



Fisher High School Student Handbook 2011-2012

The mission of Fisher Public School is to educate all students to their greatest potential, prepare them for the future and inspire a passion for life long learning.



This document has been developed administration in order to familiarize families and students with Fisher High School and provide information about key policies, and procedures at Fisher High School. The handbook and its contents were approved by the Fisher school Board of Education on August 15, 2011. The handbook may be changed at or amended anytime during the school year. Changes will be posted in the office of the principal. If you have questions about a provision, contact the principal. All students at Fisher High School will receive handbooks when they begin attending school each year. Students do not need to sign a sheet of receipt. All district policies will be available on the district website www.fisher.k12.mn.us or in the district office.

Welcome to Fisher School. We are excited to have you as a part of the Fisher learning community where everyone is valued and respected. As our mission states we are here to educate all students to their greatest potential, prepare them for the future, and inspire a passion for lifelong learning. We have a wonderful adventure in front of us that requires us to work together at school, home, and community to ensure all students have the chance to be the best they can.

Your child's education is our business and we are well equipped and eager to handle this responsibility. Like any caregiver, we need input from you to implement the best strategies and practices to most successfully work with your child. As your child's advocate, you need to help guarantee that we have an open line of communication to work together for your child. It is critical that what you see as strengths are communicated to all of us Fisher School, so we can build upon strengths and address areas that could be strengths!

The information contained in the handbook for 2011-2012 is important. Please take a few minutes to familiarize yourself with it. This handbook is provided to establish communication and an understanding of school procedures and expectations.

It is my personal goal to make "reach every student every day" a reality, not just an educational phrase. My objective is to greet the students each day, find time as often as possible to see them in the classroom, and to say goodbye at the end of each busy day.

I look forward to serving our community. If you have any questions, concerns or just want to visit, please call 891-4905 or email me at driscolls@fisher.k12.mn.us.

*Sincerely,
Suraya Driscoll
K-12 Principal
driscolls@fisher.k12.mn.us
218-891-4905*

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INTRODUCTION

This document has been developed by the administration in order to familiarize families and students with Fisher High School and provide information about key policies and procedures at Fisher High School. The handbook and its contents were approved by the Fisher school Board of Education on August 16, 2011. The handbook may be changed at or amended anytime during the school year. Changes will be posted in the office of the principal. If you have questions about a provision, contact the principal. All students at Fisher High School will receive handbooks when they begin attending school each year. Students do not need to sign a sheet of receipt. All district policies will be available on the district website www.fisher.k12.mn.us or in the district office.

SCHOOL RESPONSIBILITY AND AUTHORITY

All employees and students at Fisher High School have the responsibility to enforce school policies and regulations. The principal, teachers, secretaries, paraprofessionals, bus drivers and fellow students have the right and responsibility to correct those who violate school rules.

FISHER PUBLIC SCHOOL DIRECTORY

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Phone</u>	<u>E-Mail</u>
<u>Board of Education School District #600</u>				
Altepeter	Joe	Treasurer	281-4410	
Beiswenger	Sheila	Clerk	281-5050	
Lien	Kevin	Director	281-1265	
Reitmeier	Lance	Director	281-1803	
Sorenson	Todd	Director	893-2425	
Vasek	Mike	Chairman	891-2403	
<u>Administration</u>				
Blaeser	Don	Superintendent	891-4105	superintendent@fisher.k12.mn.us
Driscoll	Suraya	K-12 Principal	891-4905	driscolls@fisher.k12.mn.us
Newhouse	Tami	Dist. Coordinator	891-4105	newhouset@fisher.k12.mn.us
Stinar	Paul	Activities Director	891-2823	stinarp@fisher.k12.mn.us
<u>High School Faculty</u>				
Berg	Tim	Math/Scan Tech	891-2821	bergt@fisher.k12.mn.us
Gamache	Laura	Chorus/Band	891-2810	gamachel@fisher.k12.mn.us
Hinkle	Zachary	P.E./Health	891-2814	hinklez@fisher.k12.mn.us
Jago	Dan	English	891-2824	jagod@fisher.k12.mn.us
Kasowski	Gail	Counselor	891-2827	kasowskig@ifisher.k12.mn.us
Roningen	Patricia	Business	891-2809	roningenp@fisher.k12.mn.us
Stinar	Paul	Act. Dir. /Math	891-2823	stinarp@fisher.k12.mn.us
Svendson	Lauris	Soc. Studies	891-2822	svendsonl@fisher.k12.mn.us
Thomas	Scott	Science	891-2808	thomass@fisher.k12.mn.us
<u>Special Education</u>				
Klaus	Judy	Special Ed.	891-2815	klausj@fisher.k12.mn.us
Lentz	Rebecca	Special Ed.	891-2815	lentzr@fisher.k12.mn.us
Terpstra	Monica	Speech/Lang.	891-2816	terpstram@fisher.k12.mn.us
VanKirk	Cristin	Special Ed.	891-2817	vankirkc@fisher.k12.mn.us

Support Staff

<i>Bruer</i>	<i>Kristi</i>	<i>Liaison/Soc. Wkr.</i>	<i>891-4105</i>	<i>bruerk@fisher.k12.mn.us</i>
<i>Grimes</i>	<i>Karla</i>	<i>Paraprofessional</i>	<i>891-4105</i>	<i>grimesk@fisher.k12.mn.us</i>
<i>Montgomery</i>	<i>Lynette</i>	<i>Technology Coord.</i>	<i>891-2815</i>	<i>montgomeryl@fisher.k12.mn.us</i>
<i>Moulds</i>	<i>Tracy</i>	<i>Paraprofessional</i>	<i>891-4105</i>	<i>mouldst@fisher.k12.mn.us</i>
<i>Lokken</i>	<i>Ellen</i>	<i>Paraprofessional</i>	<i>891-4105</i>	<i>lokkene@fisher.k12.mn.us</i>
<i>Tinkham</i>	<i>Caroline</i>	<i>Paraprofessional</i>	<i>891-4105</i>	<i>tinkhamc@fisher.k12.mn.us</i>
<i>Thoreson</i>	<i>Farrah</i>	<i>Paraprofessional</i>	<i>891-2805</i>	<i>thoresonf@fisher.k12.mn.us</i>

Office

<i>Klawitter</i>	<i>Sarah</i>	<i>District Office</i>	<i>891-4105</i>	<i>klawitters@fisher.k12.mn.us</i>
<i>MacDonald</i>	<i>Karen</i>	<i>Bookkeeper</i>	<i>891-4105</i>	<i>macdonaldk@fisher.k12.mn.us</i>
<i>Wagner</i>	<i>Sarah</i>	<i>H.S. Secretary</i>	<i>891-4905</i>	<i>wagners@fisher.k12.mn.us</i>

Food Service

<i>Baird</i>	<i>Joanne</i>	<i>891-2826</i>	
<i>Haug</i>	<i>Lizzy</i>	<i>891-2826</i>	<i>haugl@fisher.k12.mn.us</i>
<i>Sorenson</i>	<i>Cathy</i>	<i>891-2826</i>	

Custodial

<i>Armstrong</i>	<i>Kevin</i>	<i>Custodian</i>	<i>891-4105</i>	
<i>Conlon</i>	<i>Randy</i>	<i>Custodian</i>	<i>891-4105</i>	<i>custodial@fisher.k12.mn.us</i>
<i>Dahlin</i>	<i>Keith</i>	<i>Bus Driver</i>	<i>891-4105</i>	

Transportation

<i>Armstrong</i>	<i>Kevin</i>	<i>Bus Driver</i>	<i>891-4105</i>
<i>Dahlin</i>	<i>Keith</i>	<i>Bus Driver</i>	<i>773-1317</i>
<i>Gruhot</i>	<i>Gale</i>	<i>Bus Driver</i>	<i>891-4105</i>

FISHER SCHOOL CALENDAR

August 24 - Teacher Workshop	January 20 - Teacher Workshop, No School
August 31, September 1 - Open House 4:00-6:00	February 20 - Presidents Day, No School
September 5 - Labor Day	February 28 - Parent Teacher Conference 4 - 7:30
September 6 - First Student Day	March 1 - Parent Teacher Conference 1:30 - 7:30, Early Out
October 6 - Parent Teacher Conference 1:30 - 7:30, Early Out	March 2 - No School
October 11 - Parent Teacher Conference 4 - 7:30	March 23 - End of 3rd Quarter
October 20 - 24 - No School	April 6 to 9 - Spring Break, No School
November 4 - End of 1st Quarter	May 18 - Graduation 7:00 p.m.
November 24 & 25 - No School, Thanksgiving	May 24 - Last Student Day, Early Out
December 23 to January 2 - No School, Winter Break	May 25 - Teacher Workshop
January 19 - End of 2nd Quarter	May 28 - Memorial Day

Student Days per quarter - 41, 45, 43, 42
 Student Days - 171

Staff Days - 178

Possible storm make up days: May 25, 29, 30

Staff Development/Early Out Days (Dismiss students at 1:15): Oct. 6, Oct. 19, Nov. 2, Dec. 7, Feb. 1, Mar. 1, Mar. 7, Apr. 4, May 25

SCHOOL HOURS

School is in session from 8:25-3:17. School doors open at 7:00 am and breakfast starts being served at 7:45. The school is responsible for students from the time they get on the school bus or (for non-bus students, when they arrive at school) until the time they step off the school bus afterschool (for non-bus students when they leave the premise).

