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WELCOME STUDENTS

Welcome to the 2018-2019 school year. It is important to remember: this is *our* school and only *we* can uphold its reputation and honor. Let's do our best to make our school one we can be proud of and one we will remember with fondness after graduation.

This handbook is provided for informational purposes. It outlines policies and procedures which support our positive learning environment. Your good judgment and cooperation will assist you in upholding the reputation and honor of our school district. There is tremendous satisfaction in working hard and learning. Additional policies and explanations can be found at: www.nls.k12.mn.us

INDEPENDENT SCHOOL DISTRICT 345 VISION, MISSION, AND BELIEF STATEMENTS

VISION STATEMENT

To Inspire Every Student Every Day

MISSION STATEMENT

It is our mission to educate and enrich all students to achieve their full potential and succeed in a changing world.

BELIEF STATEMENTS

- Students do best when parent, district leadership, staff, and the community collaborate.
- In an open and inclusive learning environment that fosters diversity and acceptance of all students, and in all members of our larger local, national, and international community.
- All people are valued and work harder when they feel valued.
- That our curriculum, instruction, and assessment should challenge students at all levels.
 - All students deserve educational opportunities to meet their individual potential.
 - In fostering lifelong learners and leaders
 - In a safe supportive, and respectful environment.
- All students – individually and collectively – have a voice and can make a contribution.
 - In being committed to every student's emotional, social, and academic success and well-being.

“The district does not discriminate on the basis of race, color, national origin, sex or disability.”

The Pledge of Allegiance

The *Pledge of Allegiance* will be recited each Monday morning at the beginning of 1st hour. Anyone who does not wish to participate in the reciting of *The Pledge of Allegiance* for any personal reason may elect not to do so. Students must respect another person's right to make that choice. Minnesota Statutes 121A.11

CLASS BELLS

The class bells ring exactly at dismissal time. Four minutes later another bell signals the beginning of the next period.

DAILY SCHEDULE (Grades 9-12)

The school day officially begins at 8:15 and ends at 3:05 p.m. It is recommended that students should not enter the building before 7:45 a.m. Students are not to be in the school building after hours without direct supervision of a teacher or coach.

Daily Schedule

8:10 – Warning bell

Period 1 8:15 a.m. - 9:09 a.m.

Period 2 9:13 a.m. - 10:03 a.m.

Period 3 10:07 a.m. – 10:57 a.m.

Early Lunch 10:57 a.m. - 11:32 a.m. (9 & 10)

Period 4A 11:02 a.m. - 11:52 a.m.

Late Lunch 11:52 a.m. - 12:27 p.m. (11 & 12)

Period 4B 11:32 a.m. - 12:23 p.m.

Period 5 12:27 p.m. - 1:17 p.m.

Period 6 1:21 p.m. - 2:11 p.m.

Period 7 2:15 p.m. - 3:05 p.m.

2 Hour Late Start Schedule

Period 1 10:15 – 10:49 (34 min)

Period 2 10:53-11:27 (39 min)

9-10 Lunch 11:27-11:58

9-10 Period 3 11:58-12:32 (35 min)

11-12 Period 3 11:32-12:06 (35 min)

11-12 Lunch 12:06-12:37

Period 4 12:37-1:11 (34 min)

Period 5 1:15-1:49 (34 min)

Period 6 1:53-2:27 (34 min)

Period 7 2:31-3:05 (34 min)

STUDENT RECORDS

As a student you should remember that you write your record once, and once written that record cannot be changed. An excellent record - the best you can do - in marks, attendance, cooperation, citizenship and character should be your goal.

A student's school record, both permanent card and cumulative file may be reviewed by the parent/guardian or by the student if 18 years of age at the high school principal's office. These records include the following information: name, birthday, address, in some cases social security number, test scores, attendance, activities, grades, siblings, parent/guardian name and address. Copies may be made available upon request. Some of this information can be viewed on Parent Portal.

Several times during the year we have people coming into the office to ask about students. This includes Federal Agents doing background checks on students who have entered the Military.

CLASSIFICATION OF STUDENTS

Grade classification will be determined at the beginning of each year. Once a student has begun the new school year, the classification will remain the same throughout that year. Classification will be determined by both credits and years as follows:

1 year and 0 credits – Freshman 3 years and 10 credits – Junior
2 years and 3 Credits – Sophomore 4 years and 17 credits – Senior

GRADUATION REQUIREMENTS:

All students must successfully complete 24 credits that include:

These must include:

2019-2022	
TOTAL 9-12 REQUIRED AREAS	<u>Credits</u>
English	4.0
Mathematics (In order below)	3.0
Algebra	
Geometry	
Statics	
Probability	
Physical Education	1.0
Health/Wellness/Family Life	.5
Science (in order below)	3.0
Physical	1.0
Biology	1.0
Chemistry or Physics	1.0
Social Studies (in order below)	3.5
U.S. History	
Geography	
World History	
Econ	
Government/Citizenship	
Electives	9.0*
*1 credit must be in the arts:	
Visual arts, music, theatre, dance or media arts	
Total Required Credits	15.0
Total Elective Credits	<u>9.0</u>
Total Credits Needed for Graduation	24.0

Note: Students must pass all required courses.

All students must take a minimum of 6 credits per year in grades 9-12. Additional credits will be elective courses selected from the following fields: Foreign Languages, Agriculture, Art, Business, Family and

Consumer Science, Industrial Arts, Math, Music, or Science courses. The electives should help at prepare the student for additional education tracks beyond high school or for the world of work. Students may not have more than one period of study hall per semester.

ALTERNATIVE OPTIONS TO EARN CREDITS IN REQUIRED COURSES:

1. A student who fails a required course shall repeat the course. Should a second failure occur, a correspondence course or other alternatives can be made available through our alternative learning program, with the concurrence of the parents, teacher, counselor and principal.
2. Independent study will be allowed only in cases of compelling necessity, mainly due to scheduling conflicts which will restrict a student's opportunity to graduate. In any case, Independent Study must be approved by the counselor, principal, and any instructor(s) involved. It must include comparable time, work, and levels of performance before credit is granted.

