

*Eagan High School Handbook*

**EAGAN**



**WILDCATS**

*Celebrating 31 years!*

*Stay Connected - [www.EHS.District196.org](http://www.EHS.District196.org)*

*Athletics - [www.Eaganwildcats.org](http://www.Eaganwildcats.org)*

*2020-2021*

# III. DIRECTORIES

<u>OFFICE STAFF</u>	<u>VOICE MAIL BOX</u>	<u>E-MAIL ADDRESS</u>	<u>FACULTY</u>	<u>VOICE MAIL BOX</u>	<u>E-MAIL ADDRESS</u>
<b>Administration</b>			<b>Business/Career Department</b>		
Dr. Polly Reikowski, Principal .....	36902 .....	polly.reikowski@district196.org	Suzy Heilman .....	86577 .....	suzanne.heilman@district196.org
Emily Hauenstein, Principal's Secretary .....	36901 .....	emily.hauenstein@district196.org	Paul Kovach* .....	86500 .....	paul.kovach@district196.org
Stephanie Gouette, Receptionist .....	36900 .....	stephanie.gouette@district196.org	Todd Nelson .....	86570 .....	todd.nelson@district196.org
Karen Kanz, Arts & Assessment Secretary .....	36905 .....	karen.kanz@district196.org	<b>Career Development</b>		
Ms. Sandra Setter Larsen, Assistant Principal/AD .....	36912 .....	sandra.setter@district196.org	Paul Kovach (Mentorship) .....	86500 .....	paul.kovach@district196.org
Emilie Nystuen Kennedy, Athletic Secretary .....	36907 .....	emilie.kennedy@district196.org	Patsy Keech (Hospitality) .....	86432 .....	patsy.keech@district196.org
Dr. Peter Zak, Assistant Principal .....	36904 .....	peter.zak@district196.org	David Wren (Aviation) .....		david.wren@district196.org
Amanda Rovnak, Registrar/Secretary .....	36919 .....	amanda.rovnak@district196.org	Suzanne Heilman (Mentorship) .....	86577 .....	suzanne.heilman@district196.org
Dr. Tara Hedlund, Assistant Principal .....	36918 .....	tara.hedlund@district196.org	<b>English/Language Arts Department</b>		
Mr. Stephen Thompson, Assistant Principal .....	36906 .....	stephen.thompson@district196.org	Damon Brook .....	86545 .....	damon.brook@district196.org
Mr. Stacy Jameson, Assistant Administrator .....	36914 .....	stacy.jameson@district196.org	Lissi Corbett .....	86585 .....	lissi.corbett@district196.org
<b>Attendance Clerical Staff</b> .....			Erin Donarski .....	86531 .....	erin.donarski @district196.org
Gloria Czycalla .....	86632 .....	gloria.czycalla@district196.org	Nikki Francek .....	86591 .....	nikki.francek@district196.org
Briggett Hanson .....	86528 .....	briggett.hanson@district196.org	Kathleen Hanson .....	86584 .....	kathleen.hanson@district196.org
Karen Kanz .....	36905 .....	karen.kanz@district196.org	Noah Mass * .....	86599 .....	noah.mass@district196.org
<b>Bookkeeper</b>			Nancy Owzarek .....	86668 .....	nancy.owzarek@district196.org
Connie Coburn .....	36909 .....	connie.coburn@district196.org	Isaiah Pritzl .....	86513 .....	isaiah.pritzl@district196.org
<b>Building Chief</b>			Kathryn Sczepanski .....	86651 .....	kathryn.sczepanski@district196.org
Mark Kesti .....	36951 .....	mark.kesti@district196.org	Nichela Spies .....	86539 .....	nichela.spies@district196.org
<b>Faculty Resource Clerk</b>			Sara Stensaas .....	86537 .....	sara.stensaas@district196.org
Mary Tauer .....	36961 .....	mary.tauer@district196.org	Karen Terhark .....	86558 .....	karen.terhark@district196.org
<b>Security</b>			Kathleen Westgard .....	83025 .....	kathleen.westgard@district196.org
Chris McDonald .....	36903 .....	chris.mcdonald@district196.org	<b>Family and Consumer Science Department</b>		
<b>Counseling</b> .....			Rachael Fair* .....	86582 .....	rachael.fair@district196.org
Students Alpha A-Bz, Susan Olsen .....	36929 .....	susan.olsen@district196.org	<b>Technology and Engineering Department</b>		
Students Alpha C-Gr, Jolaine Haider .....	36924 .....	jolaine.haider@district196.org	Wayne Krantz .....	82089 .....	wayne.krantz@district196.org
Students Alpha Gu-Kt, Beth Streit .....	36928 .....	beth.streit@district196.org	Alan Glass .....	85516 .....	alan.glass@district196.org
Students Alpha Ku-Ne, Michelle Lehmann* .....	36923 .....	michelle.lehmann@district196.org	Ryan Hauenstein* .....	86616 .....	ryan.hauenstein@district196.org
Students Alpha Ng-Sh, David Fritze .....	36926 .....	david.fritze@district196.org	<b>Instructional Technology Department</b>		
Students Alpha Si-Z, Norah Krohse-Hermon .....	36930 .....	norah.krohsehermon@district196.org	Ben Anderson, iPad Support .....	36916 .....	ben.anderson@district196.org
Cultural Family Advocates: Faisal Madar and Rick Stanton, Veronica Ramos			Jay Peloquin, Tech Support/Integration .....	36972 .....	jay.peloquin@district196.org
Indian Education Advisor: Lisa Turgeon .....	651-423-7882		Paul Saxton*, Video/Media Specialist .....	36963 .....	paul.saxton@district196.org
Registrar, Amanda Rovnak .....	36919 .....	amanda.rovnak@district196.org	Sue Kasdorf, ITC/Web Secretary .....	36962 .....	susan.kasdorf@district196.org
Kristi O'Brien, Counseling Secretary .....	36908 .....	kristi.l.obrien@district196.org	John Ratzlaff, Tech Support Specialist .....	36948 .....	john.ratzlaff@district196.org
Selina Vaith, Counseling Clerk .....	84634 .....	selina.vaithl@district196.org	<b>Languages of the World Department</b>		
<b>Librarian, Media Specialist</b>			Sonja Dewing (German) .....	86538 .....	sonja.dewing@district196.org
Ross Eichele .....	36933 .....	ross.eichele@district196.org	Elissa Vrchota (Spanish/French) .....	86536 .....	elissa.vrchota@district196.org
<b>Nurse</b>			Janelle Graham * (Spanish) .....	86351 .....	janelle.graham@district196.org
Nicole Palmer .....	36917 .....	nicole.palmer@district196.org	Elodie Hubbard (French) .....	86781 .....	elodie.hubbard@district196.org
<b>Police Liaison</b>			José Martinez (Spanish) .....	86550 .....	jose.martinez@district196.org
Detective Brian Boekhoff, Eagan PD .....	36927 .....	brian.boekhoff@district196.org	Jamie Pehl (Spanish) .....	86648 .....	jamie.pehl@district196.org
<b>Psychologist</b>			Carmen Pereda (Spanish) .....	86406 .....	carmen.pereda@district196.org
Kathryn Robinson .....	36925 .....	kathryn.robinson@district196.org	Essia Redig (Spanish) .....	86529 .....	essia.redig@district .org
Nancy Risch .....	84382 .....	nancy.risch@district196.org	Holly Schram (Spanish) .....	86514 .....	holly.schram@district196.org
<b>Art Department</b>					
Stephanie Molstre-Kotz* .....	86644 .....	stephanie.molstrekotz@district196.org			
Joe Schulte .....	86601 .....	joseph.schulte@district196.org			

\* Denotes Department Chair

Parent CAMPUS Hotline  
651-683-6919

Attendance Office  
651-683-6911

Theatre Box Office  
651-683-6964

Schoolgy Hotline  
651-683-6962

# EHS Staff Directory

To access Voice Mail: Dial 651-683-6969, then enter the five-digit number. To send an E-mail: (first\_name).(last\_name)@district196.org