DAILY BULLETIN

A student and staff bulletin will be issued each morning listing absences, announcements and activities for the day/week. Announcements should be submitted to the secretary by 8:00 a.m. to be in the daily bulletin/announcements.

CLASS PERIODS

1st Period – 8:25-9:15

2nd Period- 9:18-10:08

3rd Period- 10:11-11:01

4th Period- 11:04-11:54

11:54-12:04 Homeroom Grades 7, 8, 9

Lunch 11:54-12:31 Grades 10, 11, and 12

Lunch 12:04-12:41 Grades 7, 8, 9

12:31-12:41 Homeroom Grades 10, 11, and 12

5th Period- 12:41-1:31

6th Period- 1:34-2:24

7th Period- 2:27-3:17

HEALTH INFORMATION

The school Immunization Law (Minn. Stat. 121A.15) requires the following shots for all 7-12 students:

- Three DPT's (Diphtheria, tetanus, pertussis)
- Three Polio's (OPV and/or IPV)
- Two MMR's (Measles, mumps, rubella)
- A Td Booster

Immunization requirements can be waived only for medical reasons or conscientious beliefs opposed to immunizations. Both of these exemptions require signed forms from physicians and/or parents. At this time, Hepatitis B vaccinations are recommended for all students, but are not yet required for grades 9-12.

MEDICATIONS PROCEDURES

Internal medication should be given only by or on order of a physician. The giving of aspirin or any other drug internally at school is not approved, as this is the responsibility of the parent or the physician. Students who depend upon medication in order to stay in school must have a written order from a physician giving specific directions for taking medication. Medication to be administered must be brought to school in a container appropriately labeled by a pharmacy or by the physician. The school will designate a specific, locked, and limited access storage space within the school to store the medication. Students are allowed to use inhalers that are properly labeled, provided the parent and physician have followed all of the necessary guidelines explained in this section. The school will ensure that there is a copy of the "Physician's Written Order and Parent Authorization Form" in the student's medical records file and that a copy is available for immediate reference by the principal and/or teacher designated by the principal to administer the prescribed medication. The school shall refuse to administer prescribed medication to any child whose parent or legal guardian has not fully completed the approved "Physician's Written Order and Parent Authorization Form."

GRADUATION REQUIREMENTS

In order to graduate from Fisher High School, a student must successfully complete all of the required credits, and accumulate a total of 28.5 credits +20 hours of required community service for graduation. This is to meet the legislation change that requires a minimum number of hours for student instruction. This must be completed by May 11th at 3:00 pm to fulfill graduation requirements for Fisher Public School. The following are the required credits. The credit requirements listed below meet the new guidelines set forth by the Minnesota Department of Education. Additional District requirements are also included. Students must have satisfied graduation requirements to take part in the commencement ceremony.

Class of 2012

English	4.0
Social Sciences	3.5
Mathematics	3.0
Science	3.0
Health/Physical Education	2.0
Computers	1.5
Fine Arts	1.0
Careers	<u>0.5</u>
Required	18.5
Electives	<u>10.0</u>
Total	28.5

Students in grades 9 through 12 must pass all credit requirements. Students who fail an elective course may either take the course over for credit or pass a different course to meet graduation requirements. Students in the classes of 2012 and beyond must meet the requirements for the Graduation-Required Assessments for Diploma (GRAD) in reading, mathematics and writing in order to graduate from a Minnesota public high school. These tests measure proficiency on the Minnesota Academic Standards and other essential skills.

Students in **grades 7 and 8** who fail two or more classes for the year may be **retained** in their current grade unless failed credits are made up in an approved summer school curriculum.

Grading System/Honor Roll

Regular Grading System

<u>Letter</u>	<u>Percentage</u>	<u>Grade Point Average</u>
A	96	4.00
A-	94	3.67
B+	91	3.33
B	89	3.00
B-	87	2.67
C+	84	2.33
C	82	2.00
C-	80	1.67
D+	78	1.33
D	75	1.00
D-	70	0.67
F less than	70	0

Advanced Placement/College in the Classroom Course Grading Scale

<u>Letter</u>	<u>Percentage</u>	<u>Grade Point Average</u>
A	90	4.00
B	80	3.00
C	70	2.00
D	60	1.00
F less than	60	0

GRADING SYSTEM AND HONOR ROLL

The following chart shows a comparison between letter grades, percentages, and Grade Point Averages (G.P.A.). Letter grades will be on student report cards. Grades will be calculated as percentages to determine G.P.A. and Honor Roll recognition. To earn an "A" Honor Roll designation, students must achieve a 3.5 G.P.A. To earn a "B" Honor Roll designation, students must achieve a 3.0 G.P.A. Classes designated as School-To-Work, Area Learning Center, or Youth Service will not be computed for Honor Roll as grades of "S" for Satisfactory or "U" for Unsatisfactory will be awarded. Students with "Incomplete" or "F" grades will be excluded from the Honor Roll. Seniors that have a 3.0 cumulative (grades

9-12) grade point average will be considered to graduate with "Honors." Seniors that have a 3.5 cumulative (grades 9-12) grade point average will be considered to graduate with "Highest Honors." Honors designations will be computed at the end of the 3rd quarter of the Senior year. Advanced Placement courses have a modified grading scale.

STUDENTS MAINTAINING A PASSING GRADE

Students in grades 7-12 will be required to pass all required courses. A student failing a class will be scheduled into the next grade at the end of the year, but must repeat any required classes before credit is given. Students must pass a required course before they can take the next level in that area. In order to receive credit for a class, a student's overall average must be a 70% or higher.

RULES FOR STUDENTS MISSING CLASSES FOR SCHOOL ACTIVITIES

Participating in school activities is a valuable privilege for students, and these activities are an important part of high school life. However, academic work is top priority and it is very important to keep up with homework.

When a student participates in a school-sponsored activity, the student is assuming complete responsibility for completing school work. This holds true whether a student is absent from class due to such things like a college visit, athletic event, fine arts or music performance, student council meetings, field trips, and other such events. As in the past, it is the responsibility of these students to consult with their teachers at least a day in advance so that arrangements can be made with regard to homework, quizzes, and exams.

ADVANCED PLACEMENT/COLLEGE IN THE CLASSROOM COURSES

The College Board certified Advanced Placement (AP) and/or College in the Classroom (CIC) courses offered at Fisher High School, provide students the opportunity to take courses that approximate college level rigor. Fisher High School offers CIC courses in Accounting, Math, and Sociology. Students may earn college credit with a qualifying score on an AP exam or successfully completing a CIC course. With the college level curriculum and accompanying high expectations differentiating these courses, a modified grading scale is used to recognize the efforts students must put forth. Students receive whole letter grades (no +/-) using a 90-A, 80-B, 70-C, 60-D scale.

ONLINE CLASSES

Infinity Online, a state certified online provider, is a joint effort of 45 school districts. Students are able to take online classes without leaving their home districts, teachers, and friends who make up the school experience. These classes are offered to Junior and Senior students at Fisher High School. Parental consent is needed for all students at Fisher School. Successful completion of an online course would be meeting class requirements for a passing grade of 60% or above. If a student fails an online class they are not eligible for any further online courses offered through Fisher School.

Transcript will reflect grade earned and cannot be adjusted or changed after withdrawal date.

