

■■■■■MUKWONAGO HIGH SCHOOL■■■■■

2017-2018 STUDENT DRIVING AND PARKING REGULATIONS

***All students who park at MHS are responsible for reading and understanding the following rules:**

Students that park at Mukwonago High School do so at their own risk and must receive administrative approval and pay a fee to park a vehicle in the student lot. Classes begin on August 28th and the parking regulations will be strictly enforced beginning Tuesday, September 5th, 2017. This allows approximately one week to decide whether to purchase a yearly parking pass or pay the daily parking fee.

Options available to pay for the Parking Hang Tag

- 1. Pay the parking fee with a credit card on-line through the Infinite Campus Portal**
- 2. During the first week of school in the Associate Principals Office, with cash or check.**

STUDENTS MUST PICK UP THE HANG TAG FROM THE ASSOCIATE PRINCIPALS OFFICE AFTER PAYMENT IS MADE!

Option 1 Purchase a 2017/18 yearly parking hang tag. Cost \$180.00. This may be added to your fee statement but MUST be paid prior to the school year's end.

Option 2 Register your vehicle (\$3.00 daily fee) between 7:00 a.m. and 7:25 a.m. in library foyer from the lot supervisor. **(Students arriving before 7:00 a.m. or after 7:25 a.m. must purchase the \$3 daily permit in the Associate Principals Office.)**

(Options 3-5 available only after the new quarter begins.)

Option 3 Purchase a 2017/18 parking pass for Quarters 2-4 only. Cost \$135.00

Option 4 Purchase a 2017/18 parking pass for Semester 2 only. Cost \$90.00

Option 5 Purchase a 2017/18 parking pass for Quarter 4 only. Cost \$45.00

- I. **PARKING HANG TAGS** are issued on a first-come, first-serve basis. **Hang Tags must be visible on the rear view mirror. Lost or misplaced hang tags must be reported to the AP Office immediately. There will be a \$5.00 replacement fee assessed at that time, you will only be allowed to replace a lost hang tag once.**

II. **PARKING REGULATIONS**

A. To drive and park a vehicle on school property is a privilege. This privilege may be withdrawn at any time and such a decision is solely the prerogative of the school administration. **Refunds are not given if parking privileges are revoked or if hang tags are lost or misplaced.** Vehicle doors must be locked while parked at Mukwonago High School.

B. The following will be considered a violation of regulations and may result in a municipal citation and/or loss of parking privileges:

- Careless operation of a vehicle, including the transportation of students on the outside of vehicles or riding in the bed of a truck.
- Excessive speed (campus speed limit is 10 mph).
- Non-registered vehicle (\$20 Village of Mukwonago fine).
- Parking in fire lanes, faculty lot, visitor spot, any sidewalks, grass areas, or any posted reserved spot.
- Parked in more than one space.
- Improper placement of hang tag.
- Use of vehicle during the school day without approval from an associate principal.
- Use of vehicle to transport other students off campus during the school day resulting in a truancy citation.

(OVER)

PARKING REGULATION CONTINUED:

9. Use of vehicle to transport, possess, or consume alcohol or any illegal substances on school property during the school day or at extracurricular activities.
10. Smoking in vehicle while parked on school property.
11. Occupying or allowing others to occupy the vehicle during school evacuation and fire drills.
12. Failure to exit the vehicle within one minute of parking in the morning and proceeding into the building.
13. Any other act that is considered dangerous or in violation of local traffic ordinances.

- C. Failure to comply with the policies will result in one of the following parking suspensions (**NOTE:** The MHS administration may use their discretion when determining the length of a parking suspension/revocation):

Discipline Ladder

- 1st offense = citation
- 2nd offense = citation, Office Discipline Referral (written warning), \$3 assessed daily parking fee added to student account if not already paid.
- 3rd offense= citation, Office Discipline Referral (suspension of parking privileges for 5 school days), \$3 assessed daily parking fee added to student account if not already paid.
- 4th offense= citation, Office Discipline Referral (suspension of parking privileges for 10 school days), \$3 assessed daily parking fee added to student account if not already paid.
- 5th offense= citation, Office Discipline Referral (revocation of parking privileges for the remainder of the semester), vehicle is towed at owner's expense.

- V. Any student or parent with a question regarding student parking should contact the Associate Principals' Office at 363-6200 option #5.
- VI. The student driver cannot hold the school responsible for damage or theft while his/her vehicle is parked on school property.
- VII. **Vehicles are subject to random or reasonable suspicion search by the administration while parked on Mukwonago School District property.**
- VIII. Hang tags are issued to specific students. If that student decides to lend their tag to a friend, the person whom the tag was issued to is still responsible for and will be held accountable for all previously stated rules and regulations, along with whomever has borrowed the hang tag. (Do NOT lend your hang tag to anyone or you will be responsible.)

The visitor parking area is for legitimate visitors to Mukwonago High School and CANNOT be used by students. Student vehicles will be ticketed and towed if in violation.

****PLEASE KEEP PAGES 1 and 2 FOR YOUR INFORMATION****

MUKWONAGO HIGH SCHOOL PARKING PERMIT APPLICATION

A vehicle is considered illegally parked if it is on school premises during the school day without a valid parking permit or during a suspension of parking privileges. This may result in towing of the vehicle and/or a parking citation each day the vehicle is in violation. *Please see the 2017-2018 Student Driving and Parking Regulations page for more information.



I have read, understand, and will abide by the criteria for issuing parking permits, the application procedures, the parking regulations, and the enforcement of said policy.

Student Name PRINTED and Grade

Parent/Guardian Signature and Date

Student Signature and Date

Hang Tag # issued to student

**Hang Tags cannot be issued unless this form is fully completed and signed.
Return this portion to receive your parking hang tag. Your vehicle is not valid
for parking until this form is on file in the Associate Principals Office.**

Check No.: _____ Cash _____ On-Line _____ (must show receipt)