



**St. Louis Park
High School**

Student & Family Handbook 2023-24



#PARKPRIDE

Table of Contents

St. Louis Park High School Loyalty Song	3	School Support.....	14	Latex Balloon Warning.....	26
St. Louis Public Schools Mission	3	Attendance Codes.....	14	Lockers	26
Vision Statement.....	3	Tardies.....	14	Lost and Found.....	26
Core Values.....	3	Hallway Passes.....	15	Parking Student Vehicles	26
High School Contacts	4	Hallway Resets	15	Pledge of Allegiance.....	27
High School Daily Schedules	5	Attendance Contract	15	School IDs.....	27
Graduation Requirements	6	After School Detention	15	St. Louis Park Schools Land	
Academics / Grading		15 Day Drop	15	Acknowledgment.....	27
Credit Completion	7	Open-Enrollment Student Attendance	15	Special Facilities	27
Class Credit Loads	7	Park Pride / Restorative Practices		Enrichment Opportunities	
Retaking a Class for Credit	7	What is Park Pride?	16	Post-Secondary Enrollment Options	28
Credit Recovery Program.....	7	Teaching Expectations	16	Advanced Placement	28
Transfer Credits	8	Park Pride Expectations Matrix.....	17	International Baccalaureate (IB)	28
Mid-Term / Early Graduation	8	Restorative Practices.....	18	Connections: SLP Core Values &	
Quarter Start and End Dates.....	8	Student Conduct & Expectations		IB Practices	28
Grading System.....	8	Purpose.....	19	Special Services	
Incomplete Policy	9	Guidelines for Success.....	19	Central Clinic	29
Grade Reporting	9	Academic Honestly.....	19	Counseling.....	29
Academic Awards		Appropriate Language.....	20	Special Education Services	29
Graduating with Honors	10	Bullying / Cyberbullying.....	20	Tier 3 Problem Solving Team (T3PS)	29
Principal's Award	10	Cafeteria Expectations	20	Social Work.....	29
Academic Honors and Awards Breakfast....	10	Food Deliveries	20	Student Visitors	29
National Honor Society	10	District Issued Technology.....	20	Substitute / Guest Teachers.....	29
Scholarship Night	10	Doors Safety & Security	21	Visitors	29
Schedules / Study Hall		Dress Code	21	Volunteers	29
Student Schedules	11	Equal Educational Opportunity	22	Student Records.....	30
Schedule Changes / Dropping a Class.....	11	Fighting & Inappropriate Physical Contact	22	Age of Majority.....	30
Study Hall.....	11	Gender Inclusion Policy.....	22	Directory Information.....	30
Study Hall Release.....	11	Good Neighbor Policy	22	Change of Contact	30
Staying on Campus / Misuse of		Illegal Substance Possession / Use.....	22	Extra Curricular Activities & Athletics	
Release Period.....	12	Personal Electronic & Cell Phone Policy.....	23	Metro West Conference Sportsmanship	
Student Aide (SA).....	12	Building-Wide Classroom Policy.....	23	Metro West Conference Sportsmanship	
Attendance / Tardy & Truancy Policy		Telephone / Messages	24	Policies and Procedures.....	31
Statement of Purpose.....	13	School Bus Safety	24	MSHSL Sponsored Athletics.....	31
Attendance.....	13	Sexual Harassment.....	24	Athletic / Attendance Intervention.....	31
Reasons for Excused Absences	13	General Information		High School Clubs & Activities.....	32
Excusing Absences	13	Closed Campus Grades 9-11 &		Student Council Activities	32
Excessive Absences	13	Open Lunch (Grade 12)	25	Dance Guest Policy	32
Physical Education Excuses	13	Emergency Drill Procedures.....	25	School Board Policies	
Special Leave (Family Vacation).....	13	Food Deliveries	25	Related to Students.....	32
Absences and Make-up Work.....	14	Field Trips.....	25	2023-24 Student Calendar at a Glance.....	33
		Health Services.....	26		

All students/families must complete the [Student/Family Acknowledgement Form](#).

St. Louis Park High School Loyalty Song

We're Loyal to you, Park High;
We're Orange and Black, Park High We know you're the best
You out-shine all the rest;
For you've passed every test, Park High; Rah! Rah!
So make the ball spin, Park High; Let's fight till we win, Park High;
Good spirit we can afford Forever, we will reward
O R I O L E S
A victory from you Park High.



St. Louis Park Public Schools Mission

St. Louis Park Public Schools sees, inspires, and empowers each learner to live their brilliance in an environment that centers student voice and experience to create racially equitable learning that energizes and enhances the spirit of our community.

Vision Statement

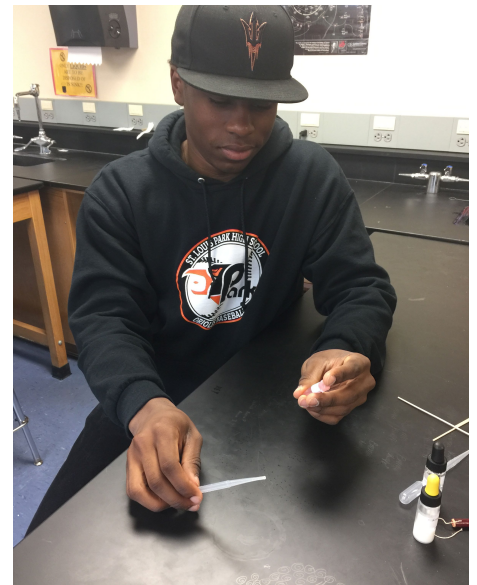
St. Louis Park Public Schools – Where students are seen and valued and become their best selves as racially conscious, globally minded contributors to society.



Core Values

We believe in:

- > **The brilliance of ourselves and others.**
Everyone has the capacity and responsibility to foster the growth and brilliance of others.
- > **Authentic community engagement.**
Engaging and supporting our employees, families, and communities will enhance the healthy development of each learner.
- > **High expectations.**
Instilling and upholding high expectations empowers students and staff to higher levels of achievement.
- > **Collective responsibility.**
Embodying the collective and urgent responsibility of anti-racist practices enriches a work and learning environment and community.
- > **Persistent effort.**
Through persistent effort we will create anti-racist schools and academically successful learners.
- > **Racial consciousness and cultural competence.**
Racial consciousness and cultural competence are essential to each person's ability to be a catalyst for change.
- > **Advocacy for equity.**
Everyone has equal intrinsic worth and we will advocate for the historically marginalized.