EARLY GRADUATION (After completion of 1st Semester - Senior Year)

Students who graduate early must:

1. Meet State/Local Credit/Standard Requirements, including exams if applicable.
2. Have a Cumulative GPA of 2.67 or special permission granted.

COMMENCEMENT PARTICIPATION: To be eligible to participate in commencement exercises, a student must be on schedule to graduate May 1 (or the first regular school day in May).

SCHEDULE CHANGE GUIDELINES

With rare exception, schedule changes must be made prior to the first day of school. If a student requests a class to be dropped or added, the change shall be approved by teachers, counselor and parent/guardian. A student wishing to drop a course should first address this concern with his/her teacher. It is hopeful that the issue could be resolved and course progress would resume. If a student wants to drop a class and receive a "W" (withdraw), a withdrawal request must be received in the office within the first 10 school days of the course. If a student drops a class or is removed after the first 10 school days of the course start date, a failing grade will be recorded.

PROGRESS REPORT

Progress reports are mailed out to parent/guardian when the quality of the students work is at the failing point or when the work is considerably below the level of expectation. Parents may also receive a phone call from the instructor. Parent Portal is also available for students and parents.

INCOMPLETES

All incompletes must be completed in two weeks after the end of the nine week grading period. In cases of emergency, illness or other special reasons, an extension may be given by the teacher and administration. If an incomplete is not made up within the two weeks, it will become an F grade. Zero credit will be given for the assignments not completed.

FAILURES

A student who fails a subject for the year/semester will be expected to make up the failure in one of the following ways:

1. Repeating the subject during summer school if it is offered.
2. Repeating the subject during the next school year.
3. Fulfilling specific requirements prescribed by the school through an appropriate alternative program.

REPORT CARD INFORMATION

Report cards are given out four times each school year. First quarter report cards may be picked up by parents at parent-teacher conferences. All other report cards will be mailed out.

HONOR ROLL

"A" Honor Roll - 3.66 and above "B" Honor Roll - 3.0 - 3.65

Students with D's, F's or incompletes are not eligible for any honor roll membership. All courses are considered for honor roll recognition on a quarterly basis. The gold cord worn by graduating seniors is earned by a cumulative grade point average of at least a 3.5 in their high school career.

Honors = 3.5 - 3.66 High Honors = 3.67 - 3.83
Highest Honors = 3.84 - 4.0

The 4 point scale:

A = 4.0, A- = 3.67, B+ = 3.33, B = 3, B- = 2.67, C+ = 2.33, C = 2.00,
C- = 1.67, D+ = 1.33, D = 1.00, D- = .67

CLASS OFFICERS

Students must have at least a 2.6 cumulative GPA average to qualify for class offices or Student Council representatives.

ADMINISTRATIVE DISCRETIONARY ACTION DISCLAIMER:

It is impossible to anticipate and address every circumstance that may occur in the course of a school year. To ensure safety and order, students and others are subject to all school rules, regulations and policies, and the reasonable and prudent interpretation, thereof, by responsible school officials regardless of whether or not they are specifically addressed in this handbook.

ATTENDANCE

Philosophy

A significant correlation exists between student attendance and achievement. Absences adversely affect student performance, therefore students have the responsibility to maintain punctual, regular attendance to maximize student learning. Assignments can be made up; time missed in class cannot.

Attendance Procedures

- I. **Maximum Absence Rule-** A student **may** not receive credit for any class in which he/she accumulates more than 12 absences for one semester and an appeal has not been granted. **ALL ABSENCES WILL BE COUNTED** in the accumulation of the maximum number, except those absences which result from participation in school authorized activities, medically verified illness, official religious holidays, death in the student's immediate family, or court subpoenas.
- II. **Verified Absences-** Student absence from school should be limited to those instances in which an absence is genuinely unavoidable. Student absences from school must be confirmed by a phone call from the parents the morning of each absence by calling **354-1417**. In case of extenuating circumstances and a parent being unable to contact the school that morning, a written notice must be sent with the student upon his/her return to school. Absences verified by a parent **are** counted in the Maximum Absence Rule. If unexpected illnesses or emergencies occur during the school day, students must be excused from the health office or the principal's office *only*. **LEAVING THE BUILDING WITHOUT BEING EXCUSED IS AN UNEXCUSED ABSENCE.**
- III. **Truant Absences-** All absences not school authorized and not verified by parents are considered trancies. These absences are counted in the Maximum Absence Rule. Detention will be assigned, and assignment credit will not be granted. Any students exceeding maximum absence rule in a given class and having 3 or more trancies in that class will rarely be granted an appeal unless there are very extenuating circumstances. **The administration has the sole right to determine if an absence is excused or unexcused.**
 - A. Examples of unexcused absences include but are not limited to the following:
 1. Skipping class.
 2. Truancy including: car trouble, oversleeping, sleeping in, and "skip days."
 3. Non-medical appointments (haircut, tanning booth, car repair, etc.).
 4. Missing class because of work.
 5. Attending an activity, school or other, as a spectator

which is not approved in advance by the administration.

B. Impact of unexcused absence on quarter grade:

1. First two unexcused absences will result in Tuesday school and loss of points for that day.
2. Further unexcused absences *may* result in loss of course credit.

IV. **Tardiness**- Students are expected to be in their seats, ready to work, when the tardy bell rings. If they are not, they will be marked tardy. Students who are tardy to class face the following consequences: detention with the teacher, loss of participation points, and/or parent conferences. Students who are habitually tardy may be referred to an administrator for more serious consequences. *Students are expected to be on time for class.* Three unexcused tardies are equivalent to one unexcused absence and apply to the maximum absence rule. Detention will be given on the fourth tardy per quarter. If a student misses more than 10 minutes of class, it will be considered an absence. Any student late to school must check in the principal's office to receive an admit slip. Excessive tardies will result in administrative action.

V. **Attendance Participation Grade**- A daily participation grade based upon attendance **may** be a part of each course offered at New London-Spicer High School.

VI. **Make-up Policy**- It is the student's responsibility to make arrangements for make-up work. Verified absences will receive full credit for make-up work completed, and credit can be made up. Unexcused absences will receive no assignment credit, and make-up work is at the discretion of the instructor. Work must be made up in a timely and reasonable manner.

