Part of the natural development for children that begins at the middle school age and continues through high school involves the growing need for independence from their parents. Adolescents become more social at this age and friendships become paramount to some youth. As this development continues teens sometimes prefer their parents not know about their social life and what happens at school. This is much different than when they were in elementary and came home each night excited to show you what was in their backpack.

This push for independence is a natural process which usually culminates after graduation from high school, but as we all know children develop at different rates and in different ways so it is not the same for every child.

As mentioned earlier, teenagers can develop some very strong attachments to their friends. This change results in some students losing focus on school unless they have been taught intrinsic motivation for the work they undertake. This means they need to understand the work they do in school will help them achieve their future goals in life. These values have to be developed early in a child. It is common practice to try to draw students who lack these intrinsic values back to successful practices through the use of extrinsic rewards. These practices include rewarding students with increased allowances, more freedoms, etc. Teachers often reward students with parties, stickers, or other strategies. These methods work with some students but not with others. When students do not have the intrinsic drive to succeed and extrinsic motivators do not work, it often leads to academic struggles.

2. Understanding the high school setting

When teens enter high school they enter with wide ranges of abilities, skills, motivation, and maturity levels. Berlin High School strives to provide a wide variety of opportunities for students to explore and experience. To better serve students Berlin High School is structured with a five period day. Each period is 70 minutes in length. Because there are less class periods, teachers work with fewer students per day than they would in a more traditional eight period day. This schedule coupled with primetime at the end of the day provides many opportunities for teachers to get to know their students, but even with this teachers still see more students per day than their counterparts, the elementary teacher.

Teachers at the high school level push for students to learn independent skills which will serve them after high school. This is often in direct contrast to the wishes of parents who want to keep informed and long for communication similar to what they received in the elementary school years. These conflicting wishes sometimes lead to unnecessary mistrust between school personnel and parents. When this is coupled with the teenagers' yearning need for privacy it can result in poor communication between the school and home.

We must remember parents and teachers want what is best for children, and if this similarity in motivation is built upon a strong foundation a successful school can be developed. For Berlin High School to be a high achieving school that provides rigorous training for all students according to their needs, a three way partnership must be struck between the school, parents, and students to better prepare our children for the 21st century.

3. What should a high school parent's role be for Berlin High School?

When our children are in elementary school it is easy for parents to assist their children with homework. As the years go by and the content of courses become more difficult and specialized, it often becomes difficult for parents to assist with homework. Parents can still help, however, by supplying students the materials they need for success, a proper environment to work, and a regularly scheduled time slot for study. When these kinds of assistance are combined with nurturing and support students will succeed. Do not worry if your child struggles with a difficult math problem or chemistry concern; urge them to seek help from the teachers the next day. Teachers are the content experts and want students to learn what they are teaching. They will help.

Parents can also help by being interested in what goes on at school and by attending school activities. Teens may try to discourage you from attending, but by being at events you send the message to your children you value what they do and what happens at school. This sends the right message for school success. Even if we did not have the best experience in school, we owe it to our children to give them the skills they will need for success in this highly technical world.

4. How can I get involved at Berlin High School?

There are many ways to get involved at our school. By just supporting teachers and learning you are helping our school. Even this level of involvement is proven to help students achieve and schools to be stronger. But despite the limited extra time adults have in their life, many would like to do more. Active engagement in school can be expressed in different ways. The high school needs volunteers and really has not taken enough advantage of volunteers in the past. The following list represents roles volunteers can fill in our school:

1. Help with concessions
2. Join a booster group like that available in athletics or music
3. Chaperone events and field trips
4. Help monitor school entrances for security reasons
5. Member of PAC (Parent Advisory Committee)

Volunteer forms are available in the high school office.