<u><b>FACULTY</b></u>	<u><b>VOICE MAIL BOX</b></u>	<u><b>E-MAIL ADDRESS</b></u>	<u><b>FACULTY</b></u>	<u><b>VOICE MAIL BOX</b></u>	<u><b>E-mail Address</b></u>
<b>Mathematics Department</b>			<b>Social Studies Department</b>		
Sherrie Blundell .....	86532 .....	sherrie.blundell@district196.org	Amanda Adams .....	86634 .....	amanda.adams@district196.org
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Dale Comer .....	86525 .....	dale.comer@district196.org	Todd Carlson* .....	86623 .....	todd.carlson@district196.org
Julia Comer .....	86505 .....	julia.comer@district196.org	Adam Copeland .....	86572 .....	adam.copeland@district196.org
Karen Elliott .....	86637 .....	karen.elliott@district196.org	Andrew Eschle .....	86627 .....	andrew.eschle@district196.org
Kathy Gillen * .....	86511 .....	kathy.gillen@district196.org	Kim Hanson .....	86592 .....	kim.hanson@district196.org
Sue Haus .....	86658 .....	sue.haus@district196.org	Ben Heil .....	86630 .....	ben.heil@district196.org
Lisa Kehe .....	86551 .....	lisa.kehe@district196.org	Sigrid Iversen .....	86562 .....	sigrid.iversen@district196.org
Jesse Madsen .....	86663 .....	jesse.madsen@district196.org	Lisa Langenhahn (also DP) .....	86611 .....	lisa.langenhahn@district196.org
Tim Owen .....	86542 .....	tim.owen@district196.org	Matt Letcher .....	86568 .....	matt.letcher@district196.org
Martha Rietveld .....	86652 .....	martha.rietveld@district196.org	Brian Poehler (also DP) .....	86522 .....	brian.poehler@district196.org
Jordon Stevens .....	86547 .....	jordon.stevens@district196.org	Kim Shoe-Corrigan .....	86608 .....	kimberly.shoe-corrigan@district196.org
Jay Tschetter .....	86530 .....	jay.tschetter@district196.org	Mitch Snobeck (also DP) .....	86620 .....	mitch.snobeck@district196.org
Julie Wavrunek .....	82543 .....	julie.wavrunek@district196.org	Rob Thull .....	85278 .....	robert.thull@district196.org
Bill Wirsbinski .....	86589 .....	william.wirsbinski@district196.org	Michelle Zak .....	86569 .....	michelle.zak@district196.org
<b>Performing Arts Department</b>			<b>Special Services Department</b>		
Elizabeth Askew (Dance) .....	86533 .....	elizabeth.askew@district196.org	Krissy Boyd (Resource) .....	86559 .....	kristine.boyd@district196.org
Brett Benson *(Instrumental) .....	82218 .....	brett.benson@district196.org	Steve Hoecherl(DAPE) .....	85344 .....	steve.hoecherl@district196.org
Amy Jo Cherner (Vocal) .....	83400 .....	amy.cherner@district196.org	Laura Edgren (Resource) .....	85351 .....	laura.edgren@district196.org
James Cox (Vocal) .....	86717 .....	james.cox@district196.org	Megan Feggestad (EL) .....	81985 .....	megan.feggestad@district196.org
Doug Hart (Instrumental ) .....	86725 .....	douglas.hart@district196.org	Kris Farnsworth *(Resource) .....	86561 .....	kristina.farnsworth@district196.org
Michael Pearson (Instrumental) .....	86563 .....	michael.pearson@district196.org	Todd Haldeman (Resource) .....	82942 .....	todd.haldeman@district196.org
<b>Physical Education and Health Department</b>			Emilie Hamilton(Resource) .....	86571 .....	emilie.hamilton@district196.org
Mike Fritze .....	86709 .....	mike.fritze@district196.org	Jennifer Kristiansen (Resource) .....	86639 .....	jennifer.kristiansen@district196.org
Colleen DeLuca .....	86573 .....	colleen.deluca@district196.org	Kelly Levercom Woods (CID) .....	82742 .....	kelly.woods@district196.org
Dalen Dirth .....	83323 .....	dalen.dirth@district196.org	Tim McCann (Resource) .....	86415 .....	tim.mccann@district196.org
Shelly Eklund (Safety Ed/Driver's Ed) .....	85527 .....	shelly eklund@district196.org	Cheryl Matsch (Speech) .....	86564 .....	cheryl.matsch@district196.org
Rob Graham .....	86508 .....	rob.graham@district196.org	Jenelle Milleson (CIP) .....	86566 .....	jenelle.milleson@district196.org
Steve Hoecherl (DAPE) .....	85344 .....	steve.hoecherl@district196.org	Matthew Moore (Speech) .....	82837 .....	matthew.moore@district196.org
Holly Loeffler * .....	86580 .....	holly.loeffler@district196.org	Heidi Nelsen, Secretary .....	36935 .....	heidi.nelsen@district196.org
Bailey Luce .....	86726 .....	bailey.luce@district196.org	John Obarski (CIP) .....	86515 .....	john.obarski@district196.org
Scott Nichols .....	86540 .....	scott.nichols@district196.org	Mark Obarski (EBD) .....	86512 .....	mark.obarski@district196.org
Casey Odell .....	83513 .....	casey.odell@district196.org	Nancy Risch (Psychologist) .....	84382 .....	nancy.risch@district196.org
<b>Science Department</b>			Kathryn Robinson (Psychologist) .....	36925 .....	kathryn.robbinson@district196.org
Lynsey Catchpool .....	86614 .....	lynsey.catchpool@district196.org	Corinne Simmons (Resource) .....	86552 .....	corinne.simmons@district196.org
Kevin Dirksen * .....	86523 .....	kevin.dirksen@district196.org	Martin Simmons (DCD) .....	85505 .....	martin.simmons@district196.org
Eric Dooley .....	86549 .....	eric.dooley@district196.org	Ramona Springis-Doss (Resource) .....	84367 .....	ramona.springis-doss@district196.org
Rachel Downing .....	86548 .....	rachel.downing@district196.org	Dena Thorson (EL) .....	86710 .....	dena.thorson@district196.org
Nathan Dunn .....	86517 .....	nathan.dunn@district196.org	Claire Vanseth (EL) .....	86526 .....	claire.vanseth@district196.org
Steve Elliott .....	86504 .....	steven.elliott@district196.org	<b>Work Experience Department</b>		
William Haight .....	86544 .....	william.haight@district196.org	Dale Comer .....	86525 .....	dale.comer@district196.org
Lisa Hinsz .....	xxxxx .....	lisa.hinsz@district196.org	Jennifer Gustafson * .....	86565 .....	jennifer.gustafson@district196.org
Patrick Kalmi .....	86640 .....	patrick.kalmi@district196.org	Nick Johnson .....	86654 .....	nick.johnson@district196.org
Joe Kissner .....	86661 .....	joseph.kissner@district196.org	Patsy Keech .....	86432 .....	patsy.keech@district196.org
Jeff Kolehmainen .....	86631 .....	jeff.kolehmainen@district196.org	Polly Tabbert .....	86621 .....	polly.tabbert@district196.org
Dave Loeffler .....	86506 .....	david.loeffler@district196.org	<b>AVID</b>		
Erich Ott .....	86409 .....	erich.ott@district196.org	Kim Hanson, Grade 9 .....	86592 .....	kim.hanson@district196.org
Dave Strick .....	86600 .....	david.strick@district196.org	Kim Shoe-Corrigan, Grade 10 .....	86608 .....	kim.shoe-corrigan@district196.org
Amber Tesdal .....	86351 .....	amber.tesdal@district196.org	Erich Ott, Grade 11 .....	86409 .....	erich.ott@district196.org
			Suzanne Heilman, Grade 12 .....	86577 .....	suzanne.heilman@district196.org
			Susan Olsen, Counselor .....	36929 .....	susan.olsen@district196.org
			Stacy Jameson .....	36914 .....	stacy.jameson@district196.org

# Activities, Fine Arts and Athletics Directory

<u>ACTIVITIES</u>	<u>ADVISOR/COACH</u>	<u>VOICE MAIL BOX</u>	<u>SPORTS</u>	<u>ADVISOR/COACH</u>	<u>VOICE MAIL BOX</u>
Academic Quiz/Knowledge Bowl.....	Brian Poehler .....	86522			
Ambassadors.....	Michelle Lehmann .....	36930			
Business Professionals of America .....	Paul Kovach .....	86500			
Chess Team.....	Joe Schulte .....	86601			
Discussion Club .....	Lissi Corbett .....	86585			
French Club .....	Elodie Hubbard .....	86781			
German Club .....	Sonja Dewing .....	86538			
HAC .....	Todd Carlson .....	86623			
Interact.....	Bill Wirsbinski, Dave Loeffler.....	86589			
LINK.....	James Becker, Lynsey Catchpool.....	86610			
	Sue Haus, Mitchell Snobeck .....				
Math Team.....	Sherrie Blundell and Karen Elliott .....	86532			
Mock Trial .....	Lissi Corbett .....	86585			
Multicultural Student Union .....	Dena Thorson.....	86710			
National Art Honor Society .....	Stephanie Molstre-Kotz .....	86644			
National Forensic League.....	Chris McDonald.....	86607			
National Honor Society.....	Ross Eichele .....	86599			
	Rachael Fair .....	xxxxx			
Newspaper .....	Sara Stensaas.....	86537			
Prom .....	Patsy Keech .....	86432			
Robotics Teams (FTC, FRC) .....	David Hendricksen .....	dave@hendricksen.org			
SADD.....	Sigrid Iversen .....	86562			
Science Olympiad.....	Clare O'Donnell.....	86523			
Spanish Club .....	José Martinez, Holly Schram.....	86550			
Spectrums .....	Kris Farnsworth, Susan Olsen, Karen Terhark.....	86561			
Student Government .....	Julia Comer, Ryan Hauenstein.....	86505			
	Paul Kovach .....	86500			
Video Production Team.....	Paul Saxton .....	36963			
Wildcat Connection.....	Matt Moore .....	82837			
Women in STEM .....	Julie Wavrunek .....	82543			
Womens Empowerment .....	Amanda Adams .....	86634			
World Language Honor. Society.....	Elodie Hubbard .....	86781			
Yearbook .....	Suzanne Heilman .....	86577			
<b><u>Fine Arts</u></b>					
Broadway Musical .....	Jodene Wartman .....				
Chamber Singers, VOX, B Natural, .....	Amy Jo Cherner .....	86579			
Chamber II, Caché .....	James Cox .....	86717			
Drumline .....	Dan Frankenfeld .....	dan.frankenfeld@gmail.com			
ENCORE! .....	Jim Cox, John Ratzlaff .....	86579			
Fall Play .....	Nancy Owzarek .....	86668			
One Act Play (Winter).....	Nancy Owzarek .....	86669			
Pep Bands, Jazz Ensembles.....	Brett Benson, Jazz 2 .....	82218			
	Doug Hart, Jazz 3.....	86725			
	Michael Pearson, Jazz I .....	86563			
Percussion Ensemble.....	Brett Benson .....	82218			
Policy, Public Forum and Lincoln-Douglas Debate Team .....	Chris McDonald.....	36903			
Speech Team.....	Ross Eichele .....	36933			
Congressional Debate .....	Ross Eichele .....	36933			
Technical Theatre .....	John Ratzlaff .....	86948			
Winter Play .....	Damon Brook .....	86545			
			<b><u>Fall Season</u></b>		
			Adapted Soccer PI.....	Lorrie Buecksler.....	lorrie.buesckler@district196.org
			Adapted Soccer CI.....	Tom Grothe .....	thomas.grothe@district196.org
			Cheerleading .....	Jessica Schmidt .....	jessica.schmidt0917@yahoo.com
			Cross Country Boys.....	Shannon Braun .....	86625
			Cross Country Girls .....	Lisa Langenhahn.....	86611
			Dance Team (Performance) .....	Maddie Reding .....	eaganfalldance14@gmail.com
				Jamie Kent.....	eaganfalldance14@gmail.com
			Football.....	Nick Johnson .....	36966
			Soccer Boys .....	Tim Foley .....	tim.foley@district196.org
			Soccer Girls .....	Shari Ekstrom.....	shari.lenz@district196.org
			Swimming Girls.....	Andrew Michelson .....	85329
			Tennis Girls.....	Jordan Stevens .....	86547
			Volleyball .....	Kathy Gillen.....	86511
			<b><u>Winter Season</u></b>		
			Adapted Floor Hockey CI .....	Dana Beck.....	82422
			Adapted Floor Hockey PI .....	Brett Sadek .....	84371
			Basketball Boys .....	Kevin McKenzie.....	kevin.mckenzie@district196.org
			Basketball Girls.....	Jesse Madsen .....	86663
			Dance Team (Competition).....	Nicole Lonetree Brovold.....	nicolelonetree@gmail.com
			Figure Skating .....	Karri Nachtigal.....	nachtigalfam@gmail.com
			Gymnastics .....	Shelly Eklund .....	86510
			Hockey Boys.....	Mike Taylor .....	86777
			Hockey Girls .....	Dan Wilson .....	85298
			Downhill Skiing .....	Carl Zeilon .....	86506
			Nordic Skiing .....	Brian Abery.....	abery001@umn.edu
			Swimming Boys.....	Chris Morgan.....	swimsarter@gmail.com
			Wrestling.....	Zachary Hansen .....	zachary.hansen@district196.org
			<b><u>Spring Season</u></b>		
			Adapted Softball CI.....	Jeff Anderson .....	88841
			Adapted Softball PI.....	Jeff Kosidowski.....	82422
			Baseball.....	Steve Butler .....	steve.butler@district196.org
			Golf Boys.....	Dave Loeffler .....	86506
			Golf Girls.....	Joe Joran .....	JPJ4855124@yahoo.com
			Lacrosse Boys .....	Bob Felter .....	curly9@comcast.net
			Lacrosse Girls.....	Lauren Murray .....	lauren.murray@district196.org
			Softball.....	Christian Duncan .....	christian.duncan@district196.org
			Tennis Boys .....	Jordan Stevens .....	86547
			Track Boys.....	Adam Copeland .....	86572
			Track Girls .....	Rob Graham.....	86508
			<b><u>Other</u></b>		
			Arts and Activities Director.....	Polly Reikowski .....	86902
			Athletic Director .....	Sandra Setter Larsen .....	86912
			Athletic Trainer.....	Diana Bocklund, Twin Cities Orthopedics .....	36945
			Intramural Sports .....	Nick Johnson.....	86654
			Parent Volunteer Coordinator.....	Sue McNamara.....	85556

### ATTENDANCE/ABSENCE NOTIFICATION

To report a student absence:

1. Parents/guardians are requested to call the Eagan High School **Attendance Voice Mail (651-683-6915)** before noon each day their student is absent. You can also reach Attendance at **651-683-6911** from 7AM-3PM.
2. Please include the following information when calling:
  - Your name and relationship to your student.
  - Your absent student's name and grade.
  - Day (Monday-Friday) and date of absence.
  - Reason for absence.
  - A daytime phone number where you may be reached which allows us to verify your call, if needed.

