



**ROBBINSDALE COOPER HIGH SCHOOL  
 INFORMATION FOR PARENTS/GUARDIANS AND STUDENTS  
 2021-22 SCHOOL YEAR  
 www.chs.rdale.org**

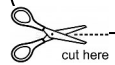
**TRANSPORTATION**

District 281 will mail the bus schedule to homes about a week prior to the start of school. For transportation questions, call 763-504-8107 and press 2 when prompted.

**TELEPHONES**

The Main Office is open 7:00 a.m. to 3:00 p.m. each student contact day. Cooper’s main number is 763-504-8500. All faculty and administrators have their own phone numbers and voice mail. When you call a staff member, you may be connected to voice mail.

<b>COOPER HIGH SCHOOL PHONE NUMBERS</b>			
<b>MAIN OFFICE: 763-504-8500</b>			
<b>Activities Secretary</b>	<b>763-504-8533</b>	<b>Data Processing</b>	<b>763-504-8506</b>
<b>Attendance Absence Line</b>	<b>763-504-8510</b>	<b>Guidance Secretary</b>	<b>763-504-8520</b>
<b>Attendance</b>	<b>763-504-8508</b>	<b>Media Center</b>	<b>763-504-8512</b>
<b>Bookkeeper</b>	<b>763-504-8507</b>	<b>Nurse</b>	<b>763-504-8509</b>



**OPENING DAY/WEEK**

The first day of school is Wednesday, September 8, 2021. The 9th graders will start school at 7:20 a.m. Grades 10, 11, and 12 will begin at 11:20 a.m. The school day will conclude at 2:10 p.m. Regular school hours will begin for all students on Wednesday, September 9 from 7:20 a.m. to 2:10 p.m.

Parents/guardians are asked to notify their student’s counselor or Main Office if there are circumstances which will cause an extended delay in his/her return to school. It is critical that contact be made with the school on or before the first day so we can establish accurate attendance records and class sizes. Full-time PSEO students are asked to check with their guidance counselor to be certain our school records indicate full-time PSEO.

**STUDENT PICTURE DAY and CHROMEBOOK PICKUP IS AUGUST 31st**

The Great Cooper School Community Get Together is on August 31 from 2:00 p.m.-8:00 p.m. Students can have their picture taken, get class schedules, pick up Chromebooks and much more! Makeup Picture Day is Wednesday, September 15. Students can also order pictures at this time. Picture retakes are scheduled for Wednesday, October 6.

**The Hawk Lunch and Learn schedule change will require students to be in the routine of having their student ID with them at all times so it is very important that students have their picture taken.**

**ID CARDS**

Each student will be issued a new 2021-22 Cooper ID card with his/her picture. It is important for students to carry their ID cards every day. All class-related materials, books, equipment rentals, supplies, etc. are issued only when students can present their ID card. Students need to show their ID card when purchasing lunch or riding school district buses. A replacement ID will be issued at a cost of \$5.00. **STUDENTS ARE REQUIRED TO HAVE THEIR ID CARDS WITH THEM AT ALL TIMES DURING THE SCHOOL DAY.**

**HALL LOCKERS**

Students are assigned individual hallway lockers. **Students should not bring valuable items to school such as excessive amounts of money, headphones, etc.** We cannot guarantee the security of our lockers against theft or vandalism and School District 281 does not carry insurance on such losses, nor is it responsible for items lost, stolen or damaged at school. State law does permit school officials to inspect lockers at any time. **We will work with the New Hope Police department and use their resources, such as substance-detecting dogs, to maintain a safe environment at Cooper. These searches will occur randomly and unannounced.**

## ATTENDANCE POLICY/PROCEDURE

Classroom attendance and academic success are directly related. When students miss class, they lose the opportunity to learn and interact in the educational process with their peers and teachers. Our attendance policy emphasizes that need and provides exclusions for serious illness and school-caused absences. The attendance policy applies to all class periods including advisory and study halls.

**Parents/guardians of absent students are required to contact the school to verify their student's absence.** If no message is received by 2:30 p.m., you will be called by our automated system that evening. Please call the attendance line during the school day to report and/or verify your student's absence at **763-504-8510**. **Parents who do not confirm the absence by phone must send a note with their student when she/he returns. Students must bring the note to the Main Office where we will verify and /or excuse the absence.** Absences of students that are not verified by one of the option indicated above will be considered unexcused. Attendance violations are subject to sanctions as defined in our attendance policy. Letters will be sent home for students who begin to accumulate unexcused absences. Consequences will be assigned for unexcused absences and tardies. Students may not receive credit for work when their absence is unexcused.