5. What if my child needs help with course work or personal issues? Who do I contact?

If you should need assistance for your teenager, it is important to seek help early so problems can be headed off before they become too large. If you have concerns for academic needs, please contact the teacher or teachers your child needs help from. They can often help via a simple telephone call or e-mail. But please remember teachers have full teaching loads and may not be able to respond until their prep time. It is important to remember when seeking assistance for your child that you and the teacher want them to succeed. They will assist the best way they can. If further help is required, please contact student services. The counselors can arrange for extra assistance through tutoring at-risk support staff. They also can provide help with social adjustment issues or relationship support. Student Services provides a wide range of support groups that address issues like grief, relationships, or anger management. These groups, STAND group, are explained later in this guide.

6. The benefits of getting involved

Entering high school is exciting. It can be even more exciting by getting involved with one of the organizations and/or athletic programs offered to all students. Studies suggest involvement in extracurricular activities:

- Helps students in their academic performance
- Allows students to achieve success in an activity that interests them and requires students to develop good time management habits that carry over into school work
- Provides adult mentors who have a positive influence in students' lives
- Provides real-world experiences that cannot be provided in the classroom
- Provides a wider network of peers who share common interests

It can also be said that participation in extracurricular activities:

- Provides lessons that are simply extensions of lessons learned in the classroom
- Provides an increased connection to the school community
- Provides success that will serve to enhance the self-esteem of the student
- Provides real-world experience in dealing with stress and human interactions

While the benefits to extracurricular activities are clear, how will your student know which to choose? Students should choose activities that:

- Interest them
- Are fun
- Will develop skills that provide benefits to the students’ long-term goals

In the end, involvement in extracurricular activities are no guarantee of student success but there can be no doubt that students who are involved and connected to Berlin High School outside of the classroom will have a far better opportunity to capitalize on everything Berlin High School has to offer.

7. Opportunities/Roles for Parents

1. Encourage and organize skills
2. Give your student the autonomy to ask for help themselves
3. When an issue arises, ask your student to talk with his/her teacher directly. A follow-up phone call/email may be helpful for communication purposes
4. Attend parent/teacher conferences
5. Support regular attendance. Make an attempt to schedule vacations and appointments outside of the school day
6. Be supportive

The ultimate goal of K-12 education is for the student to learn how to be independent and successful in their future. This means high school is a time for practicing advocacy skills and for students to learn how to navigate their way through problems that arise. It takes trial and error to reinforce and learn new skills. Be there to “coach” your student through academic concerns, but let your student take the lead.

8. Class Schedule

Period	Time	Period	Time
1	7:57-9:10*	4	12:25 – 1:35
2	9:15 – 10:25	5	1:40 – 2:50
3	10:30 – 11:40	6 Primetime	2:55 – 3:20
Lunch	11:40 – 12:20		

*Includes three extra minutes to do morning announcements during first hour.

9. List of staff and contact information

DISTRICT ADMINISTRATION:

Robert Eidahl.....Superintendent of Schools

HIGH SCHOOL ADMINISTRATION:

Lynn Mork.....High School Principal
 Joe Brandl.....Assistant Principal/AD
 Jodi Becker.....Grades 6-12 Director of Instruction

