

Faribault High School

2023-2024 Student Handbook



330 Ninth Avenue SW Faribault, MN 55021

Phone: 507-333-6100

Fax 507-333-6248

www.fhs.faribault.k12.mn.us

#FEARLESS in PURSUIT



Mission of Faribault High School

“Faribault High School serves all learners showing them love, value, and belonging. Our Falcons will be provided the skills to pursue their chosen path in the world.”

#FEARLESS in PURSUIT

Faribault High School Phone Numbers

Superintendent - Jamie Bente	507-333-6010
Principal - Joel Olson	507-333-6100
Assistant Principal - Ryan Wynn	507-333-6100
Assistant Principal – Amy Bouma	507-333-6100
Activities Director – Shane Gunderson	507-333-6210
Online Learning Administrator - Joe Timmer	507-333-6293
CTE and WF Coordinator – Molly Titchenal	507-333-6104
Chemical Health Specialist	507-333-6166
Secondary Curriculum Coordinator – Elizabeth Daniels	507-333-6009
Registrar – Shelly Fritz	507-333-6207
Director of Special Education – Robert Dehnert	507-333-6002
Asst. Dir. of Special Education - Kari Woyda	507-333-6035
Student Success Coordinator – Katherine Schultz	507-333-6018

Counselors:

Dawn Peanasky	(A-Di)	507-333-6200
Lisa Lipins	(Dj-K)	507-333-6200
Faith Ahmed	(L-Q)	507-333-6200
Michelle Breun	(R-Z)	507-333-6200

School Psychologist - Kimberly Sesvold	507-333-6219
Social Worker - Jim Phillips	507-333-6294
Nurse - Terra Boyd	507-333-6286
School Resource Officer - Josh Sjodin	507-333-6218
Food Service – Cathy Hammerschmidt	507-333-6773

Somali FACES - Abdimutalib Abdullahi	507-333-6108
Hispanic FACES - Dora Mata	507-333-6173
Family Literacy Specialist - Nasko Tutrakanov	507-333-6217

Attendance Line	507-333-6102
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7 Period Day Schedule

Period 1 8:15-9:06
Period 2 9:10-10:00
Period 3 10:04-10:54
Period 4 10:58-12:22

A LUNCH 10:58 -11:24
Class 11:27-12:22

Class 10:58 -11:24
B LUNCH 11:27 -11:53
Class 11:57 - 12:22

Class 10:58-11:53
C LUNCH 11:57 -12:22

Period 5 12:26-1:17
Period 6 1:21-2:11
Period 7 2:15-3:05

Tuesday Falcon Support Time

1st Period 8:15 - 9:00

2nd Period 9:04 - 9:47

Falcon Support Time 9:47 - 10:27

3rd Period 10:31 - 11:14

4th Period 11:18-12:42

A LUNCH 11:18 -11:44

Class 11:47-12:42

Class 11:18 -11:44

B LUNCH 11:47 -12:13

Class 12:16 - 12:42

Class 11:18-12:13

C LUNCH 12:16 -12:42

5th Period 12:46 - 1:29

6th Period 1:33 - 2:16

7th Period 2:20 - 3:05

Academic Information

FULL TIME STUDENT STATUS: All students must be enrolled in a minimum of six of seven classes. Students may only have one study hall per semester.

GRADUATION REQUIREMENTS

Graduating from high school is an important milestone, a “rite of passage” which marks the successful beginning of adulthood. A Faribault graduate is viewed as a person who has achieved an important goal and has the skills to choose their path whether it be job training, college, career, financial obligations and other adult responsibilities. A diploma creates opportunities and is the foundation upon which a graduate can build a solid future.

In order to graduate from Faribault High School, a student must earn the following credits:

Required courses: See FHS Registration Guide for requirements for required courses.

English	4.0 credits
Social Studies	3.5 credits
Math	3.0 credits
Science	3.0 credits
Health	0.5 credits
Physical Ed.	1.0 credits
Electives	7.0 credits
Total Required	15.0 credits
Total Electives	8.0 credits

Total Needed to Graduate 23.0 credits

WEIGHTED GRADE POINT AVERAGE (GPA) The weighted grade point averages will be calculated by a value “added” weighted system for grades earned in Advanced Placement classes. Weighted GPA will be calculated by adding all the grade points earned in a semester and dividing the total by the number of courses taken that semester. GPA calculations are based on a 4.0 system. Based on the seven period day, each semester of a class equals .50 credit.

Grade	Regular	Advanced Placement
A	4.00	4.33
A-	3.67	4.00
B+	3.33	3.67
B	3.00	3.33
B-	2.67	3.00
C+	2.33	2.67
C	2.00	2.33
C-	1.66	2.00
D+	1.33	1.66
D	1.00	1.33
D-	0.67	1.00
N	0	0

Pass/No Pass Option: Students may receive a P or NP as a final grade on a case by case basis. Students must schedule a meeting with their counselor and teacher at least three weeks prior to the end of the semester. Final decisions will be approved by the counselor and teacher. A “P” or “NP” has no GPA impact.

Repeated Course Option: Students who retake and pass a previously failed course will have the previous “N” earned removed.

- If the course is successfully completed, the “N” will be removed from course history and replaced with grade earned.

- The failed course must be retaken during the school day or through FOA.
- Students should work with their counselor to make sure all grade changes are accurate.

Make-Up Policy: Students who miss work (projects, labs, and exams) as a result of an excused absence will have an opportunity to make up the work and receive credit. Failure to make up work will result in no credit being given for that work. Each teacher will have the authority to extend this deadline at their discretion. Exceptions to this rule may be granted if a student has missed more than ten consecutive school days because of an injury or illness or other condition beyond the student's control.

FHS ACADEMIC HONOR REQUIREMENTS

“A” Honor RollNeed GPA between 3.50 and 4.00.

“B” Honor RollNeed GPA between 3.00 and 3.499.

****A student must have 6 gradable classes between FHS/FALC/FOA to be eligible for Honor Roll.**

ACADEMIC HONOR STUDENTS

Valedictorian: Highest grade point average for a minimum of seven semesters of coursework.

Salutatorian: Second highest grade point average for a minimum of seven semesters of coursework. (Provided there is no tie for valedictorian)

Honor Graduate: (Gold Cord) A student needs to achieve a cumulative GPA of 3.50 or above for the school year for the first seven semesters of the student's academic career to earn the honor of wearing a gold cord at graduation. To determine eligibility for gold cord status, a student's cumulative GPA will NOT be rounded to the nearest tenth (i.e., 3.499 will not qualify).

***In order to qualify for valedictorian/salutatorian and/or honor student status, the student must attend full-time at Faribault High School for his/her entire senior year. Senior transfer students who are enrolled prior to graduation, meet all necessary graduation requirements, and earn all appropriate credits will be given a diploma from Faribault High School.**

A student must have 6 gradable classes each semester during the first seven semesters to be eligible for Honor status. Any course taken on a pass/no credit basis, will not qualify as a gradable class. The only exception would be a foreign exchange experience, which would have multiple “Pass” credits.

TRANSFER STUDENTS

Students who transfer into the Faribault School District during their senior year must meet the following criteria in order to receive a diploma.