High School Contacts

Administration Contact Information

Principal:

LaNisha Paddock

Phone: 952-928-6107

paddock.lanisha@slpschools.org

Building Ops:

Abby Schrader

Phone: 952-928-6106

schrader.abby@slpschools.org

Assistant Principal:

Alyssa Gardner

Phone: 952-928-6110

gardner.alyssa@slpschools.org

Assistant Principal:

Alonzo Parks

Phone: 952-928-6105

parks.alonzo@slpschools.org

Administrative Assistant:

Judy Minarich

Phone: 952-928-6102

minarich.judy@slpschools.org

Achievement and Support Coordinators (ASC):

Kaelyn Dagon (9) & Greg Whittle (12)

Phone: 952-928-6085

Aaron Schloer (10) & Chris Nordstrom (11)

Phone: 952-928-6084

Health Office:

Katy Edstrom, 952-928-6117

Main Office:

952-928-6169

Attendance Line:

952-928-6045

Student Support Office/Kim Fisher:

952-928-6123

Non-Medical Emergency:

952-928-6104

Medical Emergency (Health Office):

952-928-6108

Grade 9 Counselor:

Barb Nelson

Phone: 952-928-6131

nelson.barbara@slpschools.org

Grade 10 Counselor:

Kelsey Milne

Phone: 952-928-6128

milne.kelsey@slpschools.org

Grade 11 Counselor:

Heidi Cosgrove

Phone: 952-928-6132

cosgrove.heidi@slpschools.org

Grade 12 Counselor:

Sara Lindsay

Phone: 952-928-6126

lindsay.sara@slpschools.org

Social Worker:

Kjirsten Hansen

Phone: 952-928-6267

hansen.kjirsten@slpschools.org

Social Worker:

Marlee Nirenstein

Phone: 952-928-6137

nirenstein.marlee@slpschools.org

BARR Coordinator:

Kara Marlin

Phone: 952-928-6122

marlin.kara@slpschools.org

Career & College Coordinator:

Kara Mueller

Phone: 952-928-6187

mueller.kara@slpschools.org

Suicide/Crisis Lifeline: Call or Text 988

School Hours: Monday - Friday 8:25am to 3:15pm

Between the hours of 8:30 am and 3:15 pm, the only door access is Door 1 by the main office. Students should expect to show their ID for access to the school.



2023-24 High School Daily Schedule

Start/End Times: 8:25 a.m.–3:15 p.m.

The building opens at 8:05 a.m.

Monday, Tuesday, Thursday, Friday (50 minutes)	
Period 1	8:25–9:15 a.m.
Period 2	9:20–10:10 a.m.
Period 3	10:15–11:05 a.m.
Period 4	11:10 a.m.–12:00 p.m.
Period 5	12:00–1:25 p.m.
Period 5 - 1st Lunch	
Lunch	12:00–12:30 p.m.
Class	12:35–1:25 p.m.
Period 5 - 2nd Lunch (Split Class)	
Class	12:05–12:30 p.m.
Lunch	12:30–1:00 p.m.
Class	1:00–1:25 p.m.
Period 5 - 3rd Lunch	
Class	12:05–12:55 p.m.
Lunch	12:55–1:25 p.m.
Period 6	1:30–2:20 p.m.
Period 7	2:25–3:15 p.m.

Wednesday (40 minutes)	
Period 1	8:25–9:05 a.m.
Period 2	9:10–9:50 a.m.
Park Connections	9:55–10:40 a.m.
Period 3	10:45–11:25 a.m.
Period 4	11:30 a.m.–12:10 p.m.
Period 5	12:10–1:45 p.m.
Period 5 - 1st Lunch	
Lunch	12:10–12:40 p.m.
Class	12:45–1:45 p.m.
Period 5 - 2nd Lunch (Split Class)	
Class	12:15–12:45 p.m.
Lunch	12:45–1:15 p.m.
Class	1:20–1:45 p.m.
Period 5 - 3rd Lunch	
Class	12:15–1:15 p.m.
Lunch	1:15–1:45 p.m.
Period 6	1:50–2:30 p.m.
Period 7	2:35–3:15 p.m.



**St. Louis Park
High School**

Park Connections Advisory takes place weekly on Wednesday mornings. The purpose of Park Connections is to support students both academically and socially through implementation and integration of Park PRIDE (PBIS), college and career readiness (CCR) programming, social emotional learning (SEL), restorative practice, and racial equity and inclusion. Action Wednesday activities take place periodically during Park Connections. Students will select an activity to attend from available options. Examples of these activities may include kickball, reading, board games, etc. These high interest activities are designed for students, teachers, and staff to share space and build community.



Graduation Requirements

Class of 2023 & Beyond

Credit Requirements

Earn 46 semester credits in the following areas:

1 semester = 1.0 credit = ½ year

2 semester = 2.0 credits = full year

English8 credits (English 9, 10, 11, 12)

Social Studies.....8 credits (Civics, W. History, US History, Sr. Social Studies Selections)

Math6 credits* (3 Years of math through Adv. Algebra or equivalent)

Science6 credits* (1 Year Biology, 1 year Chem. or Physics & 1 year elective)

Health.....1 credit

Physical Ed.1 credit

Fine Arts2 credits (ex. Music, Drawing, Painting, etc.)

Info/Comm. Lit.....1 credit (9th grade)

Park Connections.....1 credit over 4 years through Park Connections class (.25 per year)
(SEL/Career & College Readiness)

Electives12 credits total (in the areas listed below)

Additional Electives:

12 credits – Extra classes taken in: Art, Business, English, Math (ex. 4th year of Math), Music, Phy.Ed, Science, Social Studies, World Language*, or any of the classes in the Career Pathways of Study

***Strongly Suggested Additional Course Work for Admission to:**

- **Minnesota State University (MNSCU System)** - 2 or more years of a world language, 3-4 years of math & science
- **University of Minnesota** – 2 or more years of a world language, 4 years of math, 4 years of science
- **Minnesota Private Colleges/Selective Colleges** – 2 or more years of world language, 4 years of math, 4 years of science



Academics / Grading

Credit Completion

Students must complete 46 semester credits to graduate. Completion of required credits are outlined above as determined by the Minnesota Department of Education (MDE).

Class Credit Loads

Students must maintain the appropriate credit/course load for each grade level.

The credit/course loads by grade level are as follows:

Grade 9	12-14 credits (6 to 7 courses per semester)
Grade 10.....	12-14 credits (6 to 7 courses per semester)
Grade 11.....	12 credits (six courses per semester)
Grade 12.....	10 credits (five courses per semester)

NOTE: No student may take less than 5 credits per semester (enrollment as a student aide will not count toward the 5 credits).

Retaking a Class for Credit

If a student retakes a course, the higher grade will remain on the transcript.

The class that is retaken will remain on the permanent record. If, when taken the first time, a student has a passing grade, a P will be listed, but the student will earn one elective and one required credit. If an F was received for the initial class, an NG will be recorded and no credit will be given. The teacher of the initial class has to submit the grade change form for the transcript to be updated.

Credit Recovery Program

Students that fail a course can make up that credit by successfully completing Edmentum in our credit recovery program. Students enroll with their counselors for credit recovery. No more than 7 Credits may be earned in credit recovery outside of summer school.

For all Credit Recovery learners:

- After completing all the modules for a particular course, the student will take the final exam in the presence of a supervisor/ grader* and must pass with 60% proficiency to earn credit.
- Students may take the final exam multiple times, if necessary.
- Students may register for ONLY one class at a time; once a course is completed and credit is earned, students may begin another course.
- A course must be completed within ONE academic year from the start date.
 - Once the school year has passed, the course will be reset.
- The Achievement and Support Coordinators will keep track of all course credits needed for graduation, as guided by the counselors.
- Seat Time (time in Edmentum) must equal a minimum of 18% of the full course (typically 17 hours).

*Supervisors/Graders available by appointment or arrangement:

- Aaron Scholer/Chris Nordstrom (ASCs)
- NTA teachers
- SPED Case Managers



Transfer Credits

Student transfers happen at various times during the school year. In order for any credit to be granted from previous schools, they need to be presented on an official school transcript at the time of registration. Quarter report cards and progress reports will not be considered for credit towards graduation. Individual credits will be determined at the time of enrollment. Transfer of non-semester credits will be evaluated at the enrollment meeting.