Sample Message:

"This is John Doe, father of Mike Doe, grade 10. Mike will be absent Monday, September 18, because of illness. I can be reached at my work number 111-111-1111 during the day.

***PLEASE DO NOT CALL THE MAIN OFFICE***

### PARENT ACCESS TO CAMPUS AND SCHOOLGY

We are expecting you, as parents, to join the Eagan High School access programs in Schoology and Campus. By joining these programs, you will have instant, online, timely, secure and no-cost access to school information about your students who attend Eagan High School. Specifically, you will have online access to your child's attendance, tardy, discipline, report cards, physical dates, and transcript data (CAMPUS). You will also have access to assignments and grading data for each class in which your child is enrolled (Schoology), with grading updated on a regular basis. Parents and guardians of Eagan High School students will receive their access as school begins. Parents who do not have access to CAMPUS or Schoology or experience difficulties may call the CAMPUS Help Desk at 651-683-6919 or the Schoology Hotline 651-683-6962 for assistance.

### VOLUNTEER OPPORTUNITIES

Eagan High School has numerous opportunities for parents and community members to volunteer their time at EHS. Call **Sue McNamara at 651-683-6969, ext. 95556**, or email [susan.mcnamara@district196.org](mailto:susan.mcnamara@district196.org) if you are interested in volunteering your time at Eagan High School.

## SIGN UP TO RECEIVE PARENT EMAILS to stay "up to date" with your school

On the Home page of our website, scroll down to the bottom of the page and select **Parent Email List Serve**. Once inside, the system lets you select the general EHS News (Parent Information) and insert your preferred email address. You can also select several additional groups from which to receive emails (i.e. EHS Theater, EHS Boys Soccer.)

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### ACCESS EHS SCHOOL CALENDAR ON THE WEB

**How to use the EHS Online Calendar:**

- Go to the EHS web site at **[www.EHS.District196.org](http://www.EHS.District196.org)** and click
- CALENDAR found in the blue bar at the top of the page.
- The Calendar will open in a new window showing activities for the current week starting with the current day.
- When looking for future activities, go to VIEW in the upper right corner and click on the drop down menu to select a month/week/day.



## EHS FIGHT SONG

(Notre Dame Fight Song Melody)

We are from Eagan, stand up and cheer.  
The Wildcats are roaring year after year.  
Send a victory shout on high,  
Shake down the thunder from the sky!  
Yes, we're the Wildcats and we are great!  
Onward to glory, fame is our fate.  
Blue and Green and Silver waving,  
Onward to victory!

# V. Personalization at EHS



## **LINK CREW**

Eagan High School is continuing the LINK Crew program. LINK Crew is a national program designed to provide freshmen students with junior and senior mentors to help them successfully navigate through their first year of school. LINK Leaders will take part in 10 hours of training in the late summer that will provide them with skills for building connections with our incoming freshmen.

**The first day of school begins at 7:25 AM on Tuesday, September 8.** All freshmen students should report to the Student Commons and Gym. The day will begin with a large assembly followed by students working together in small groups. The remainder of the student body will report to school at 10:50 AM and follow a modified schedule that will allow them to eat lunch and meet all of their teachers in classes. The day will conclude at 2:15 PM.

**E**  
**FRESHMAN RESPECT RETREAT**  
Freshmen students will have the opportunity to spend one school day with other freshmen as they participate in the Respect Retreat organized by Youth Frontiers. Last year over 500 freshmen students participated. It is a great experience for freshmen that will culminate with the Wisdom Retreat that students participate in during their senior year. Registration for the retreat is \$25 and can be paid by in the Fee Pay system. **Date to be announced.**

## **PAWS**

Freshmen students, along with grades 10, 11, and 12, will be assigned a PAWS class. PAWS (People Achieving Wildcat Spirit) is our daily homeroom period that consists of freshmen, sophomores, juniors and seniors. The goal of PAWS is to make a large school smaller and provide our students with an adult advocate in the building. Students will remain with the same teacher all four years of their high school careers. Some of the activities during the daily 15-minute period that occurred last year were: food drives school-wide spirit competitions, grade checks and Eagan AM. In addition, it is a great time for our students to take 15 minutes out of their day to catch their breath as they move through a rigorous seven-period class schedule. In 2020-21 our FLEX Day schedule will have CAT time during a long PAWS period.



photo courtesy of MNShotz Photography

# VII. Curriculum

## Graduation Requirements\*

1. Took the grade 11 ACT Plus Writing during the statewide administration in grade 11 to meet requirements in writing, reading and mathematics.  
If unable to participate in the grade 11 ACT Plus Writing statewide administration or receive a valid score in each subject students may participate in a variety of other exams including the ASVAB, Accuplacer plus writing, SAT, MCA exams, or other National administrations of the ACT plus writing exam.
2. Complete at least 66 required and elective credits:
  - English - 4 years (12 credits), must pass a Literature course in grades 11 and 12
  - Social Studies - 4 years (12 credits), must pass Economics in grade 12
  - Science - 3 years (9 credits)
  - Math - 3 years (9 credits)
  - Health - 2 credits (Issues I and Issues II)
  - Physical Education- 4 credits
  - Safety Ed - 1 credit (Driver's Training and CPR)
  - Arts -1 credit in Visual Arts or Performing Arts or other courses as identified in the on-line Student Registration Guide
3. Electives - 16 credits (not more than 12 in Music or Work Experience).  
In addition:
  - No more than 12 credits in Music (Band and/or Choir) may be counted towards graduation.
  - No more than 12 credits in "on-the-job" work programs may be counted towards graduation.
  - Considering "Early Graduation"?... see your counselor soon to start planning.
  - Safety Education: Students will receive a waiver if they can document both CPR certification and a Driver's Permit or waiver and credit if they also complete "Credit by Assessment". Student may choose to complete this requirement via Community Education at 651-423-7720.

\*NOTE: Adjustments to the graduation requirements may be made in response to changes in state and federal laws and or standards.

## GRADE POINT AVERAGE (MPA) AND GPA (Grades 9-12)

### Marking System

A	=	4.00	D+	=	1.30
A-	=	3.70	D	=	1.00
B+	=	3.30	D-	=	0.70
B	=	3.00	E	=	0.30 (Social Pass)
B-	=	2.70	F	=	0.00
C+	=	2.30	P	=	Pass
C	=	2.00	NC	=	No Credit
C-	=	1.70	NG	=	No Grade

The mark point average (MPA) is computed by the following procedure:  
multiply the number of grades by their value, sum and divide by the number of grades.

For example: suppose a student received an 1 A, 2 B's and 3 C's one trimester.  
 $(1 \times 4.0) + (2 \times 3.0) + (3 \times 2.0) = 4.0 + 6.0 + 6.0 = 16.$   
 6 (credits attempted)      16 (mark points)  
 Mark-Point Average = 2.66

## GRADE/PASS OPTION

A student at Eagan High School may take **one class** per trimester on a "Grade/Pass" basis. During the first 20 days of class, the student must obtain a "Grade/Pass" form from the office and return this signed form to the Counseling Office. "Grade/Pass" applications will NOT be accepted after the first 20 days of class. All "Grade/Pass" students in any course will take all tests and quizzes, turn in all regular class work, and receive grades along with other students. Only the final mark is a "Pass" or "No-Credit" mark. The subject taken on a "Grade/Pass" basis will not be averaged into a student's class rank, honors rank, or honor roll standing. A special feature of the "Grade/Pass" option allows a student to convert from a "Grade/Pass" option to a final letter grade. Students must notify their teacher on the last day of class that trimester of their choice. If a student is taking a class on this basis and is removed from class or determined to be cheating/plagiarizing, the student will receive a grade of "F" for the course and be assigned to structured study hall for the rest of the trimester.

## COMMENCEMENT

Eagan High School graduation exercises will be **Saturday, June 5, 2021**. The ceremony will be planned by the senior class. Early graduates are invited to participate in the graduation ceremony with their classmates. All diplomas will be dated and issued on or after June 5th, 2021. Any senior who has nine or fewer credits left to meet EHS graduation requirements may participate in the June graduation ceremonies but will not receive a diploma until credits are completed. However, any senior who is short credits, yet within this parameter, must also be enrolled at Eagan High School or at one of the alternative learning centers with whom we work (ALC, DCALS, ABE, etc.). If the senior has "dropped", and is not attending school he/she is not eligible to participate. Those with insufficient credits will not receive a diploma until all graduation requirements have been satisfactorily met. Seniors participating in the ceremony must comply with expectations for dress and decorum and pay the Graduation event fee.



## ***DIPLOMAS AND GRADUATION (CLASS OF 2021)***

A senior must fulfill all EHS and District 196 requirements in order to achieve graduation.

Diplomas will be issued only to those who:

1. have successfully met all EHS and District 196 credit requirements.
2. have returned all school property (books, equipment, uniforms, ipads and cords etc.).
3. have paid all fines and fees as required (lost or damaged materials, purchases, fund raising accounts, parking fines etc.).
4. have fulfilled all disciplinary consequences.
5. have submitted all PSEOP transcripts/report cards for EHS credit approval.
6. have taken MCA's, ACT or ASVAB Test.

## ***EAGAN ACADEMY***

The purpose of Eagan Academy is to build students' academic skills and success in school. Eagan Academy will offer students the opportunity to make up previously failed required classes while providing additional support with assignments, and promote student success and connectedness to school.

Students who participate in this blended learning class for 6 weeks may earn up to 3 required credits. A student who is absent for more than one class period will not receive credit for the course. Three tardies will equal one absence. Students will not earn traditional grades in these courses. After completion of the courses students will either earn a "pass" grade or "no grade" to be added to their transcript. The student's GPA will not change. Courses will be held after school (2:30 – 4:50 p.m.), on Monday, Tuesday, Wednesday, and Thursday.

Students must register using the online Eagan Academy registration form. Registration forms are available on the EHS home page.

Course offerings are subject to change due to the number of student registrations and faculty availability. Some classes have limited enrollment, and preference for sessions will be given by the date the application is returned. Classes may be cancelled due to a lack of enrollment. All regular school rules are in effect during Eagan Academy.

## ***Eagan Academy Course Schedule\* - School Year Sessions***

Fall Session begins : September 21, 2020

Winter Session begins : January 11, 2021

Spring Session begins : April 5, 2021

\* Registration for each of these sessions starts the first day of each trimester.