1. The student must attend for at least one full semester of their senior year as a fulltime student before graduation.

2. The student must meet all diploma requirements of the Faribault School District.

Transfer students who meet diploma requirements will qualify for all academic honors provided by the district. In order to qualify for valedictorian/salutatorian honors the student must attend full-time at Faribault High School for their entire senior year.

Students who transfer into Faribault High School during the last semester of their senior year will have their grades recorded on an official transcript that will be forwarded to their previous school. These students will not receive a Faribault diploma but may elect to return to their previous school to participate in their commencement ceremonies. Student who transfer from Faribault High School in their last semester of their graduation year will be allowed to transfer back credits earned at their current school and participate in the commencement ceremonies from Faribault High School.

POSTSECONDARY ENROLLMENT OPTIONS (PSEO)

STEP 1 (DISTRICT REQUIREMENT)

Dissemination of Information

By March 1 of each year, or three weeks prior to the date a student registers for courses for the following school year (whichever is earlier), a district must provide up-to-date information on the district's or charter school's website and in materials that are distributed to all students and their parents in grades eight through grade 11 about the program, including information about enrollment requirements and the ability to earn postsecondary credit.

[FHS Website \(Counseling Page\)](#)

STEP 2 (STUDENT/FAMILY REQUIREMENT)

Notification of Intent to Enroll

To assist the district in planning, public school students are required to inform the Faribault High School Counseling Department of their intent to enroll in PSEO courses during the following school year by **May 30**. Students who do not notify the enrolling district by May 30, and want to continue in PSEO, the family will be responsible for the postsecondary tuition expense.

[MDE PSEO Information](#)

PARKING LOT & PERMIT INFORMATION

There are limited spaces for student parking. Please be aware of the following informational items in regard to parking for the school year:

1. Parking Permits will be free. All vehicles parked in the lot must be registered. Students will need to present their valid driver's license to receive their permit. This permit **MUST** be attached to the windshield and visible at all times while parked in the school parking lot.
2. Parking Permits will be granted online from the Student Portal in the school store. You will be required to fill out a permit form linked in the description of the parking permit page. The form must be filled out completely and signed by a parent/guardian or your permit will not be issued. You must possess a valid MN driver's license and have it with you in order to receive a permit. Permits must be picked up in person only. Parking permits are limited and are issued on a first come/first served basis. Issuing of parking permits will cease when the parking lot limit is reached.
3. Students and staff will be assigned to separate parking areas. Students are only allowed to park in the lot in front of the high school but not in any of the visitor or staff parking spaces.
4. The lot near the tennis courts are for staff only and student cars may be towed if they restrict staff access.
5. **Driving in the parking lot at a reasonable speed and in a safe manner is required. If the police liaison officer, school staff, or other community member witnesses reckless driving, your permit could be revoked immediately as well as up to school removal as determined by the school administration.**
6. Loss of parking privileges is a potential consequence for failing to adhere to school rules and policies unrelated to driving and/or parking. Loss of parking privileges is also a potential consequence for students who leave campus during class or lunch and are not permitted to do so.
7. By parking a vehicle on school property, it becomes subject to search upon reasonable suspicion by school officials without the owner's consent, without a search warrant, and with no notice to the owner. This includes the glove compartment, trunk, and any locked containers within the vehicle.
8. Unauthorized parking will result in a warning (1st offense). Any further offenses may result in the vehicle being towed at the owner's expense. Faribault Public Schools accepts NO responsibility for loss of personal property or damage to your car. Keep your car locked and do not leave valuables in it.

LUNCH PROCEDURES

General Consideration

Since 60 to 70 percent of the student body is in class during each lunch period, it is necessary that the procedures for going to and coming from lunch be followed so instruction is not disturbed. Please cooperate with us as we attempt to protect the instructional time of your fellow students.

Student Responsibilities

Throw all trash in the proper containers and return all trays and dishes to the designated areas. Students must clean the area where they eat. Students will not be allowed to walk the hallways during their lunch period. Such movement in the hallways would disturb those students in class. Disciplinary action will occur when a student is found to be irresponsible.

Leaving the Cafeteria

Students will remain in the cafeteria, the North Gym hallway up to the bottom of the stairs, or the main office atrium until alerted to leave by a bell or staff member. Students with appointments scheduled during lunch may leave the cafeteria with an E-Hall Pass.

Students are not allowed to bring outside food nor order or receive take out food and have it delivered to the school at any time during the school day.

Sodexo - Breakfast/Lunch/Milk Program

A well-balanced and nutritious breakfast and lunch is available at school each day.

New this Year:

- Minnesota passed a law allowing all students to eat for free. We are so excited to be able to provide free meals to all students in the Faribault school district.

Reimbursable Breakfast and Lunch:

Definition of a reimbursable meal: Breakfast: At breakfast, schools must offer students all three required food components in at least the minimum required amounts. The components at breakfast are grains (with optional meats/meat alternates allowed); juice/fruit/vegetable; and milk. If operating offer vs serve, a student must be offered at least four food items and must select at least three food items, one of which must be ½ cup of fruit or vegetables for OVS.

Lunch: At lunch, schools must offer students all five required food components in at least the minimum required amounts. The components at lunch are: meats/meat alternates; grains; fruit; vegetables; and fluid milk. If operating offer vs serve, a student must take at least three components in the required serving sizes. One selection must be at least ½ cup from either the fruit or vegetable component.

- **Breakfast** will be available every day. All students will receive their BREAKFAST at NO CHARGE.
- Grades Kindergarten through 12th grade: No student will be denied a reimbursable breakfast or lunch if the food service account is negative, unless the account has been closed.

Student Accounts:

- All reimbursable meals will be free to the students. **However, your student can purchase ala carte items and/or second meals on their accounts.**
- A computerized prepay system is used for payment of ala carte items.
- Each student has their own account maintained by Sodexo. Payments can be mailed directly to the Sodexo Office at

- 925 Parshall St. or sent with your child to class to turn into the school office. Payments to include siblings from other schools cannot be accepted at the school office. PLEASE MAKE ALL CHECKS PAYABLE TO ISD. 656 Food Service and include the following information with your payment: the student's name, grade, and section. For information about your account, please call 333-6772.
- The Food Service Office and schools will make reasonable efforts to notify families, students, and employees when the account balance is low (\$10.00 or less). Low balance account statements for elementary students will be sent home weekly. The employees, Middle School and High School students will be told verbally when their account balances are low.
- Students will not be allowed to purchase any ala carte items if the account is negative.

Free and Reduced Meal Applications

- We do need free and reduced applications to be filled out for tracking purposes and other benefits the school can receive through the USDA. These applications are sent home at the beginning of the school year and are available in the school office. **Applications must be made annually.** Meals are on a prepay system.
- **Lunch Times and Outside meals**
- Lunch times for individual classrooms vary. If you would like to visit school and have lunch with your child, please contact the school office at 333-6500 to make a reservation and find out what time your child's class has lunch.
- Due to federal guidelines we ask that the parent either purchases a school lunch or brings a home lunch. Outside vendor meals are strongly discouraged.

Please see school board policy 534 for further information.