On occasion, students participate in school-authorized activities which require them to be absent from one or more classes. These types of absences are classified as "school authorized absences." All reasons for authorized absences are defined in the *2021-22 Student Handbook*.

**There are two additional reminders related to our attendance procedures. First, students who need to leave school during the school day must bring a note from a parent/guardian to the Main Office before school.** A principal will approve the request that meets the definition of an excused absence. **Secondly, students will be marked tardy to school beginning at 7:21 a.m.** Tardiness, for reasons described in the attendance policy, will be excused if students have a note from a parent/guardian. Tardiness for oversleeping, car trouble, or missed bus is considered unexcused. **THE SCHOOL MAINTAINS THE RIGHT OF JUDGEMENT ON ALL ABSENCES AND TARDIES.** **For example: students will not receive an excused absence for attending the College Fair because there are evening sessions available. Please plan accordingly.**

## AFTER SCHOOL HOURS

Students who are staying after school must be in a supervised activity. Students waiting for a ride can be picked up at the front door. All students remaining after school **MUST** be in their activity by 2:25 p.m. or will be asked to leave the building.

## ACTIVITY BUSES

Students must have a valid school ID card and activity bus pass to ride the activity bus. Students will not be allowed on the bus without their ID and bus pass. Students should ask their coach or activity advisor for a bus pass. Activity buses will load at the **front door**. The buses will depart Cooper at 4:10 p.m. **and** 5:05 p.m. every school day **except Friday. THERE WILL BE NO ACTIVITY OR SHUTTLE BUSES ON FRIDAYS.**

## STUDENT DRESS POLICY

Enforcing the dress code policy will be a point of emphasis. Please review these expectations with your student and keep this information in mind as you purchase new school clothing. Pants must be worn at waist level (no sagging). No exposed undergarments. Tops must cover shoulders, stomach, chest and back. See-through garments are not allowed. Students may not wear short-shorts. Skirts must extend to mid-thigh. Cooper High School prohibits clothing which displays suggestive or offensive pictures or slogans which promote drug, tobacco, or alcohol use. Offending students will be directed to change into appropriate clothing. **Continued dress code violations will result in progressive discipline, including parent/guardian contact.**

## STUDENT SCHEDULES

Student schedules can be found in Infinite Campus.

## **PHYSICAL EDUCATION CLOTHING and LOCKERS**

For safety reasons, students participating in physical education classes **must** change out of their clothes worn to school into appropriate athletic attire. Students may purchase their athletic clothing wherever they wish making sure the clothing does not restrain free movement and, for safety reasons, is free from zippers, belt loops, pockets, rips, and rivets. **Students are required to furnish their own towel.** No valuables should be kept in locker room lockers.

## **HAWK LUNCH AND LEARN**

Students will have the opportunity to explore their interests and get academic support during the Hawk Lunch and Learn time. This program allows students to take charge of their own learning to support their success. There will be 30 minutes for lunch and 30 minutes for choice time each day. This structured time allows students to participate in activities and/or get support during the school day.

## **PARKING PERMITS**

Students can buy a parking permit from the Bookkeeper and **must** bring their driver's license to do so. Permits will only be issued to **students who do not have outstanding fines.** Also, if a student is in a program that takes them out of the building for more than 3 hours each day, he/she should tell the Bookkeeper before purchasing a permit. The cost of a permit is \$90 per semester or \$170 for the year. **A daily permit is available for \$3 and can be purchased on school days at the security window at the front door. Students must park in the west student parking lot.** Failure to display parking permits or parking in the staff parking lot may result in a boot being placed on your car and a fine of at least \$20. Parking permits may be revoked for failure to follow permit guidelines. Please drive responsibly and always buckle up.

## **BOOKKEEPER INFORMATION**

During the school year all student business with the Bookkeeper must be transacted before school, during lunch or after school at the Bookkeeper's office. Please plan ahead and bring correct change for your purchases. **The Bookkeeper does not cash checks or give out change.** When attending athletic events, dances, or any event that includes purchasing a ticket, please make payment for the exact amount of the ticket. Your cooperation is appreciated.