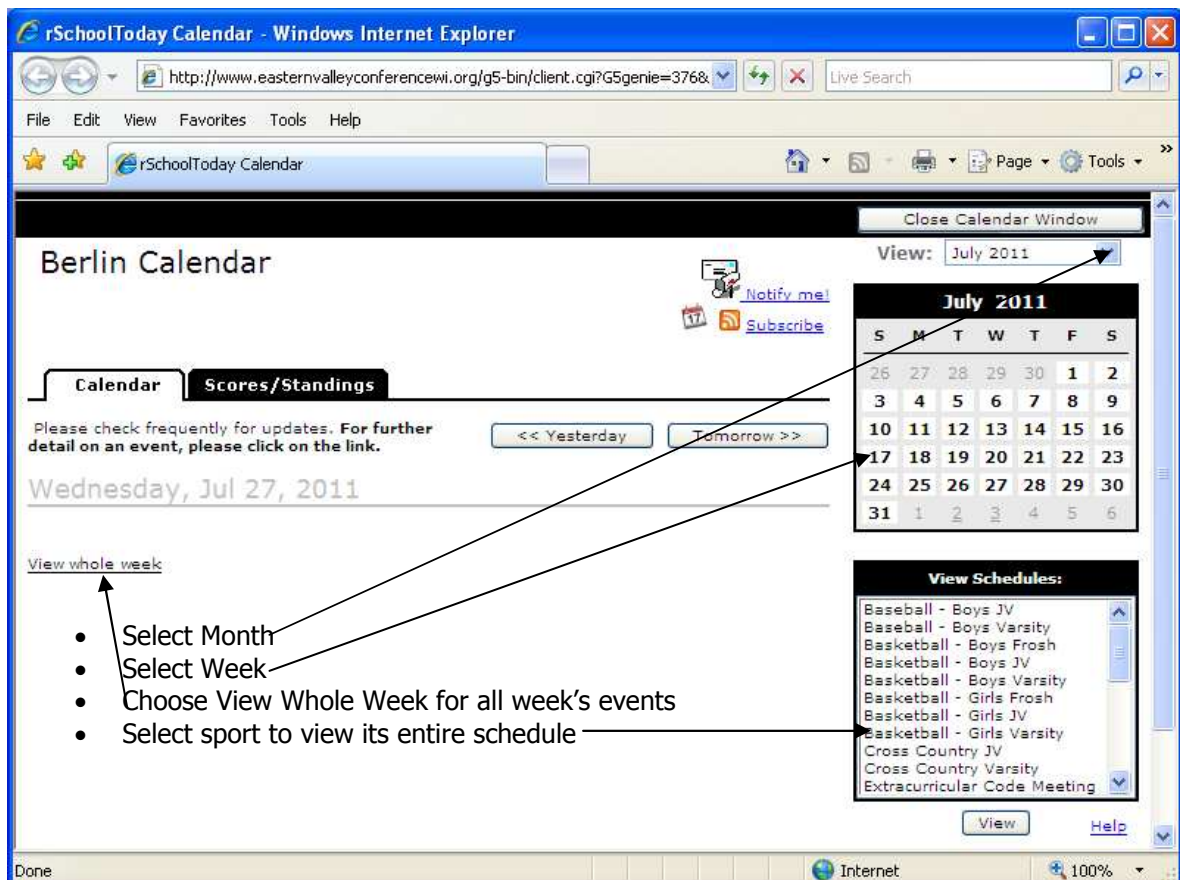
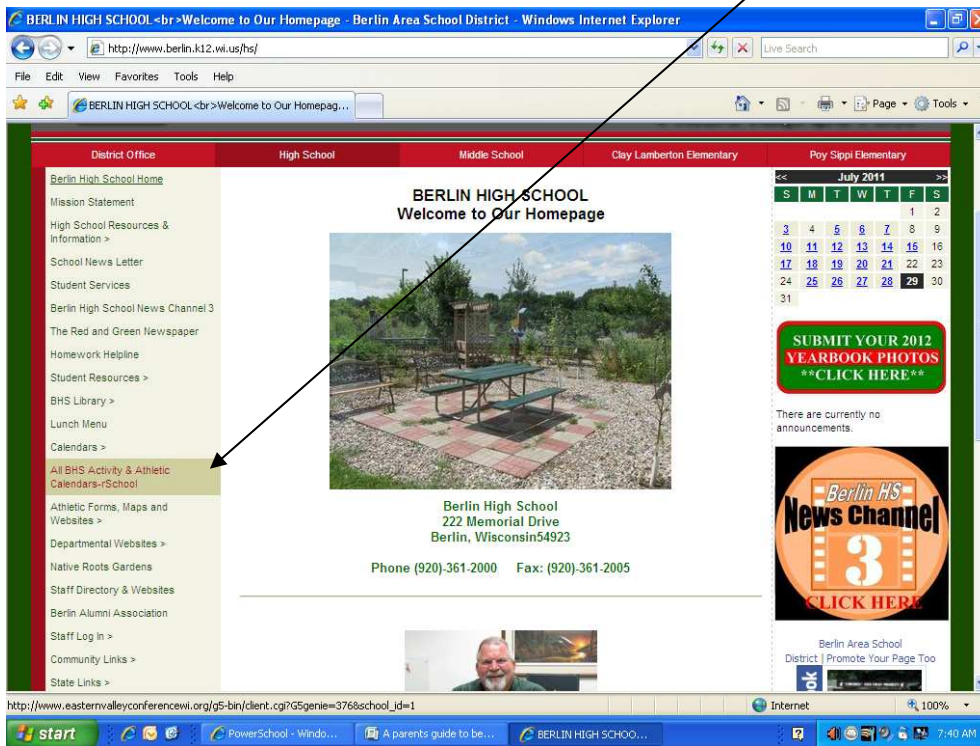
Staff may be contacted via e-mail by using the first letter of their first name, last name, and the extension @berlin.k12.wi.us. Example: Lynn Mork: lmork@berlin.k12.wi.us