Faribault Activities Handbook

Faribault High School Attendance Policies

Faribault Public School Attendance Policy No. 503

I. Attendance Policy When your child is absent from school, please remember to call us. To ensure that our students are safe, the office staff will be contacting families, at home or work, when we do not receive a call. Messages can be left on our 24 hour voicemail any time of the day or night. **Please call the attendance line by 8:30 a.m., 507-333-6102 (attendance secretary) or 507-333-6107 (voicemail).** Students must report to the office for a pass if, for any reason, they arrive at school after 8:40 am.

The Faribault Public Schools (FPS) Board and all staff believe that school attendance is important. Educators and parents must work together to help our students be successful. By attending school consistently students stay on track for graduation and students are better prepared for college or workforce readiness.

Who is required to attend school?

Minnesota law requires that every child between seven and 17 years of age must receive instruction (Minn. Stat. 120A.22, Subd 5). Once a child under the age of seven is enrolled in kindergarten or a higher grade in public school, the child is subject to compulsory attendance provisions.

What is a tardy?

A tardy is any time a student arrives to class after the bell. A student who arrives within the first 25 minutes of the class period will be marked tardy. After 25 minutes the student will be marked absent or according to the reason given by the parent/guardian.

What is an excused absence? (per School Board policy 503)

An excused absence is any absence that is reported by a parent or guardian to be due to:

1. Medical Illness. *
2. Serious illness in the student's immediate family.
3. A death or funeral in the student's immediate family or of a close friend or relative.
4. Medical, dental, or orthodontic treatment, or a counseling appointment.
5. Court appearances occasioned by family or personal action.
6. Religious instruction: Not to exceed three hours in any week.
7. Physical emergency conditions such as: fire, flood, storm, inclement weather, etc.
8. Official school field trip or other school-sponsored outing.
9. Removal of a student pursuant to a suspension.
10. Family emergencies.
11. Active duty in any military branch in the United States
12. A student's condition that requires ongoing treatment for a mental health diagnosis.

*To be considered an excused absence, the student's parent or legal guardian may be asked to verify, in writing, the reason for the student's absence from school. A note from a physician or a licensed mental health professional stating that the student cannot attend school is a valid excuse.

What is an unexcused absence? (per School Board policy 503)

Any absence not meeting the criteria above will be considered "unexcused".

What about family vacations?

Family vacations may be deemed as excused with prior authorization from the building administrator. Authorization forms need to be completed by the student's parent/guardian at least two weeks before the intended vacation. Administrators will review student progress and attendance before approving the absences. Parents may be requested to meet with Administrators prior to approval. Vacations not approved will be considered unexcused absences.

Students whose absences are excused are required to make up all assignments missed or to complete alternative assignments as deemed appropriate by the classroom teacher.

Work missed because of absence must be made up according to school guidelines. Any work not completed within this period shall result in "no credit" for the missed assignment. However, the building

principal or the classroom teacher may extend the time allowed for completion of make-up work in the case of an extended illness or other extenuating circumstances.

Consecutive absences

If a student misses fifteen (15) consecutive school days during the regular school year, without receiving instruction in the home or hospital setting, the School District must drop the student from its enrollment roll and classify the student as withdrawn. (Minn.

Stat. 126C.05, Subd. 8). The School District may also be required to file an Educational Neglect or Truancy report with the student's county of residence.

What is truancy? (Minn. Stat. 260C.007, Subd 19)

"Habitual truant" means a child under the age of 17 years who is absent from school without excuse for seven school days if the child is in elementary school or for one or more class periods on seven school days if the child is in middle school or high school or a child who is 16 or 17 years of age who is absent from school for one or more class periods on seven school days and who has not lawfully withdrawn from school.

What is Educational Neglect?

Educational neglect refers to a child under the age of 12 years who is absent from school without excuse for more than seven school days and is in need of protection or services due to habitual truancy. For students under the age of 12 years, an absence from school without excuse is considered educational neglect by the parent rather than truancy by the child.

What is the procedure for chronic absenteeism?

A student will be considered to be consistently attending school if they attend more than 90 percent of school days. When a student drops below this level, the school may engage in any of the following actions:

- Phone calls/messages home
- Letters/support resources sent home
- Individual meeting with student and staff member from attendance team
- Family meeting to develop individualized attendance success plan
- Referral to district level Student Attendance Review Board
- Referral to Rice County Student Attendance Review Board

II. Leaving Campus

Faribault High School students are expected to remain on campus for the entire school day unless they are a Junior or Senior during lunch or have an Open Campus period, participate in a school-related event with administrative approval, attend FOA or FALC part-time, or they have permission from their guardian and approval from administration to leave campus. Failure to follow these expectations may result in consequences.

III. Part-time High School FOA Student

Part-time High School FOA students who wish to complete work in Faribault High School will be assigned a study hall in their HS schedule. Part-time FOA students may decline this option; **if students decline the study-hall, they are expected to leave campus for their online period(s).** FOA students will not be allowed to complete work in the Media Center without an e-hallpass from their study hall teacher or the FOA Coordinator.

Student Procedures/Health Information

The health office is open from 7:30 a.m. – 3:30 p.m. on school days. The building nurse can be reached at 333-6286.

Parents have the primary responsibility for their children's health. The building nurse does not medically diagnose or prescribe. Parents who are in doubt as to the condition of their child should consult a physician. The school nurse should be informed of any health conditions the student may have and may request further documentation for the student's health file.

WHEN TO STAY HOME

Students should stay home and will be asked to go home if any of the symptoms below are present.

- A fever over 100 degrees (stay home 24 hours after temperature is back to normal without fever reducing medicine)
- Vomiting or diarrhea (stay home 24 hours after last episode)
- A new persistent cough that occurs multiple times a day
- Any undiagnosed rash
- Strep throat (return to school 12 hours after antibiotics are started)
- Any undiagnosed draining wounds
- A positive COVID-19 test (stay home (isolate) until all three of the following are true: it's been 5 days from symptom onset or date of test, and their symptoms have improved, and they have had no fever for 24 hours)

Parents must inform the school within 24 hours if their child has an infectious disease.

These may include but are not limited to: head lice, ringworm, scabies, impetigo, chicken pox, and pink eye.

LEAVING SCHOOL

All students, regardless of age, who become ill during the school day, are required to check out with the nurse's office prior to leaving the building. Check out must include contact between school officials and

parents/guardians **prior to leaving** the building. Failure to properly check out with the nurse's office or main office will cause the student to be unexcused.

PHYSICAL ACTIVITY RESTRICTION

The school nurse may excuse a student one time from physical activity due to illness or injury. If a student requires longer or further restrictions from a class the nurse may require a doctor's note determining duration and specific restrictions.

MEDICATIONS AT SCHOOL

All medication must be administered through the school health office. Tylenol and ibuprofen can be administered by the school nurse, with written parental authorization, up to a maximum of 5 times a month. Students will need to have their own supply in the health office. All other medications require Doctor's authorization and signed by a guardian. **The school district does not supply Acetaminophen (Tylenol) and Ibuprofen (Advil).**

All other medications that are administered by school personnel must be:

1. Accompanied by a physician order. The physician order will state medication, dosage, time, duration, and medical reason for medication, other medications this student is taking and side effects of medications.
2. Administered only if the parent has signed a medication authorization form.
3. In the original container marked with the student's name, medication name, dosage, times to be given, and route of administration.
4. The controlled substance medication will be brought to the school and picked up at the school by an adult. Please see school board policy 516 for more information.