Classes run right after school, Mondays - Thursdays

## ***Eagan Academy Summer Sessions***

Summer Session 1: June 14- July 1, 2021 (Social Studies and Science) \*AM only

Summer Session 2: July 5-23, 2021 (Math and English) AM only

\*Summer Registration will begin May 3, 2021

## ***FAILURES AND INCOMPLETES***

When a student is having academic difficulty in a class, the teacher should be consulted for assistance. It is also suggested that the student inform his/her counselor of the problem, especially if grades in more than one class are being affected.

Students who fail a required class must see their counselor without delay to make arrangements for repeating the course in Eagan Academy or Summer Sessions. Failure to

make up required courses will jeopardize a student's graduation. Credits for failed elective subjects must also be made up. The advice of the school counselor should be sought in deciding which classes should be repeated and where substitute credits are acceptable. Make up of required courses must be done through Eagan Academy or Summer School.

Incomplete grades are assigned at the discretion of the teacher and request of the student to those students who have not successfully completed required class assignments/expectations or met the required outcomes during the trimester. When students receive an incomplete grade, they should see their teacher as soon as possible to arrange for needed make-up work and hand it in on time. The deadline for making up an incomplete grade is the end of the 4th week (20 school days) into the next trimester. Incomplete grades that are not made up will result in failure for the course and, as a result, loss of credit. No separate report card/ notification is issued for completion of incompletes. The final grade is recorded on the official transcript once it has been determined by the teacher.

## ***GRADE CHANGE***

Changes in the final grade occur only when a clerical or calculation mistake has taken place. The Counseling Office, in conjunction with the teacher, will handle appeals of this nature.

## ***GRADE REPORTS***

As mid trimester approaches, parents and students should check the Campus Portal for an update of academic progress. At the conclusion of each trimester during the week following final exams the final grade will be posted into the Campus transcript. In addition, teachers will email notices of student excellence and deficiency to parents. Parental communication with teachers, counselors and administrators is encouraged. Our voice mail system, as well as e-mail, is especially useful for this process. No report cards are mailed.

In addition to the grades of A, B, C, D and F, the following grade options are available.

- I Incomplete. This is for the student who has not completed ALL work due to illness, lack of completion despite adequate ability level on the part of the student, and/or other intervening circumstances. Because Eagan High School believes good attendance and good effort are required for a passing grade, our policy has been to assign a grade of I (Incomplete) to the students who fail to measure up to individual expectations. This grade prevents the D- reward for such behavior, but still allows the student opportunity to redeem the grade. If the students meet the work expectations (quantity and quality) for the course, by the deadline, the grade can be changed to an appropriate letter grade. See "Failures and Incompletes."
- P This indicates a passing grade (with credit) for students who elect to take a course on a Pass/Grade basis and for courses made up in Eagan Academy or summer school.
- NC This indicates a failing grade (no credit) for students who elect to take a course on a Pass/Grade basis. It is also used for students who enrolled late in the course.
- NG This indicates that the student remained in the class, attended the classes, completed all work, and remained in good standing. This grade does not negatively affect the GPA.



## ***THE HONOR CODE - Academic Integrity Policy***

Academic integrity on the part of all students is basic to the individual growth and development realized through Eagan High School coursework. When cheating or plagiarism occurs, the teaching/learning process and school climate are seriously undermined and student growth and development is compromised. Cheating and/or plagiarism also prevent the teacher from truly evaluating the student's level of mastery.

### ***Definitions***

**Cheating:** presenting as your own the work of another, using someone else's work, words and/or ideas and claiming them as your own. Some examples of cheating include, but are not limited to the following:

1. copying and/or providing for another person an examination, assignment or other work to be graded;
2. the use of unauthorized "cheat sheets" or electronic retrieval devices (calculators, cell phones, computer, etc.);
3. buying/selling examinations, tests, papers.
4. having another student take an exam, write a paper or assignment for you;
5. receiving and/or providing test questions/answers prior to or after taking examination.

**Plagiarism:** a form of cheating; taking another's words, thoughts or ideas and representing them as your own. Some examples of plagiarism include but are not limited to the following:

1. using all or part of another's speech, paper or ideas as your own;
2. using a direct quote without citing the source;
3. copying a passage word for word and not using quotation marks;
4. substituting words or rearranging the phrasing of a passage without indicating that changes have been made;
5. rearranging the order of sentences or ideas from the original passage and presenting it as your own;
6. not acknowledging or documenting sources.

### ***Student Responsibilities***

Each student has a responsibility to:

1. not participate, either directly or indirectly in cheating or plagiarism;
2. actively discourage cheating or plagiarism or cheating;
3. report any known incidents of plagiarism or cheating;
4. abide by the Honor Code.

### ***Teacher Responsibilities***

Each teacher has a responsibility to:

1. inform students of the Eagan High School cheating/plagiarism policy and of any specific interpretation of the policy unique to a given course;
2. actively discourage cheating and plagiarism by students;
3. contact parents/guardians of a student involved in cheating and/or plagiarism.
4. document the behavior in student records.

### ***Parent Responsibilities***

Each parent has a responsibility to:

1. actively support the EHS Honor Code.
2. educate his/her child about academic integrity.

### ***Consequences*** (not limited to the ones mentioned and may be assigned in combination)

1. Students involved in cheating may receive a "0" (no credit) on the test/assignment in question.
2. Students involved in plagiarism of a paper/assignment may receive a "0" (no credit). Students may be required to resubmit the assignment in order to be eligible to successfully pass the course.
3. Parent(s) will be informed and a notation of the violation will be placed in the student's discipline records.
4. Students may be removed from the course with an "F" grade.
5. Scholarship, leadership and honors opportunities may be denied.
6. National Honor Society membership and LINK Crew membership may be revoked or denied.
7. Letters of recommendation may be denied or revoked.

### ***HONORS STATUS OVERVIEW -***

The Honors Status is designed to:

1. Recognize students who take a significant number of Advanced Placement (AP) College in the Schools (CIS) or Honors courses.
2. Encourage students to enroll in the most challenging courses.
3. Provide a "with Honors" addition to the Graduation Recognition.

### ***HONORS STATUS QUALIFICATION***

To qualify for Honors Status at Eagan High School, students must meet the following criteria:

1. Students must complete at least 24 trimester courses of Advanced Placement (AP) College in the Schools (CIS) or Honors courses (from the list that follows) throughout grades 9-12.
2. Students must successfully complete each course with a grade of C or better.
3. The Grade/Pass option of "P" will not count as an honors course for this designation.

**Honor Courses which apply are:**

ENGLISH	MATH	SOCIAL STUDIES	SCIENCE	WORLD LANGUAGES
Honors English A, B, C, (9)	Honors Geometry A, B, C,	Honors Amer. Gov (9) Honors Am. Law & Society (9) Honors Civics & Per- sonal Economics (9)	Honors Physical Earth Science A, B, C (9)	CIS: French (12)
Honors Literature/ Writing I & II (10)	Honors Algebra II A, B, C,	AP: US History A, B, C (10)	Honors Biology A, B, C (10)	CIS: Spanish (12)
Honors Speech (10)	Honors Pre-Calculus A, B, C,	AP: European History A, B, C (11)	Honors Chemistry A, B, C (11)	CIS: German (12)
AP: Lang./Comp A, B, C (11)	AP: Statistics A, B, C	Honors Economics (12)	AP Physics A, B, C (12)	
AP Literature A, B, C (12)	AP: Calculus A, B, C	AP: Psychology A, B, C (12)	AP: Chemistry A, B, C (12)	<b>VISUAL ARTS</b>
CIS: Literature(12)	Multi-Variable Calculus A, B, C	Developmental Psychology (12)	CIS: Physiology A, B, C (12)	AP: Art Portfolio (12)
CIS: Writing (12)	AP: Computer Sci- ence A, B, C		AP: Biology A, B, C (12)	
CIS Communications (11-12)	UMTYMP ( U OF MN)		CIS: Animal Science-SES A, B, C (12)	

**THE CRITICAL ELEMENTS TO COLLEGE ADMISSION WILL CONTINUE TO BE:**

- The challenging courses taken by the student
- College Entrance Examination Scores (students who challenge themselves get higher test scores!)
- Co-curricular and school program participation
- Participation in activities outside of school including service activities
- Special talents
- College Application/Essay
- Letters of Recommendation
- Interview
- Reputation of a student's high school (Eagan High School's reputation is very strong)
- Other (cultural and geographical diversity, family alumni, etc.)

**Rationale for Eliminating Class Ranking**

- Students' class rank or percentile will no longer be reported except in rare circumstances when it is needed for a military or scholarship application. In those cases, counselors will report the rank directly to the institution.
- Research shows that many colleges have already eliminated rank consideration for admission and scholarship consideration. Currently within our district high schools, the average GPAs are often as high as 3.4. Because of this many good students are ranked in the bottom half of their class.

Eliminating the practice of reporting class rank will allow students to:

1. Focus on the classes they are taking and the grades in those classes, not how they compare to their peers.
2. Compete against a standard rather than each other.
3. Have their individual accomplishments acknowledged by admissions and scholarship committees instead of being compared to their classmates.
4. Be considered for admissions and scholarships using a subjective, holistic approach
5. Honors status will continue to be recognized using the honors criteria.

**How Will It Work?**

Class rank or percentile will only be reported directly to the military/scholarship in the rare event that it must be reported in order for the student to be considered. Other than those unique circumstances, class rank information will not be available to colleges, scholarships, students or families.

**How will students be recognized at the time of Graduation?**

90th Percentile: Summa Cum Laude

80th Percentile: Magna Cum Laude

70th Percentile: Cum Laude

\* Students in these groups with Honors Status (see p. 26) will be recognized for Honors status as well at Graduation (with honors).

**HONOR ROLL AND ACADEMIC LETTERING**

An Honor Roll will be prepared after each trimester listing students with an "A" (3.666) average for each trimester. Students earn an Academic Letter Award for two consecutive trimesters of "A" honor roll status.

**Minnesota Statewide Tests**

All Minnesota public school students in grades must take the MCA assessments or are required to take on of a variety of other national standardized tests. State approved standardized tests include: ACT, SAT, Accuplacer or ASVAB. The ACT will be offered free of charge to all grade 11 students in April of their junior year. The Pre-ACT will be offered to all sophomores in April.

**NATIONAL HONOR SOCIETY - Induction Ceremony is May 24th**

Students who have completed winter trimester of their sophomore year with a cumulative Grade Point Average of 3.8 may be considered for National Honor Society. In addition, students in grades 10-11 with a 3.6 G P A and above and Honors Status may be considered for membership. Membership in the local chapter is an honor bestowed upon a student. An application process is required for those who meet the requirements. Selection for membership is by a faculty council and is based on outstanding scholarship, service, leadership and character. Membership may be denied or revoked for student violations of any rules or policies including but not limited to plagiarism, cheating, chemicals, alcohol, forgery or insubordination. Membership will be revoked for lack of active participation, failure to earn community service hours and/or failure to attend meetings as required. Once selected, members have the responsibility to continue to demonstrate the qualities which earned them membership. An Induction Ceremony will be held on Monday, May 24, 2021, for new inductees and returning members. New members must participate in our Induction Ceremony. Membership is transferred along with a student to a new school.

