

Columbus Catholic Schools  
Marshfield, Wisconsin  
**Disclosure of Information**  
**Wisconsin Parental Choice Program**

**Our Schools**

St. John the Baptist Primary School, 307 N. Walnut Ave, Marshfield, WI 54449. 715-384-4989, Mrs. Shirley Heise, Principal.

Our Lady of Peace Intermediate School, 1300 W. 5<sup>th</sup> St., Marshfield, WI 54449. 715-384-5474, Mrs. Shirley Heise, Principal.

Columbus Catholic Middle School, 710 S. Columbus Ave., Marshfield, WI 54449. 715-387-1177, Mr. Michael Lambrecht, Principal.

Columbus Catholic High School, 710 S. Columbus Ave., Marshfield, WI 54449. 715-387-1177, Mr. Michael Lambrecht, Principal.

**Other Contacts:**

David J. Eaton, President, 710 S. Columbus Ave, Marshfield, WI 54449; 715-387-1177, ext. 3304.

Kris Nielsen, Admissions Director, 710 S. Columbus Ave, Marshfield, WI 54449; 715-387-1177, ext. 3318

**Non-Profit Status**

Columbus Catholic Schools, Inc., and all of its member schools, are non-profit Catholic schools organized and operated in cooperation with our supporting parishes, the Catholic Diocese of La Crosse, and the parent church, United States Catholic Conference. A copy of our IRS Determination Letter is attached.

**Application Appeal Process**

Should a family be denied admission to the Wisconsin Parental Choice Program and they feel such denial was based on the handling of their initial application to the program, they may first contact Columbus Catholic Schools president, David Eaton, at 715-387-1177, ext. 3304 or, [eaton.david@columbusdons.org](mailto:eaton.david@columbusdons.org) for an initial review of their application and the manner in which it was processed. If, after this review, they are still unsatisfied that their review was appropriately processed for inclusion in any random drawing for available vouchers, they may contact Columbus Catholic Schools' dean, Very Reverend Douglas Robertson, at 715-384-9414 for a review of the processing of their application.

If it is determined by the system president, or the system dean, that there was a significant error in the processing of an application that caused the application to be rejected prior to inclusion in a random drawing pool, the system dean and president will determine if Columbus Catholic Schools will offer the applicant an otherwise available spot in one of the Columbus Catholic Schools grades that is not at capacity after all those receiving vouchers are placed. In no event will Columbus Catholic Schools provide cash compensation to any applicant for any mishandling of a Wisconsin Parental Choice Program application.

**Criteria for Granting High School Diploma**

The Requirements listed below either meet or exceed the standards set by the Wisconsin Catholic Schools Accreditation agency, Wisconsin Religious and Independent Schools Accreditation, and the Wisconsin Department of Public Instruction (DPI). To graduate from Columbus Catholic High School, a student must have a minimum of 28 credits distributed as follows:

Theology	4.0
English	4.0
Social Studies	3.5
Mathematics	3.0
Science	3.0
Physical Education	1.5
Health	0.5
Computer Applications	0.5
Fine Arts (Music/Art)	0.5
Foreign Language (College Prep)	2.0
Electives	5.5

The minimum yearly course load for freshmen, sophomores, juniors, and seniors is 7.0 credits.

A Wisconsin Parental Choice Program participant attending Columbus Catholic High School has the option, as per program rules, to opt-out of the religious studies and activities at Columbus Catholic Schools. Should a WPCP student choose to exercise this right, they will need to complete alternate credits equal to those required in the Columbus Catholic High School Theology Department. Those credits may be received from any other elective courses offered by Columbus Catholic High School.

### **Non-Harassment Policy**

As a condition of initial and continued enrollment as a student in the Diocesan schools, a student's conduct must be consistent with Catholic faith and morals. Conduct that is inconsistent with Catholic faith and morals, which is a threat to the health, safety, and welfare of other students and/or which causes scandal, impairs or threatens to impair the reputation of the Church or its schools, is grounds for disciplinary sanctions up to and including immediate expulsion. (DSP 5112)

Harassment is defined as participating in, or conspiring with another/others to engage in harassing acts that injure, degrade, or disgrace other individuals. Columbus Catholic will not tolerate harassment of any form: verbal, physical, or racial. If a student engages in a course of conduct which harasses or intimidates another person, that student can be reported to civil authorities and disciplinary action will follow. "I was just joking" is not an acceptable excuse for this type of behavior.

Students have the right to attend activities without being exposed to physical or verbal abuse. The meet manager, athletic director, and/or administrator have the authority to remove anyone (students/adults) who is demonstrating negativism (obscenity, belittling the officials, players, pushing people in the stands, etc.)