***To examine the entire Student Medication policy please visit the district website, click on "District", "School Board", "School Board Policies", and then "Policy 516 – Student Medication".**

SELF ADMINISTRATION OF EMERGENCY MEDICATIONS

Inhalers and EPIPENS may be carried by a student at the high school level if the proper forms have been completed, are on file in the health office and the building nurse has determined the student is able to administer them safely. The building nurse or administration has the right to remove self-administration for any student at their discretion.

ALLERGIES

Parents of a student with a life-threatening allergy must provide the school with documentation from a licensed healthcare provider. This information should include the specific allergy and medical requirements needed for the student.

HEALTH CONDITIONS

Notification of Health Conditions is the parent's responsibility at the beginning of each school year and throughout the school year to inform the child's teacher, building nurse or principal if there are medical conditions that require special measures such as dietary or activity restrictions at school for the student.

DISPOSAL OF UNUSED MEDICATION

All unused, discontinued, or expired medication will be disposed of after 2:30 pm on the last day of school if a parent/guardian has not picked it up.

LATEX FREE

Faribault Public Schools are latex free environments. Please do not bring any latex containing products into any of the buildings. Only Mylar balloons are allowed inside the school buildings.

IMMUNIZATIONS

Minnesota Law requires that all students be up to date on their immunizations or have an exemption on file in the health office. The school nurse will send home requests for student immunization records as needed. If the student does not meet this requirement, they may be held out of school per the district immunization policy.

***If your child has a health or medical condition that could potentially cause a life-threatening emergency while being transported by school bus, it is the parent's responsibility to notify the Faribault Transportation Company at 507-333-6001 or 507-334-5121.**

MENTAL HEALTH CRISIS PHONE NUMBERS

Minnesota Law requires that all students have the phone numbers to crisis and mental health counseling centers. Any students needing support please contact the numbers below:

National Suicide Prevention Lifeline (988)

Crisis Text Line (741741)

County Mobile Crisis Services (1-877-399-3040)

BEHAVIORAL EXPECTATIONS

Students are expected to learn and model Faribault Public Schools (FPS) Student Behavioral Expectations, follow all school and classroom rules and demonstrate appropriate social skills when interacting with both adults and peers. If behavioral expectations are not met, the student is expected to work to improve their behavior.

1. BE SAFE

- I am responsible, like everyone else, for maintaining safety at school.
- I engage in activities that are safe and report any known safety hazards.
- I help maintain a clean and safe campus that is free of graffiti, weapons, and drugs.
- I report any bullying or harassment.
- I avoid conflicts and physical or verbal violence.

2. BE RESPECTFUL

- I treat others the way I want to be treated.
- I respect laws, rules, and school authority.
- I treat people fairly and respect their rights.
- I respect private and public property.
- I am honest with myself and others.
- I avoid spreading rumors or gossip.
- I respect each person's right to be different.
- I look for the good in others.

3. BE RESPONSIBLE

- I take responsibility for my actions.
- I choose how I respond to others.
- I return what I borrow to the same person, in the same condition.
- I give my best in everything I do.
- I come to school regularly, on time, and ready to learn.
- I help to create a positive school environment.

Students are also expected to conduct themselves in a manner consistent with the School District's mission, operation and the safety and welfare of students, employees and other individuals at school locations. "School locations" include all school buildings or school premises; any school-owned vehicle, school-contracted vehicles, or any other vehicles approved for School District purposes; school-sponsored or school-approved activities, events or functions, such as field trips or athletic events; the area of entrance or departure from the school premises, activities, activities or events; and any other location, including off-campus locations, when, as determined by School District officials, a student's conduct interferes with or obstructs the mission or operation of the School District, or safety or welfare of students or employees. **Administration will use discretion for consequences of school violations. Consequences may include but are not limited to: meeting with administration and staff, restorative practices, restitution, parent contact, and school removal.** Administration will have discretion to alter the consequences of the inappropriate behavior based on the individual circumstances of the case.

School Board Policies

The following school policies are to be observed and followed by all students per the School Board. Please click the highlighted policy to fully examine the policy and its details.

[**Bullying Prohibition Policy: Policy No. 514**](#)

[**Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process: Policy No. 522**](#)

[**Internet Acceptable Use and Safety Policy: Policy No. 524**](#)



Before I make a post, I pledge to ask myself:

Who will be able to see what I post?

Will anyone be embarrassed or hurt by it?

Am I proud of what I'm posting?

How would I feel if someone posted it about me?

ALL FALCONS need to use common sense when posting on the internet, texting, or tweeting. Any posts that are related to school, harmful to students, or cause a disruption of the school environment are subject to potential school consequences.

Faribault Public Schools

Personal Mobile Device Guidelines

Students using personal mobile devices on the Faribault Public Schools network are still subject to the District's Acceptable Use Policy (AUP). Violation of this policy may result in disciplinary action and/or loss of privileges.

Faribault Public Schools recognizes that using digital technologies can enhance student learning experiences and facilitate the development of 21st century skills. This is why all students have access to a school issued personal device (i.e. iPads). Faribault Public Schools also wishes to promote digital wellness and positive digital citizenship for every student. While students are allowed to bring personal mobile devices (i.e. cell phones) with them to school, Faribault High School DOES NOT allow students to use these devices in academic spaces or have them outside their backpacks while in the classroom. Our goal is to utilize the school issued personal devices to enhance student digital learning and to empower students to take a more active approach to their personal learning while, at the same time, eliminate distractions to learning. Students who choose to bring a personal device must only use it during passing time or other non-academic time, and follow the Acceptable Use Policy and the Mobile Device Guidelines at all times.

It is the responsibility of each student to know and adhere to this policy regarding personal devices. The classroom teacher and school administration shall exercise authority to enforce this policy. Staff will have the final decision if a device needs to be surrendered due to misuse. All students in grade 9-12 will be enrolled in our 1:1 FLITE plan and will be issued a school owned device to use in the classroom. Educators shall make clear this schoolwide policy in their classrooms verbally and through a class syllabus.

Staff Guidelines

Faribault Public Schools staff will be responsible for monitoring student personal device use as well as student use on the wireless network with school owned devices. FPS staff will have the authority to grant students permission to use personal devices if they feel it is needed for educational purposes. Educators shall communicate appropriately with administrators and parents if students violate the Acceptable Use Policy (524) or this Personal Mobile Device Guideline.

Consequences for Unauthorized Use

Unauthorized personal mobile device use will result in confiscation of the device and potentially additional school consequences.

- A first offense confiscation of a personal mobile device will result in the school administration keeping the phone for the remainder of the day and giving it back to the student at the end of the school day.
- A second offense confiscation of a personal mobile device will result in the school administration keeping the phone until a parent or guardian picks the phone up from school.

- A third offense (and subsequent) confiscation of a personal mobile device will result in the school administration keeping the phone until a parent or guardian picks the phone up from school along with other forms of school discipline such as loss of privilege of possessing a cell phone at school, ISS, restorative justice, and/or ISS.