## **CALCULATORS REQUIRED**

All Cooper math students are required to have their own calculator for use in the classroom and at home. The math department recommends the following brands of calculators:

**Graphing Calculator: TI-84+(any edition) or TI-83+ REQUIRED** for IB Math Studies SL, IB Math SL Year 1 & 2, IB Math HL Year 1 & 2, Statistics

**Graphing Calculator: TI-84+(any edition) or TI-83+ is RECOMMENDED** but a Scientific Calculator will be fine for Algebra 2

**Either a Scientific: TI-30XS Multiview, TI-34 Multiview or Casio FX-300ES (any edition) or Graphing Calculator: TI-84+(any edition) or TI-83+** for IB/MYP HS Algebra, IB/MYP Geometry

## **DIRECTORY INFORMATION UPDATES**

Because we communicate with our families via phone, email, or US mail, it is essential that our directory information is accurate. If you have had a change in contact information since last school year, please report that to our data processing clerk at 763-504-8506 or send a written note to the Main Office indicating the changes. If you need to change your address, please call the Enrollment Center at 763-504-8080 to schedule a time to meet with them.

## **UNLISTED PHONE NUMBERS/DIRECTORY INFORMATION**

If you wish to have your home phone number unlisted, you are asked to notify the data processing clerk at 763-504-8506 to ensure it is listed as such. If you wish to keep private all your directory information, that must be done in writing on a District form. Please call or have your student stop by the guidance office to pick up a form.

**PARENTS/GUARDIANS and STUDENTS ARE ADVISED** that defacing school property is a violation of the law. Students caught writing/painting etc. on any school property (including the shed) will be subject to school consequences and referred to the police for criminal charges. It is also unacceptable for students to be on campus when school is closed. This includes evenings and early morning before school opens. Violators may be charged with trespassing and are subject to school consequences. Additionally, we remind students and parents **that cell phones and other electronic devices are not to be turned on or used in classes unless a teacher has given permission that a specific device can be used in their class for educational purposes.** These types of devices can and will be confiscated and returned to parents if students are in violation of this policy. Students are encouraged to leave valuables at home.

**ATHLETIC INFORMATION** (also visit our web site at: [www.chs.rdale.org](http://www.chs.rdale.org) and click on Athletics).

The *2021-22 Athletics & Activities Guide* is available in the Activities Office.

**The District has set the Athletic & Activity Participation Fees at \$220 per sport with a \$700 family maximum. Students who qualify for reduced lunch pay \$100 per sport and students who qualify for free lunch pay \$50 per sport. The following sports are included:**

Adapted Athletics	Cheerleading	Football	Lacrosse	Soccer	Tennis	Wrestling
Baseball	Cross Country	Golf	Ski, Alpine	Softball	Track	
Basketball	Dance	Hockey	Ski Nordic	Swimming	Volleyball	

Families who accumulate annual participation fees (athletic and/or fine arts) above \$700 will have all remaining participating fees waived for that year. No student will be deprived of participation in the Cooper athletic/fine arts programs by reason of inability to pay the fees. Families who qualify for free or reduced lunch are also eligible for fee reduction or waiver. Participants should notify their coach and the athletic office to qualify. Students who have paid the fees and must withdraw from a program because of injury may apply for a refund. Normally refunds will not be made after the commencement of the first contest in the program.

**FINE ARTS AND ACTIVITY FEES**

Students who participate in school activities (i.e. marching band, drama, chamber singers, math team, etc.) are required to pay \$110 **per activity**. For more information please call the Activities Office at 763-504-8533.

**CAFETERIA INFORMATION**

Your student’s account balance rolls over from year to year, whether it is positive or negative. When your student enters the PIN number, the name and account information will appear on the screen. Your student can ask the cashier the balance on the account at any time. Please keep your student’s account at a positive balance. To contact the kitchen call 763-504-8513, before 10:00 a.m. or after 1:00 p.m., and have your student’s name and PIN number ready. Each student has one account that is used for both breakfast and lunch. You can send one check to split between siblings’ accounts, but please make sure to put all students’ names and PIN numbers on the check. Deposits can also be made via the Pay-Pams online system. Students can also prepay meals by inserting cash (bills only) into the Net Cash Kiosk located in the cafeteria. The deposit is instantly added to the student’s school lunch account. Please note: only checks and change (coins) are accepted at the registers. Food prices for this school year are:

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| <b>Breakfast</b> - \$1.40 each                    | <b>Lunch</b> - \$3.00 each                   |
| <b>Reduced Breakfast</b> (if qualified) - FREE* * | <b>Reduced Lunch</b> (if qualified) – FREE** |
| <b>Juice</b> (a la carte) - \$ .40 each           | <b>Milk</b> (a la carte) - \$ .50 each       |

\*\*Applications for free/reduced lunch can be completed online at [chs.rdale.org](http://chs.rdale.org) and click “Free and Reduced Meals” under Quick Links or call Lori in the Nutrition Department at 763-504-8050 to request a paper copy.

**NO VISITORS**

We have a **NO VISITOR** policy during the school day. Prospective students wishing to learn more about Cooper should contact the guidance office by calling 763-504-8519.