Mid-Term / Early Graduation

Seniors who plan to graduate at the end of the first semester must see their counselor to make the proper arrangements.

Quarter Start and End Dates

The school year is divided into four marking periods approximately nine weeks long:

Quarter	Starts	Ends
First Quarter	September 5, 2023	November 2, 2023
Second Quarter	November 6, 2023	January 25, 2024
Third Quarter	January 29, 2024	March 28, 2024
Fourth Quarter	April 8, 2024	June 7, 2024

Grading System

The grades at the end of the first and third quarters are progress grades and are not maintained as part of a student's permanent record. Semester grades are fixed, and used for determining credit accumulation and grade point average (GPA). Semester grades become part of the student's transcript file.

Grading Scale

A 93-100	C 73-76
A- 90-92	C- 70-72
B+ 87-89	D+ 67-69
B 83-86	D 63-66
B- 80-82	D- 60-62
C+ 77-79	F 0-59

Since St. Louis Park High School is a four-year high school, cumulative grade point averages are computed for the first time in 9th grade at the end of the first semester. Ninth grade students and parents need to understand how important a successful start in their first semester can be.

Grade Point Calculations

A = 4.0	C = 2.0
A- = 3.7	C- = 1.7
B+ = 3.3	D+ = 1.3
B = 3.0	D = 1.0
B- = 2.7	D- = 0.7
C+ = 2.3	F = 0.0

NG/NC = 0.0 (Applies to the Class of 2024 only)

P = Pass, but is not used in the GPA Calculations

NC = Extenuating circumstances-pending approval per administration

W = Withdrawal after 4 weeks into the semester—no impact on GPA

Pass/Fail (F) Grading

A Pass/Fail option is available to all students for select courses. Students may elect to take up to, but not to exceed two (2) courses on a Pass/Fail basis in any one school year with a max of 5 in grades 9-12. Courses that are required for graduation cannot be taken Pass/Fail (ie. 4th year of Math or Science, World Lang upper level courses, electives on an individual basis). Please note that if you select this option and are considering college athletics, the NCAA calculates a "Pass" as a D-. To be approved to take a course P/F, the student must meet with their counselor and complete a [form](#) with counselor and teacher or department chair approval by the end of the Quarter One & Quarter Three. The purpose of the Pass/Fail option is to encourage students to opt into challenging courses they may be hesitant to take with their GPA in mind.

Course Withdrawal

Each semester, students have a two week window to make all necessary schedule changes, and up to the 4th week of each semester to drop a course to a study hall without impacting the academic transcript. After the first two weeks of each semester, students are required to complete a [Course Drop form](#), which can be found in the Student Services office. Following the fourth week of each semester (September 29, 2023 for semester 1 and March 1, 2024 for semester 2) all course drops will result in a 'W' (Withdrawal) being entered on the student's transcript. A 'W' does not impact GPA, but will be seen by college admissions.

Course-Level Change

If a student begins a course and needs to change to a more appropriate level (move into an advanced level or into a regular level), there is a 4-week window to do so at the start of each semester. Each semester, students have a two week window to make all necessary schedule changes with their counselor. After the first two weeks, and up to the 4th week of each semester, students will need to complete the [Course Level Change form](#), which can be found in the Student Services Office. In semester 1 this form must be completed for any level changes between September 18-29, 2023, and in semester 2 this form must be completed between February 12-23, 2024. After these deadlines, students will not be approved to change course levels.



Incomplete Policy

A student who receives an “I” or an “I+” as a final semester grade must make arrangements with the teacher who issued that incomplete grade to complete the class or clear up the obligation.

An “I+” indicates that a book or equipment obligation has been assessed that must be reconciled before a grade can be given. If the teacher is no longer available, the student and his/her counselor should work with the department chairperson for that subject area.

An incomplete “I” given for the second semester must be cleared by the sixth (6th) week after the start of school the following fall. If the incomplete grade “I” is not cleared by the 6th week into the next academic term, the grade will become finalized based on the percentage received during the corresponding term.

Grade Reporting

Grade reports will be available on-line using PowerSchool Parent Access for the 2023-24 school year. We will not be mailing home grade reports. Interim progress reports may be sent home by individual teachers at any time during the semester to advise parents of their student’s academic and behavioral progress. **We highly recommend parents and guardians to use the PowerSchool Parent Access to check daily grades and attendance.**

Please contact the Student Services Office to receive your login and access code at 952-928-6123.

SCHOOL-WIDE GRADING PRACTICES

The following grading practices will be implemented school-wide to more consistently report students’ academic progress:

- Departments will create consistent grading norms to be communicated to students and families in the course syllabus and reviewed in class. Grading norms should clearly articulate expectations, rituals, and routines regarding late work, reassessment, etc.
- A student’s cumulative course grade will be based on a 80/20 model, with 80 percent of the student’s grade being based on summative assessment (ie. tests/quizzes/projects) and 20 percent on formative assessments (ie. in-class work, assignments, practice, exit tickets, etc.).
- This year teachers **may choose** to pilot a 50 percent grading floor. Students that have not demonstrated proficiency in a standard or have missing work will receive a score not less than 50 percent of the cumulative score. Zeros will not be entered in the gradebook. *Those teachers not choosing the 50 percent grading floor will continue to use the traditional grading model based on a 100 percent scale, where work with a score less than 60 percent would result in a failing grade.*
- PowerSchool will be updated a minimum of once biweekly by teachers.
- Families should expect communication from a teacher if their student has a D or lower before Quarter marks reporting.



Academic Awards

Graduating with Honors

Recognition at commencement considers a student's GPA confirmed at the end of seventh semester of the senior year. An eligible student's final cumulative GPA will be used to determine the level of honor on a high school transcript and for academic recognition at commencement. To be eligible to graduate with honors, students may take no more than 4 classes for P-Pass (except for the class of 2024 due to COVID grading scales).

The three levels of honors to be awarded to eligible students who have acquired academic excellence are:

1. Summa Cum Laude..... With Highest Distinction (3.9-4.0)
2. Magna Cum Laude..... With Great Distinction (3.7-3.899)
3. Cum Laude With Distinction (3.5-3.699)

Principal's Award

Students graduating with a 4.0 cumulative GPA confirmed at the end of seventh semester will receive recognition at commencement in addition to graduating with honors.

Academic Honors and Awards Breakfast

In the Spring, faculty, families, and community celebrate the academic success and growth of senior students based on GPA, National Merit recipients and/or their IB Diploma candidacy. To be recognized, students must maintain a 4.0 GPA (confirmed end of student's seventh academic semester), be a National Merit Scholar (Finalist or Commended) and/or must be graduating as an IB Diploma candidate.

National Honor Society

Members who fulfill the following requirements will be inducted into the National Honor Society in the spring:

- Attend five of the six group meetings
- Attend a *Character in Leadership Summit*
- Participate in three of the five group service projects
- Complete thirty individual service hours for new members or complete twenty individual service hours for returning members. (No more than ten hours may carry over from the summer.)

Any honor violations during the year (substance use; academic dishonesty; suspension from school, sports, or school-related activities, etc.) will result in a member's dismissal from the National Honor Society.

Scholarship Night

Each spring, a night is set aside to honor senior students who are receiving a scholarship from the Local Scholarship Program, Dollars for Scholars. In the spring, seniors will learn about the application and have support with the process.