Non-Acceptable Uses

- Personal devices must not be physically connected to the district wired network and cabling infrastructure.
- The use of 3G, 4G, LTE or any other wireless network while on school premises is prohibited. All non- district owned devices must use the “ISD 656 Public Access” while on school grounds.
- Mobile devices will be not given access to print to district printers and/or copiers.
- Users will not use electronic technologies to take photos or record video of a person or persons on campus without prior consent from an individual or teacher. Students may not print, post, transmit or distribute photos and video without prior consent. Personal devices are not allowed in bathrooms or locker rooms.
- Student users shall not access applications such as email, chat, blogs, or social networking (i.e. Facebook, twitter etc.) while at school unless specifically for educational use and when in the presence of school district staff.

Theft, Damage or Repair

The Faribault Public School district shall **NOT** assume responsibility for the maintenance, repair or replacement of any privately-owned property brought to school. The district shall not be held responsible for lost, stolen or damaged devices or for any malware acquired while on the guest network. All devices should have virus software installed with the latest virus definitions. Students should not leave mobile devices unattended and should keep them secured when not in use. The use of passwords and lock codes are strongly encouraged.

Technology support

It is the student’s responsibility to connect to the network. FPS staff members shall not provide technical support for any non-district owned devices. The district will not be responsible for financial obligations arising through unauthorized use of the district’s educational technologies or the Internet. Faribault Public Schools reserves the right to inspect any personal device at any time if it is suspected of causing technology/network problems or if it is used inappropriately.

Etiquette

Audio requirements – All device ringers must be off and sound must be muted or headphones/earbuds used.

School issued mobile devices (iPads) should be fully charged prior to school and used in battery mode while on premises.

The Children’s Internet Protection Act (CIPA) requires all network access to be filtered while in a public

school. All devices connected to our network will still abide by our Internet filtering policy. Any attempt to bypass the schools network filters will be a violation of our Acceptable Use Policy.

All guidelines apply anytime on school grounds or during any school related activity. This includes before/after school, during classroom time, school related activity or field trips, sporting events and on school buses.

RULES ON THE BUS

1. Respect and obey the bus driver at all times.
2. Cross ten (10) feet in front of the bus when crossing a roadway.
3. ONLY Riders assigned to the bus can ride.
4. Be on time at the designated bus stops.
5. Keep all your articles and school supplies in a backpack on your lap and keep the aisle clear at all times.
6. Make room for others needing a seat. Respect other students and their property at all times.
7. Keep your hands and head inside the bus. Windows open to halfway only, with the driver's permission.
8. Remain seated facing forward at all times.
9. Absolutely no tampering with the bus radio, controls equipment or exit door.
10. Talk quietly and use appropriate language.
11. Video or picture taking of any kind on the bus is strictly prohibited.
12. No weapons or dangerous objects on the bus i.e, skate boards, pets, glass, knives, etc.
13. No eating, drinking, smoking, or use of tobacco or drugs.
14. No fighting, harassment, intimidation, or horseplay.
15. Do not ignite matches or start a fire.

CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR

Riding the school bus is a privilege, not a right. Students are expected to follow the same behavioral standards while riding school busses as are expected on school property or at school activities, functions or events. All school rules are in effect while a student is riding the bus or at the bus stop. Consequences for school bus/bus stop misconduct will be imposed by the Building Principal or the Principal's designee. In addition, serious misconduct will be reported to the District's Director of Operations and the Department of Public Safety.

School Bus and Bus Stop Rules

The School District school bus safety rules are to be posted on every bus. If these rules are broken, the School District's discipline procedures will be followed. Consequences are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to the School Office in a timely fashion and in written form so parents may be notified.

Rules at Bus Stop and Boarding the Bus

1. Go directly from your house to the bus stop; arrive at the bus stop 5 minutes before your scheduled pick up time.
2. Stay away from the street, road, or highway when waiting for the bus. Wait until the bus stops and the door is opened before approaching the bus.
3. Stay off private property and out of the street.

4. Use appropriate language.
5. If you must cross the street to get to the bus stop, wait until the bus stops and the driver signals you to cross, look left, right, and left again. If clear, walk quickly across the street.
6. Get on the bus in single file and hold onto the rail to keep from slipping, falling or tripping.
7. Go directly to your seat and sit down.
8. No fighting, harassment, intimidation or horseplay.
9. No use of alcohol, tobacco or drugs.
10. No pets i.e. live insects, reptiles or animals are allowed on the bus.

Exiting the Bus

1. Stay seated until the bus is completely stopped and the door opens. Use handrail to exit.
2. When leaving the bus, if you drop something, **DO NOT GO BACK TO PICK IT UP!**
3. Walk 10 steps on the sidewalk or the side of the road way away from the bus. Always walk in front of the bus.
4. If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
5. Always cross in front of the bus.
6. Go directly home! Don't "hang around" the bus stop.

Consequences

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

1. **K-12 Students.**
1st offense - warning
2nd offense – 3 school day suspension from riding the bus
3rd offense - 5 school day suspension from riding the bus
4th offense -10 school day suspension from riding the bus
Further offenses - individually considered. Students may be suspended for longer periods of time, including the remainder of the school year.
2. **Other Discipline.**
Based on the severity of a student's conduct, more serious consequences may be imposed at any time. Depending on the nature of the offense, consequences such as suspension or expulsion from school may also result from school bus/bus stop misconduct.
3. **Records.**
Records of school bus/bus stop misconduct will be forwarded to the individual school building and will be retained in the same manner as other student discipline records. Reports of serious misconduct will be provided to the Department of Public Safety. Records may also be maintained in the transportation office.
4. **Vandalism/Bus Damage.**
Vandalism to bus property or property of other students, not only will result in suspension from riding the bus, but also require payment for the damages to the director of the bus operation before re-admittance of bus riding privileges.

5. Notice.

Students will be given a copy of school bus and bus stop rules during school bus safety training. Rules are to be posted on each bus and both rules and consequences will be periodically reviewed with students by the driver.

6. Criminal Conduct.

In cases involving criminal conduct (for example, assault, weapons possession or vandalism), the Superintendent, local law enforcement officials and the Department of Public Safety will be informed.

III. PARENT AND GUARDIAN INVOLVEMENT

Parent/Guardian Responsibilities for Transportation Safety

1. Become familiar with District rules and policies, regulations and principles of school bus safety.
2. Assist students in understanding safety rules and encourage them to abide by them.
3. Recognize their responsibilities for the actions of their students.
4. Support safe riding practices and reasonable discipline efforts.
5. When appropriate, assist students in safely crossing local streets before boarding or after leaving the bus.
6. Support any procedures for emergency evacuation as set up by the School District.
7. Respect the rights and privileges of others.
8. Communicate safety concerns to school administrators.
9. Monitor bus stops, if possible.
10. Support all efforts to improve school bus safety.

Parent and Guardian Notification

A copy of the School District school bus and bus stop rules will be provided to each family at the beginning of the school year or when a child enrolls, if this occurs during the school year. Parents and guardians are asked to review the rules with their students.

ISD #656 and Faribault Transportation Company Student Bus Misconduct Procedures

The following procedures shall describe the process and specify titles of individuals responsible for: identifying misconduct, investigating misconduct; recommending discipline; implementing discipline; notifying a disciplined student's parents of the specific misconduct the student engaged in and any disciplinary action respondents take; and enforcing discipline.