Semester 1

- Start of Semester: Monday, September 12, 2011
- Withdrawal Date: Friday, September 23, 2011
- Mid-semester (Progress Reports sent): Friday, November 11th, 2011
- Winter Break: December 24, 2011 through January 1, 2012
- End of Semester: Friday, January 13, 2012

Semester 2

- Start of Semester: Monday, January 23, 2012
- Withdrawal Date: Friday, February 3, 2012
- Mid-semester (Progress Reports sent): Friday, March 16, 2012
- End of Semester: May 25, 2012

INCOMPLETE GRADES

Students making adequate academic progress but have been absent for valid reasons will be given a chance to make up work that has been missed. If the work is not completed by the end of a reporting period, the student will be given a grade of "Incomplete" (I). This work must be completed within two weeks of the end of the reporting period unless other arrangements have been made with the instructor. Any incomplete grades remaining after this two-week period will become a grade of "F". **Students with incomplete grades may lose eligibility for activities.**

INDEPENDENT STUDY

A student may apply to take an Independent Study class in situations where the class offerings at Fisher High School cannot fulfill their needs. Approval of Independent Study may be granted by the Principal provided the student meets requirements and teaching staff is available to serve as the instructor of record. Independent Study classes are subject to the same eligibility rules as any other classes. The only grade recorded for an Independent Study courses is the final grade.

ATTENDANCE

Minnesota Statute 120A.22 requires every student between ages of seven and sixteen receive an education. Any student between 16 and 18 years of age who seeks to withdraw from school must attend a meeting with school personnel to discuss the educational opportunities available to the student, including alternative educational opportunities. The student and parent/guardian must sign a written election to withdraw from school. (Minnesota Statute 120A.22, 1999).

Students are required to attend all assigned classes every day school is in session. Attendance will be taken every class period. Unexcused absences are cumulative throughout the school year. Every time a student is absent for any period of time, the school may attempt to notify the parents of the day the absence occurs, if the parent has not called or sent a note. The administration may waive the policy in cases of long-term illness or other instances beyond the student's control. Students who are not in attendance during the entire school day will not be allowed to participate in the sporting event or activity on that day. This includes practice or event, whichever takes place that day. Parents of students who have attendance concerns will be expected to meet with the principal and develop a personal development plan to improve attendance.

ABSENCES

Parents/guardians should notify the school by 9:00 a.m. if the student is going to be absent. If a student knows they will not be in school for a period, they are to bring a note, preferably written in ink, signed and dated by the parent/guardian. For all absences, a student must present a signed note from their parent/guardian prior to being re-admitted to school or speak directly with the principal or designee. When a student leaves the building during the school day, they must sign out in the office. If a student leaves without following this procedure, they may be subject to detention, suspension, and/or unexcused absences from class for leaving the building without permission.

EXCUSED ABSENCES

The administration will determine the legitimacy of all absences. The student has the right and obligation to make up any work missed. Students will be allowed on day for each day of absence to make up work upon returning to school from a qualifying absence. Any deviation from this policy must be prearranged with teachers. Excused absences are issued for illness, injury, medical, dental appointments, funerals, required church attendance, work done directly for and/or with parents, family emergencies and cases where there is agreement between home, school and student as to the purpose and validity of the absences, and prior approval through the office.

UNEXCUSED ABSENCES

Unexcused absences are all absences which can be avoided or delayed, and for which prior arrangements and approval have not been made through the principal's office. These absences indicate that the student is absent from school with or without the consent of a parent, but the excuse given is not acceptable to the school administration. A student's parents/guardians will be contacted by the office following a student's unexcused absence from class. Unexcused absences or truancy received will be expected to make up daily work and will receive 75% of credit for work missed. A few examples of unexcused absences include: missing the bus, employment, need for sleep, babysitting, etc. If a student receives an unexcused absence the student will be issued 60 minutes of detention. Upon receiving a subsequent unexcused absence the student will be

assigned 120 minutes of detention. Chronic unexcused absences may result in more significant consequences as assigned by the Principal.

TARDINESS

The School Board, Administration, and Staff feel that it is important for students to get to class on time. Just as one must get to work on time, we feel it is vital for students to get into the classroom on time and ready to learn. Students may be assigned a "Tardy Unexcused" if they are not prepared for class as per Classroom Expectations. Students will be allowed 1 tardy per quarter. If a student receives a 2nd tardy for the quarter, the student will be issued 60 minutes of detention. Upon receiving a 3rd tardy for the quarter, the student will be assigned 120 minutes of detention. Chronic tardy situations may result in more significant consequences as assigned by the Principal.

TRUANCY

A student absent without the consent of his/her parent/guardian is truant. This is an unexcused absence and the student will be subject to the district disciplinary policy. Truancy will be cause for disciplinary action. You are truant if you:

- Leave school without signing out;
- Are absent from school without permission from your parent;
- Are absent from class without permission;
- Obtain a pass to go to a certain place and do not report there;
- Become ill and go home or stay in the restroom instead of reporting to office;
- Leave school for lunch and not return;

After three to seven periods of unexcused absences, a letter will be sent to parents/guardian. Under Minnesota Law, students with seven or more unexcused absences qualify as truant and parents/guardians are required to meet to develop a Truancy Plan as a final attempt to compel the student to attend school. If the Truancy Plan is not followed and the student continues to have unexcused absences, the matter will be referred to the County Attorney's Office. This can result in criminal penalties.

SECONDARY SCHOOL CODE OF CONDUCT

Discipline should not be confused with punishment. The goal of discipline is a self-regulated individual with mature attitudes and socially-acceptable standards of conduct. Corrective measures used will depend upon the nature of the behavior, the frequency, and the degree to which the student is willing to try to correct undesirable behavior. With the exception of serious violations of the Student Code of Conduct, corrective measures will normally begin at a minimal level and then proceed to more serious levels. These procedures may include but are not limited to: conferences with teacher, counselor, or principal; detention; loss of school privileges; parent/guardian conference with school staff; modified school program; suspension; referral to Superintendent; expulsion; police referral; court referral and home instruction. Corrective measure is outlined on page 20.

STATEMENT OF PHILOSOPHY

The School Board firmly believes that learning can best take place in an orderly environment and that students can best learn individual and collective responsibility and gain maturity if they are provided opportunities in which to exercise responsibility within the school setting. The School Discipline Policy is intended to communicate expectations regarding acceptable conduct in school in order to provide a positive learning environment for all students.

It is the responsibility of the School Board, administration and teachers to safeguard the health and safety of each student. The School Board and administration will support district personnel who, in dealing with students on disciplinary matters, act in accordance with State Law, Department of Education Regulations and School District policies.

It is the responsibility of the School Board and administrators to make reasonable rules and regulations for the governing of student behavior and conduct. Expectations are:

- Be on time and be prepared for class;**
- Respect yourself, others and property;**
- Contribute positively in class;**
- Complete Assignments.**

SECONDARY SCHOOL CODE OF CONDUCT CONTINUED

SCHOOL BUS

Bus Misconduct: Consequences for school/bus stop misconduct will apply to all regular routes. Suspension of bus riding privileges may extend to co-curricular and extra-curricular trips as determined by the administration.

- 1st offense-----**
- 2nd offense-----5 day suspension from riding the bus*
- 3rd offense-----10 day suspension from riding the bus*
- 4th offense-----20 day suspension from riding the bus*
- 5th offense-----School year suspension from riding the bus*

MINNESOTA STATE HIGH SCHOOL LEAGUE RULES

Students who violate Minnesota High School League rules will be given consequences accordingly:

A. First Violation Penalty

The student shall lose eligibility for the next two consecutive interscholastic contests or two weeks, 14 calendar days, of a season in which the student is a participant, whichever is greater.

B. Second Violation Penalty

The student shall lose eligibility for the next six consecutive interscholastic contests or three weeks, 21 calendar days, whichever is greater, in which the student is a participant.

C. Third or Subsequent Violation Penalty

The student shall lose eligibility for the next 12 consecutive interscholastic contests or four weeks, 28 calendar days, whichever is greater, in which the student is a participant.

Penalties listed above are consequences are for breaking MSHSL rules in season as well as out of season violations.

Violations will carry into the activity participant's next season (Examples: A football violation would carry into wrestling or basketball) if the penalty had not been fully served during the season the violation occurred. Violations that occur out of the season will serve the same penalty as in season violations.

A. RULES GOVERNING SCHOOL-SPONSORED ACTIVITIES AND CLUBS

The use or possession of tobacco products or the use, possession, or being under the influence of any type of mood altering substances during a school-sponsored activity is strictly forbidden. Students using any of the above substances during a school-sponsored activity will be removed from the activity for the remainder of the year. All other rules as specified in the Secondary School Code of Conduct will also apply to school-sponsored activities and clubs.