### Leadership

The student who exercises leadership:

- Is resourceful in proposing new problems, applying principles and making suggestions.
- Demonstrates initiative in promoting school activities.
- Exercises influence on peers in upholding school ideas.
- Contributes ideas that improve the civic life of the school.
- Exemplifies positive attitudes.
- Inspires positive behavior in others.
- Demonstrates academic initiative.
- Successfully holds school offices or positions of responsibility, conducting business effectively and efficiently, and without prodding, demonstrates reliability and dependability.
- Is a forerunner in the classroom, at work and in school or community activities.
- Is thoroughly dependable in any responsibility accepted.

### Service

The student who serves:

- Is willing to uphold scholarship and maintain a loyal school attitude.
- Participates in some outside activity: Girl Scouts, Boy Scouts, church groups, volunteer services for the aged, poor or disadvantaged.
- Volunteers dependable and well-organized assistance, is gladly available and is willing to sacrifice to offer assistance.
- Cheerfully and enthusiastically renders any requested service to the school.
- Is willing to represent the class or school in interclass and interscholastic competition.
- Does committee and staff work without complaint.
- Shows courtesy by assisting visitors, teachers and students.
- Volunteers to provide willing service to the community, not just to fulfill a requirement.

### Character

The student of character:

- Takes criticism willingly and accepts recommendations graciously.
- Consistently exemplifies desirable qualities of behavior (cheerfulness, friendliness, poise, stability).
- Upholds principles of morality and ethics.
- Cooperates by complying with school regulations concerning property, programs, office, halls, etc.
- Demonstrates the highest standards of honesty and reliability.
- Shows courtesy, concern and respect for others.
- Observes instructions and rules, punctuality and faithfulness both inside and outside the classroom.
- Has powers of concentration and sustained attention as shown by perseverance and application to studies.
- Manifests truthfulness in acknowledging obedience to rules, avoiding cheating in written work, and showing unwillingness to profit by the mistakes of others.
- Actively helps rid the school of bad influences or environment.

In order to be considered for this honor, the student must complete an application and information form which is given to eligible students in April. Student eligibility will first be determined by GPA. The areas of leadership, service (24+ documented hours that are not required by another organization from June until the time of application are required), and character must be demonstrated by the student and verified in the application. Grade point and/or Honors Ranking, and academic success must be maintained throughout high school in order to remain a member. **All NHS members are required to complete 12 hours of verified community service per trimester and to attend NHS meetings in order to remain members.**

### **POST-SECONDARY ENROLLMENT OPTIONS PROGRAM (PSEOP)**

Junior and senior students who are considering enrolling in the PSEOP are required to meet with their counselor and parent(s) to learn about the program's options and requirements. NO PSEOP credits will be accepted at EHS without a signed agreement between the student, parent(s) and the principal or principal's designee. Diplomas will be issued only after PSEOP grades are turned in at EHS and books are returned to colleges as required. Parking permits for EHS are not guaranteed to PSEOP students.

#### Senior class photos FOR YEARBOOK

Yearbook photos for seniors are due no later than **Monday, November 2, 2020**. Seniors must submit them digitally directly to Jostens online by going to: <https://images.jostens.com/login>. If it does not automatically log you into the site, enter user name: 410483672. Browse to select the photos(s) you wish to upload. Enter information about the photo. Provide contact information in case the staff needs additional information. Click on "Save Details."

### **REGISTRATION**

Course registration plans for the 2021-2022 school year will be given to students and parents early in the winter trimester. Students are encouraged to plan ahead for a four-year plan of course selection. Registration is done "on-line" at EHS.



# VIII. Co-Curricular - Athletics and Activities

District 196 believes that the co-curricular program of the school plays a substantial and important role in providing successful and meaningful experiences for students. In addition to a comprehensive list of courses, Eagan High School offers a wide variety of school activities to meet students' interests and needs. These activities are grouped into three categories: student activities, fine/performing arts and athletics. All students are encouraged to participate according to their interests and abilities. Students are required to pay activity fees for all athletics, performing arts and some of the activities.

## ACTIVITY FEES FOR DISTRICT 196

Activity fees will be charged each student for participation in all athletic and most fine arts and student activities. Students will not be allowed to practice or participate in these activities until they have filled out and signed the enrollment form and paid the necessary fee. Student participants in athletics, cheer leading and dance team must have a current physical on file at school.

The fees, as approved by the Board of Education, are as follows:

## ATHLETIC PARTICIPATION FEES

\$110	\$149	\$165	\$176	\$204
Adapted Athletics 7th -12th Grade Participants  ***** \$65 Fall Performance Dance	All 9th Grade participants  All middle school participants on high school teams	Cheerleading Cross Country Dance Team- Comp (Winter) Nordic Skiing* Tennis (Grades 10-12)  (Alpine Skiing* requires a lift pass and no additional participation fee.)	Baseball Basketball Figure Skating* Golf* Gymnastics Lacrosse* Swimming Soccer Softball Track Volleyball Wrestling (Grades 10-12)	Football Hockey (Grades 10-12)

\*Practices for these sports may be held off campus. Students may be responsible for their own transportation to practices. A fee cap will be set per individual student per year (Fine Arts and Athletics). **Intramural fees and fall performance dance do not apply to cap.** Fees will be waived for students qualifying for free and reduced meals and foreign exchange students. After the first week, refunds will be given using athletic director's discretion. (Injury, relocation of family, etc.)

For complete Athletic/Activities information go to [www.EHS.District196.org](http://www.EHS.District196.org) and click the appropriate tab at top of page.

## ARTS AND ACTIVITIES PARTICIPATION FEES FOR DISTRICT 196

\$88 per activity (10-12)	\$66 per activity (10-12)	\$66 per activity (9)
Dance Shows Debate Drumline ENCORE! Instrumental Ensembles Musicals One-Act Play Full length plays Speech Vocal Ensembles	Chess Team Math Team Mock Trial Quiz Bowl/Knowledge Bowl Science Olympiad Robotics Team	Any 9th Grade student participating in <u>any</u> of the Fine Arts/Academic/Activity events.

A cap (Fine Arts and Athletics) will be set per individual student. Intramural fees do not apply to cap.) Fees will be waived for students qualifying for free and reduced meals and foreign exchange students. After the first week, refunds will be given using Fine Arts/Activities Director's discretion. (Injury, relocation of family, etc.)

## No District Fee Is Required For:

Yearbook, Newspaper, Pit Orchestra, Student Government, Tech Theatre, National Honor Society, National Forensic League, SADD, Pep Bands, Clubs, Video Tech Crew, Eagan AM, Ambassadors. (Membership fees may be assessed for National Organizations.)

## CO-CURRICULAR PARTICIPATION AND ILLNESS

Please be aware and notify students participating in activities of the school's position regarding student absenteeism and illness:

1. Students who practice, rehearse or play in competition or activities must attend at least four class periods on the day of the activity. It is the school's position that, if students are too ill attend school, they are too ill to participate in co-curricular activities.
2. Activities are never to be used as an excuse for being late for school.
3. In the event of an extenuating situation regarding a student's participation, the Principal Team member in charge will make the final decision. If there are any concerns regarding the above policies, please contact us.

## LOCAL ACADEMIC ELIGIBILITY RULES

In grades 9 -12 a student must be passing five (5) classes in the previous trimester to be eligible for participation at the beginning of the activities season. If the student is not passing five (5) classes, a principal will develop a plan for the student that may include ineligibility for a time period until the student is passing or ineligibility from that point forward.

## **ATHLETICS, ARTS AND ACTIVITIES CODE**

(All activities, teams and groups.) During the calendar year, regardless of the quantity, a student shall not:

- use or possess a beverage containing alcohol
- use or possess tobacco, including e-cigarettes and vaping devices
- use or consume, have in possession, buy, sell or give away any other controlled substance or paraphernalia

### **MSHSL ELIGIBILITY Rules regarding inappropriate behavior by students:**

- After confirmation of a Mood-Altering Chemicals violation following the last day of a student's tenth grade school year, the student will no longer be eligible to serve as a team captain or in a similar leadership position.
- Students at Eagan High School have the right and privilege to participate in cocurricular programs and other school sponsored activities and events, including, but not limited to, assemblies, graduation and dances. Student participation in school sponsored cocurricular programs, attendance at activities and events, eligibility for awards, recognition and captain positions may be denied based on inappropriate conduct at school and/or in the community.
- After confirmation of a Mood-Altering Chemicals violation during a season in which the student is a participant, the student will not be eligible for awards voted on by the team or selected by the coaching staff. If a violation occurs following the last day of a student's 10th grade in school, they will no longer be eligible for school sponsored awards. School sponsored awards include but are not limited to: Athena Award, Excel Award, Athlete of the Year and Scholar Athlete. Students may be considered for non-school sponsored awards which are beyond the control of the school. Examples include: All-Metro, All-State and All-Star teams.

District 196 has determined the following admission fees:

### **Athletic Passes**

Adults - \$60.00 per season  
Students - \$60.00 annual pass

### **Athletics (per event)**

Adults - \$7.00  
Students - \$5.00 for Football and Hockey (only)  
**Sr. Citizens (age 62+) - may attend regular season athletic events at no charge.**

### **Theatre Productions: Plays**

Adults - \$7.00  
Students - \$5.00  
Sr. Citizens (age 62+) - \$5.00

### **Theatre Productions: Musicals and ENCORE!**

Adults - \$9.00  
Students - \$5.00  
Sr. Citizens (age 62+) - \$7.00



**New Athletics Website**  
**<https://www.EaganWildcats.org>**

# IX. General Information

## **ACCIDENTS**

Students are to immediately notify the supervising teacher or coach if injured at school or while participating in a school activity.

## **ACT and Pre-ACT**

On March 30, 2021, Juniors will take this test at EHS. No fee will be charged. The test will be given in classrooms from 7:25 am to noon. This will be an official ACT test. Sophomores will take the Pre-ACT on March 30, 2021.

## **COLLEGE FAIR DUE TO SOCIAL DISTANCING, THIS EVENT MAY NOT HAPPEN IN PERSON THIS YEAR.**

The Minnesota National College Fair is planned for "Wednesday, September 30, 2020 and Thurs. Oct. 1, at the Minneapolis Convention Center. Juniors and seniors at Eagan High School may attend with a verified absence the College Fair on Wednesday, September 30, 2020, from 9:00 to noon only. Students must attend at least four class periods of the school day in order to participate in EHS co-curricular events on Wednesday, Sept. 30th.

Students not wishing to miss school should attend the Thursday, October 1, 5:00-8 p.m. session. In order to receive a verified absence, juniors and seniors must comply with the process established by the school. Counselors will distribute the form for parent/student use

## **COLLEGE AND UNIVERSITY VISITS**

Students and parents should plan to visit college/university campuses on non-school days or outside of school hours. If this is not possible and students will be absent from one or more school days, a Pre-Planned Absence form must be filled out, signed and authorized prior to the absence. If this process is followed, the absence will be verified. Forms are available in the Attendance Office.