Schedules / Study Hall

Student Schedules

Students are given freedom in choosing their classes at registration time. Students should assume that the decisions they make in the selection of courses are final and anticipate that they will not be able to make changes.

Schedule Changes / Dropping a Class

A class may be changed without penalty through the end of the 2nd week of the semester. After that a course may be dropped to a study hall only through the end of the 4th week of the semester (semester 1 deadline is September 29, 2023; semester 2 deadline is February 24, 2024). A student is required to have a conversation with their counselor about the change, and at that time may receive a copy of the schedule change form which requires input and signatures from their parent/guardian, teachers, counselor, and assistant principal. If students are not on track to graduate based on credits earned (see below), they will be assigned courses needed to get them on track.

9th grade first semester.....	5 credits earned
9th grade second semester.....	11 credits earned
10th grade first semester.....	17 credits earned
10th grade second semester.....	23 credits earned
11th grade first semester	27 credits earned
11th grade second semester	32 credits earned
12th grade first semester.....	39 credits earned

Study Hall

A student requesting to leave study hall for access to the Media Center must sign up through the Student Support Time (SST) app with a confirmed timeslot (time slots will be limited to 15 students per period Media Center will be offered during 5th period).

Students are required to check in with their Study Hall Advisor prior to reporting to the requested space. The Study Hall Advisor will:

- **verify the request in Student Support Time (SST)**
- **issue a hallway pass**
- **mark the student absent**

Students should report directly to the requested space and should arrive within the first 10 minutes of the class period. Once a student has reported to the requested space their attendance will be updated as present by the staff supporting the student.

Additional destinations will need to be arranged ahead of time by students and staff members and noted in the SST App. The student is required to check in and receive a pass from their Study Hall Advisor. The Study Hall Advisor will mark the student absent until they have confirmed the student has arrived at the requested space. Students are responsible for making sure their attendance is accurately reported in PowerSchool.

Students requesting to leave study hall for an alternate space must be on time or their request will be denied.

Study Hall Release

In fall 2023, students in grades 11 and 12 may be excused from up to 2 study halls each semester:

- first period and/or seventh period
- first and second period
- sixth and seventh period

Students in grades 9 and 10 are not entitled to a study hall release.

Juniors and seniors may be excused from a study hall at the beginning and/or end of the school day, provided they have a completed current Study Hall Release Permission Form. This must be signed by their parent or guardian and turned into the Student Services Office. Students will need verification of study hall release in their possession while off campus during student contact hours.

- Students in grades 9 and 10 are not entitled to a study hall release.
- Students in 11th and 12th grades scheduled for a 3rd, 4th, or 5th period study hall will not be eligible for a study hall release at any grade level.
- Schedules will not be rearranged for a study hall release/open hour.

Study Hall Release Permission Form

Students must complete a [Study Hall Release](#) permission form signed by a parent or guardian to the Student Services Office each semester. Students must report to the study hall daily until the study hall release has been processed through the student's counselor and administrator and their schedule has been changed.



Staying on Campus / Misuse of Release Period

Students with a completed permission form have elected to be out of the building with parent/guardian permission. If a student needs to be in the building during their release time, they will need to make prior arrangements with the teacher and each student is required to have a main office-issued pass to the assigned space. No admittance will be allowed until the teacher has notified the main office.

Study hall release is a privilege. **Students are to abide by the agreed upon expectations as stated in the Study Hall Release Form.** Misuse of the pass and/or failure to meet expectations will result in the revocation of the pass requiring a meeting with the student's administrator, counselor, and parent/guardian to create an alternate schedule.

STUDENT AIDE (SA)

Within a student's high school experience, they can earn 1 credit for being a Student Aide. Students can seek permission from a teacher to assist in a classroom rather than taking a Study Hall. The supervising teacher will provide the form to the student, and the student must complete the form and return it by the end of the 4th week of each semester in order to obtain credit. Teachers cannot have more than 1 student aide in a semester and there will be **no student aides approved during 5th period.**

Expectations for Student Aides:

- Student must be in the teacher's classroom or working on a specific task with a permanent pass issued by the Main Office.
- SA privilege will be revoked for the school year if misused.



Attendance / Tardy & Truancy Policy

Statement of Purpose

Minnesota State Law and Education Department regulations require daily attendance:

Children aged seven to 16 must receive instruction for at least 170 days each year (M.S. 124.19, subd. 1b.) A child under the age 16 is considered a “continuing truant” if the child is in elementary school and absent three (3) school days without a lawful excuse or if the child is in middle, junior high or high school and absent on three or more class periods on three (3) school days without a lawful excuse (1995, M.S. 260.015, subd. 19, sec 38-39).

Attendance

Attendance Matters: Attendance is one of the first indicators of academic success. Research shows that class attendance is closely related to positive performance in coursework. Students are expected to be in class every hour, on time, every school day. Students must remain in the class for the entire hour or they will be marked as Partial Absence - Unexcused (PU) or Tardy Unexcused (TU). Missing less than 10 minutes of class is considered a Tardy Unexcused absence (TU); more than 10 minutes of class is considered a Partial Absence Unexcused (PU) - this includes students who leave class with or without a pass and are gone for an extended period or who do not return to class.

Reasons for Excused Absences

An excused absence includes but is not limited to the following categories:

- School related absences-i.e. sports, field trips, counseling office visits
- Religious holidays
- Illness/medical related absences (parents should provide documentation from medical offices for any appointments)
- Court appearances (must have court subpoena or letter from lawyer or parent/guardian)
- Vacation with family (more than 3 days should be pre-approved by an administrator)
- Out of school suspension or dismissal
- Pre-approved college visits (not to exceed three per year)
- Family emergencies (approved by school administration)

Missing the bus, oversleeping, car problems, getting a ride to school, running late, studying for tests and babysitting for siblings are not considered excused absences. Parents/guardians should still communicate the absence to the school, though the attendance will be marked as Absent Unexcused (AU).

Excusing Absences

For the school year 2023-2024, we are using an [attendance reporting form](#). If your student will be absent from school for any reason, please submit the [attendance reporting form](#) on the school website within 48 hours. The form needs to be completed from a parent/guardian email address listed on the guardian contact information page. Be prepared to report the following information: student name, grade, date of absence, reason for absence and your name/relationship. Only parents/guardians may excuse absences. Students cannot excuse themselves.

Excessive Absences

The average student in the state of Minnesota misses a total of seven (7) days, excused and/or unexcused, in a school year. Students who miss more than seven days, whether they are excused or unexcused, are considered excessively absent by the state. When absences become excessive for any reason, parents/caregivers will be contacted. **The school is the arbiter of whether the absence is excused or unexcused. Medical, legal or other professional verification for future absences may be required to excuse the student from school.**

Excused Absences for Physical Education

Excused absences for one to three days from physical education classes require a note from the parent/guardian presented to the instructor at the beginning of the class.

Excused absences for more than three days require a written excuse from a doctor and/or medical professional and must be presented to the physical education instructor. The instructor and grade level counselor will then decide if the student should remain in the class with modifications or drop the class with no credit. Each academic school year requires updated notes from the doctor to be placed in the student's file in the Health Services Department.