VII. **Family Vacations**- Parents are strongly urged to plan family vacations that coincide with school breaks. **Absences due to family vacations apply to the maximum absence rule.** Parents or guardians who choose to have their son or daughter absent from school for a family vacation, must notify the attendance clerk (320-354-1417) at least one week in advance. Parents should also realize that their student's grades may suffer due to the missing interactions that go on in a classroom.

HOMEBOUND INSTRUCTION

Students who are or will be absent for ten consecutive days due to injury, surgery, illness or pregnancy may be placed on home instruction with a medical doctor's written recommendation and approval of school administration.

CHEATING

Includes but is not limited to: receiving or giving answers on a quiz, test, daily assignment or cheating on a major assignment, such as a

plagiarized writing assignment.

Minimum Action: A zero grade on the quiz/test and in the case of the major project or research paper, and/or a fail for the course until the student completes the major assignment under teacher supervision.

GENERAL INFORMATION

ILLNESS

A nurse is available to monitor students with health concerns. Students who have accidents or become ill during the school day and/or need help with any health problem shall report to the health office. If illness requires going home, confirm and sign out at the principal's office BEFORE leaving the building. Students who take the bus should plan ahead with their parents or guardians on how to get home if they have an accident or become ill during the school day.

MEDICATION POLICY

Students may take medication during school hours according to this procedure:

Prescription Medication:

- A written health care provider (HCP) and parent authorization is required
- All medication must come to school in a container labeled by the pharmacist
- All medication must be stored and dispensed from the Health or Principal's office.

Non Prescription Medication:

- A secondary student may carry a non-prescription pain relief medication according to this policy:
 - Must be in original bottle
 - Parent/guardian must submit in writing authorization for student to self-administer meds
- All other non-prescription medication must be dispensed from the health office.

Emergency Medication

- Students with asthma/allergies may carry their own inhaler and EpiPen. Current authorization from HCP and parent must be provided each school year.

IMMUNIZATION

Minnesota Statutes, 1980, Section 123.70 requires that all children who are enrolled in the Minnesota school, kindergarten through grade 12, be immunized against diphtheria, tetanus, pertussis (whooping cough), polio, measles, mumps and rubella or meet one of the allowable alternatives. The law allows certain exemptions to the immunization rule:

1. A signed statement from the doctor exempting the person

from the required vaccine because of medical reasons.

2. A notarized statement because immunization goes against personal beliefs.
3. Children 7 years or older, pertussis (whooping cough) and mumps immunizations are not required.
4. Girls 12 years and older are not required to have rubella immunization.

PHYSICAL EDUCATION MEDICAL EXCUSES

Either at the time of registration or whenever necessary during the year, if a student is unable to take PE because of a physical ailment, he/she is required to present a written excuse from the health care provider to the PE instructor.

SCHOOL CLOSING

An automated call from the school will announce all school closings and late starts. School closings, late starts, and extra-curricular postponements will also be announced over, KWLM (1340), Q102 (102.5 FM), KDJS AM/FM Willmar, and WCCO Radio (830).

SECURITY

After the first bell each morning, all exterior doors will be locked to restrict traffic into the building. The main entrance doors have a buzzer system and will be monitored during school hours. There are security cameras in the school to help insure safety and positive behavior.

WEDNESDAY EVENING

Wednesday nights are to be kept free from activities. No students are to be in the building after 6:30 p.m. on Wednesdays.

LEAVING THE BUILDING

The principal's office will issue slips for students who must leave the school during school hours. Requests for such permits must be accompanied by a statement from parent/guardian, teacher, or health care provider or dental appointment card. Dental and medical appointments should be made after school hours whenever possible. Anyone leaving the building during the school day without permission will be skipping school (unexcused absence).

Students are not to be in the school building after school hours unless they are under direct supervision of a teacher or coach.

APPEARANCE & CLOTHING

I. GENERAL STATEMENT OF POLICY

- A. The policy of this school district is to encourage students to Dress appropriately for school activities and in keeping with Community standards. This is a joint responsibility of the Student and the student's parent(s) or guardian(s).
- B. Appropriate clothing includes, but is not limited to:
 1. Clothing appropriate for the weather.
 2. Clothing that does not create a health or safety

- hazard.
3. Clothing appropriate for the activity (i.e., physical education or the classroom).
- C. Inappropriate clothing includes, but is not limited to:
1. Clothing that does not cover the midriff, cleavage, and buttocks when seated or standing; clothing that does not cover undergarments; undergarments that are worn as outer garments, or other garments that create a distracting environment.
 2. Clothing that includes words or pictures that are obscene, vulgar, sexually explicit, convey sexual innuendo, abuse or discrimination, or which promote or advertise alcohol, chemicals, tobacco or any other product that is illegal for use by minors.
 3. Objectionable emblems, badges, symbols, signs, words, objects or pictures on clothing or jewelry Communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, evidences gang membership or affiliation, or approves, advances or provokes any form of religious, racial or sexual harassment and/or violence against other individuals as defined in Sexual Harassment Policy.
 4. Jewelry that presents a safety hazard to self and/or others.
 5. Any apparel or footwear that would damage school property.
- D. Hats or wearing hoods is not allowed in the building except with the approval of the building principal (i.e., student undergoing chemotherapy; medical situations; religious reasons or special occasions—Friday is Hat Day).
- E. It is not the intention of this policy to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing apparel on which such messages are stated. Such messages are acceptable as long as they are not lewd, vulgar, obscene, defamatory, profane or do not advocate violence or harassment against others.
- F. “Gang,” as defined in this policy, means any ongoing organization, association or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in or whose members engaged in a pattern of criminal gang activity. “Pattern of gang activity” means the commission, attempt to commit, conspiring to commit, or

solicitation of two or more criminal acts, provided the criminal acts were committed on separate dates or by two or more persons who are members of or belong to the same criminal street gang.

- G. When situations arise that are not specifically covered in this policy, the building administrator will interpret the situation in light of the spirit and/or intent of this policy.
- H. You are representing the school. Take pride in yourself, please dress appropriately.