## **DAILY ANNOUNCEMENTS**

Students and faculty who wish to make announcements regarding student activities must have the announcement approved, in writing, by the faculty advisor and administrator by 8:30 a.m. The announcements may be for ETV, the web site, Eagan AM and/or the electronic message boards. Announcements are published every day on the EHS web site and on ETV.



## **DANCES AT EHS AND PROM**

School dances (excluding Prom) are planned by Student Government for EHS students. Current EHS I.D. Cards are required to be shown at the admission station.

A \$5 fee will be charged if you do not have your student I.D. Any guests at dances must:

- 1) Be pre-registered and approved using the "Dance Guest Request" form - available on the web site - [www.EHS.District196.org](http://www.EHS.District196.org) - prior to the dance.
- 2) Be of high school age and present photo identification at the dance entrance.
- 3) Only one guest per event is allowed per EHS student.
- 4) EHS host must be present at the dance with his/her guest.
- 5) Guests must be under the age of 21 and/or attending grades 9, 10, 11, or 12.
- 6) EHS reserves the right to deny guest's attendance.

All students at dances must follow EHS behavior and dress expectations including but not limited to:

- 1) All coats, jackets, bags or purses will be checked. No face masks or face paint is allowed. All school rules apply to all who attend.
- 2) Students will not have locker access at dances.
- 3) ISD 196 Dress Code will be enforced.
- 4) Once students choose to leave the dance they may not return.

Prom Eagan High School Prom is planned for Saturday, May 22, at EHS and the Mall of America in Bloomington, MN. Juniors and Seniors at EHS are allowed to attend. Tickets are sold in advance at Eagan High School (in early May). Students may bring **pre-approved** guests provided they are in grades 10, 11, or 12 or under age 21.

## **DRESS, GROOMING T-SHIRT DESIGN AND POLICY**

Clothing may not include words or visuals which are obscene, abusive, disruptive or discriminatory, or which advertise alcohol, tobacco, narcotics or drugs. Dress or grooming which is disruptive of the classroom or school atmosphere is not allowed. Shoes must be worn at all times for health and safety reasons. EHS Class or Activity apparel including T-shirts and jerseys must be pre-approved (see T-shirt Designed/Ordered Spiritwear policy below). No face masks may be worn at any time. Students will be subject to disciplinary consequences in the event of noncompliance with these regulations.

## **T-SHIRT/SPIRITWEAR POLICY**

EHS students must preapprove the design sales and delivery plan of all apparel before ordering with classmates/teams/groups. The design, price, distribution plan and order form must all be prepared with a Principal's signature. Any student apparel that does not follow and meet this policy may be banned from school and school events.

1. Students prepare a printed/emailed design of the front and back of the proposed T-Shirt or Jersey. All slogans and/or pictures must be included in the written design. The proposed shirt/jersey color and sizes to be sold should also be listed in the written proposal, as should be targeted sales group. A bookkeeping plan must also be included in the written proposal (shirt/jersey cost, sale dates, location of sale collections, people collecting money, proof of purchase lists, etc.)
2. The printed design and bookkeeping plan must be dropped off in the Main Office for administrative approval prior to accepting any orders.
3. Upon approval, an order form is designed with a picture of the front of the shirt and the back of the shirt clearly shown, along with an HS administrator's signature. The order form has the shirt/jersey cost, various sizes, quantity, and tentative shipping dates clearly identified. EHS will make copies of the order form and make them available to students.
4. Orders are taken by the students and the shirts/jerseys are then ordered.
5. A delivery plan is developed so that the distribution is done in an organized way - no one gets new apparel unless they have paid for it!

EHS will not allow shirts/jerseys to be sold to students unless this policy is followed. Parents should not give money to students unless they are shown an order form with drawings, the cost, and an administrator's signature of approval clearly listed. Inappropriate shirts/ jerseys (inappropriate words, messages and/or pictures) will not be allowed at EHS at any time. School Spirit is always encouraged at EHS, but it must be done appropriately.

## **ELIGIBILITY RULES, EXPECTATIONS AND CONDITIONS FOR ACTIVITIES**

Students at Eagan High School have the privilege to participate in co-curricular programs and other school-sponsored activities and events, including, but not limited to, assemblies, graduation and dances. Student participation in school-sponsored co-curricular programs and attendance at activities and events may be denied based on their conduct at school and in the community.

## **FUND RAISING**

All fund raising activities must have prior approval by the principal team. This includes before, during and after school, as well as on district-provided transportation or at school-sponsored events. School organizations that would like to sponsor a fund raiser must secure an application from the Principal's Office. Individual students are not permitted to sell items to raise money. Booster groups representing EHS must work with the co-curricular principals for pre-approval of fund raising.

## **HALL PASSES/LIBRARY PASSES**

Passes are required at all times. Students must not leave the classroom without a pass from the teacher. Passes are issued for a specific destination and are not to be used for any other purpose. Passes to the library will be given by a study hall teacher, classroom teacher, or by the library staff. Students need to sign in and sign out of the library. Students leaving the building for the parking lot must have a pass to do so from the Attendance Office. Misuse or forgery of a pass will result in disciplinary consequences. The library is available for students after school most days.

## **LOCKS AND LOCKERS**

Hallway lockers are equipped with combination locks; students will not be allowed to affix any other locks to them. Locks are not provided for physical education or co-curricular activities. Students will be responsible for the security of gym lockers issued to them by supplying their own combination padlocks. All material must be removed from physical education or co-curricular lockers prior to the end of the trimester. We strongly discourage keeping any amount of money or other valuables in lockers. The sharing of lockers with fellow students is not advised due to security-related problems.

## **MILITARY RECRUITERS**

Under state and federal laws, military recruiters and institutions of higher education can request from school districts the names, addresses and home telephone numbers of students in grades 9, 10, 11, and 12. Parents of students in these grades have the option to refuse the release of this information. Forms are available at the District 196 web site ([www.district196.org](http://www.district196.org)) for parents to indicate their refusal to release this information. This is a separate form parents and/or guardians may use to deny the release of specific "directory" and yearbook information about their child.

**PARKING**

Students are encouraged to use school district-provided transportation. This fall 2200 students will attend Eagan High School. We have a limited number of parking spaces on our campus. An online process for juniors and seniors buying parking permits will be followed each trimester. Permits cost \$32 per trimester since they are only here 2 days. This is a District 196 charge. Any student who fails to fill out an application by the established deadline will be charged a \$20 late fee. Seniors have priority for permit purchase. Juniors are next in priority until permits are all purchased. Sophomores and Freshmen are not eligible for parking permits.

Students with unpaid fines or fees will not be granted a parking permit, until all fines or fees are paid or the item(s) returned. Student cars displaying valid parking permits may park only in marked parking spaces in the East and Stadium parking lots. Students may not park in the South parking lot or in "no parking" areas at any time during the school day. State law prohibits parking in designated handicapped parking spaces without a handicapped permit. This law is enforced 24 hours a day. Permits must be displayed as instructed in student vehicles. Cars without permits or parked inappropriately will be ticketed, "booted" and/or towed. Students who receive a parking ticket must report to the main office within 5 school days. Failure to do so will result in your car being towed. Violators will lose all parking privileges. Students who receive a parking ticket will be ineligible to apply for a parking permit the following trimester. Forged permits will result in discipline consequences as well as denial of future permits. Any senior ticketed for parking without a permit during the 3rd trimester of their senior year may forfeit senior privileges or have them delayed and may have to take final exams in order to graduate.

**PARTIES AND REFRESHMENTS DURING SCHOOL DAY**

Parties, "snacks" and beverages are not allowed in the classrooms during the regular school day with the exception of occasional activities during PAWS time. School organizations and clubs may schedule parties outside the regular school day by requesting approval from an administrator.

**PHONES, IPODS, LASER POINTERS, UNIVERSAL REMOTES**

Disturbances which interrupt educational opportunities and theft problems may originate from iPods, laser pointers, universal remotes, personal computing devices, cellular phones and other nuisance articles (skateboards, roller blades, squirt guns, water balloons, etc.). Students are advised not to bring such items to school. Eagan High School will not assume responsibility for investigating loss or theft of such articles and will not be responsible for their replacement.

**POSTERS AND HANDOUTS**

Students may not post or handout any material at EHS or on school property unless pre-approved to do so. This includes birthday notices, greetings, advertisements, etc. Members of the Principal's Team will review requests and approve with their signature.

**RESTRICTED LUNCH PERIOD/RESTRICTED STUDY HALL**

Lunches are to be eaten in the Commons. During the lunch period students are required to remain in school, in the Commons. EHS does not allow students to leave the building or campus during lunch periods or study halls. Consequences will be assigned to those who leave the building without permission.

**SCHOOL PHOTOS (DATE TBD)**

Lifetouch will take photographs of our students. It is planned for the first week of school. **These photos are used for the yearbook (grades 9-11) and for Student I.D. Cards (grades 9-12).** Retakes will be offered later in the fall. There is no cost for the photo used for the I.D. card and yearbook. Students may order, at their own expense, a packet of photos from Lifetouch.

**SCHOOL LUNCHES**

District 196 provides, through Food Services, a school lunch program. Full meals or ala carte offerings are available. A computerized system is used for the payment of meals. Every student is assigned a five-digit personal ID number for their entire school career. This number is used to access prepaid dollars in the student's account. Free and/or reduced lunch programs are available to those who qualify. Applications are available on the district web site, [www.district196.org](http://www.district196.org), or in the EHS Counseling Office. For additional information call Food and Nutrition Services at 651-683-6957. \*Due to crowded conditions and need for seating no tables will be moved together for lunches.

LUNCH AND BREAKFAST COSTS				
	Daily	Weekly	Monthly	Yearly
Breakfast	\$1.60	\$8.00	\$32.00	\$273.60
Lunch	\$2.65	\$13.25	\$53.00	\$453.15
Reduced				
Breakfast	FREE OF CHARGE			
Lunch	FREE OF CHARGE			
Milk	\$ 0.40			

**STUDENT USE OF FACILITIES**

No students will be allowed to use any of the school facilities unless supervised by a staff person. All student requests for building utilization must go through the Principal's Team.

**STUDENT VISITORS**

Due to the crowded conditions and security requirements at EHS, NO STUDENT VISITORS will be allowed during the school day.

**TELEPHONES AND CELL PHONES**

Office telephones are not for student use. Telephones have been provided for student use in the locker bays, east entry, front hallway on the main level and in the Student Commons. Please refrain from calling your student during class time. In the event of emergency situations, please call the Attendance Office. Students who carry cell phones are not allowed to make or receive calls, take or send photos, or text messages during classes. Violations will result in referral for discipline. Cell phones must be set to a "no ring/vibrate" function during the school day and kept out of sight. The school is not responsible for lost or stolen cell phones. Teachers may require cell phones be placed in their area of the room and away from students during testing.