Special Leave (Family Vacation)

Absences from school, when taken to accommodate a family's vacation, could have a negative impact on academic performance. If a student will be missing 5 consecutive days or more for a family vacation, then students need to complete the Special Leave Application through the Main Office. Parents/guardians and students must assume responsibility for all assignments missed during the student's absence, and students will be required to make up work missed under the following procedure:

1. The student must bring a written request for special leave of absence from their parent/caregiver to the assistant principal at least five (5) school days in advance of the proposed leave.
2. Students must pick up “The Special Leave Application” in the Main Office.



3. All classes must be listed on the Special Leave Application and signed by all teachers to indicate assignments for the proposed absence.
4. Parents must sign the Special Leave Application authorizing the special leave.
5. The student must return the Special Leave Application (fully completed and signed) to the office prior to leaving.
6. Special requests are approved on an individual basis.

Absences and Make-Up Work

Students who have been absent for approved reasons will be allowed a reasonable amount of time to make up work missed while they were absent. Upon returning to school it is the STUDENT'S responsibility to get missed assignments. Students should access and complete work on Schoology throughout their absence as appropriate. A student shall receive 2 days to submit work for the first day missed and one day for each day missed thereafter. If pre-arranged tests or projects are due on days of absence, the student must be prepared to take the test or submit any project on the day he/she returns, unless other arrangements have been made with the instructor. Students with unexcused absences due to truancy or skipping class may not be allowed to make up work for credit.

Students who have been dismissed (DIS) or suspended (SUS) from school will be allowed to make up the work from the class(es) missed and receive credit for the work. During the course of the dismissal or suspension, students are encouraged to complete work assigned on Schoology. They are also welcome and encouraged to communicate by email with teachers with any questions regarding assigned coursework.

School Support for Attendance

Parent/Guardian Excused Absences

At SLPHS, parents/guardians are allowed to excuse their student up to 10 full school days (illness, vacation, etc.). Once a student has been excused from school by their parent/guardian for a total of 7 days, a communication will be sent home to notify the parent/guardian that they are nearing 10 days of excused absences. Whenever a student attends a medical, mental health, dental, or orthodontic appointment, the parent/guardian should ask the medical office reception staff for a letter confirming the student was seen for their appointment. This letter will serve as a medical documentation for school attendance and the absence will not count toward the 10 day total of parent/guardian excused days.

After students reach 10 days of excused absences per their parent/guardian (Absent Excused or Illness Excused), all future absences will be marked Absent Unexcused (AU) unless medical verification is provided. At the discretion of administration, verification from a medical professional may be required at any other time to verify an absence due to medical reasons.

Unexcused Absences

The school is committed to supporting the student and notifying families of attendance concerns. Parents/Guardians receive a

recorded call reporting any unexcused absence each evening on the day of the absence. Parents/Guardians are to log on to their Parent PowerSchool account to review any details about these absences. After successive days of unexcused absences, school staff will initiate the following:

- After 3 unexcused days of absences: a letter is sent home informing the parents/guardians of the unexcused absences and the family is encouraged to be in contact with school staff regarding these absences.
- After 7 unexcused days of absences: a report will be made to Hennepin County's Be @ School (B@SIL) program. The parent/guardian will receive a letter from the county for support.
- At 12 unexcused days of absences: an additional report will be made to Hennepin County and a county truancy social worker will be in contact with the parent/guardian.

In addition to the above interventions and reports, each grade level has a support team consisting of a counselor, social worker, ASC, and administrator that meets weekly to review student data and determine interventions and supports for students. Any student with multiple unexcused absences will be identified by this team, who will determine support and resources for the student and family. This may include scheduling regular check-ins with the grade-level ASC, completing daily attendance contracts, and/or a parent meeting with the support team.

Attendance Codes

TE....Tardy Excused—must have a valid pass

TU ...Tardy Unexcused

PE ...Partial Excused (missing more than 10 minutes of class with a pass)

PU ...Partial Unexcused (missing more than 10 minutes of class without a pass)

AU ...Absent Unexcused (missed the entire period)

Tardies

Students are expected to be in class or in their assigned space on time, everyday. Students are considered tardy if they arrive after the scheduled passing time bell. Students must have a pass to class to excuse any tardy after the passing time bell, otherwise the tardy is unexcused and subject to classroom interventions. Arriving late by more than 10 minutes without a pass is considered a partial absence, and counts as an unexcused absence.

Student arrives after the bell without a pass:

- In the first 10 minutes of class = Tardy Unexcused (TU)
- After the first 10 minutes of class = Partial Absence Unexcused (PU)

Student arrives after the bell with a pass:

- In the first 10 minutes of class = Tardy Excused (TE)
- After the first 10 minutes of class = Partial Absence Excused (PE)

Students, who are in the halls without a pass after passing time has ended, will be escorted to class by ASCs, support staff, and/or administration. Tardy students are expected to enter quickly, quietly, and respectfully.



Teachers may apply consequences as set forth by the classroom expectations and norms:

- **After (5) tardies within a semester**, the teacher will contact the student's parent/guardian.
- **After (10) tardies within a semester**, the teacher should refer the student to the appropriate grade-level student support team for review and further support/intervention.
- Habitually or egregiously tardy students may be referred to their ASC for further intervention.

Students that demonstrate excessive tardiness and/or skip class are considered in-school truant and are subject to the following consequences to include but not limited to:

- Meeting with grade level administrator and student support team to include the student's family
- Attendance contract
- Loss of hallway pass privileges
- After school detention
- Delayed/early passing time (student will be required to transition to class outside of the regular passing time)
- Dismissal from school

NOTE: Tardies do not need to be consecutive.

Hall Passes

Students are expected to use the bathroom and go to their lockers between classes. **Hall passes will not be issued the first and last 10 minutes of class** and students are not permitted to leave class unless it is an emergency, with which the teacher may refuse to give a pass or call for an ASC to walk students to the location. Classroom teachers will receive a permanent pass for the purpose of bathroom and/or locker access. One student will be permitted to go to the bathroom or locker at any given time outside of the first and last 10 minutes of class.

Any student in the hall without a hallway pass may lose pass privileges. Certain conditions may warrant a medical waiver to this policy. Students must have their ID readily available when using a pass. Students that are in the hallway with a pass should expect to show their pass to any staff person as requested (*this includes students with a permanent pass*). When a student arrives at their assigned space, the staff person will collect the hallway pass. Students must have their ID readily available when using a pass.

Permanent Passes

Students with extenuating circumstances may receive a permanent pass from the Student Services Office (i.e. nurse for medication, social work services, etc.). The staff assigning the permanent pass must complete the form to request a permanent pass from the Student Services Office. All permanent passes are reviewed and approved by school administration. Once the pass is approved, it will be assigned to the student through the Student Support Time App.

PSEO & Study Hall Release Passes

Students approved for [PSEO Release](#) or [Study Hall Release](#) must have an assigned pass that they are able to present at all times while entering or exiting the building during the school day. Once the release form is approved, the pass will be assigned through the Student Support Time App.

Hallway Resets

In an effort to encourage students to be on time to class hallway resets will be implemented at the discretion of SLPHS staff. In a hallway reset the name of any student that remains in the hallway after the passing time bell will be noted by hallway supervision staff. Students will be escorted to class. The student's parent/guardian will be contacted via phone and/or email from an administrator or ASC and the student may be issued an after school detention.

Attendance and Engagement Contracts

Administration and ASCs (Achievement and Support Coordinators) will engage in restorative processes with students to improve Attendance. Students can be placed on a week-long or day-to-day contract to track their daily attendance. If students do not collaborate with this process and/or demonstrate improvement, higher level interventions may be assigned by the grade-level administrator.