If an employee of the bus company believes that a student has engaged in misconduct in violation of any district policy, including the bus rules, the bus driver shall report the incident to the following district administrator responsible for addressing student misconduct:

- Related to a high school student – to the FHS Assistant Principal
- Related to a middle school student – to the FMS Principal
- Related to an elementary school student – to the Principal of that student's elementary school

The bus company will take all reasonable steps to preserve relevant evidence, including any photos, GPS data, and video related to the incident. The bus company will provide that information and the names of any witnesses to the district administrator responsible for addressing student misconduct.

The district administrator will conduct an appropriate investigation of the incident, including reviewing relevant photo or video evidence and speaking with the involved student(s). If the student's first language is not English, the district administrator will speak to the student with a translator. The district administrator will then use his/her judgment to make recommendations regarding student discipline in accordance with District Policy #506, which includes a general preference for progressive discipline when appropriate.

If it is determined that discipline will be enforced, the district administrator shall notify the student's parent of the nature of the incident and an explanation of the disciplinary action taken in the parent's native language. The district administrator shall be responsible for making final decisions regarding suspension or revocation of a student's bus riding privileges. The bus company shall be responsible for enforcing the discipline deemed appropriate by the district administrator and may take corrective action to the extent necessary to ensure safe operation of school buses.

Equal Educational Opportunity

Faribault Public Schools is an Equal Educational Opportunity School District. Please review the highlighted policy to fully examine the policy and its details. ***The policy specifically states that discrimination includes treating students differently or otherwise denying students access to programs and service based on race or national origin.***

[Equal Educational Opportunity: Policy No. 102](#)

Dress Code

Faribault High School's dress code expectations are intended to promote a safe and welcoming learning environment. We believe that part of identity development is also expressing oneself through attire. However, there also must be parameters around the way we interact with one another and present ourselves within our educational environment. As such, our dress code is intended to be inclusive, responsive, and absent of othering in reference to race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income or body type/size. Effective discipline is a collaborative responsibility that each stakeholder of our school community is to honor and uphold.

Basic Standard of Dress: *Certain body parts must be covered for all students at all times.*

The following body parts must be fully covered with opaque fabric: genitals, buttocks, chest, nipples, and undergarments (visible straps are allowed).

All items listed in the “must wear” and “may wear” categories below must meet this basic standard of excellence.

Students Must Wear, while following the basic standard of dress above:

- A Shirt (with fabric in the front, back, and on the sides under the arms), AND
- Pants/jeans or the equivalent (for example, a skirt, sweatpants, leggings, a dress or shorts), AND
- Shoes.

Students May wear, as long as these items do not violate the basic standard of dress as stated above:

- Hats and hoodie sweatshirts (wearing the hat or hood overhead is allowed, but the face must be visible to school staff - staff discretion in classrooms as outlined in their syllabus).
- Religious/cultural headwear, head wraps/scarfs/do-rags.

Students Cannot wear:

- Clothing or accessories that:
 - depict violent images or language.
 - has images or language depicting drugs or alcohol (or any illegal item or activity).
 - creates a hostile or intimidating environment based on any protected class or marginalized groups.
 - could be considered dangerous or could be used as a weapon.
- Swimsuits (except as required in class or athletic practice).

FHS Behavior Guidelines

Problem	Range	First Occurrence	Repeated Occurrence
Academic Dishonesty - includes but is not limited to copying someone else's work or allowing one's work to be copied; revealing test content, questions or answers; altering answers, scores or records. Plagiarizing - act of using another person's ideas or expressions in writing or speaking without acknowledging the source; copying work from a book, computer source, or another individual.	Minimum	Teacher discretion; restorative practices; parent notification by teacher; no credit on the assignment/test	No credit on the assignment/test; parent notification & conference with administration; ISS
	Maximum	No credit on the assignment/test; parent notification & conference with administration; ISS	1 day OSS
Alcohol or Chemicals, Possession or Use - possessing or using any narcotic, controlled substance or paraphernalia where possession or use is prohibited by law. Required student prescription medication must be left with and administered by the school nurse. (Athletics and Activities rules may be different and more strict.)	Minimum	Referral to law enforcement; Referral to Chem Health Specialist; parent notification; 3 day OSS	Referral to law enforcement; Referral to Chem Health Specialist; parent notification & conference with administration; 5 - 10 day OSS
	Maximum	Referral to law enforcement; Referral to Chem Health Specialist; parent notification; 10 day OSS	Expulsion
Alcohol/Chemicals, Possession with Intent to Distribute or Sell - selling or distributing, or intending to sell or distribute, alcohol or any narcotic, or controlled substance, or look-alike substance where sale or distribution is prohibited by Minnesota or Federal Law. (Athletics and Activities rules may be different and more strict.)	Minimum	Referral to law enforcement; Referral to Chem Health Specialist; Parent notification; 5 day OSS	Referral to law enforcement, Referral to Chem Health Specialist; 10 day OSS; consider alternative placement
	Maximum	Expulsion	Expulsion
Arson - intentional destruction or damage to school or district buildings or property by means of fire	Minimum	Referral to law enforcement; restitution, suspension	Referral to law enforcement; suspension; consider alternative placement
	Maximum	Expulsion	Expulsion
Assault (verbal/written) - use of language that is discriminatory, abusive, obscene, threatening, intimidating, or degrading			
Upon a student	Minimum	Restorative practices; mediation; ISS	Restorative practices; meditation; 3 days OSS
	Maximum	1-3 days OSS	5 days OSS, consider expulsion

Upon a staff member	Minimum	Restorative practices, mediation; ISS	Restorative practices; Meditation; 3 days OSS
	Maximum	3-5 days OSS	5 days OSS, consider expulsion
Assault (Bodily Harm, Inflicting) - committing a careless or intentional act which inflicts bodily harm upon another person			
Upon a student	Minimum	Referral to law enforcement; Restorative practices; mediation; ISS, 3-5 days OSS	Referral to law enforcement; Restorative practices; meditation; 5 days OSS
	Maximum	Referral to law enforcement; 5-10 days OSS, consider expulsion	Referral to law enforcement; 10 days OSS, consider expulsion
Upon a staff member	Minimum	Referral to law enforcement; Restorative practices, mediation; 5 days OSS	Referral to law enforcement; Restorative practices; Meditation; 10 days OSS, consider expulsion
	Maximum	Referral to law enforcement; 10 days OSS, consider expulsion	Referral to law enforcement; expulsion
Bullying - (as defined by the Safe and Supportive Schools Act) is subject to discipline under other categories including, but not limited to assault, disruptive behavior, harassment, inappropriate language, or technology misuse. See "Bullying Prohibition Policy (Policy No. 514) in this handbook.	Minimum	See "Bullying Prohibition Policy" in this handbook	See "Bullying Prohibition Policy" in this handbook
	Maximum	See "Bullying Prohibition Policy" in this handbook	See "Bullying Prohibition Policy" in this handbook
Burglary - entering a district building without consent and with the intent to commit a crime	Minimum	Report to law enforcement; restitution; suspension	Report to law enforcement; 10 day suspension; consider alternative placement
	Maximum	Expulsion	Expulsion
Creating a Dangerous Situation - acts that threaten the safety of the school environment. This may include breaking and entering into the school during non-school hours, horseplay, roughhousing, exiting secured entrances, bringing non-students into the school, instigating a fight,	Minimum	Restorative practices; ISS; parent notification; staff/student conference	Parent notification and conference with administration; 3-5 days OSS
	Maximum	3-5 days OSS	5-10 days OSS; consider expulsion
Disruptive Behaviors - acts that disrupt or threaten to disrupt the educational process in the classroom, hallways, restroom, or at school functions. This includes, but is not limited to, disobedience, disrespectful behavior, inappropriate language, harassment,	Minimum	Restorative practices; ISS; reteaching; mediation; parent notification	Restorative practices, reteaching; mediation; parent notification; ISS; 3-5 days OSS