HIGH SCHOOL FACULTY:

Patrick Arndt.....	Chemistry/Biology
Al Bednarek.....	Physical Education
Paul Bell.....	Science
Timothy Cox.....	Chemistry/Physics
Christine Dallmann.....	EEN/LD
Missy Daubner.....	Spanish
Angela Femali.....	English
Carissa Fritz.....	LD
Whitney Fude.....	Family and Consumer Economics
Charles Gallinger.....	Agri-Business
Angela Gehl.....	Art
Sarah Gietzel.....	Librarian
Jairo Granados.....	Spanish
Michelle Gregor.....	EEN-CDS
Margaret Guertler.....	English
Joel Johansen.....	Industrial Tech
Andrew Kasuboski.....	Social Studies
Nicole King.....	Math
Shannon Kuemichel.....	English/Journalism
Gary Knoke.....	Social Studies
Luke Konrath.....	Business Education
Jennifer Leahy.....	Social Studies
Nicole LeDioyt.....	ED/LD
Frank Lichtfuss.....	Science
Karen Macaulay.....	Family and Consumer Economics
Shawn Manata.....	Math
Eric Marquardt.....	Math
Terri Mael.....	Nurse
Eric Odden.....	English
Paul O'Kon.....	Tech Engineering
Ann Ragus.....	Student Services
Robert Prellwitz.....	Social Studies
Lori Rademann.....	Art
David Reich.....	Biology
Andrew Reise.....	English
Kay Rossow.....	Math/Computer Science
Michael Roush.....	Chemistry/Math
Ben Ruetten.....	Band
Michael Schiebel.....	Social Studies
Joe Stellmacher.....	Physical Education
Therese Tuinstra-Blunck.....	Business Education
Adam Umbreit.....	AV Director
Lisa Utecht.....	Vocal Music
Bethann Vaubel.....	Math
Michelle Walker.....	Physical Education
Amy Wenig.....	English
Martin Wenig.....	Industrial Tech
LuAnn West.....	EEN-CDB
Matt Willett.....	Student Services
Dave Wojtowicz.....	IT Specialist
Jody Ziemann.....	Spanish

10. rSchool (Calendar for school events and athletics)

- Go to the high school page on the district website www.berlin.k12.wi.us
- Click on All BHS Activity and Athletic Calendars—rSchool



11. PowerSchool

- Go to the Berlin District website www.berlin.k12.wi.us
- Click on High School, then Parent Information and Resources (PowerSchool will appear on the right)
- Click on PowerSchool
- Enter Username and Password

The screenshot shows the Berlin Area School District website in Internet Explorer. The main navigation menu includes 'District Office', 'High School', 'Middle School', and 'Clayton'. The 'High School' menu is expanded, showing 'Parent Information and Resources' and 'PowerSchool'. A 'Click Here' button is visible on a banner for a 4K program video.

The screenshot shows the PowerSchool Parent Access interface. The 'Grades and Attendance' section is active, displaying a table of student attendance and grades. The table includes columns for 'Exp', 'Last Week', 'This Week', 'Course', 'T1', 'T2', 'T3', 'Absences', and 'Tardies'. A navigation bar at the top includes icons for 'Grades and Attendance', 'Grade History', 'Attendance History', 'Email Notification', 'Teacher Comments', 'School Bulletin', 'Class Registration', 'Balance', and 'My Calendars'. A list of items to be viewed is provided below the table.