B. SAFETY

The School District is concerned about the safety of all students. Accordingly, this Code of Conduct applies to any actions which create an unsafe condition for students and/or staff.

Minimum Action: Student conference.

Maximum Action: Expulsion.

C. UNACCEPTABLE BEHAVIOR

Disciplinary action may be taken as a result of any behavior which is disruptive of good order or which violates the rights of others. The following acts are examples of unacceptable behavior and subject to disciplinary action in District 600 high school, on the school buses and at school sponsored activities. School sponsored activities include, but are not limited to, co-curricular events, field trips, and club activities. The listing of minimum actions does not imply or require that a "step-by-step" progression of increasing severity be employed by an administrator in dealing with a violation. However, there shall be a relationship between the severity of the offense and the administrative action.

VIOLATIONS AGAINST PERSONS

a. Fighting

Mutual combat in which all parties have contributed to the situation by verbal and/or physical action.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

b. Harassment

Participating in, or conspiring for others to engage in acts that injure, degrade, or disgrace other individuals.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

c. Sexual, Racial and Religious Harassment, Harassment and Violence

It is the policy of Independent School District #600 to maintain learning and working environments free from sexual harassment and sexual violence. The School District prohibits any form of sexual harassment and sexual violence.

Sexual Harassment may include, but is not limited to the following:

- 1) *Verbal harassment or abuse*
- 2) *Subtle pressure for sexual activity*
- 3) *Inappropriate patting or pinching*
- 4) *Intentional brushing against a student's or an employee's body*
- 5) *Demanding sexual favors accompanied by implied or overt threats concerning an individual's employment or education status*
- 6) *Demanding sexual favors accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or education status.*

Any person who believes he or she has been the victim of sexual harassment or sexual violence by a student or employee of the School District, or any third person with knowledge or belief of conduct which may constitute sexual harassment or sexual violence, should report the alleged acts immediately to an appropriate School or District official as designated by this policy. The School District encourages the reporting party or complaint to use the report form available from the Principal or the Guidance Counselor. Sexual, racial and religious harassment and violence as defined in School Board Policy available on the district's website: www.fisher.k12.mn.us.

Participating in or conspiring with others to engage in acts that injure, degrade, intimidate or disgrace another individual or group based on their racial, cultural or religious background, their sex, or any disabilities they may have. 2/3/4 week suspensions are from attendance at school sponsored events (including pepfests, athletic contests, concerts, etc.)

1st offense-----1 day suspension - 2 weeks

2nd offense-----3 day suspension - 3 weeks

3rd offense-----5 day suspension - 4 weeks

4th offense-----Expulsion

d. Bullying

“Bullying” means repeated behavior by an individual student, an individual student within a group of students, or group of students that is intended to cause the victim(s) to feel frightened, threatened, intimidated, humiliated, shamed, disgraced, ostracized, or physically abused. Bullying implies an imbalance in power or strength in which the student being bullied has difficulty defending him or herself.

Bullying can take many forms, including physical, verbal, social/relational and/or cyberbullying.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

e. Abusive/Inappropriate Language

(1) Disrespectful language to others.

(2) Threatening language to others.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

f. Interference/Obstruction

Any intentional action taken to attempt to prevent a staff member from exercising his/her lawfully assigned duties.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

g. Possession of a Firearm or Look- Alike Weapon

Possessing any firearm, whether loaded or unloaded or any device intended to look like a firearm; any device or instrument designed as a weapon and capable of producing severe bodily harm or any other device, instrument or substance, which, in the manner which it is used or intended to be used is calculated or likely to produce severe bodily harm of looks like it is calculated or likely to produce severe bodily harm.

1st offense-----Expulsion

h. Possession of a Weapon Other than a Firearm Which Could Cause Harm

Minimum Action: Student conference, parent/guardian contact and possible notification of police.

Maximum Action: Expulsion or exclusion.

i. Assault

“Assault” is doing an act with intent to cause fear in another of immediate bodily harm or death or intentionally inflicting or attempting to inflict bodily harm upon another.

Minimum Action: Student conference, parent/guardian contact, and possible notification of police.

Maximum Action: Expulsion or exclusion.

j. Aggravated Assault

“Aggravated Assault” is committing an assault upon the person of another with a dangerous weapon or an assault which inflicts great bodily harm upon the person of another.

Minimum Action: Student conference, suspension, parent/guardian contact and notification of police.

Maximum Action: Expulsion or exclusion.

k. Assault, Verbal

Verbal assault is confrontation or threatening statements with a student or staff member, which is intended to cause fear of bodily harm, death, or destruction of property.

1st offense-----1 day suspension

2nd offense-----3 day suspension

3rd offense-----5 day suspension

4th offense-----Expulsion

l. Hazing

“Hazing” means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm or embarrassment to a person, in order for the student to be initiated or affiliated with a student organization, or for any other purpose.

Minimum Action: Student Conference and Parent/Guardian Contact.

Maximum Action: Expulsion or exclusion.

m. Ammunition, Possession

Possession of bullets or other projectiles designed to be used in a weapon.

Maximum-----Expulsion

VIOLATION AGAINST PROPERTY

- a. *Unauthorized Use of School Property*
The unauthorized/illegal use of school property.
Minimum Action: Student conference, parent/guardian contact and notification of police or juvenile authorities.
Maximum Action: Expulsion or exclusion.

- b. *Willful Damage of School Property(Vandalism)*
Defacing, cutting or other-wise damaging property that belongs to the School, to other students, to staff members or to other individuals while the student is on School property, at a School activity, in a District vehicle, or under the supervision of School staff.

1st offense-----1 day suspension
2nd offense-----3 day suspension
3rd offense-----5 day suspension
4th offense-----Expulsion

- c. *Arson*
Intentional destruction or damage to school or district buildings or property by means of fire.
1st offense-----Expulsion

- d. *Willful Damage to Property of Staff Members and Others*
Minimum Action: Student conference, parent/guardian contact and recommended restitution.
Maximum Action: Expulsion or exclusion.

- e. *Theft*
The unauthorized taking or possession of the property of another.
Minimum Action: Student conference, parent/guardian contact, and possible notification of police or juvenile authorities.
Maximum Action: Expulsion or exclusion.

- f. *Robbery/Extortion*
The obtaining of property from another where his/her consent was induced by a use of force or a threat of force.
Minimum Action: Student conference, suspension, parent/guardian contact and immediate notification of police.
Maximum Action: Expulsion or exclusion

- g. *Tampering with Food or Beverages*
Adding or attempting to add foreign substances to food or beverages, including spitting into food or beverages or spitting on food trays.
Minimum Action: Student conference and parent/guardian contact.
Maximum Action: Expulsion or exclusion.

VIOLATION AGAINST TRAFFIC REGULATIONS

- a. *Students who use cars for transportation to and from school are expected to comply with the regulations listed below. These regulations are for the protection of the entire student body and the community. Students with permission to drive will operate vehicles in a safe and responsible manner. Students are not to go to their vehicles without permission from the Principal or Superintendent. Students taking part in activities after school are not to move cars until the activity is over and they leave the school. Students are not to loiter in parked cars before or after school. Students are not allowed to transport other students during the school day.*
Minimum Action: Student and parents called in for a conference.
Maximum Action: Expulsion or exclusion.

- b. **Parking**
Parking in an unauthorized area of school property. Vehicles are to be parked on the street or in the church parking lot across the street from the Elementary entrance. Students are asked to park in an orderly manner. Minimum Action: Student conference and possible loss of parking privilege. Maximum Action: Expulsion or exclusion.

- c. **Reckless or Careless Driving**
Driving on school property in such a manner as to endanger persons or property. Minimum Action: Student conference and possible loss of parking privileges. Maximum Action: Expulsion or exclusion.

- d. **Vehicle, Unauthorized Use**
Driving, or riding in vehicles during schools hours without written parental permission and/or school authorization. A vehicle violation may also result in a suspension of driving privileges.