III. INFRACTION PROCEDURES

- A. When, in the judgment of the administration, a student's appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities, or poses a threat to the health or safety of the student or others, the student will be directed to make modifications or will be sent home for the day. Parents/guardians will be notified.

IV. OTHER

- A. The administration may recommend a form of dress considered appropriate for a specific event and communicate the recommendation to students and parents/guardians.
- B. Likewise, an organized student group may recommend a form of dress for students considered appropriate for a specific event and make such recommendation to the administration for approval.

District personnel will be the final authority as to whether or not students have used good judgement or not dressed in a proper manner. A student wearing inappropriate clothes may be asked to contact their parent and be sent home to change unless another change of clothes is available at school. **What may be considered appropriate from a personal viewpoint may not be considered appropriate from an educational viewpoint.**

LUNCHTIME

Students can deposit money into their family lunch accounts in the cafeteria or putting it in the box in the principal's office. Removal of food from the cafeteria is prohibited. Eating lunches is not allowed in the gym or library. We have a **Closed Noon Hour**. You are required to remain on school grounds all day. Noon hour is no exception. You are not permitted to go home to eat. If you do not wish to participate in the hot lunch program, you should bring a sack lunch.

BUILDING PASSES

Building passes are only issued by the teachers or the office. Building passes must be secured in advance by those who plan to meet with a teacher at a specified time during a period. The students must have the

pass in advance. At no time will a student be given a pass to interrupt a class to speak to another student or teacher except in an emergency. It is understood that at any time students are in the halls during class periods they are to have a building pass.

MEDIA CENTER USE

All regular library books and back issues of magazines may be checked out for a period of two weeks. You are responsible for all materials you check out. Books and materials damaged or lost must be paid for. Some reference books, current issues of magazines and encyclopedias may be checked out for overnight use, others must be used only in the library.

Any student who disturbs other students or whose conduct in the library has not been acceptable will not be allowed to use the library until permission is given by the librarian and the principal. Food or drink in the library is prohibited.

HALL ETIQUETTE

Halls should not be used as lounging or gathering place between classes. When passing, keep to the right in the halls and on the stairs. Walk at a moderate pace without running or pushing. Refrain from whistling, shouting, loud talking, scuffling, use of inappropriate language, force and intimidation. If you are allowed to leave a room, be quiet, orderly, and only be where directed to go. Violation of these hallway expectations will result in disciplinary actions.

VEHICLE USE AND PARKING LOT RULES

Driving your car to school is a privilege; however, you are encouraged to use the bus system. If a car is needed for work or for other purposes, certain procedures and policies must be adhered to. You must fill out a driving application and display a parking tag which is purchased in the office (\$75.00). All students driving to school will park their vehicles in the student parking lot and are not to be used during the school day with administrative permission. Students may not park in areas marked for visitors, handicap, and fire lanes. Students may not ride in or occupy any vehicle during the school day without permission from the administration.

Students who park in prohibited areas or park without a permit may be subject to a \$25 fine or have their car towed at the expense of the owner.

Students who do not follow these rules will lose their privileges, receive detention or a suspension. Students who speed or drive carelessly will be reported to the police.

TRANSPORTATION

Whenever pupils are transported for curricular or extra-curricular purposes, the use of provided transportation is expected. Other arrangements will be allowed only when compelling circumstances require and/or all procedures followed. A coach or director may grant

permission for a student to be transported by parent/guardian upon request, but only after direct personal communication with the parent or guardian. Otherwise, permission must be secured in advance with the Athletic Director.

BUS RULES

According to Minnesota School Bus Safety Law, riding the school bus is a privilege, not a right. *Students are expected to follow the same behavioral standards while riding school buses as are expected on school property or at school activities, functions or events.* You are expected to follow the posted bus rules and the directions of the bus driver. You will be reported to the school and bus privilege may be denied for failure to follow those expectations while riding the bus or at the bus stop.

Consequences For School Bus/Bus Stop Misconduct

Consequences for school bus/bus stop misconduct apply to all regular and late routes. Decisions regarding a student's ability to ride the bus for co-curricular and extra-curricular events (field trips, competitions, etc.) is the sole discretion of the school district. Parents or guardians will be notified of any suspensions of bus privileges. Failure to follow bus/bus stop guidelines will result in the following consequences:

1. Secondary (7-12)

1st offense - warning and/or seating assignment

2nd offense - 5 school-day suspension from riding the bus

3rd offense - 10 school-day suspension from riding the bus

4th offense - 20 school-day suspension from riding the bus/parent meeting

5th offense - suspended from riding the bus for the remainder of the school year

Note: When any student goes 60 transportation days without a report, the student's consequences may start over at the first offense.

2. Other Discipline

Depending on the nature of the offense on the school bus or at the bus stop, more serious consequences may be imposed including: detention, suspension or expulsion from school.

Records of school bus/bus stop misconduct will be forwarded to the individual school building and will be retained with other student discipline records. Reports of student misbehavior on a school bus or in a bus-loading or unloading area that cause an immediate and/or substantial danger to the student, surrounding persons or property will be provided by the school district to the Department of Public Safety in accordance with state and federal law.

3. Records

Records of school bus/bus stop misconduct will be forwarded to the individual school building and will be retained with other student discipline records. Reports of student misbehavior on a school bus or in a bus-loading or unloading area that cause an immediate and/or substantial danger to the student, surrounding persons or property will be provided by the school district to the Department of Public Safety in accordance with state and federal law.

4. Vandalism/Bus Damage

Students damaging school buses will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within two weeks may result in the loss of bus privileges until damages are paid. If a student witnesses any vandalism, it is his or her responsibility to report it to the bus driver immediately.

5. Notice

School bus and bus stop rules and consequences for violations of these rules will be reviewed with students annually and copies of these rules will be made available to students. School bus rules are to be posted on each school bus.

6. Criminal Conduct

In cases involving criminal conduct (for example, assault, weapons, possession or vandalism), the appropriate school district personnel and local law enforcement officials will be informed.

VISITORS

All visitors are to report to the principal's office or District Office for an identity tag upon entering the building. Student visitors *must* have prior approval from the teachers and the principal. **A student may only have one visitor per year.**

Trespassing: It is a gross misdemeanor for a group of three or more persons to be found in a school building unless the persons:

1. are enrolled students or their parents;
2. have reported to the school office or have permission to be in the building;
3. are attending an event to which the public is or the individuals are invited.