- For Grades
- Attendance
- Email Notification
- Lunch Balance

Exp	Last Week							This Week							Course	T1	T2	T3	Absences	Tardies
	M	T	W	H	F	S	S	M	T	W	H	F	S	S						
1(1-2)															Science Foundations Roush, Michael				0	0
2(1-2)															Frosh Eng Femali, Angela				0	0
3(1-2)															Tech and Engineer O'Kon, Paul				0	0
4(1-2)															Algebra 1 T1 Vaubel, BethAnn				0	0
5(1-2)															Spanish 1 GranadosBarquero, Jairo				0	0
6(1-2)															PRIMETIME Wenig, Amy				0	0
Attendance Totals																	0	0		

12. STAND (Students Taking A New Direction)

STAND is Berlin High School's student assistance program designed to provide students with group support in a confidential setting. During the school year, students will have an opportunity to sign up to participate in a group.

Examples of support groups may include:

- Alcohol, tobacco, other drug awareness
- Concerned persons
- Aftercare
- Gone but not forgotten
- We're in this together
- Healthy living
- Fight nice
- Personal issues

13. Academic Award

This is what high school is all about--to learn to do and be the very best you can. The following criteria are used to determine students who are eligible for an academic award.

A student must accumulate twelve award points to earn a letter. Points are awarded by semester in the following manner:

- 3 points for Superior Honors - GPA of 3.8 or above
- 2 points for High Honors - GPA of 3.2-3.79
- 1 point for Honors - GPA of 3.0-3.19

14. Attendance

Success in school depends on several factors, but the prime factor is regular attendance. This good habit carries over into our jobs long after we leave high school. Careful consideration should be given by both parent and student before a loss of school time is incurred for reasons which are not serious or in the nature of an emergency.

Wisconsin law (S. 118.15, 118.16) establishes the ultimate responsibility for regular school attendance with each student/parent. However, it is the prerogative of school authorities, not the students or their parent to determine the legitimacy of excuses. The school will be cooperative with the home when emergencies, pre-arranged absences or illness keep the student from attending school.

PROCEDURE:

All students, parents and staff of the Berlin Area School District must comply with Wisconsin's Compulsory Attendance Law (S 118.15).

If a student is absent, IT IS THE RESPONSIBILITY OF PARENTS/GUARDIANS TO DO THE FOLLOWING:

1. Telephone the high school at 361-2000 before 8:00 a.m. to report an absence
2. Send a written note with the child upon return to school.
Failure to follow the above procedures within 24 hours may result in the absence being ruled unexcused.

Each absence will be evaluated to determine if it will be excused or not. The following are considered excused absences:

1. Illness, hospitalization, medical care, eye and dental appointments
2. Family emergency
3. Religious holidays
4. Properly prearranged absences.

These absences will be counted in the total number of days absent and each subsequent absence beyond 8 days may require a doctor's statement.

Students must be in attendance for the entire day of a school activity or, if extenuating circumstances exist, they must have the principal's prior approval in order to participate in the activity.

Absences without legal excuse cannot, under state law (S.118.16), be considered justified and excusable and will be considered as unexcused/truancy. Truancy is an intentional absence, which includes leaving school during the day without checking out through the high school office and missing all or part of a day or an individual class period without legal excuse and proper advance arrangements.

Parents will be notified by mail when students have been absent 5 days, 8 days and when truant. Chronic truancy is a violation of Wisconsin state law and requires referral to court authorities.

ABSENCES:

1. Upon returning to school, if the absence was reported via the telephone the student may go directly to class. Upon returning to school with a written note, the student must report to the office.
2. *Students may not leave the school (except during their lunch period) without permission from the office.*
3. Pre-arranged absences are any excusable absence that students have prior knowledge of. Students pre-arranging for an absence must have the appropriate sheet turned in to the office prior to the absence.
4. The following absences are examples of those which are not excused: 1) skipping, 2) working, 3) oversleeping, 4) car trouble, 5) babysitting, 6) haircuts, 7) shopping, 8) pre-arranged absence request not submitted in a timely manner, and 9) arriving more than ten minutes past the bell.
5. The consequences for unexcused absences may result in detention and/or suspension given by administration.