*1st offense-----1 day suspension
2nd offense-----3 day suspension
3rd offense-----5 day suspension
4th offense-----Expulsion*

VIOLATION AGAINST SCHOOL ADMINISTRATIVE PROCEDURES

- a. **Insubordination**
Refusal to follow school rules and regulations as directed by staff.
*1st offense-----1 day suspension
2nd offense-----3 day suspension
3rd offense-----5 day suspension
4th offense-----Expulsion*

- b. **Disruptive Behavior**
Actions which interfere with effective operations of the school.
*1st offense-----**
*2nd offense-----1 day suspension
3rd offense-----3 day suspension
4th offense-----5 day suspension*

- c. **Record and Identification Falsification/Forgery**
*(1) Falsifying signatures or data on official record.
(2) Refusal to give correct identification or giving false identification when requested to do so by a staff member.*
*1st offense-----**
*2nd offense-----1 day suspension
3rd offense-----3 day suspension
4th offense-----5 day suspension
5th offense-----Expulsion*

- d. **Unauthorized Distribution**
Unauthorized distribution of literature on or near school property of inflammatory, libelous or slanderous material. Minimum Action: Student conference and parent/guardian contact. Maximum Action: Expulsion or exclusion.

- e. **Leaving School Building or Grounds**
Leaving school buildings or grounds during school hours without proper clearance. Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

f. Chronic and Unexcused Absenteeism

- 1st offense-----**
- 2nd offense-----1 day suspension*
- 3rd offense-----3 day suspension*
- 4th offense-----5 day suspension*
- 5th offense-----Expulsion*

g. Truancy

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion.

h. Chronic and Unexcused Tardiness

Students can receive 1 tardy per quarter prior to assigned consequence. A second tardy per quarter results in 60 minutes detention. A third tardy results in 120 minutes and a plan of action to fix chronic problem. A student receives a reminder of 60 minutes detention per tardy before being served the next level of the tardy policy. 8 or more tardy occurrences may result in additional suspension time or other significant disciplinary action.

- 1st tardy----- **
- 2nd tardy-----60 minutes detention*
- 3rd tardy-----120 minutes detention*
- 4th tardy-----120 minutes detention*

Any additional tardy-----120 minutes detention and/or suspension time as assigned.

i. Student Attire

Manner of dress or personal grooming which presents a clear danger to the student's health and safety, causes an interference with work, or creates classroom or school disorder will not be acceptable. Halter tops, tube tops, short shorts, short skirts, or clothing that is profane or advertises alcohol or tobacco products and detrimental to the purpose or conduct of the school will not be permitted. Students must cover the four (4) B's: back, bottom, bosom, and belly. Clothing with revealing holes or cutouts; roller blades, shoes with roller blades or skateboards; baggy pants worn below waist level will not be permitted. When a student's appearance violates the Dress Code, the student will be required to modify his/her attire or be sent home to change if necessary. Additional consequences may be imposed at the discretion of administration. In exercising discretion to discipline and/or impose other consequences on students violating this Dress Code, administration shall take into account the age of the student, District 600's student discipline policy, and whether the violation occurred during the instructional day while school is in session or in connection with a school-related activity. All staff have the authority and responsibility to enforce the dress code. Students are expected to wear appropriate clothing for the school environment. Clothing and appearance may not:

- create a health or safety hazard to themselves or others*
- create a disruption in the learning process*
- be viewed as offensive or harassing by others*
- result in undue maintenance or marring of school property*

State health regulations require that shoes be worn by all persons in a public building. No hats, caps, bandanas, visors, or hoods are allowed to be worn in the building during the school day. All such head gear shall remain in lockers throughout the school day. Failure to immediately correct the situation or repeated occurrences may result in disciplinary consequences

- 1st offense-----**
- 2nd offense-----1 day suspension*
- 3rd offense-----3 day suspension*
- 4th offense-----5 day suspension*
- 5th offense-----Expulsion*

j. Trespassing

Physically present on a school campus or at a school activity after being requested to leave by school principal or other person lawfully responsible for the control of said premises.

1st offense-----1 day suspension contact parents and police officer

2nd offense -----3 day suspension contact parents and police officer

3rd offense-----5 day suspension contact police officer

4th offense-----Expulsion

k. Student Cell Phone Use in School

The following rules are intended to outline minimal expectations regarding cell phone use in school. The Principal can enforce rules that are stricter if not followed.

(1) Cell phones must be turned off in classrooms and stored in a purse, briefcase, backpack, pocket, etc.

(2) Cell phones must be turned off in locker rooms and bathrooms and stored in a purse, briefcase, backpack, pocket, etc.

(3) Cell phones may be used in the hallways and cafeteria.

(4) Cell phones that are stored in lockers must be turned off.

(5) Failure to follow these directives may result in the loss of all cell phone privileges at school and may result in other disciplinary actions including suspension and/or expulsion.

Minimum Action: Student conference. Maximum Action: Expulsion or exclusion.

l. Student Camera Use in School

The use of cameras in school by students is generally prohibited because of the disruption that can occur. However, in some very restricted instances, camera use by students is permitted.

(1) Cameras cannot be used in locker rooms or bathrooms.

(2) Failure to follow this directive may result in the loss of all camera privileges at school and may result in other disciplinary actions including suspension and/or expulsion.

(3) These rules are intended to outline minimal expectations regarding camera use in school. Principals can enforce rules that are stricter.

Minimum Action: Student conference.

Maximum Action: Expulsion or exclusion

CONDUCT ON SCHOOL BUSES FOR MISBEHAVIOR

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. All school rules are in effect while a student is riding the bus or at the bus stop.

Consequences for school bus/bus stop misconduct will be imposed by the Building Principal or the Principal's designee.

(1) School Bus and Bus Stop Rules.

The School District school bus safety rules are to be posted on every bus.

If these rules are broken, the School District's discipline procedures are to be followed. Consequences are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to the Principal Office/School Office.

(2) Rules at the Bus Stop.

(a) Get to your bus stop 5 minutes before your scheduled pick up time. The school bus driver will stop, but not wait for late students.

(b) Respect the property of others while waiting at your bus stop.

(c) Keep your arms, legs and belongings to yourself.

(d) Use appropriate language.

(e) Stay away from the street, road or highway when waiting for the bus. Wait until the bus stops before approaching the bus.

(f) After getting off the bus, move away from the bus.

- (g) If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.*
- (h) No fighting, harassment, intimidation or horseplay.*
- (i) No use of alcohol, tobacco or drugs.*

(3) Rules on the Bus.

- (a) Immediately follow the directions of the driver.*
- (b) Sit in your seat facing forward.*
- (c) Talk quietly and use appropriate language.*
- (d) Keep all parts of your body inside the bus.*
- (e) Keep your arms, legs and belongings to yourself.*
- (f) No fighting, harassment, intimidation or horseplay.*
- (g) Do not throw any object.*
- (h) No use of alcohol, tobacco or drugs.*
- (i) Do not bring any weapon or dangerous objects on the school bus.*
- (j) Do not damage the school bus.*
- (k) No eating or drinking on the school bus on regular school bus routes to and from school. Exceptions will be made for medical reasons.*

(4) Consequences.

(a) Consequences for school bus/bus stop misconduct will apply to all regular and late routes. Decisions regarding a student's ability to ride the bus in connection with co-curricular and extra-curricular events (for example, field trips or competitions) will be at the sole discretion of the School District. Parents/guardians will be notified of any offenses and/or suspension of bus privileges.

(i) Secondary (7-12) per school year.

1st offense -- warning

2nd offense -- 3-5 day suspension from riding the bus

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

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

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

(ii) Other Discipline.

Based on the severity of a student's conduct, more serious consequences may be imposed at any time.

Depending on the nature of the offense, consequences such as suspension or expulsion from school may also result from school bus/bus stop misconduct.

(iii) 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.

(5) Parent/Guardian Responsibilities For Transportation Safety.

(a) Become familiar with District rules and policies, regulations and principles of school bus safety.

(b) Assist students in understanding safety rules and encourage them to abide by them.

(c) Recognize their responsibilities for the actions of their students.

(d) Support safe riding practices and reasonable discipline efforts.

(e) When appropriate, assist students in safely crossing local streets before boarding and after leaving the bus.

(f) Support procedures for emergency evacuation, and procedures in emergencies as set up by the School District.

(g) Respect the rights and privileges of others.

(h) Communicate safety concerns to school administrators.

(i) Monitor bus stops, if possible.

(j) Support all efforts to improve school bus safety.

OTHER VIOLATIONS

a. Gambling

The playing of a game of chance for stakes.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

b. Disorderly Conduct

Engaging in offensive, obscene, or abusive language or in boisterous and noisy conduct.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

c. Alcohol, Chemicals, or Tobacco Possession or Use

Use of and/or possession of any type of tobacco product by any student, regardless of age, will be governed by Minnesota Statute and School District rules. Any prescription medicine a student is required to take with the exception of prescribed inhalers, must be left with the District Office. Violators will receive a 2 or 4 week suspension from attendance at school sponsored events; including pepfests, athletic contests, concerts, and other school related events.