After School Detention

Students not meeting attendance expectations will be assigned an after school detention as a form of non-exclusionary intervention and support. Families will need to make appropriate transportation arrangements as transportation will not be provided by the school. This list will also be communicated to the athletic department and activities supervisors. Participating in a sport or activity is a privilege, and it is the expectation that students attend school and be on time to all classes in order to maintain good standing for athletics and activities.

15 Day Drop

After 15 consecutive days of absence, a student will be dropped from our enrollment. Parents/Guardians and their student(s) will be required to attend a re-enrollment meeting prior to returning to classes.

Open-Enrollment Student Attendance

Pursuant to Minnesota Statute 260C.007, a 'habitual truant' means being "absent from attendance at school without lawful excuse for seven school days per school year, or one or more class periods on seven school days". A district may terminate the enrollment of a nonresident student enrolled under Minnesota Statutes, section 124D.03 or section 124D.08 at the end of a school year if the student meets the definition of a habitual truant under section [260C.007, subdivision 19](#).



Park PRIDE / Restorative Practices

Park PRIDE

What is Park PRIDE (PBIS)?

Park PRIDE is a framework for schools, teachers, and staff to use in order to create a positive, culturally-inclusive environment that supports academic and social success for all students. PBIS stands for Positive Behavior Interventions and Supports.

Teaching Expectations in the PBIS Framework

Park PRIDE maintains and sustains the school community by teaching and reteaching expectations and agreements. This approach relies on the continuous relationship development throughout the school year and empowers students and staff to co-create a positive culture and climate.

Starting the Year: Teachers will teach explicit lessons around school-wide expectations during opening week. Teachers will spend at least 3 days teaching, modeling, and practicing their classroom rituals and routines. Classroom expectations and agreements should be co-created with students and be explicitly revisited, revised and re-taught throughout the school year as needed.

Classroom Routines/Rituals: Teachers are responsible for teaching classroom rituals and routines opening week, but also throughout the school year as needed. These routines might include entering and exiting the room, classroom structure, turning in assignments, transitions, cell phone use expectations, etc.

Refresher Lessons: After breaks (MEA, Winter break, Spring Break, etc.), teachers will teach refresher lessons around areas of need.

Best practice states that continuous teaching of expectations, agreements, rituals, and routines allows for maximization of instructional time during the school year.



#PARKPRIDE
ST. LOUIS PARK HIGH SCHOOL

- P** Purpose
- R** Relationships
- I** Inclusiveness
- D** Dependability
- E** Excellence



Park Pride Student Expectations Matrix

	Purpose	Relationships	Inclusiveness	Dependability	Excellence
Bathrooms	<ul style="list-style-type: none"> Use the facilities for the intended use. Wash your hands. 	<ul style="list-style-type: none"> Socialize outside the bathroom. Respect other users and our cleaning staff. 	<ul style="list-style-type: none"> All students have access to the facilities. Keep handicapped stalls available for those who need them. 	<ul style="list-style-type: none"> Get in and get out. Plan bathroom breaks during passing time. 	<ul style="list-style-type: none"> Keep facilities clean and in working condition.
Hallways	<ul style="list-style-type: none"> Walk and talk to maintain flow. Get to class on time. 	<ul style="list-style-type: none"> Use positive language and speaking volume. Encourage friends to get to class. 	<ul style="list-style-type: none"> Welcome/greet others. Value individuality. 	<ul style="list-style-type: none"> Keep hallways clean. Keep hands and feet to yourself. 	<ul style="list-style-type: none"> Keep hallways empty after bell. Find help when needed. Stand up for justice.
Classroom	<ul style="list-style-type: none"> Know your academic goal and work to achieve it. Set individual goals with an action plan. 	<ul style="list-style-type: none"> Use positive words and actions that support the classroom community. Collaborate with people who are different than you. 	<ul style="list-style-type: none"> Commit to anti-racism by speaking up, listening, and asking questions. Ask for diverse perspectives. 	<ul style="list-style-type: none"> Attend class on time with your charged Chromebook and materials. Stay engaged and do your work. Check-in with teacher for missed class or work. 	<ul style="list-style-type: none"> Strive for your best. Read feedback on assignments and revise. Keep working towards excellence despite setbacks.
School Events & Assemblies	<ul style="list-style-type: none"> Celebrate and honor the SLP community. 	<ul style="list-style-type: none"> Support the efforts of the participants. Celebrate positively. 	<ul style="list-style-type: none"> Be welcoming and accepting. Show empathy no matter the outcome 	<ul style="list-style-type: none"> Listen attentively to speakers and performances. Support others' ability to hear and see the event. 	<ul style="list-style-type: none"> Applaud/celebrate success. Engage with the presentation.
Media Center & Learning Lab	<ul style="list-style-type: none"> Come to the space with a specific academic purpose and work to achieve it. 	<ul style="list-style-type: none"> Encourage other students' academic success. Use positive language and actions. 	<ul style="list-style-type: none"> Collaborate with other students. Be welcoming and accepting. 	<ul style="list-style-type: none"> Stay academically engaged and do your work. Ask for the support you need. 	<ul style="list-style-type: none"> Strive for your best. Keep working towards excellence despite setbacks.
Cafeteria	<ul style="list-style-type: none"> Nourish your body with healthy food. Eat during your assigned lunch time and go to class on time. 	<ul style="list-style-type: none"> Use positive language and actions. Make personal connections. 	<ul style="list-style-type: none"> Invite others to sit with you. Socialize with people you don't know well. 	<ul style="list-style-type: none"> Pick up after yourself by throwing away your garbage/ recycling. Sit and eat in designated areas. Stay on campus unless you are an approved senior. 	<ul style="list-style-type: none"> Keep facilities operational and clean.
Digital & Asynchronous Learning	<ul style="list-style-type: none"> Complete all asynchronous lessons and activities. Know your academic goal and work to achieve it. 	<ul style="list-style-type: none"> Keep online comments and discussions positive and collaborative. 	<ul style="list-style-type: none"> Include diverse perspectives in your work. 	<ul style="list-style-type: none"> Check email, Schoology notifications and calendar daily. Read instructions carefully. 	<ul style="list-style-type: none"> Keep trying when you feel you are struggling. Read feedback on assignments and revise.
School Grounds & Community	<ul style="list-style-type: none"> Foster positive collaboration between the school and community. 	<ul style="list-style-type: none"> Greet neighbors and community members in a friendly and respectful manner. 	<ul style="list-style-type: none"> Welcome guests through the main entrance, Door #1. 	<ul style="list-style-type: none"> Keep building doors closed and locked. Follow traffic laws and safety rules in the parking lot and neighborhood. 	<ul style="list-style-type: none"> Maintain the grounds and surroundings in excellent condition and free of litter. Be a positive representative of SLP High School.



Restorative Practices

SLPHS uses a restorative approach to community building and relationships to provide a safe and positive culture and climate. Restorative practices are exercised school-wide through community, problem-solving, and repair of harm circles, restorative classrooms, and content circles. This approach fosters school-wide equity and inclusion.

Building a truly restorative school community takes time and it also takes all members of our community working together. Based on the district mission, SLPHS strives to continue to deepen our restorative practices, strengthen our circle of community, and restore relationships. In order for St. Louis Park High School to be a welcoming, strong, and inclusive community all of our stakeholders must actively be involved.