ELECTRONIC DEVICES

Personal communication devices will not be allowed during school hours. (8:15-3:05) except during 4 minute hallway passing time and during the student's lunch period. Students will not be allowed to have personal communication devices in the classroom. Such items include, but are not limited to: pagers, cellular phones or two-way radios. A first violation will result in forfeiture of the device for the day. Second violations will result in the device being turned into the high school office. In order to have the device returned a parent conference will

need to take place with a principal. Any further violation will result in forfeiture of the device for the school year. The school is not held accountable for the security of electronic equipment brought to school.

TEXTBOOKS

Our school offers the use of the best textbooks, workbooks and lab manuals. These are available to all pupils without any charge. The school will charge an appropriate replacement fee for textbooks, workbooks or library books lost or destroyed by students. Any mutilation or loss of textbooks will be charged to the student and must be paid when the books are turned in.

PUBLIC DISPLAYS OF AFFECTION

Inappropriate display of affection, including but not limited to: touching of any private area of the body, kissing, caressing, and fondling between students is prohibited, as is suggestive bodily contact between students.

NUISANCE ITEMS

Sunflower seeds, squirt guns, snow balls, laser pointers, water balloons, etc. are prohibited. The student will sacrifice the products and may experience other consequences.

GAMES OF CHANCE

These games are a form of gambling which is prohibited during the regularly scheduled school day. This includes the playing of cards that involve gambling.

EMERGENCY DRILLS

FIRE DRILLS

Fire drills are organized and held from time to time for the protection of all persons in the building. Students must cooperate by observing the following rules:

1. Give full cooperation to the teachers in organizing rooms for fire drills.
2. The first person out of the building holds the door open until all students have left the building and the last person out of the classroom should close the door.
3. Leave the room in an orderly manner.
4. Hold talking to a minimum when leaving and returning to the building.
5. On signal return to the building in an orderly manner.
6. A minimum distance from the building shall be 100 feet.

TORNADO DRILLS

1. Warning will be announced.
2. Students are to move to their assigned areas as quickly and quietly as possible.
3. If conditions warrant, students are to assume a protective position. If you are against a wall, sit down and put your head on your knees with your hands over your head. If you are not near a wall, get down on your knees and elbows with your hands over your head.

LOCKDOWN DRILLS

1. Give full cooperation to the teachers.
2. Students are to remain in their designated classroom or area until the all clear is given or the teacher directs them to move elsewhere.

WEAPONS POLICY

Possession use or distribution of a weapon may result in:

1. An initial suspension;
2. Confiscation of the weapon;
3. Contact with the police department; and
4. A recommendation to the superintendent for expulsion.

Minnesota Statutes 127.282 mandates that a school board must expel for one year a pupil who is determined to have brought a firearm to school. The principal, under appropriate circumstances, may recommend and the school board may impose a lesser penalty.

If the student withdraws or transfers after expulsion proceedings are started, or if a student is in fact expelled, the school may disclose this to another school district in connection with the possible admission of the student to school. (This is an exception to the Data Practice Act.)

REASONABLE FORCE

A teacher, school employee, school bus driver or other agent of a district may use reasonable force in compliance with Minnesota Statutes 121A.582 and other laws.

STUDENT LOCKERS

Lockers and locks are assigned for students to use during the school year. It is the student's responsibility to keep the locker clean inside and out.

The following rules apply to locker use:

1. Do not leave valuables (money, keys, purses, billfolds, calculators, etc.) in your locker at any time!
2. Locks provided on the lockers will help prevent theft or vandalism in your locker.
3. Changing your locker location must be approved through the principal's office.
4. Do not go into another student's locker to look for or borrow anything.
5. Report any thefts or damage immediately to the office. Report thefts of valuable items to the police also. School is not responsible for any lost or stolen items.
6. Do not write on your locker, use stickers, or in any other way damage or deface yours or anyone else's locker.

If you damage your locker, the locker or property of another student, or take something which does not belong to you, you could receive detention, a suspension, or pay for the damages or replacement of the locker or property. Theft and vandalism will be reported to the police. It is the policy of the State of Minnesota that school lockers are the

property of the school district. At no time does the school relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school authorities have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practicable after the search of a student's personal possessions, the school authorities must provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.

INTERNET RULES AND PROCEDURES

In addition to the internet user agreement on file (available in the principal's office), you are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:

- A. Be polite. Do not get abusive in your messages to others.
 - B. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
 - C. Illegal activities are strictly forbidden.
 - D. Do not reveal your personal address or phone numbers of students or colleagues.
 - E. Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
 - F. Do not use the network in such a way that you would disrupt the use of the network by other users.
 - G. All communications and information accessible via the network should be assumed to be private property.
 - H. Students are not allowed to check their e-mail at school.
- (Complete Policy on File in District Office)

TOBACCO FREE ENVIRONMENT (District Policy 6052)

NL-S recognizes that tobacco has been identified as one of the top health problems in the United States. No student may possess or use a tobacco product as well as e-cigarette products;

- 1) In any building or upon any grounds which are owned and occupied by the district; or
- 2) In any location or facility during any school or school district-sponsored educational program, activity or event regardless of the location of such an activity or event; or

- 3) In any vehicle owned or leased by the school district.

FREEDOM OF EXPRESSION

Students of the New London-Spicer School District have the right to self-expression as long as they don't intrude on the rights of others.

- 1) Students protests or demonstrations cannot stop or interfere with the general operation of the school. Students will maintain responsibility to their schedules and will be advised to return to their assigned class. Students who do not return to class will be regarded as truant and their absences recorded as unexcused.
- 2) Students may not wear clothing or other items which are in appropriate or that interfere with the orderly and healthy operation of the school.
- 3) Students should use good judgment and common sense in showing displays of affection for other individuals on school property.
- 4) Students have the right to free press (students guilty of libel or slander will be suspended and subject to state and federal laws).
- 5) Symbolic, verbal and written freedom of expression cannot interfere with the rights of others. Profane or obscene language and threats of harm to a person or property cannot be used.
- 6) All student publications are required to be reviewed. Permission must be given by the principal prior to distribution on school property.