discrimination, inappropriate use of restroom facilities, defiance of authority or any conduct tending to cause disruption or arouse alarm, anger or resentment in others.	Maximum	1-3 days OSS	10 days OSS, Consider Expulsion
Drug Paraphernalia - Possessing any drug paraphernalia, such as pipes, papers, bongs, needles, or vapes used to ingest drugs	Minimum	Referral to law enforcement; Referral to Chem Health; Parent Notification; 3 day OSS	Referral to law enforcement; Referral to Chem Health; Parent Notification; 5-10 day OSS
	Maximum	Referral to law enforcement; Referral to Chem Health; Parent Notification; 5 day OSS	Expulsion
Explosives (Possession and/or Use) - possessing or using any compound, mixture or device of which the primary or common purpose is to function by explosion (that is with substantially instantaneous release of gas and heat) A. Class A/B explosives (as defined by state statute) i.e. dynamite B. Class C explosives (as defined by state statute) i.e. firecrackers, stink/smoke bombs sparklers, bottle rockets	Minimum	Referral to law enforcement; 5-10 day OSS	Referral to law enforcement; 10 day OSS; consider alternative placement
	Maximum	Referral to law enforcement; expulsion	Expulsion
Fighting (Physical) - engaging in any physical form of fighting, regardless of who initiates the fight or whether the student believes he/she was acting in self-defense; includes hitting, slapping, pulling hair, biting, kicking, scratching or any other acts in which a student inflicts or attempts to inflict bodily harm on another person	Minimum	Referral to law enforcement; Restorative Practices; 1-3 day OSS; ISS	Referral to law enforcement; 5-10 day OSS; Consider alternative placement
	Maximum	Referral to law enforcement; Restorative Practices; 3-5 day OSS; Consider alternative placement	Expulsion
Fighting (Promoting/Instigating a fight) - Any attempt to get others to promote violence against another person and/or contributing to an act of violence verbally or through other behaviors, including through the use of electronic communication	Minimum	Restorative Practices; parental notification; ISS	Referral to law enforcement; 5 days OSS
	Maximum	Referral to law enforcement; Restorative Practices; 3 days OSS	Expulsion
False Fire Alarms and/or tampering with Fire Safety Equipment - intentionally giving a false alarm of a fire or tampering or interfering with any fire alarm	Minimum	Referral to law enforcement; 1 day OSS	Referral to law enforcement; 5 days OSS
	Maximum	Referral to law enforcement; 3 days OSS	10 days OSS, consider expulsion

Falsification of Records or Identification - falsifying signatures or data or refusing to give proper identification or giving false information or refusing to identify oneself to a staff member	Minimum	Parent notification & conference with administration	1 day OSS
	Maximum	1 day OSS	3 days OSS
Gambling - playing games of chance for stakes	Minimum	Referral to law enforcement, parent notification; ISS	Referral to law enforcement, parent notification; 1 day OSS
	Maximum	1 day OSS	5 days OSS
Gang Involvement - gang related activity including graffiti, emblems, symbolism, hand signs, slang, jewelry, discussion, and clothing	Minimum	Referral to law enforcement, parent notification & conference with administration; ISS	Referral to law enforcement, parent notification & conference with administration; 5 days OSS
	Maximum	Referral to law enforcement; parent notification & conference with administration; 3 days OSS	10 days OSS; consider expulsion
Harassment - continued or on-going inappropriate remarks that willfully injure, degrade, or disgrace a person's race, color, beliefs, religion, national origin, sex, sexual orientation, homophobia, transphobia, marital status, disability, age, or socioeconomic status. "Hate Speech."	Minimum	Restorative practices; mediation; parent notification; 1 day OSS, ISS	Referral to law enforcement; parent notification; 5 days OSS
	Maximum	Restorative practices; mediation; parent notification; 3-5 days OSS; Consider alternative placement	10 days OSS; consider expulsion
Hazing - committing an act against a student or coercing a student into committing an act that creates a substantial risk or harm to a person in order for the student to be initiated into or affiliated with a student organization (Consent to be hazed or permission to hazed will not lessen the consequences. Harassment by ways of initiation, ridicule, or criticism is prohibited at all times)	Minimum	Restorative practices; mediation; parent notification, referral to law enforcement; 1 day OSS, ISS	Restorative practices; mediation; parent notification; referral to law enforcement; 3 day OSS
	Maximum	3 day OSS	5 days OSS; consider expulsion
Insubordination - defiant behavior or failure to accept and carry out responsible instructions given by one in authority (Examples could include refusing to move to a new location, refusing to answer an appropriate	Minimum	Restorative practices; mediation; reteaching; parent notification; ISS	Restorative practices; mediation; reteaching; parent notification & conference with administration; 3-5 days OSS

question, refusing to place materials in designated places, or refusing to change inappropriate behavior.)	Maximum	1-3 days OSS	5-10 days OSS; consider expulsion
Interference, Disruption or Obstruction - any action taken to attempt to prevent a staff member or students from exercising their assigned duties or interfering with the educational process Examples could include loud speech, shouting, screaming, or through the use of electronic devices	Minimum	Restorative practices; mediation; reteach; parent notification; ISS	Restorative practices; mediation; reteach; parent notification & conference with administration; 3-5 day OSS
	Maximum	1-3 days OSS	5-10 days OSS; consider expulsion
Language (Inappropriate or Vulgar) - Use of profane or obscene language (Including swearing/cursing) which may or may not be directed at another individual	Minimum	Restorative practices; mediation; reteach; ISS	Restorative practices; mediation; reteach; parent notification; 1-3 days OSS
	Maximum	1 day OSS	3-5 days OSS
Lewd Behavior - language and/or conduct that is sexual in nature and considered indecent or offensive	Minimum	Parent notification; ISS	Parent notification & conference with administration; 3-5 days OSS
	Maximum	1-3 days OSS	5-10 days OSS; consider expulsion
Medication (Over the counter) - possessing, using, or sharing non-prescription medication.	Minimum	Parent notification; student conference with administration; ISS	Parent notification & conference with administration; 3 day OSS
	Maximum	1 day OSS	5 days OSS
Nuisance Objects - possession, use or distribution of any object that causes distractions	Minimum	Confiscation of device; restorative practices; parent notification; ISS	Confiscation of device; restorative practices; parent notification & conference with administration; 3 day OSS
	Maximum	1 day OSS	5 days OSS
Robbery or Extortion - the obtaining of property from another where his/her consent was induced by a use of force or a threat of force or under false pretenses	Minimum	Referral to law enforcement; 3 day OSS	Referral to law enforcement; 10 day OSS; consider expulsion
	Maximum	Referral to law enforcement; 5 day OSS	Expulsion