## X. Planning for the Future

### **JUNIOR YEAR**

- Meet with your counselor to:
  - Check CREDITS for graduation (Need 66).
  - Use resources available in Career Center and Naviance.
- Attend spring district 196 College Fair - talk with admission offices.
- Explore MCIS, Family Connection, websites, etc.
- Make use of your Career Assessments.
- Take ACT or SAT (not necessary for Community or Tech Colleges).
- Begin application process for ROTC or military service academies.
- Create an initial list of prospective colleges.
- Visit colleges (See "Visiting Campuses" page).
- NCAA Clearinghouse.....register if needed.

### **SENIOR YEAR**

#### September - October

- Small group Senior meetings.
- Meet with your counselor - continue your post high school planning process.
- Collect information from colleges (on-line, Career Center, college fair, send for materials).
- Check out deadlines for applications. (Some as early as Oct. 1).
- Meet with College Representatives in the Career Center.
- Visit Colleges.
- Attend National College Fair.
- Retake ACT or SAT if necessary.
- You may apply to colleges as early as September.
- Obtain Teacher Recommendations if needed.
- Take ASVAB if you are considering the military. See your Counselor.
- Fill out FAFSA for financial aid.

#### November - December

- Continue research on colleges.
- Submit college applications (by Thanksgiving if possible, by December 15 for sure).
- Research Scholarships (see Family Connection or Fastweb).
- Visit/Revisit college campuses if undecided.

#### January - February

- Attend Financial Aid workshop during parent conferences.
- Continue scholarship search.
- Apply for Egan Foundation scholarships in January.

#### March - April

- Financial aid notices sent from colleges.
- Notify colleges you will not attend.
- Send in housing contract.
- Apply for reciprocity if attending colleges in Wisconsin, North Dakota or South Dakota.

## XI. Student Expectations and Behavior

### **AFTER SCHOOL POLICY**

Academic wings and upper locker bays are locked at 1:45 p.m. Students must be in a supervised activity to remain in the building. If students are not in a supervised activity they are asked to go to the East Entrance where they will be supervised until their ride arrives. Parents are requested to pick up their child in the lower level, student East parking lot area.

### **ALCOHOLIC BEVERAGES, UNPRESCRIBED DRUGS OR CONTROLLED SUBSTANCES - USE AND POSSESSION**

A student shall not knowingly buy, sell, possess, use, transmit, be under the influence of, or show any affect of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, nicotine, intoxicant or mind altering substance of any kind while on school property or at school activities. If a principal or principal's designee has reason to believe that an illegal act or violation of school rules has been committed, he/she is authorized to search the student and his/her property or school property and confiscate any contraband. Law enforcement agencies may be contacted. Students will also be suspended from school and a parent conference will be held. The consequences for selling or distributing chemicals is expulsion. For students in all co-curricular activities, including band and choir performances, theatre performances and activity contests. Eagan High School will follow the Minnesota State High School League suspension rule for a violation of this nature and consequences for participation.

### **ASSAULT/FIGHTING/HARASSMENT/THEFT/EXTORTION/BULLYING**

Students who engage in fighting demonstrate a lack of self-restraint and self-discipline. Consequences will be determined according to the seriousness of the situation, whether or not a student or other person was injured, and whether or not the building or property was damaged. Such consequences may include an administrative conference, a parent conference, Out-of-School Suspension and police investigation. Harassment or Bullying of any kind to students or staff will not be tolerated and consequences will be enforced vigorously. Theft and extortion are criminal activities and will not be tolerated. Students engaged in such activities will be suspended from school and the Eagan Police Department will be notified. Cyber bullying, filming others without permission, threatening or harassment using technology will also result in discipline consequences.

### **BEHAVIOR AND DISCIPLINE**

Students at EHS are expected to conduct themselves in a manner that will reflect favorably upon themselves, their home and their school. This expectation goes beyond the school day to include field trips, games and other school-organized functions. Students must demonstrate self-discipline to meet this expectation. Effective self-discipline involves a positive attitude and respect toward the entire school climate. It is expected that students will treat other students, as well as adults, with respect. Actions which disrupt the smooth operation of the school, such as fighting and those behaviors which disrupt classroom learning, as well as public displays of affection, are not showing proper respect or self-discipline toward fellow students. Students share with faculty and staff the responsibility of maintaining a safe,



nondiscriminatory, stimulating and productive learning environment. Any inappropriate student behaviors will lead to appropriate consequences. Eagan High School will comply with the District 196 Student Behavior Expectations and Consequences (603.3AR) published on the last pages of this guidebook and in the Student Rights and Responsibilities Handbook. Students 18 years of age and older must abide by any and all regulations which apply to the general student body.

### **COMPUTER USE, IPADS AND INTERNET ACCESS**

Computers and the Internet must be used in a responsible, ethical and legal manner. Examples of unauthorized access or activity while using an EHS computer include: access into district, school or staff computer files; access into a school or district file server; or inappropriate use of the Internet. Students who choose not to follow established guidelines will be subject to District 196 Student Rights and Responsibilities guidelines, which may lead to a loss of privileges, suspension and/or prosecution.

Students:

- Must have a pass or be with a class to access computer workstations. Scheduled classes using computer lab areas have priority over "drop-in" student use.
- Must not leave the computer lab area until the bell rings unless specified on the student pass.
- Must refrain from bringing food and open drink containers into any computer lab area
- Must log off the computer when leaving the Internet or class.
- Must comply with all rules and the signed agreement for iPads, personal devices on the internet or school network.

### **CO-CURRICULAR BEHAVIOR**

Behavior expectations and consequences for misbehavior for students participating in co-curricular activities, including all athletic teams, arts programs, activities programs and clubs, shall be the same as for students in other school or district activities, as described in Policy 503, Student Behavior Expectations and Consequences for Misbehavior.

Students participating in co-curricular MSHSL activities will also be expected to abide by the rules of the Minnesota State High School League.

### **DAMAGE OF PROPERTY (VANDALISM)**

Such behavior will result in suspension from school, payment for damages, and the school's turning the case over to the police department.

### **EHS STUDENTS AND DAKOTA HILLS MIDDLE SCHOOL**

Eagan High School students are not allowed within Dakota Hills Middle School or its grounds at any time unless accompanied by a faculty member or pre-approved to do so. **In addition, EHS students are not allowed to ride DHMS buses except in extremely rare circumstances with principal authorization and parent permission in writing.**

### **FIRE ALARMS AND FIRE EXTINGUISHERS**

Turning a false fire alarm is a misdemeanor under Minnesota State Statutes and is punishable by a fine of up to \$300 and imprisonment of 30 days in jail. Any student who tampers with a fire alarm sensor/detector or an extinguisher will be subject to immediate suspension. Parents will be notified of such an infraction. WE WILL PROSECUTE ANYONE CAUGHT TURNING IN A FALSE ALARM.

### **GAMBLING**

Gambling of any kind is prohibited by district regulations and EHS rules. Any student involved in gambling will be subject to disciplinary consequences.

### **GENERAL MISCONDUCT**

General misconduct may include, but is not limited to, the following behaviors: inappropriate language, fighting, forgery, truancy, vandalism, theft, possession and/or sale of stolen property, illegal substances or any other illegal activity. General misconduct will result in detention or OSS, depending on the individual incident. Parents will be notified and/or a parent conference will be scheduled. In cases warranting greater concern, police may be notified.

### **INSUBORDINATION**

Students shall obey all reasonable directive of principals, teachers, substitute teachers, secretaries and clerks, bus drivers, and all other school personnel who are authorized to give such directives. Directives which are always reasonable include: 1) Request for name; 2) Directive to go or accompany staff member to the school office; 3) Directive to cease an activity. Refusal to comply with a reasonable directive is insubordination and will result in out-of-school suspension as will being untruthful in response to a question asked. .

### **INTERFERENCE OR OBSTRUCTION**

Interference and obstruction are defined as any action taken to attempt to prevent a faculty, staff member or student from exercising their lawfully assigned duties. It is not allowed and such actions will receive disciplinary consequences.

### **LOCKERS**

School lockers are the property of District 196 and are loaned to students for their use. The school reserves the right to inspect lockers at any time if, in the opinion of school authorities, such inspection is deemed necessary for the purposes of enforcing school policies, reviewing art work and pictures to insure that they are of good taste and proper for school exhibition, insuring student safety, or to confiscate items of contraband such as weapons, drugs, squirt guns, water balloons (as well as other nuisance items), tobacco, e-cigarettes, alcohol, stolen items and school property. The items will be confiscated and the student may be suspended or face expulsion from school. Such inspections will be conducted under the supervision of a principal. Students are not allowed to access others' lockers.

Students are reminded not to tell anyone their locker combination or to share their lockers. If the need arises to change the locker combination, the student will see the designated student service person. A \$5.00 FEE WILL BE ASSESSED PRIOR TO THE COMBINATION CHANGE.

### **MINNESOTA PUBLIC LAW 691 AND STUDENTS**

Students and parents should be aware that Minnesota P.L. 691 mandates that police will inform school officials of any violation of minor possession and consumption in any community. These students will be referred to a pre-assessment team composed of teachers, counselors and administrators who will determine whether there is a need for intervention or outside referral. Any such referrals will be shared with co-curricular principals, and participation and eligibility rules will be enforced for all activities, contests and performances. Honors and/or recognition at EHS may be affected by such violations. Teachers, counselors and administrators who will determine whether there is a need for intervention or outside referral.

### **REPORTIT.COM**

EHS offers an online reporting system through [Reportit.com](http://Reportit.com). It allows students to report concerns or problems at anytime and may be anonymous. All reports are dealt with immediately. Access is on the website for EHS.

### **STUDENT PRINTING**

Each student will have a pre-set limit of \$10.00/yr which is about 333 copies on EHS printers. Color printing is available for a charge through the teacher.

### **STUDENT RESPONSIBILITIES**

Student responsibilities include: conscientious effort in school work and activities; respect for the rights of other students, school staff and school visitors; and adherence to a cooperation in upholding local, state and federal laws, and district and school policies, rules and regulations. Most of all, students share with the administration and staff the responsibility of establishing and maintaining a safe, stimulating and productive learning environment.

A major student responsibility is regular attendance and punctuality. Many studies correlate regular attendance with success in school. Regular attendance means that the academic learning process is not interrupted, less time is spent on make-up assignments, and students benefit from participation and interaction with others in class. Establishing a pattern of good attendance will benefit the student in school and the workplace. Arriving to school and classes on time is required. Truancy petitions may be issued for students with unexcused absences and/or tardies.

### **STUDY HALL**

All study hall assignments at Eagan High School are assigned and scheduled with attendance required. Rules of the 9th and 10th grade study halls include:

1. Seats are assigned.
2. Quiet study is enforced.
3. Students may be excused to the library after attendance in Study Hall.
4. No eating, drinking, dice or game/card playing is allowed.
5. No cell phones, iPods, universal remote controls, laser pointers or game playing devices are allowed. 11th and 12th grade study halls will be conducted in the Student Commons and lecture halls. These students are to follow the same rules except food and beverages are allowed if the study hall is in the Commons and, provided that cleanup is not a problem. Since students choose to have a study hall in their schedule, they are expected to attend study hall daily unless excused by a parent note or call for an acceptable purpose prior to absence.