District 345 Policy #5045

Religious, Racism, Sexual Harassment and Violence

1. Everyone in District 345 has a right to feel respected and safe. Consequently, we want you to know about our policy to prevent religious, racial or sexual harassment and violence of any kind.
2. A harasser may be a student or an adult. Harassment may include the following when related to religion, race, sex or gender:
 - a. Name calling, jokes or rumors;
 - b. Pulling on clothing
 - c. Graffiti
 - d. Notes or cartoons
 - e. Unwelcome touching or a person or clothing
 - f. Offensive or graphic posters or book covers; or
 - g. Any words or actions that make you feel uncomfortable, embarrass you, hurt your feelings or make you feel bad.
3. If any words or actions make you feel uncomfortable or fearful, you need to tell a teacher, counselor, the principal or the Human

Rights Officer.

4. You may also make a written report. It should be given to a teacher, counselor, the principal or the Human Rights Officer.
5. Your right to privacy will be respected as much as possible.
6. We take seriously all reports of religious, racial or sexual harassment or violence and will take all appropriate actions based on your report.
7. The School District will also take action if anyone tries to intimidate you or take action to harm you because you have reported.
8. This is a summary of the School District policy against religious, racial and sexual harassment and violence. Complete policies are available in the District Office and online upon request.

**RELIGIOUS, RACIAL AND SEXUAL HARASSMENT
AND VIOLENCE ARE AGAINST THE LAW
DISCRIMINATION IS AGAINST THE LAW
Contact: Supt. Paul Carlson
HUMAN RIGHTS OFFICER
NEW LONDON-SPICER SCHOOLS
(320) 354-2252 Ext. 2101**

HAZING PROHIBITION

Hazing means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other purpose. The term hazing includes, but is not limited to:

1. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking or placing a harmful substance on the body.
2. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
4. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.

A Student organization means a group, club, or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities or particular school events. A student organization does not have to be an official school organization to come within the terms of this definition.

- a. No student, teacher, administrator, volunteer, contractor or other employee of the school district shall plan, direct encourage, aid or engage in hazing.
- b. No teacher, administrator, volunteer, contractor or other employee of the school district shall permit, condone or tolerate hazing.
- c. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.
- d. This policy applies to behavior that occurs on or off school property and during and after school hours.
- e. A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.
- f. The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor or other employee of the school district who is found to have violated this policy.

GENERAL CONSEQUENCES AND PENALTIES:

This is a summary of the School District policy against Hazing; a complete policy is available in the District Office upon request or online at www.nls.k12.mn.us.

DISTRICT-WIDE SCHOOL DISCIPLINE POLICY

The purpose of the Student Discipline policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by the Student Discipline Policy.

All students are entitled to learn and develop in a setting which promotes respect of self, others and property. Proper positive discipline can only result from an environment which provides options and stresses student self-direction, decision-making and responsibility. Schools can function effectively only with internal discipline based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that maintains a climate in which learning can take place. Overall decorum

affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

In addition to receiving a copy of the handbook each student will receive a copy of the district-wide student discipline policy. This policy is also available online at www.nls.k12.mn.us.

**REMOVAL FROM CLASS "Office Referral"
(Pursuant to MS 1982, 127.27 to 127.42)**

A teacher may remove a student from class on these grounds:

- a. Willful conduct that materially & substantially disrupts the rights of others to an education.
- b. Willful conduct which endangers school district employees, the pupil or pupils, or the property of the school.
- c. Willful violation of any general rules & regulations specified in the New London-Spicer Student Handbook and the Discipline Policy adopted by School Board.

General Provisions:

- a. A student will report to the office when removed from a class.
- b. Students will fill out the referral form and follow all directions listed on the office referral form. Instructors will contact parents after two office referrals in the same class.
- c. Students may be removed from class up to three (3) days.
- d. If you do not come to the office when you are removed from class you will be assigned detention.
- e. You will lose credit for the class and be placed in a restricted study hall the third time you are removed from class.

TUESDAY SCHOOL POLICY

Students will be assigned Tuesday School for truanancies, excessive tardies, and inappropriate behavior. Students will be notified of a Tuesday School assignment in person by an administrator, and written notification will be sent home to parents/guardians.

Tuesday School will be held every Tuesday from 3:20 p.m. - 5:30 p.m. Students are to have sufficient school work to keep busy for the full time of Tuesday School. If a student refuses to do the work, he/she will be asked to leave. Disruptive students will also be asked to leave. Students who arrive late to Tuesday School will not be admitted. Any student who does not show up for an assigned Tuesday School, or is removed for any reason, will be assigned a one day in-school suspension.

Participation in a sporting event, work, or other extra-curricular activity is **not** an excuse to miss Tuesday School. If a student has an excused absence the day of the assigned Tuesday School, or an unavoidable doctor or dentist appointment, he/she must bring in a note and make arrangements with the appropriate administrator to move his/her Tuesday School to the following week. Otherwise, if you have been notified you have Tuesday School, you are expected to attend.

PARTICIPATION IN SCHOOL ACTIVITIES (Summary)

1. Participating in extra-curricular activities shall be governed by individual school regulations and by the Minnesota State High School League. A copy of the MSHSL Rules Eligibility Brochure signed by the parent/guardian and student must be on file with the Athletic Director prior to participating in any school activity. Student must also have on file in the school a record of a physical examination performed within the previous three (3) years.
2. A student must be in attendance in three consecutive class sessions prior to participation in a school activity. This includes all practices and rehearsals. Exceptions for family or personal emergencies may be made by the Athletic Director. Violation of this rule will result in ineligibility for any practice, rehearsal, contest, concert, or performance for that day. This also includes school related travel.
3. To be academically eligible, a student must be passing all courses as shown by grades at the end of each mid-quarter and quarter end. At the earliest possible date, the Athletic Director shall determine all ineligible students (or students placed on probation) and the date on which the ineligibility begins.
NOTE: The ineligibility is applied for any mid-quarter or quarter failure even though a passing grade may be earned for a semester or a year. Students will be allowed to practice but not compete in competition during probation.
 - a. Students who are incomplete shall be ineligible until such time as the incomplete is changed to a passing grade.
 - b. If a student receives one or more letter grade of "F" at mid-quarter, that student will be ineligible to participate in competition for a period of one week. In addition, the student must be showing academic progress in order to be reinstated.
 - c. If a student receives one final grade of "F," he/she will be ineligible to participate in competition until the following mid-quarter. If the student receives a passing mid-quarter grade, he/she will be allowed to return to competition. If not, the student will remain ineligible for the remainder of the quarter.
 - d. If a student receives two or more final grades of "F," he/she will be ineligible to participate in competition for the next full quarter. The student must be passing all classes at the end of the following quarter in order to be reinstated.