### **Sexual Harassment**

Sexual harassment/sexual violence is defined as any unwelcome sexual advances, requests for sexual favors, unwelcome physical contact of a sexual nature, or unwelcome verbal or physical conduct of sexual nature.

- ✓ "Unwelcome verbal or physical contact of a sexual nature" includes, but is not limited to, "the deliberate, repeated making of unsolicited gestures or comments, or the deliberate, repeated display of offensive, sexually graphic materials which is not necessary for school purposes."
- ✓ "Boys will be boys" or Girls will be girls" are not acceptable excuses for any type of harassment.
- ✓ "I was just joking" is not an acceptable excuse for any type of harassment.
- ✓ No student shall be subject to sexual harassment.

- ✓ Any student or employee who engages in sexual harassment shall be subject to severe disciplinary measures.
- ✓ Any student who believes that he or she is being sexually harassed shall report such information to the school Principal immediately. Any information reported shall be thoroughly investigated by the school Principal after consultation with the Diocesan Director of Schools.
- ✓ No student shall receive any retaliation or disciplinary action for reports of sexual harassment made in good faith.

### **Suspension, Dismissal, Expulsion, and Appeals**

Because of its responsibility to the parents, students and community, the school reserves the right to restrict from school participation any student whose conduct or academic work is seriously undesirable.

- A suspended student is temporarily removed from the school either as a punishment or as a precautionary measure during investigation and/or assessment. The suspension may be in school or out-of-school. Students will receive ½ credit on homework or class activities for the duration of the suspension.
- The expulsion of a student from a Catholic school is very serious matter and should be invoked only in extreme cases. Care should be taken that fundamental fairness is offered the student in the process of expulsion. All dismissals and expulsions are to be approved by the Diocesan Director of the Office for Catholic Schools. (DSP 5115)
  - The term “expulsion” is: Termination of a pupil as a student from the school permanently (no opportunity for reinstatement).
  - The term “dismissal” is: Termination of a pupil as a student from the school less than permanently (indefinite for a given term). (DSP 5115)

### **Appeals/Administrative Recourse**

On occasion, school policies or the action of an individual will cause a reaction from a parent or student. To assist communication in these situations, please follow the procedures below.

**Step 1**            Communication *should begin with the **person(s)** directly involved with the situation that concerns you. Contact and discuss the situation with that person first. If this does not result in a satisfactory resolution, please proceed in the following manner:*

*If the concern is about:*

	<b>Academics</b>	<b>Athletics</b>	<b>Attendance</b>	<b>Discipline</b>
<b>Step 1</b>	Teacher	Head Coach	Secretary	Teacher
<b>Step 2</b>	Guidance Counselor	Athletic Director		Principal
<b>Step 3</b>	Principal	Principal	Principal	
<b>Step 4</b>	President	President	President	President

If the initial contact does not resolve the issue satisfactorily, then the concerns should be submitted in writing to the next level. This method helps handle problems and concerns on the level at which they occur. It also provides for several levels of appeal. When you telephone the school regarding a concern, the receptionist in the general office will direct your concern to the appropriate staff member.

**Transfer Policy**

Columbus Catholic Schools will accept the academic advancement records and determinations of any other public or private school. Students transferring from another school will be initially placed in the grade level indicated for advancement or current placement by their school records. Previously home-schooled children will be initially placed with their age peers unless their parents indicate that their educational level is below that of their age group, in which case the system president and building principal will consider placing the student one grade lower than their age peers if the parents request this. In any event, Columbus Catholic Schools through its administrators reserves the right to place a previously home-schooled child a grade lower than their age peers if it is determined through testing or other academic performance within the first ten (10) days of instruction that the student's academic level is significantly below that of his or her age group within Columbus Catholic Schools.

**Visitor Policy**

At Columbus Catholic Schools we welcome visitors and encourage parent volunteers. To keep our students safe, however, all visitors to any of our schools will need to first check-in at that school's main office and receive a visitor's badge. Visitors who wish to visit classrooms during the instructional day must first make arrangements with the classroom teacher as to the date, time, and duration of the visit.

**Academic Standards**

Columbus Catholic Schools follows the Wisconsin Model Academic Standards set forth in executive order no. 326, dated January 13, 1998, Columbus Catholic Schools does, however, follow the curriculum provided by the Office of Catholic Schools for the Diocese of La Crosse, some of which is based on the Common Core State Standards.

**Educational Options**

Follow this link for information on all educational options available to your child in the State of Wisconsin:  
<https://dpi.wi.gov/ed-options>

Dated: August 1, 2019



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David J. Eaton, President  
Columbus Catholic Schools