Sexual Misconduct or indecent exposure - engaging in non-consensual sexual intercourse or sexual contact with another person, including intentional touching of clothing covering a person's intimate parts or intentional removal or attempted removal of clothing covering a person's intimate parts or clothing covering a person's undergarments if the action is performed with sexual or aggressive intent Criminal Sexual Conduct - sexual conduct as defined in MN. Stat SS609.341-609.3451.	Minimum	Referral to law enforcement; 5 day OSS	Referral to law enforcement; Pursue alternative placement
	Maximum	Referral to law enforcement; 10 day OSS; consider expulsion	Referral to law enforcement; Expulsion
Propping, Rigging, Disabling, or Opening a Secure Door - Any action which causes a door to be unsecured in order to facilitate prohibited entry, or future reentry into the school	Minimum	Restorative practices; reteaching; parent notification, ISS	Restorative practices; reteaching; parent notification & conference with administration; 2 day OSS
	Maximum	1 day OSS	3 days OSS
Technology and Telecommunications Misuse - inappropriate use of schools Internet, technology, or telecommunications equipment (IPads/Computers) including the following: 1. To record (video/audio/picture) of any school employee or student without their consent. 2. To access, AirDrop, upload, download, or distribute pornographic, obscene, or sexually explicit material, or other material that is used to cheat or is disruptive to the teaching/learning environment. 3. To violate any local, state, or federal statute. 4. To vandalize, damage or disable the property of another person or organization. 5. To access another person's or organization's materials, information, or files without the implied or direct permission of that person or organization. 6. To violate copyright laws 7. To use for unauthorized commercial activity and/or financial gain of the user. 8. To wastefully use network or print resources. 9. To use social media to cause stress/anxiety in another student that negatively impacts their learning experience. 10. To change computer set-up, i.e., icons, background, etc. 11. To use technology for any non-school activity deemed inappropriate by the teacher or administration.	Minimum	Restorative practices; loss of media center and/or other FHS computer/iPad privileges (duration to be determined by administration); restitution, ISS	Restorative practices; loss of media center and/or other FHS computer/iPad privileges (duration to be determined by administration); 5 day OSS

	Maximum	1-3 day suspension	5-10 day suspension
Terroristic Threat - threatening, directly or indirectly (verbal, written or signed), committing any crime of violence (i.e bomb threat, school shooting threat, etc.) with the purpose of terrorizing another individual or group of people.	Minimum	Referral to law enforcement; 5 day OSS	Referral to law enforcement; 10 day OSS; consider alternative placement
	Maximum	Referral to law enforcement; 10 day suspension; consider alternative placement	Expulsion
Theft – unauthorized taking, using, transferring, hiding, possessing, or receiving property of another person or of the school district without the consent of the owner.	Minimum	Restorative practices; restitution; referral to law enforcement; 1-3 days OSS	Restorative practices; restitution; referral to law enforcement; 5-10 days OSS
	Maximum	Restorative practices; restitution; referral to law enforcement; 3-5 days OSS	Referral to law enforcement; restitution; 10 days OSS; consider expulsion
Tobacco - possessing or using tobacco in district buildings, in vehicles or at district events on or in sight of school grounds. This includes all e-cigs/vapes/juices and associated items regardless of whether nicotine is present.	Minimum	Confiscation of tobacco, e-cig, or associated items and turned over to law enforcement; parent notification; Referral to Chem Health, ISS	Confiscation of tobacco, e-cig, or associated items and turned over to law enforcement; parent notification; Referral to Chem Health Specialist; 3-5 days OSS
	Maximum	Confiscation of tobacco, e-cig, or associated items and turned over to law enforcement; parent notification; Referral to Chem Health Specialist; 1 day OSS	Confiscation of tobacco, e-cig, or associated items and turned over to law enforcement; parent notification; Referral to Chem Health Specialist; 5-10 days OSS
Trespassing - A. Physically present on a school campus, in a district vehicle, or at a school activity after being requested to leave by school personnel	Minimum	Referral to law enforcement; potential official no-trespass documentation; parent notification; 1 day OSS	Referral to law enforcement; 3-5 days OSS

B. Off Limits - The presence by student in an area of the school building or school grounds designated by school personnel as being unavailable for student use	Maximum	Referral to law enforcement; official no-trespass documentation; parent notification; 3 days OSS	Referral to law enforcement; 10 days OSS
Unauthorized Distribution - distribution of inflammatory, libelous, or slanderous literature, or other materials within sight of school property which results in a disruption to the educational environment, and/or other violation of District policy regarding distribution of non-curricular literature to students	Minimum	Restorative practices; reteach; parent notification, ISS	Restorative practices; reteach; parent notification & conference with administration; 3 Day OSS
	Maximum	1 Day OSS	5 day OSS
Unauthorized Use or Possession of School Property - the unauthorized/illegal use of school property for non-school sponsored activities	Minimum	Referral to law enforcement; parent notification & conference with administration; ISS	Referral to law enforcement; parent notification & conference with administration; 5 day OSS
	Maximum	Referral to law enforcement; parent notification & conference with administration; 3 day OSS	10 day OSS
Vandalism - defacing, cutting or otherwise damaging property that belongs to the school, to other students, to staff members or to other individuals while on school property, at a school activity, in a district vehicle or under the supervision of school staff	Minimum	Restorative practices; Referral to law enforcement; restitution; parent notification & conference with administration; 1 day OSS, ISS	Restorative practices; Referral to law enforcement; restitution; parent notification & conference with administration; 5 days OSS
	Maximum	Referral to law enforcement; restitution; parent notification & conference with administration; 3 days OSS	Referral to law enforcement; restitution; parent notification & conference with administration; 5-10 days OSS; consider expulsion
Weapon (look alike or real) - possession of a sharp object, knife, gun, projectile or look-alike designed or used in a harmful manner	Minimum	Referral to law enforcement; 5 day OSS	Expulsion
	Maximum	Referral to law enforcement; expulsion	Expulsion

Tennessee Warning

Students may be questioned by administration about incidents that may have severe legal and/or educational consequences. Students will have a due process right provided to them as per Minnesota Statue. The Minnesota Government Data Practices Act requires school districts and other political subdivisions, when asking a person to supply private or confidential information about the individual, to inform the person of:

1. The purpose and intended use of the requested data within the school district;
2. Whether the individual may refuse or is legally required to supply the requested data;
3. Any known consequences arising from supplying or refusing to supply private data;

And

4. The identity of the other persons or entities authorized by a state or federal law to receive the data.
Minn. Stat. 13.04 Subd.2

Mandatory Reporting Law

School personnel are required by state law to report neglect, physical abuse or children in the home, school, or community setting. Teachers who suspect or are informed of abuse will report it to child protection.

Parent/Guardian Guide and Refusal for Student Participation in Statewide Testing

[Use this link to access the Parent/Guardian Guide and the Parent/Guardian Refusal for Student Participation in Statewide Assessments.](#)