1st offense-----3 day suspension (plus 2 weeks)

2nd offense-----5 day suspension (plus 4 weeks)

3rd offense-----Expulsion

d. Distribution or Sale of Illegal Drugs, Alcohol, Narcotics, Drug Paraphernalia, or Simulated Drugs

Selling or distributing or intending to sell or distribute alcohol, tobacco, or chemicals where sale or distribution is prohibited by Minnesota or federal law.

1st offense-----5 day suspension

2nd offense-----Expulsion

e. Fire Alarm, False

Intentionally giving a false alarm of a fire or tampering or interfering with any fire alarm.

1st offense-----5 day suspension

2nd offense-----Expulsion

f. Fire Extinguisher, Unauthorized Use

Unauthorized handling of a fire extinguisher.

1st offense-----5 day suspension

2nd offense-----Expulsion

g. Fireworks, Use and or Possession

Possessing or offering for sale any substance or combination of substances or article prepared for the purpose of producing a visible or/and audible effect by combustion, explosion, conflagration or detonation.

1st offense-----3 day suspension

2nd offense-----5 day suspension

3rd offense-----Expulsion

h. District Policy Guilt By Association

Students are not to be in the presence of alcohol, tobacco, marijuana, or any other controlled substance. Students that are confronted with a situation where illegal possession or use is taking place must make a concerted effort to immediately remove themselves from the area. Students in violation of this "Guilt by Association" rule shall be subject to penalties as assigned by the school Principal. The Principal or other School Board designee shall apply the following penalties at their discretion.

- A. *The student shall lose eligibility for the next two (2) consecutive interscholastic contests or two (2) weeks of a season in which the student is a participant, whichever is greater.*
- B. *Subsequent violations of the “Guilt by Association” rule will at a minimum, warrant the consequences outlined in Penalty #1.*

The District “Guilt by Association” policy will apply to all extra-curricular activities. Students that participate in Category II Activities will lose eligibility for a maximum of 2 consecutive weeks if they violate MSHSL rules or District “Guilt by Association” policy. Category II Activities include Band, Chorus, Drama, Knowledge Bowl, Speech, Debate, Visual Arts, and any other school sponsored activities not already covered under Category I (Athletic) Activities. Students losing eligibility for Category I or Category II Activities will not be allowed to attend school sponsored dances during the period of ineligibility. A two week penalty may be imposed for a student whose violation of MSHSL or District “Guilt by Association” policy takes place at a time in the year during which the student is not participating in an activity.

i Terroristic Threat

Threatening, directly or indirectly, to commit a crime of violence with the purpose to terrorize another and with reckless disregard of the risk of causing terror in another.

1st offense-----Expulsion

j. Bomb Threat or Possession of Explosives

Causing alarm in others by using the threat of a bomb. Possessing or using any compound or mixture, the primary or common purpose of which is to function by explosion, with substantially instantaneous release of gas and heat.

1st offense-----Expulsion

k. Inappropriate Use of Technology

Technology instruction includes computers, televisions, video or audio recorders and players, and other related technological equipment. Students must follow all appropriate use of technology procedures as established by the School District.

Technology misuse includes, but is not limited to:

- (1) Using unauthorized programs, software, videos, CDs or audiotapes.*
- (2) Attempting to bypass or alter computer security.*
- (3) Unauthorized modification of computer configuration (desktop pattern, sounds, etc.).*
- (4) Attempting to access, add, delete or alter information or files of another person or organization without permission.*
- (5) Using technology to access, transfer, copy or store inappropriate materials or messages.*
- (6) Use technology resources for commercial, personal profit or illegal enterprises.*

Violations of the Acceptable Use Policy may result in consequences including teacher assigned classroom consequence, suspension of privileges, suspension, or expulsion.

l. Academic Dishonesty

It is expected that students pursue their academic studies in an honest manner and with integrity. Work that is turned in for credit needs to result from the student’s own efforts. Academic dishonesty includes but is not limited to two major areas: cheating and plagiarism. Cheating is a deceptive act in which a student attempts to show knowledge which is not theirs. Plagiarism is presenting information from someone else, as though the ideas, words, or facts are the student’s own. . Consequences may include but are not limited to; detention, loss of credit for assigned task, being dropped one grade level in that course, loss of eligibility for activities. Other restorative measures or consequences may also be applied by the classroom teacher or High School Principal. Additionally, the student may be removed from the Honor Roll for that quarter, may become ineligible for any academic awards in the class in which he/she was caught cheating, and may be declared ineligible for an extra-curricular event. National Honor Society members may be dismissed from the chapter for a cheating offense.

1 st offense-----*	
2 nd offense-----	1 day suspension
3 rd offense-----	3 day suspension
4 th offense-----	5 day suspension
5 th offense-----	Expulsion

CORRECTIVE MEASURES

1. Student Conference

Conferences will be conducted with students regarding disciplinary matters to insure due process. (Conferences by school administrators are not required for discipline action under Article III G. Removal of Student from Class by the Teacher.) Each student facing the imposition of disciplinary action under this code of conduct must be informed, orally or in writing, of the facts and the nature of the conduct which has been challenged and be given an opportunity to explain his or her version of the facts or conduct which has been challenged prior to the imposition of discipline.

2. Parent/Guardian Contact

Depending on the violation and the seriousness of the action, a student's parent/guardian may be contacted by telephone or mail in addition to a student conference. The intent of the contact is to inform the parent/guardian of the violation and the student's attitude during the conference and to elicit parent/guardian support for correcting the unacceptable behavior.

3. Parent/Guardian Conference

The principal, counselor, or teacher may request a parent/guardian conference, with or without the student present, to insure parent/guardian understanding of the student's academic and/or behavior problem and to mobilize a cooperative effort to correct the difficulty.

4. Detention

Detention may be required of a student for one or more breaches of the code of conduct. Student failure to serve detention on the assigned date(s) will result in an increased term of detention. . Once a student has been notified, they have 24 hours to make arrangements to serve their detention for the next regularly scheduled detention period.

Detention will only be served on Tuesdays and Thursdays 3:30 to 4:30. Students assigned a detention, must serve the detention time prior to participating in any school sponsored contests or events. If a detention can't be cleared prior to an event, you will not participate in that event. If it is an athletic contest, the coaching staff expects you to be in street clothes on the sideline or bench. Students are expected to go to practices when not serving their detention time.

If a student misses detention they will be issued a subsequent 60 minutes of detention. If a student misses detention 2 times consecutively, they may also be issued one day of In-School-Suspension (ISS). Students and staff should understand that once a disciplinary report has been forwarded to the Principal, assigned consequences will be applied. Students will be required to call and inform their parents/guardian of the assigned detention with school personnel present.

Detention Rules will be as follows: No electronic devices (games, phones, music); No beverages/food; No talking; and No sleeping. Students need to be on time and must be doing something-reading, homework, etc.

5. Expulsion or Exclusion

"Expulsion" means an action taken by the School Board to prohibit an enrolled student from further attendance for a period that shall not extend beyond an amount of time equal to one school year from the date a student is expelled. (M.S. 121A.41, Subd. 5). "Exclusion" means an action taken by the School Board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year (M.S. 121A.41, Subd. 4).

6. Referral to Police or Juvenile Authorities

When a student's misbehavior is so extreme that it may involve the violation of a law, police or juvenile authorities will be contacted by the Principal or a designated representative. Every reasonable attempt shall be made to notify parents/guardians at the same time juvenile authorities are called. If the officer indicates that he/she is arresting the student, with or without a warrant, that officer shall have complete jurisdiction and responsibility in the matter and the Principal shall not interfere with the student's removal from the building. It is expected that the contact with the student shall be arranged in a manner to make it as unobtrusive as possible.

7. In-School Restriction

In-School Restriction (ISR) may be required of a student for one or more breaches of the Code of Conduct. Students placed in ISR are required to remain in one room for a designated period of time. Students in ISR are under the supervision of school staff and are given ISR and/or homework assignments which must be completed.

8. Students with Disabilities

Students with disabilities who violate the Student Code of Conduct will receive corrective measures in accordance with applicable state and federal law.