Students with unexcused absences will be allowed to make up major tests.

Remember...ALL students leaving the building during school hours must check out in the office to be excused. This includes ill students leaving during the day. The office will contact the parent or the individual designated on the emergency card before an ill student may leave school.

TARDINESS:

Teachers will manage the first three times that a student is tardy to their classroom at their own discretion. A possible suggestion would be that the student report to their room during "prime time" or before school. If the student fails to follow the teacher's request, it will be immediately sent to the office in the form of a detention.

After the third tardy incident, the teacher will write a formal detention and send it to the office. The student will have to serve the detention during the noon hour.

The consequences for tardies are as follows: After the 5th tardy, students will receive 1 day of in-school suspension. After the 6th tardy, a phone call to the parents. After the 7th tardy, 1 day of in-school suspension. After the 8th tardy, a meeting with parents, student, and administration. After the 10th tardy, student will receive 1 day out-of-school suspension and a meeting with parents, student, and administration. After the 12th tardy, the student will receive a 3 day out-of-school suspension and a meeting with parent, student, and administration upon returning to school.

15. Graduation requirements:

1. Each student successfully completing the prescribed Berlin High School program shall, upon the recommendation of the Berlin High School principal and approval of the Board of Education, be presented a diploma certifying graduation. Each student shall complete a minimum program of 24 credits which shall include the courses required for graduation from Berlin High School.
2. The required courses shall include the following:
 - 2 credits Math
 - 2 credits Science
 - 4 credits English
 - 3 1/2 credits Social Studies
 - 1 1/2 credits Physical Education
 - 1/2 credit Health (1/2 credit between grades 7 & 12 is required, but not included in the 13.0 credits)
 - 10+ credits of elective classes
3. All students must enroll in a minimum of 6.5 credits per year.

16. Cell phone policy

The Berlin Area School District recognizes the legitimate safety purpose that students and parents have in providing students with cellular phones and other two-way communication devices. The Berlin Area School District also recognizes the legitimate education right that students have to learn without distraction or disruption from the use of two-way devices or other personal electronic equipment.

Cell phones and personal music devices such as iPods may be used in the cafeteria and hallways before and after school as well as between classes. Use of these devices is prohibited in the classroom and during class time (devices must be turned off and be out of sight during class time), except for educational purposes at the discretion of the instructor. Failure to abide by these guidelines may result in confiscation of the device.

The inappropriate use of personal cell phones or other digital devices by students during the school day is subject to disciplinary action. Students may not share or post personal information about or images of any other student or staff members without permission from that student or staff member. The inappropriate use of cameras or electronic communication devices includes but is not limited to the following examples. Cameras or electronic communication devices shall not be used:

- in areas where one would reasonably expect privacy, i.e. locker rooms, bathroom, etc.
- to communicate test answers, photograph tests, or in any way enable students to cheat.
- To engage in cyber-bullying – placing cell phone calls or sending text messages that ridicule, threaten or harass another student.

Consequences

1ST Offense – The device will be taken away and returned to the student at the end of the school day in the office.

2nd Offense - The device will be taken away and returned to the parent or guardian

3rd Offense – The device will be returned to the parent/guardian but with the understanding the student is forbidden thereafter for the rest of the school year from possessing a communication device at school.

Any student requesting use of a two-way communication device must turn in a permission form signed by both the student and parent/guardian.

17. Pride in our dress/appearance:

An individual's dress and appearance, like his or her behavior, should reflect a sensitivity to and respect for others. Dress and grooming should not interrupt or distract from the educational process and should reflect good taste and style appropriate for school activities.