ANY STUDENT WHO, UNDER ANY CIRCUMSTANCES, PARTICIPATES WHILE INELIGIBLE WILL HAVE THE INELIGIBILITY EXTENDED FOR AN ADDITIONAL 9 WEEKS. IF THERE IS EVER ANY DOUBT, ASK THE ATHLETIC DIRECTOR, OR PRINCIPAL BEFORE PARTICIPATING!

ACTIVITY RULES AND REGULATIONS (Summary)

INTRODUCTION

NL-S has a wide variety of activities which broaden and enrich the curricular program as well as contributing to the full development of each individual student. Participation is encouraged. Contact the advisor, coach or director for details concerning participation.

PRACTICE OR REHEARSAL

Students involved in activities are encouraged to participate in all practices or rehearsal sessions. The participant is responsible for contacting the coach or director regarding intentions of missing a practice, rehearsal, contest or production.

GENERAL BEHAVIOR

Participants in school sponsored activities are expected to conduct themselves in a manner prescribed by standards set forth in school rules and regulations.

Regulation 1: Pupils suspended from classes due to disciplinary action may not participate in school sponsored activities during the period of suspension.

Regulation 2: Pupils who are removed from more than one subject due to disciplinary action, may not participate in school sponsored activities for the duration of that quarter.

ACTIVITIES PARTICIPATION

Participants in school athletic activities are encouraged not to drop any activity after the first scheduled competition or performance unless by mutual agreement between the coach or director and with parental consent.

SPECIAL RULES FOR NONATHLETIC CO-CURRICULAR OR EXTRACURRICULAR ACTIVITIES

In addition to the Minnesota State High School League Policies and Rules for eligibility for extracurricular activities the following shall apply to students of Independent School District #345: Students who use (regardless of quantity), have in possession, buy, sell or give away alcohol, tobacco, e-cigarettes or any other controlled substance will be subject to the following consequences:

PENALTIES

Category I Activities: League sponsored activities in which a member school has a schedule of interscholastic contests, exclusive of league sponsored tournaments.

First Offense:

Loss of eligibility for two (2) consecutive interscholastic events or two (2) weeks of a season in which the student is a participant, whichever is greater.

Second Offense:

Loss of eligibility for six (6) consecutive interscholastic events or three (3) weeks of a season in which the student is a participant, whichever is greater.

Third Offense: (and each subsequent offense)

Loss of eligibility for twelve (12) consecutive interscholastic events or

four (4) weeks of a season in which the student is a participant, whichever is greater.

STUDENT CODE OF RESPONSIBILITY

As a student participating in my school's interscholastic activities, I understand and accept the following responsibilities.

1. I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
2. I will be fully responsible for my own actions and the consequences of my actions.
3. I will respect the property of others.
4. I will respect and obey the rules of my school and the laws of my community, state and country.
5. I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.
6. I will not be in the presence of others who illegally possess or use alcohol, tobacco or controlled substances. Violators of these rules shall carry the same penalty as the violations for the Minnesota State High School League policies as referenced in the student code of responsibilities. If you have any doubts as to whether or not your conduct is or can be construed as a violation or infraction of these rules of responsibility, **AVOID THE SITUATION.**

A student whose character or conduct violates the Students Code of Responsibilities is not in good standing and is ineligible for a period of time as determined by the principal.

Depending on the infraction:

Category I activity consequences may include:

- Community Service
- Group Counseling
- Suspension from a minimum of one contest

Category II activity consequences:

- Will be determined by the advisor/director; after consultation with the principal.

DIRECTORY INFORMATION:

“Public information shall include names and pictures of students participating in or attending extra-curricular activities, school events, and High School League activities or events.”

STUDENT ACTIVITY FEES

High School Sports (grades 9-12) - \$135 Cheerleading - \$90

Choir/Band \$40 Drama - \$50 Speech - \$90

Knowledge Bowl - \$50 Math League - \$40
(Grades 7-12)

SEASON PASS Available upon request for:

Family Pass - \$130 Adult Single Pass - \$60

Student Pass - \$40 Senior Citizen \$40

Note: Fees subject to board approval

THE NEW LONDON-SPICER SCHOOL DISTRICT WANTS YOU TO ENJOY THEIR CONTESTS AND ACTIVITIES. TO MAKE

IT AN ENJOYABLE OPPORTUNITY FOR ALL, WE ASK THAT YOU PLEASE HONOR THE FOLLOWING:

- A. Remain in the gym while the contest or activity is in progress. Leave only during time-outs or during intermission.
- B. When outside the gym, remain in the hallways immediately adjacent to the gym. Student use of other hallways, areas and/or locker rooms is by permission only.
- C. Practice quiet respect during the National Anthem.

RESPECTFUL COURTEOUS BEHAVIOR WILL GREATLY CONTRIBUTE TO THE QUALITY OF OUR SCHOOL AND ITS PROGRAMS.

SPORTSMANSHIP

New London-Spicer fans are expected to demonstrate positive sportsmanship at all times. Fans should cheer and support the team of their choice. Students and non-students attending a game represent our school system and our community. Anyone attending a New London-Spicer School event will be removed from the gymnasium for unsportsmanlike behavior.

ACADEMIC ELIGIBILITY

PURPOSE

The purpose of this policy is to outline the academic criteria for participation in extra-curricular activities, MSHSL sponsored events, and co-curricular activities outside the academic day.