### **TOBACCO AND E-CIGARETTES AND ELECTRONIC DEVICES FOR VAPING**

The State Law prohibiting the use of tobacco is found in Section 609.685 of the Laws of Minnesota. Our local school district policy and Minnesota State Law prohibits the use or possession of tobacco, vaping devices and e-cigarettes by teachers, principals, other school employees, students, parents and visitors in school, on school grounds, on school buses or at school activities. Any student using or possessing tobacco and e-cigarettes or vaping devices is in violation of this policy and will be subject to disciplinary actions: Eagan High School will report violations to the police. The Eagan Police will issue citations for violations which will result in fines, possible court appearance and penalties. Eagan High School will follow the Minnesota State High School League suspension rule for a violation of this nature.

### **VERBAL ABUSE AND PROFANITY**

Verbal abuse is defined as causing alarm, anger or resentment in others through the use of language that is disrespectful, racist, offensive, obscene or threatening, or by engaging in boisterous and noisy conduct. The use of abusive language and profanity indicates one's inability to properly express one's feelings in an appropriate manner. This shows a lack of self-discipline and a lack of proper respect toward fellow students, teachers and staff. Such inability to express oneself properly will lead to appropriate consequences.

### **WIRELESS ACCESS**

Wireless access on the school's network will be available to all students at EHS. All internet rules are applicable and students must follow the user agreement signed each school year.



# XII. Student Services

## **COUNSELING AND SCHOOL RESOURCES**

Counseling and School Resource services will be available to all students through our Counseling Department. Counselors will be assigned by alpha to our students.

### Counselor Alphabetical Assignments

A-Bz	Susan Olsen	ext. 36929
C-Gr	Jolaine Haider	ext. 36924
Gu-Kt	Beth Streit	ext. 36928
Jf-Md	Michelle Lehmann	ext. 36923
Me-Sc	Dave Fritze	ext. 36926
Sd-Z	Norah Krohse-Hermon	ext. 36930

Students wishing to schedule an appointment will do so through the Counseling Office secretary or by calling 651-683-6921.

In addition to the counselors Detective Brian Boekhoff of the Eagan Police Department will work with all EHS students as the school's police liaison. His phone number is 651-683-6927.

Eagan High School has these Cultural Family Advocates: Faisal Madar and Rick Stanton. Lisa Turgeon, Indian Education Advisor is also an available resource. They will be in our building connecting with students and families and can be reached by email or phone.

## **HEALTH OFFICE**

The health office is located in the attendance office area and the nurse's hours are 6:40 am-2:40 pm. The school nurse is available to coordinate and provide care for our students; Any student who is ill or in need of first aid should see the nurse.

- **Students must have a pass from their teacher before reporting to the health office, unless it is an emergency.** If a student wants to come to the health office between classes, he/she must obtain a pass from the teacher of the next hour's class.

- **Students may not leave school or arrange for their own ride home without first reporting to the nurse.** The school nurse will assess the illness and call if necessary. **If this procedure is not followed, the absence will be considered unexcused and the possibility of a disciplinary action may follow.**

Non-prescription pain medication (Tylenol, Ibuprofen, Aleve) can be carried and self-administered by students if the emergency card is signed electronically by a parent/guardian and the student abides by the district's policy. These medications must be carried in their original containers. **NO baggies please.**

**Other Non-prescription medications (allergy, cold or migraine medication)** must be brought to the Health Office with a note from the parent instructing the nurse how and when to administer the medication to the student. They can be kept in the Health Office for 1 school year. Students may not share medications with others.

**Generic Tylenol and Ibuprofen are available from the Nurse when the student has a current, electronically signed emergency card on file with the school. This form can be filled out via Fee Pay.** State regulations prohibit schools from dispensing any medication

without written permission from the parent or legal guardian.

### Medications

To ensure students receive needed medication and that it is not misused, the school district has developed rules for the administration of medication in school. Please note the following points:

1. All medication must be kept in the school nurse's office and must be administered by the school nurse or other appropriate school personnel unless there is authorization on file with the health office.
2. Medical guidelines:
  - A completed Prescription Medication Authorization Form from a student's parent or guardian and
  - Medication in a prescription bottle or original container is required before a school nurse will give a student prescription or non-prescription medication
  - Only FDA approved medications will be administered by school personnel
  - Parent consent for non-prescription medications is required
3. If medication is to be given for more than two weeks, a written order from a physician or dentist must be provided to the school
4. If prescription medication remains in the nurse's office after the end of a school year or when the student is no longer attending the school, the nurse will contact the student's parent or guardian to pick up the medication. If the medication is not picked up within one month, it will be destroyed. With parent permission, epi pens, inhalers, and insulin can be sent home with the student at the end of the school year.

### **Required Immunizations:**

State law requires all students entering 9th grade to have at least 3 Tdap/DTap/Td with a **Tetanus** booster (given after age 10-11), 2nd **MMR**, 3 total polio vaccinations, 2 varicella (chicken pox) or a date (MM/YY) of when they had the disease and 3 Hepatitis B vaccinations. All 10th grade students must have at least 1 Meningitis/Meningococcal vaccine complete. All students entering 12th grade must receive a booster dose the Meningococcal vaccine by the first day of school. Parents may file for medical exemption with either a signed statement from a health care provider or conscientious objection signed by the parent/guardian and notarized.

### Health Plans

If your student has a health condition that could result in an emergency (for example, serious allergy with epi pen, diabetes, seizure disorder or asthma) or has a health condition requiring accommodations (for example, medication administration, treatments, or restrictions) contact the School Nurse before the school year starts or as soon as the condition develops. Our school and district websites have the necessary forms for you and your child's physician to complete. <http://www.district196.org/student-services/health-services/>

## **HOME BOUND INSTRUCTION**

Students who are absent for 15 consecutive school days of illness, or 15 school days related to the same illness, may receive homebound instruction. This involves a teacher meeting with the student and bringing school work to and from EHS teachers one hour for each day of absence. A medical doctor must request this service by verifying the 15 school days or more of absence that is a result of illness/injury and the need for homebound instruction.

## **RECORDS**

Student records are maintained in the Counseling Office. Confidential records will be protected as required by school policy and law. The following individuals may see students records:

- Parents or legal guardians of minor students.
- Minor or adult students wishing to view their own records.
- Staff members of ISD 196 school who have an educational responsibility for an individual student.

Colleges, vocational schools, employers, social agencies and police may have access to records only with the written permission of adult students, parents, legal guardians or upon subpoena by a court order.

## **SCHEDULE CHANGE GUIDELINES**

As a result of the carefully developed scheduling process, it is unlikely that students will be allowed to change their schedules. However, in the event of an unusual need to change a class schedule, students should request a change form from the Counseling Office. All schedule changes are subject to parent and principal approval and class availability.

Late schedule changes will not be accepted unless a student with extenuating circumstances makes a request. Absences are carried over from the old to the new classes. Approval by the assistant principal and parent is necessary to accomplish the change. A student who has been denied a schedule change may drop a course with a grade of "F" and be assigned to a structured (9-10) study hall. Parent permission is required to do so.

## **SPECIAL SERVICES (INDIVIDUAL EDUCATION PLAN AND 504 PLAN)**

Various remedial and support courses are offered to those students who have gone through the district Child Study process and have been placed into Special Education service. This procedure involves referral to Child Study. Parent permission is required for assessment, staffing and program decision-making involving staff, parents and the student. An IEP is created and approved for the student by the team.

504 Plans may be created for students with a documented disability that impacts the access to learning. Parent and student requests for a meeting to discuss such an access plan are handled by Ms. Robinson, the school psychologist.

## **TRANSPORTATION - District Provided**

High school students who live more than 1.5 miles from the school are eligible for district bus transportation to and from school. No transportation is provided during the school day for SES or Career Development students who move from building to building.

ACTIVITY BUSES - District 196 Secondary schools will offer after school activity/academic buses. Check for the schedule of times and dates.

Student riders are expected to exhibit good behavior at all times on school buses and at boarding points. If any student does behave badly, he/she will be warned about it and assigned a seat on the bus. If he/she persists, he/she will be promptly disciplined by the school, the student may be denied the privilege of riding the buses.

If bad weather should force a halt in bus operations, this fact will be announced officially over the EHS Website ([www.EHS.District196.org](http://www.EHS.District196.org)) radio station WCCO-AM 830 and on the District web site at [www.district196.org](http://www.district196.org). A district phone call and email will be sent to each household.

## **TRANSPORTATION - Fee for Service**

Fee for service transportation is offered for families who live less than 1.5 miles from the high school. The cost for this optional bus service to and from school for all 174 days of the 2020-2021 school year is \$300/student. The cost is \$150 for students who qualify to receive free or reduced-price school meals. Registration can be completed online using credit card at <http://www.district196.org/District/Departments/Transportation/Index.cfm>.



Photo courtesy of Shawn Gilson Photography, MN Shotz

## **EMERGENCY INFORMATION**

Emergency Information must be reviewed and updated by parent/guardian each school year ONLINE in the Parent Campus system.

# Eagan High School... "Celebrating 31 years!!"

**Eagan High School**  
**4185 Braddock Trail**  
**Eagan, MN 55123**



**Graduation Parade 2020!**



**Superintendent**  
 Mary M Kreger

**Principal**

Dr. Polly Reikowski

**Assistant Principals**

Dr. Peter Zak  
 Dr. Tara Hedlund  
 Sandra Setter Larsen  
 Steve Thompson

**Assistant Administrator**

Stacy Jameson

US News and World Report Eagan awarded among the Best High Schools in State - 2013-2019

Newsweek Magazine's Top American High Schools- 2009- 2017

Washington Post's High School Challenge ranked Eagan High School top 20 for the State of MN

U.S. Department of Education Blue Ribbon School

Nationally Recognized School of Excellence – 1994-96, 2001-02,

Technology Exemplar Award – 1996

National Forensic League National School of Excellence 2000-2007 and Outstanding Distinction – 2008- 2020

Grammy Signature Award School – Music Program Excellence – 2001-02

Bruno E. Jacob NFL Excellence Speech-Debate Programs - 2005 and 2020

**Director of Secondary Education**

Michael Bolsoni

**School Board**

Jackie Magnuson, Chairperson  
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District 196 does not discriminate in employment or in any of its programs and activities, including vocational opportunities, on the basis of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, familial status, membership or activity in a local human rights commission, disability, sexual orientation, age or genetic information. District 196 provides equal access to designated youth groups. The Director of Human Resources, Tom Pederstuen (651-423-7859 – tom.pederstuen@district196.org) has been designated to respond to employment-related inquiries regarding the non-discrimination policies including Title IX. The Director of Elementary Education, Sally Soliday (651-423-7782 – sally.soliday@district196.org) and the Director of Secondary Education, Dr. Mark Parr (651-423-7712 – mark.parr@district196.org) have been designated to respond to student-related inquiries regarding the non-discrimination policies including Title IX. The Director of Special Education, Mary Kreger (651-423-7629 – mary.kreger@district196.org) has been designated to respond to inquiries concerning the rights of a student with a disability (504 Coordinator). The mailing address for all directors is 3455 153rd Street W, Rosemount, MN 55068.

**Stay Connected ~ [www.EHS.District196.org](http://www.EHS.District196.org)**