REMOVAL OF A STUDENT FROM CLASS

1. Definitions:

a. Removal from Class:

“Removal from class” and “removal” means any actions taken by a teacher, principal, or other School District employee to prohibit a student from attending class for a period of time not to exceed three class or activity periods, pursuant to procedures established in the School District Discipline Policy adopted by the School Board pursuant to M.S. 121A.61.

b. Class Period:

“Class period” or “activity period” means in secondary grades, instruction for a given course of study.

2. Rules Governing Student Conduct:

a. Student Code of Conduct:

The rules governing student conduct are contained in the Secondary School Code of Conduct as adopted by the School Board.

b. Notice to Student:

Copies of the Secondary Student Code of Conduct are distributed to all students each school year.

3. Grounds for Removal from Class:

a. Disrupting the Rights of Others:

A student may be removed from class for willful conduct which materially and substantially disrupts the rights of others to an education.

b. Dangerous Conduct:

A student may be removed from class for willful conduct which endangers School District employees, the student or other students, or the property of the school.

c. Violation of Secondary School Code of Conduct:

A student may be removed from class for willful violation of any rule of conduct specified in the discipline policy (Secondary School Code of Conduct) as adopted by the School Board.

4. Authority to Remove Students:

a. Who May Remove a Student:

The teacher or supervisor in immediate charge of the class from which the student is to be removed, or the building Principal, or administrative designee may remove a student from that specific class as specified under M.S. 121A.61.

b. When May a Student Be Removed:

A student may be removed from class when in the judgment of the teacher, supervisor, or administrator authorized to remove said student, the student has violated one or more of the grounds listed for removal from class.

5. Procedures for Removing Students, Parent/Guardian Notification, Responsibility for Students Removed and Period of Time of Removal:

a. Procedure for Removal from Class:

When a teacher or supervisor authorized to remove a student from a class determines that a student has violated one of the grounds for removal from class, that individual will advise the student of the reason for

removal from class, give the student an opportunity to respond, and give the student a removal from class notice. The student will be instructed to report directly to the Principal's office with that notice. If, in the judgment of the teacher or supervisor, allowing the student to report to the office unescorted may endanger the student, other individuals, or School District property, the teacher or supervisor should escort the student to the office or request assistance from the office in escorting the student to the office.

6. *Parent/Guardian Notification:*

Teachers or supervisors removing students from class are strongly encouraged to notify parents/guardians by telephone of the removal.

7. *Responsibility for Students Removed:*

Once a student arrives in the Principal's office, the custody of and responsibility for that student during the time of removal from class will rest with the building Principal. The building Principal will designate a supervised area to which the student is to report and remain during each period of removal from class. If the length of removal from class is for more than one class period, the classroom teacher or supervisor will submit assignments for the student. The assignments are to be submitted to the Principal or his/her designee, prior to the start of the second consecutive class period of removal from class.

8. *Length of Time of Removal:*

A student's regular classroom teacher, supervisor, or the building Principal, may remove a student from class for up to three consecutive class periods for a single violation of the "Grounds for Removal From Class" as found in Section III of this policy. The actual number of class periods of removal up to the maximum of three, shall be at the discretion of the teacher or supervisor removing the student.

9. *Procedures for Return of Students to Class:*

a. Removal for One Class Period or Less:

The minimum procedure for return to class after a removal of one class period or less shall be an informal conference between the student removed and the teacher, supervisor, or building Principal who removed the student.

b. Removal for More Than One Class Period:

The minimum procedure for return to class after a removal of more than one class period shall be a conference between the student removed, the teacher or supervisor who removed the student, and the building Principal. Additional procedures may be established by the teacher or supervisor removing the student after consultation with the Principal.

10. *Student Searches*

a. Locker Searches

School lockers are the property of the School District. At no time does the School District 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 the law or school rules. As soon as practicable after the search of a student's locker, school authorities must provide notice of the search to students and the student's parents whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.

b. Personal Possession Searches

The personal possessions of students whether on their person, in desks, in backpacks or purses, lockers or cars parked in the school parking lot may be subject to reasonable search when the School District has a reasonable, individualized suspicion that evidence will be produced showing that the student violated the law or school rules. As soon as practicable after the search of a student's personal possessions, school authorities must provide notice of the search to students and the student's parents whose personal possessions were searched unless disclosure would impede an ongoing investigation by police or school officials. It is the policy of the School Board of School District #600 to comply with Federal and State Law (and all requirements imposed by or pursuant to regulations issued in support of such laws) prohibiting

discrimination against any person on the grounds of race, color, national origin, creed, religion, sex, marital status, sexual orientation, status with regard to public assistance, age or disability.

OTHER INFORMATION

ACCEPTABLE USE POLICY

Student use of computers, District Information Network System, and other technology related items are subject to the terms outlined in the Acceptable Use Policy and the Acceptable Use Agreement. Use is a privilege that may be revoked or restricted for violating the terms.

ANIMALS IN SCHOOL

No animals will be allowed in the school building except under special circumstances with prior approval from school administration.

LOCKER ROOM

The locker rooms will be locked at 8:25 am and will be accessible only during gym time. Do not leave books in the locker room.

ACTIVITY TICKETS

Activity tickets may be purchased at the district office. These tickets will serve as a gate pass for all fall and winter "home" athletic events held in both Fisher and Climax.

<i>Ticket Prices:</i>	
<i>Students K-6</i>	<i>\$15.00</i>
<i>Students 7-12</i>	<i>\$20.00</i>
<i>Adults</i>	<i>\$25.00</i>
<i>Family</i>	<i>\$80.00</i>
<i>Senior Citizens (62 & older)</i>	<i>FREE</i>

CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES

Athletics and Fine Arts activities are sponsored by the Minnesota State High School League and require participants to have a signed Parent Permit Slip on file in the school. All athletic activities require an updated Physical Examination on file in school. Physical exams are required every three years.

The district offers a variety of extracurricular activities, Football, Volleyball, Soccer, Basketball, Hockey, Wrestling, Softball, Baseball, Track and Field, Golf, Cheerleading, Speech, Drama, Band, Chorus, National Honor Society, Student Council and Knowledge Bowl are some of the activities available for students to participate in.

ACADEMIC ELIGIBILITY

Eligibility of all students will be checked at three-week intervals. Teachers will complete deficiency and academic progress reports on students that are not meeting expectations. If a student is not making satisfactory progress, the student will lose eligibility in all activities until the grade or work is made up to satisfactory standards. The eligibility cut off dates is for the 2011-2012 school year is as follows:

September 23, October 12, November 4, November 28, December 15, January 19, February 9, February 29, March 23, April 17, May 7, May 24

ACTIVITY ELIGIBILITY

In order to participate in Fisher High School's co-curricular or extra-curricular activities, students must meet the following guidelines:

- Present a current physical (athletes only);*
- Be under 20 years of age;*
- Must meet Minnesota High School League Eligibility Guidelines;*
- Carry the required number of credits for graduation;*
- Be in regular attendance, having enrolled at least two weeks before being in a game;*
- Must be in class a full day to participate in any co-curricular activity (practice or event);*
- Students and parents/guardians sign eligibility agreement.*

SOCIAL EVENTS AND DANCES

All social activities should be sponsored for a specific purpose. All events must be approved by the advisor and the principal and must be properly chaperoned. No activities will be held without proper supervision. Dances will be closed door. Once a student enters he/she may not leave and reenter. If you leave early parents will be notified.

Students that have been declared ineligible due to academic deficiency, violation of MSHSL rules, and violation of district "Guilt by Association" policy, suspension, or other penalties as assigned by the principal are not allowed to attend school sponsored dances.

Prom

All out-of-school dates must be under 21, at least a freshman in high school, and must be registered in the High School Office by the Wednesday prior to Prom. For Fisher students, juniors and seniors may attend while freshman and sophomores may attend by invite only.

Snowball

This dance is for Fisher High School 9th through 12th grade students. All out-of-school dates must be under 21. 8th grade students may attend by invite only.

Homecoming

This dance is for Fisher High School and Climax-Shelly High School 7th through 12th grade students. All out-of-school dates must be under 21. 8th grade students may attend by invite only. A separate Junior High dance may be held during Homecoming.

Junior High

These dances are for 7th and 8th grade students. A 9th grade student may attend by invite only.

RESOLUTION OF COMPLAINTS

If a student or parent has a complaint about a school policy or employee, the following procedure should be followed in order to resolve the difficulty as quickly as possible.