PROCEDURE

- A. The middle school and high school will report each student's academic eligibility at each mid-quarter and quarter end.
- B. If a student is receiving one (1) or more letter grades of "F" at mid-quarter, that student will be ineligible to participate in competition until passing.
- C. If a student receives one (1) final grade of "F" for a class, he/she will be ineligible to participate in competition until the following mid-quarter. If the student receives a passing mid-quarter grade, he/she will be allowed to return to competition. If not, the student will remain ineligible for the remainder of the quarter.
- D. If a student receives two (2) or more final grades of "F," he/she will be ineligible to participate in competition for the next full quarter. The student must be passing all classes at the end of the following quarter in order to be re-instated.
- E. A student who has an incomplete at the end of a quarter shall be ineligible until such time as the incomplete grade is changed to a passing grade.
- F. The activities director will review academic eligibility guidelines with parents and student participants at the annual eligibility meeting.

ACADEMIC ELIGIBILITY – EXCEPTIONS

Any student enrolled in the Special Education program will be considered on an individual basis.

1. A committee formed of the principal, guidance counselor, instructors involved in failing grades, and the case manager will decide if the student is working up to his or her ability.
2. This committee will determine eligibility status.

ACADEMIC ELIGIBILITY – PARTICIPATION

- A. A student who is declared ineligible will be expected to participate in all practice session during the period of ineligibility.
- B. A student who is declared ineligible will not participate in any competition, exhibition, or performance during the period of ineligibility.

PBIS

Positive Behavior Intervention Support

- Improving classroom & school climate
- Integrating academic & behavior initiatives
- Decreasing reactive management
- Improving support for students with EBD
- Maximizing academic achievement

New London-Spicer Schools will meet the Wildcat **ROAR** challenge by showing respect, ownership, good attitude and responsibility. This applies to all of our school settings as we strive for high academic achievement and a safe school environment for all.

Classroom

- 1) Respect
 - Stay on task
 - Respect abilities
 - Be on time
 - Listen
- 2) Ownership
 - Challenge yourself
 - Be willing to help others
 - Own up to your actions
- 3) Attitude
 - Work well with others
 - Do your best
- 4) Responsibility
 - Finish homework
 - Use class time well
 - Allow Others to learn

Hallways

- 1) Respect
 - Talk quietly
 - Use appropriate language
 - Act appropriately, physically and emotionally
- 2) Ownership
 - Be considerate of others
 - Clean up after yourself
 - Get to your destination
 - Own up to your actions
- 3) Attitude
 - Let others be
 - Be respectful of others
- 4) Responsibility
 - Keep halls and classrooms clean
 - Keep lockers tidy
 - Report spills

Restroom/Locker Room

- 1) Respect
 - Respect Property
 - Respect privacy
- 2) Ownership
 - Allow personal space
 - Report problem
 - Own up to your actions
- 3) Attitude
 - Create and maintain a safe environment

Cafeteria

- 1) Respect
 - Use good manners
 - Follow directions
 - Talk quietly
- 2) Ownership
 - Include others
 - Try new foods
- 3) Attitude
 - Make healthy choices
 - Act appropriately: physically and emotionally
 - Enter and exit in orderly manner
 - Show school pride

Assemblies, Events & School

- 1) Respect
 - Respect property
 - Listen to supervisors
 - Respect differences
- 2) Ownership
 - Think and include others
 - Keep track of belongings
- 3) Attitude
 - Use good manners
 - Show good sportsmanship
- 4) Responsibility

Computer Lab

- 1) Respect
 - Use equipment appropriately
- 2) Ownership
 - Report problem
 - Honor internet use agreement
- 3) Attitude
 - Set a good example
- 4) Responsibility
 - Food/drink free zone

Bullying Prohibition Policy

Full policy available online: nls.k12.mn.us or in the District Office

Bullying, like other violent or disruptive behavior, is conduct that interferes with a student's ability to learn and/or a teacher's ability to educate students in a safe environment. Although the school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students and is within the control of the school district in its normal operations, the school district intends to prevent bullying and to take action to investigate, respond to, and to remediate, and discipline for those acts of bullying which have not been successfully prevented.

- A. An act of bullying, by either an individual student or a group of students, is expressly prohibited on school premises, on school district property, at school functions or activities, or on school transportation. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct at any time or in any place constitutes bullying or other prohibited conduct that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, or other students, or materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges. This policy also applies to an act of cyberbullying regardless of whether such act is committed on or off school district property and/or with or without the use of school district resources.
- B. No teacher, administrator, volunteer, bus driver or other employee of the school district shall permit, condone, or tolerate bullying.
- C. Apparent permission or consent by a student being bullied does not lessen the prohibitions contained in this policy.
- D. Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.
- E. False accusations or reports of bullying against another student are prohibited.
- F. A person who engages in an act of bullying, reprisal, retaliation, or false reporting of bullying or permits, condones, or tolerates bullying shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures, including the school district's discipline policy (Policy #6029). The school district may take into account the following factors:
 1. The developmental ages and maturity levels of the parties involved;
 2. The levels of harm, surrounding circumstances, and nature of the behavior;
 3. Past incidences or past or continuing patterns of behavior;
 4. The relationship between the parties involved; and
 5. The context in which the alleged incidents occurred.

Consequences for students who commit prohibited acts of bullying may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion. The school district shall employ research-based developmentally appropriate best practices that include

preventative and remedial measures and effective discipline for deterring violations of this policy, apply throughout the school district, and foster student, parent, community participation.

Consequences for employees who permit, condone, or tolerate bullying or engage in an act of reprisal or intentional false reporting of bullying may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of bullying may include, but not be limited to, exclusion from school district property and events.

- G. The school district will act to investigate all complaints of bullying reported to the school district and will discipline or take appropriate action against any student, teacher, administrator, volunteer, bus driver, or other employee of the school district who is found to have violated this policy.
- H. This policy includes cyberbullying as defined “Cyberbullying” means bullying using technology or other electronic communication, including, but not limited to, a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network internet website or forum, transmitted through a computer, cell phone, or other electronic device. The term applies to prohibited conduct which occurs on school premises, on school district property, at school functions or activities, on school transportation, or on school computers, networks, forums, and mailing lists, or off school premises to the extent that it substantially and materially disrupts student learning or the school environment.