Examples of unacceptable apparel include:

- Caps, hats, bandannas, hairnets or other head coverings,
- Shirts implying off-color meaning, shirts promoting alcohol or drugs, clothing with racial, gender or other offensive slurs, or jewelry/clothing which depicts gang membership.
- Strapless, spaghetti/thin straps, and halter tops are not permitted. Cleavage and midriff should be concealed at all times.
- Pants and shorts should fit at the waist without excessive sagging, and underwear should not be visible. Skirts and skorts should be at least mid-thigh in length (skirts with slits must meet the same requirement). Garments with holes in them, considered in-style, may not be worn if the holes are excessive or located in inappropriate places above the mid-thigh. Pajama bottoms/lounging attire and coveralls are not permitted.
- Sunglasses, heavy chains, spike necklaces or other inappropriate jewelry

Additional dress standards may be set by the school board. Students who do not comply will be subject to the following consequences:

First offense – Student will be given the chance to change clothes or turn shirts inside out, etc. A parent contact will be made.

Repeated offenses – May result in out-of-school suspension. A continued pattern of non-compliance will result in referral to the Berlin Area School Board for expulsion.

18. Cheating/Plagiarism Policy Statement

Berlin High School defines cheating/plagiarism as the act of taking and using the ideas and words of another and passing them off as your own. Examples of cheating/plagiarism include:

- Sections (phrases, sentences or paragraphs) copied verbatim without proper documentation or citation.
- Cutting and pasting any part of an Internet source and presenting as one's own work.
- Ideas which are paraphrased or summarized without citation
- Failure to include a required bibliography or works cited page for researched work.
- Turning in another student's essay or homework as one's own.
- Any other act which effectively "steals" information from another source or person.

THIS POLICY WILL APPLY FOR ALL MAJOR HOMEWORK, PROJECTS, TESTS, AND ANY OTHER ASSIGNMENT AS DESIGNATED IN ADVANCE BY THE TEACHER.

Consequences of Cheating/Plagiarism

1st Offense – The office and parents will be notified and the student will receive a zero grade on the assignment in which the cheating/plagiarism occurred.

2nd Offense – The office and parents will be notified and the student will receive a failing grade and be removed for the trimester in the course where the repeated acts of cheating/plagiarism occurred.

Responsibility of the students:

- To understand the meaning of plagiarism
- To learn the proper techniques for documentation
- To make available all steps (note cards, rough draft, etc.) and resource materials for faculty review, if necessary. Nothing should be discarded until the project is graded and returned
- To complete tests and homework on their own as indicated by the teacher

Responsibility of faculty:

- To inform students about the cheating/plagiarism policy at the beginning of each course
- To provide students with a clear definition of cheating/plagiarism and a reminder of its consequences.

19. Student dances:

Dances are normally sponsored after home athletic events. No dances will be allowed when school will be in session the following day.

- All students MUST show their student ID card.
- Students may bring a guest to the dance, but the guest MUST have a pre-approved form from the principal.
- Any student leaving the dance is not permitted to return.
- There will be no loitering in the hallways.
- Proper dress and conduct are expected.
- Doors will be closed one-half hour after the dance starts - no one will be permitted after that except by a special pass from the principal; exception-team members following a game). Dances will end at 11:30 unless prior approval is obtained.
- Clean-up is the responsibility of the sponsoring group.
- All outerwear, jackets, and coats must be checked in to the appropriate area.
- Any student in an off-limits area or roped off area will be asked to leave without a refund.
- Students must have been in attendance at school periods 4-5 in order to attend a dance or have prior approval of the principal/advisor.

The **Homecoming Dance** is on a Friday after the football game. This is not a formal dance.

The **Winterfest Dance** is held in the late winter months and is a semi-formal dance.

Prom is held in the spring of the year and is a formal dance.

20. Work permits:

Work permits for 12 to 17-year-olds as required by the Wisconsin Department of Industry, Labor and Human Relations are available in the Central District Office throughout the year. The office must have the following information in order to issue a work permit:

1. Written request from your prospective employer.
2. Written permission of your parents.
3. A copy of your birth certificate, or baptismal certificate, or driver's license
4. Statutory permit fee is \$10.00.
5. Minor's social security card.