A restorative school includes the following components and ways of being:

- Restorative Conversations
- Restorative Circles
- Family Group Decision Making
- Restorative Mindset
- Restorative Language

When harm happens between members of the SLPHS community, all parties will have the opportunity to engage in restorative practices. Students, parents, families, and school staff, as partners in the conflict resolution process, will be invited to find ways to address the problem and create lasting solutions. Restorative practices continue the learning process even in times of conflict, inviting students into circle with other students and staff. This process allows those who cause harm to others the opportunity to take responsibility for their actions and understand the impact of their behavior and the effect it has on others and the whole school community. The process of “being in circle” empowers students to learn from conflict and take an active—rather than passive—role in repairing the harm, rebuilding relationships, and making positive change.



Restorative Mindset

A way of being that centers our shared humanity.

Restorative Conversations

Dialogue that centers relationships, offers opportunities for reflection, and seeks mutual problem solving.

Restorative Circles

A way of coming together to build relationships, learn, celebrate, and repair harm.

Family Group Decision Making

Opportunities to seek meaningful feedback from families and problem solve.

Restorative Language

Communication that honors relationships, feelings, and community.



Student Conduct & Expectations

As part of our mission to prepare students to contribute to society, while providing a safe and nurturing environment that energizes and enhances the spirit – we set high expectations for student's behavior and engagement in the learning process. Students are expected to demonstrate appropriate behavior in all areas of the school, in the classroom, and at all school activities. School appropriate behavior is necessary to provide a successful educational environment.



Click Link to View Policy

[Board Policy 506: Student Behavior Intervention](#)

Purpose

St. Louis Park Public Schools recognizes that a safe and nurturing environment is conducive to learning and critical to student success and achievement. Creating and maintaining a school community that respects and accepts differences and affirms the humanity of each student is a shared responsibility and the task of all staff, students, and families/guardians. St. Louis Park Public Schools is responsible for ensuring a safe community for all students and staff. The District urges parents/guardians and families to partner in teaching and supporting the creation of a safe learning community to meet the needs of students. A fair and equitable district-wide student behavior policy will contribute to the quality of each student's educational experience. This policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act, Minn. Stat. 121A.40-121A.575.

Guidelines for Success

The following are some guidelines intended to help ensure that the educational program can function to the best advantage of all students and staff.

- **Be present in classes daily**
- **Be in class on time**
- **Be prepared for class**
- **Bring all required materials to class**
- **Show respect for teachers, other students, school property and yourself.**

Academic Honesty

In accordance with the International Baccalaureate Diploma Program, St. Louis Park High School has created a rigorous academic honesty policy that applies to all students. This policy has been developed to maintain and sustain the integrity of our SLPHS curriculum, instruction, and assessment.

At SLPHS we believe that a student's character is worth far more than any grade that they could earn. This document outlines the St. Louis Park Senior High Academic Honesty Policy; how teachers support students in understanding what being academically honest

is; and how academic misconduct is handled. All work submitted for credit in any class at St. Louis Park High School is expected to be the original work of the student submitting it. If said work is not the original effort of the student, then the student may be guilty of academic misconduct.

This policy is linked below in its entirety. Students, families, and staff should familiarize with the following items in the document: [Academic Honesty Policy](#).

Student Responsibilities (p. 4)
 Parent Responsibilities (p. 5)
 Teacher Responsibilities (p. 5)
 School Responsibilities (p. 6)
 Consequences for Academic Misconduct (p. 7)

For questions regarding the SLPHS Academic Honesty Policy, please reach out to Faduma Adeed, HS Enrichment Coordinator, at adeed.faduma@slpschools.org.

Artificial Intelligence & Academic Honesty:

Artificial intelligence (AI) language models, such as ChatGPT, may or may not be used in specific courses. Please see the specific course syllabus for usage guidelines. If you are in doubt as to whether you are using AI language models appropriately in a course, please discuss your situation with your teacher. Below communicates how use of AI resources may or may not be integrated into curriculum and instruction as determined by the teacher and will be communicated in the syllabus.

Embrace

Artificial intelligence (AI) language models, such as ChatGPT, may be used for any assignment with appropriate citation. You are responsible for fact-checking statements composed by AI language models.

Limit

Artificial intelligence (AI) language models, such as ChatGPT, may be used for [assignment types A, B & C] with appropriate citation, but not for [assignment types D, E & F]. If you are in doubt as to whether you are using AI language models appropriately in this course, you should discuss your situation with the classroom teacher. You are responsible for fact checking statements composed by AI language models.

Prohibit

Artificial intelligence (AI) language models, such as ChatGPT, and online assignment help tools, such as Chegg®, are examples of online learning support platforms: they can not be used for course



assignments except as explicitly authorized by the teacher. The following actions may be prohibited, as determined by the teacher:

- Submitting all or any part of an assignment statement to an online learning support platform;
- Incorporating any part of an AI generated response in an assignment;
- Using AI to brainstorm, formulate arguments, or template ideas for assignments;
- Using AI to summarize or contextualize source materials;
- Submitting your own work for this class to an online learning support platform for iteration or improvement.

If you are in doubt as to whether you are using an online learning support platform appropriately in this course, discuss your situation with the teacher.

Any assignment content composed by any resource other than you, regardless of whether that resource is human or digital, must be attributed to the source through proper citation.

Unattributed use of online learning support platforms and unauthorized sharing of instructional property are forms of academic dishonesty and will be treated as such.

Adapted from University of Minnesota TC Policy

Appropriate Language

Students are expected to use language that is appropriate for the educational setting. Swearing and use of disrespectful language is discouraged at SLPHS and/or at any school sponsored event.

Abusive language is when a student delivers verbal messages that include offensive or threatening language. This language, whether towards students or staff, will lead to removal from the school setting.

Bullying / Cyberbullying

In alignment with St. Louis Park's mission, vision, and core values bullying is prohibited as it interferes with the development of students' self and their ability to become their best selves. The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.



Click Links to View Policy & Form
[School Board Policy Bullying 514](#)
[Bully Reporting Form 514](#)

Students will not engage in behavior defined as the use of force or coercion to negatively affect others.

This expectation applies to any of the following behaviors:

- Teasing
- Intimidating
- Defaming
- Threatening
- Terrorizing
- Retaliation

This expectation applies to any cyber bullying or hazing behavior, regardless of whether such acts are committed on or off school property and/or with or without the use of school district resources. The school shall discipline or take appropriate action against any student who is found to have violated this policy.

Cafeteria Expectations

Food or beverages are not to be taken out of the cafeteria during any lunch period.

Students will only eat in the designated cafeteria/lunch space. Once you enter the lunch space, food is not permitted to leave the space. Students are also expected to maintain all lunch spaces by cleaning after themselves in an effort to keep our grounds and cafeteria clean.

Food Deliveries

In order to maintain the safety of the building, and prevent unknown guests from entering the building, students are not permitted to order food for delivery (e.g. DoorDash, Uber Eats, GrubHub, etc.). **Food that is ordered for delivery is subject to being confiscated at the expense of the student.**

District Issued Technology

One-to-One Chromebook Devices

St. Louis Park Public Schools values access to technology to support student learning through a 1-to-1 Chromebook device program. Students are assigned a device to use throughout their high school experience, and should bring the charged device and power cord daily. The St. Louis Park Schools Acceptable Use Policy is in effect for all on and off campus use. If Chromebook support is needed, please go to the Library Media Center for assistance. Should the Chromebook charger be lost or intentional damages occur to the device unit, screen or keyboard, applicable fees will be assessed.