- 1) Contact the person with whom you have a complaint to discuss both sides of the issue.
- 2) If the issue still exists, contact the Principal.
- 3) If the issue is still unresolved, contact the Superintendent.
- 4) Finally, if the issue remains unresolved, ask the Superintendent to place the complaint on the following month's School Board Agenda for further discussion.

HONOR SOCIETY

The National Honor Society is an organization designed to create enthusiasm for scholarship, stimulate a desire to render service to others, promote leadership, practice good citizenship, and to develop character in the students of secondary schools throughout the country. The following criteria are used to determine membership in the Fisher chapter of the National Honor Society:

1. The selection procedure shall be consistent with the rules and regulations of the National Honor Society.
2. Selection to the National Honor Society is an honor accorded by the faculty. Students may not apply for membership.
3. Only those students who have been in the school a minimum of one semester may be considered for membership.
4. Selection is made by the faculty council, which consists of five members appointed by the principal plus the National Honor Society advisor who serves as an ex-officio member.
5. Selection is based on four criteria: scholarship, leadership, service, and character, of which scholarship is the most important.
6. Scholastic eligibility is based on a cumulative scholastic G.P.A. of 3.0 for sophomores, juniors, and seniors.
7. Students who are eligible scholastically must complete the Student Activity Information Form for consideration for selection to the National Honor Society. These surveys are not applications and do not guarantee selection.

8. *In evaluating potential members for leadership, service, and character, the faculty council will follow procedures outlined in the National Honor Society Handbook and the Constitution of the National Honor Society. All judgments must be free of hearsay and rumor and be fair, nondiscriminatory, and consistently applied.*
9. *Students who receive a majority vote of the faculty council will be invited to be members of the National Honor Society.*
10. *The Principal has final approval in selection for membership in National Honor Society.*
11. *Students may be dismissed from the National Honor Society for conduct that is not representative of National Honor Society ideals.*

KNOWLEDGE BOWL

Knowledge Bowl is a series of interdisciplinary academic competitions. During the competitions, teams of five students compete in written and oral rounds by answering questions related to all areas of learning typical of secondary educational programs. Questions test students' recall, problem solving, and critical thinking skills. Students from grades 9-12 participate in Fisher High Knowledge Bowl competitions.

BACKPACKS OR BAGS

Backpacks, bags, purses, etc. will not be allowed in classrooms and must be kept inside student lockers.

CANDY, FOOD AND BEVERAGES

*Candy, food, and beverages may be consumed in designated areas only. Food purchased in the cafeteria is to be eaten in the cafeteria or outside the school building. **No candy, food or beverages will be allowed in the classroom without prior approval by the administration.** Students may have bottled water in the classroom.*

CHANGE OF INFORMATION

Parents are asked to keep the school office informed of changes in address, telephone numbers, and emergency information. This is extremely important so that we are able to contact parents in case of illness or an emergency.

COMMUNITY SERVICE

Opportunities will be made available throughout the school year for students to take part in community service projects. Notice of such projects will be made prior to the scheduled events so that students may be prepared for the event

EMERGENCY SCHOOL CLOSING

Announcements of school closings will be made over the following radio and television stations:

Alert Now

KROX 1260 AM

KCNN 1590 AM

KYCK 97 AM

WDAZ TV Channel 8

KVLY TV Channel 11

KXJB TV Channel 4

EQUIPMENT MAINTENANCE FEES

All athletes will pay their equipment maintenance fees before the second scheduled athletic contest or they will not be able to participate. This provides time for an athlete to decide whether they want to participate in a program. The fee will not be reimbursed after the second contest unless a unique situation should occur.

EVENTS CALENDAR

The official Activities Calendar and Facilities Calendar for all Fisher School events and School facilities are located in the Fisher High School Office. Before any event can be placed on the calendar or building facilities reserved, the Principal must be notified. The Principal will act on the request and then pending approval, have the event placed on the appropriate calendar.

FIRE AND EMERGENCY DRILLS

Fire drills, tornado drills, lockdowns, and other emergency drills will be held at irregular intervals throughout the year. Emergency procedures are posted near the exit in every room. Staff will direct students according to the appropriate emergency procedure.

FUNDRAISING

Any teams or organizations associated with Fisher Schools that intend to do fundraising must have their fundraising plan approved by the administration. Outside organizations or individuals that wish to do fundraising on District property must also have their fundraising activity approved by the administration. Application for fundraising activities will be processed through the Fisher High School Office.

LEADERSHIP RULE

Any student that has violated MSHSL rules or District “Guilt by Association” policy will not be eligible for a leadership role for a period of twelve calendar months from the date the school is notified of the violation. Leadership roles may include but not be limited to; Class Officers, Captains, Student Council Officers, and Royalty.

LOCKERS AND TEXTBOOKS

Lockers and textbooks are provided for student use but remain the property of the school. You are responsible for the care and condition of your locker and textbooks. Failure to care for lockers or textbooks may result in the student being required to pay for the cost of a replacement. The school district reserves the right to inspect any locker at any given time to check for cleanliness, library books, textbooks, or for items which may jeopardize the safe and orderly operation of the school. Any items affixed on the outside of lockers must have prior approval of the administration. Items are also not to be removed without authorization. Situations arise periodically where some people don’t respect other people’s property. With that in mind, we strongly encourage you to bring a lock to school for you locker and/or your gym locker. If you place a personal lock on a locker you must give the **combination or key to the High School Office**. If there is a situation that arises with your personal belongings, please inform the Principal’s Office immediately. **Students that gain unauthorized access to another student’s locker will be subject to disciplinary consequences.**

NOON HOUR

Students in grade 7 are restricted to School District property. Students remaining on District property during their lunch period must stay off playground equipment and remain segregated from elementary students. All students in grades 8-12 have the privilege of an open noon hour. Students may leave school property as long as they are not transported in a vehicle by anyone other than their parent or guardian. Students that abuse this “open noon hour” privilege by not returning to class on time, exhibiting nuisance behavior in the community may have the privilege revoked.

THE PLEDGE OF ALLEGIANCE

Students shall recite the Pledge of Allegiance to the flag of the United States of America one or more times each week. Anyone who does not wish to participate in reciting the Pledge of Allegiance for any personal reasons may elect not to do so. Students and school personnel must respect another person’s right to make that choice.

ORDERING ITEMS

Any items to be ordered by individuals or organizations affiliated with Fisher Schools, **MUST** receive prior approval by School Administration.

PERMISSION TO LEAVE BUILDING AND/OR SCHOOL GROUNDS

Students that need to leave the building (except during the open noon hour) must sign out on a chart in the High School Office. Students must also provide a written excuse from a parent/guardian indicating the reason that the student needs to leave the building. If an excuse is not provided, all classes that are missed will be determined to be unexcused absences.

SPORTSMANSHIP CODE

THE SPECTATOR SHALL:

1. Realize that he/she represents the school just as definitely as does the member of the team, and therefore, has an obligation to be a true sportsman, encouraging through this behavior the practice of good sportsmanship by others.
2. Recognize that good sportsmanship is more important than victory by approving and applauding good team play, individual skill and outstanding examples of sportsmanship and fair play exhibited by either team.

3. *Recognize that, since the primary purpose of interscholastic athletics is to promote the physical, mental, moral, social, and emotional well-being of the player through the medium of contests, victory or defeat is in reality of secondary importance.*
4. *Treat visiting team and officials as guests, extending to them every courtesy.*
5. *Be modest in victory and gracious in defeat.*
6. *Respect the judgment and integrity of officials, realizing that their decisions are based upon game conditions as they observe them.*

SUSPENSIONS

A suspension may be assigned as either an Out-of-School-Suspension or as an In-School-Suspension depending on the infraction and circumstances. Parents will be notified of the type of suspension and the behavior that warranted the consequence. Students serving Out-of-School Suspensions and In-School-Suspensions will receive 100% of the earned grade on their assigned class work and will have 100% percent of their test grades counted for grading purposes. Students serving Out-of-School Suspension are declared ineligible for participation in Extra –Curricular or other school sponsored activities on the day(s) of suspension. Students serving In-School Suspension may participate in practices and may participate in contests or other activities once their entire assigned consequence has been satisfied.

USE OF THE SCHOOL BUILDING

Students are not to be in the building prior to 8:00 a.m. or after 4:00 p.m. unless they have made prior arrangements with staff member or are part of a scheduled activity or athletic practice. This includes evenings and weekends.

VISITORS

No student visitors are allowed during the school day. Any person entering the building must first check in at the District Office.