We encourage parents to carefully monitor the employment schedule or the number of hours their child works, insuring the opportunity for a successful educational experience. School work should have priority over all other activities - including work.

21. Extra-curricular activities

Extra-curricular activities enrich the curriculum of the school by making available a variety of activities in which students may participate. Students have the opportunity to join the following various clubs and groups at BHS.

Academic Decathlon	Jazz Ensemble	School Store
"B" Club	Key Club	Science Club
Battle of the Books	LINC Crew	Ski Club
Beast Club	Madrigal Singers	Spanish Club
Cheer and Stunt	Mascotin (Yearbook)	Spring Play
Dance Team	Math Team	STAR
Drama Club	Mock Trial	Student Council
EVC Academic Bowl	MSOE TEAMS	Swing Choir
FFA	Musical Production	Trees for Tomorrow
Forensics	*NHS National Honor Society	Youth Alive
Game Club	Red 'n' Green	

*The National Honor Society is comprised of juniors and seniors who have met the national qualifications of scholarship (3.70 GPA or better), character, leadership, and service. Members must apply and are selected annually by the Berlin High School Faculty Council.

Character and removal guidelines for NHS

Character

1. No documented drinking or smoking violations during the year of nomination
2. No athletic and school code violations
3. No documented drug violations
4. No in-school or out of school suspensions during the year of nomination
5. Appropriate classroom behavior:
 - A. Participation in class discussion and/or activities
 - B. Willingness to learn; evidence of preparation for class
 - C. Respect for teachers and classmates
 - D. No evidence of cheating
 - E. Regular school attendance

Recommendations regarding removal of NHS members

1. Drop in cumulative grade point to less than 3.25. Review of members' grade points will take place in September and March
2. Documented drinking, smoking, drug, or athletic violations. (Any illegal act greater than a moving traffic violation)
3. Action will be taken according to the discretion of the NHS Council.
4. NHS members will receive a warning or a hearing (to be determined by the council).

Berlin High School competes in the Eastern Valley Conference

Berlin High School offers the following sports teams:

BOYS		GIRLS	
Football	Track	Volleyball	Cross Country
Cross Country	Baseball	Softball	Basketball
Wrestling	Golf	Track	Golf
Basketball	Swimming	Swimming	Soccer
Soccer	Hockey (Co-Op)		

22. Bus transportation contact information:

Mascoutin Bus Transportation 920-361-2100

23. Parking Permits

There is adequate parking in the school parking lots. All students driving vehicles to school must park in the designated parking areas and within the lined spaces provided. Students must **purchase** a parking permit each year in the high school office. The cost of a permit is \$5.00. They will receive a detailed set of regulations at that time.

24. 6th hour

All Freshmen and Sophomores will be assigned to a classroom 6th hour for the entire school year. 6th hour will be used for large group presentations covering a wide range of topics from study skills to practical living skills. On non-presentation days, students will work on their own assignments or projects in their assigned 6th period classroom. Attendance is mandatory and absences will count against their overall attendance rate.

25. School closings

Listen to the WISS FM 102.3 Berlin, WCWC AM 1600 or FM 95.9 Ripon, WOSH AM 1490 or FM 103.9, WPKR FM 99.5, or channel FOX 11 between 6:30 and 7:30 a.m. for school announcements any time conditions might cause schools to close or begin later than usual. You will also receive an automated call from the ALERT NOW system. **DO NOT CALL THE SCHOOL OR RADIO STATION.**

26. School nurse

On the district website, under Health Resources and Information, available information includes: medication forms, immunization clinics, medical procedures, district health guidelines and health links.

27. Student services

Freshmen meet with their guidance counselor at least once during the school year.
Sophomores meet with their guidance counselor at least once during the school year and participate in a career unit.
Juniors, along with a parent, meet with their guidance counselor at least once during the school year.
Seniors meet with their guidance counselor at least once during the school year to finalize their plans for their future.

28. Fundraising

Freshmen participate in a magazine fundraiser to raise funds for Homecoming, Junior Prom, and Senior graduation. Other fundraisers may be needed.