Appropriate Chromebook Use*

*Students are assigned district technology as a resource for school-related work, research, and college and career planning.

When using district technology, students will:

- Follow all district and classroom policies, procedures and guidelines for Chromebook use.
- Treat their school-issued Chromebook as a tool for academic use.
- Keep Usernames and Passwords private.
- Treat others with respect and use appropriate language in all electronic interactions with others.
- Immediately report to a member of the school staff any electronic comment or communication that makes them feel uncomfortable, or if they accidentally access inappropriate materials, pictures, video, or websites.
- Respect the work and intellectual property rights of others, and will not intentionally copy, damage, or delete another user's work. Students will properly cite their sources when they use someone's information, pictures, media, or other work in their own projects and assignments.
- Respect the privacy of others. Students will limit all in-school photography, video and audio recording to educational use.

**Adapted from SPPS Technology Use Handbook*

Care of Chromebook Technology

- Remember to bring your SLP Chromebook & charger to school each day;
- Do not remove labels or stickers from your device & charger.
- Store your Chromebook closed; do not store it with the screen flipped.
- Use caution when consuming food & drink near your device.

Tiers of Intervention for Chromebook Technology Misuse

Students and their families should review SLP District Policy for more information regarding unacceptable use of district issued technology use: [Policy 524: Internet and Technology Responsible Use - Students](#).

Tier 1: Staff intervention (warning, student conference)

Tier 2: ASC intervention (disciplinary intervention-student remains in school-loss of privileges)

Tier 3: Administrative intervention (may result in partial day or full day dismissal)

Tier 4: Administrative intervention (may result in dismissal of 1 full day or more)

Doors Safety & Security

The safety and security of our school community is of utmost importance. Students are required to access the building between the hours of 8:30 am and 3:15 pm using DOOR 1 only.

The following is strictly prohibited and may result in removal from the educational setting (dismissal):

- Use of doors other than DOOR 1 between 8:30 am and 3:15 pm
- Propping of doors (ie. use of pencils in doors)
- Opening and providing access to the building for anyone

As a reminder, St. Louis Park High School will remain a closed campus for ALL students grades 9-11 during lunch. Seniors with a lunch release form on file are expected to use DOOR 1 to enter and exit the building. This also applies to students that have been issued a release for PSEO and/or work/internships.

Dress Code

St. Louis Park High School believes that all students should be able to dress comfortably for school and engage in the educational environment without fear of or actual unnecessary discipline or body shaming. The St. Louis Park High School community expects each other to present themselves in a manner that will be respectful and appropriate for a public-school setting. Clothing worn in school should not offend others nor cause embarrassment to themselves or present a health hazard. Clothing should not be disruptive to the student population or the learning process. The dress and grooming of students becomes the concern of the school if it causes disruption of the educational program or is offensive to others. Students should dress in a manner that takes into consideration the educational environment, safety, health and welfare of self and others.

- All students must wear shoes.
- Undergarments must be covered (visible waistbands and undergarment straps are acceptable).
- Breasts, nipples, buttocks and genitals must be covered for all sexes/genders.
- Clothing that includes words or pictures that are obscene, vulgar, sexually explicit, convey sexual innuendo, abuse or discrimination, or which promote or advertise alcohol, chemicals, tobacco or any other product that is illegal for use by minors will not be allowed.
- No face painting that obscures identity or could be viewed as offensive to others.
- No sunglasses to be worn in the hallway or classroom without a note from a doctor.
- Clothing and other items or grooming in a manner that represents and/or promotes threat/hate groups or gangs will not be allowed.

Metal chains and spike jewelry or accessories are considered a safety concern and cannot be brought or worn to school. Students whose dress is offensive or disruptive to the educational environment will be asked to turn the clothing inside out, cover it or change. Staff may have students remove items that could be potentially dangerous.



EQUAL EDUCATIONAL OPPORTUNITY

[Per SLP Board Policy 102:](#)

It is the school district's policy to provide equal educational opportunity for all students. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, gender, marital status, parental status, status with regard to public assistance, disability, sexual orientation or age. The school district also makes reasonable accommodations for disabled students.

The school district prohibits the harassment of any individual for any of the categories listed above. For information about the types of conduct that constitute violation of the school district's policy on harassment and violence and the school district's procedures for addressing such complaints, refer to the school district's policy on harassment and violence.

This policy applies to all areas of education including academics, coursework, co-curricular and extra-curricular activities, or other rights or privileges of enrollment.

Fighting & Inappropriate Physical Contact

In order to maintain a safe environment for students, staff, and community, fighting at SLPHS is strictly prohibited. This includes physical contact in the form of play fighting. Students that engage in inappropriate physical contact will be removed from the educational setting with an opportunity to restore harm upon their return.

Gender Inclusion Policy

The students of St Louis Park Schools deserve respectful and inclusive learning environments that value students' gender identity and gender expression. SLP ensures that all students have access to programming and facilities in which they feel comfortable and safe. This policy addresses the inequities some students, including intersex, transgender, and gender nonconforming students, confront as they navigate a system designed using a gender binary model.

Name/Gender Changes and Dead Names

A procedure exists for students to have their names and/or genders changed in PowerSchool (internally in SLP; not legally). A deadname is the birth name of someone who has changed it. The term is especially used in the LGBTQ community by people who are transgender and elect to go by their chosen name instead of their given name.

Below is the form students and parents must complete to begin the process. Have students meet with their counselor if they wish to learn more about this process. Link: [Name/Gender Change Request Form](#)

Gender Sexuality Alliance at SLPHS

Gender + Sexuality Alliance club provides a safe and welcoming space to celebrate, discuss, and learn about LGBTQIA+ identities. For more information call the high school main office.

Good Neighbor Policy

St. Louis Park High School students are expected to respect our neighbors and not litter, loiter, smoke, trespass, or act inappropriately on or near their property. Failure to do so will result in a Tier 2 intervention designed for restoration.

Illegal Substance Possession / Use

Use of controlled substances, toxic substances, and alcohol is prohibited in the school setting in accordance with school district policies with respect to a DrugFree Workplace/Drug-Free School.

Students are prohibited from the following:

- Using, possessing, or distributing tobacco, tobacco-related devices, electronic cigarettes (vape pens), or tobacco paraphernalia is in violation of the school district's Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices Policy
- Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances
- Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student)
- Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia

Consequences could include completion of a tobacco, drug & alcohol prevention course and/or dismissal /suspension.

Students who smell of marijuana/alcohol will be searched and are subject to dismissal. Parents/Guardians will be contacted and required to meet with school administration prior to the students return.



Personal Electronic & Cell Phone Policy

Cell phones have become a way of life, and a technological convenience that has impacted all of our lives in one way or another. However, in the school environment, cell phones have become a distraction, interruption, and as a result have impacted learning. The ringing of the cell phone during class or text-messaging takes away from the valuable time needed for instruction and, most importantly, student learning.

This policy is intended to ensure that personal electronic devices on district and school property do not interfere with the learning, safety, and well-being of students and staff.

SLPHS Students may possess or use personal electronic devices on school property, on school buses, or at school-sponsored events according to the following guidelines:

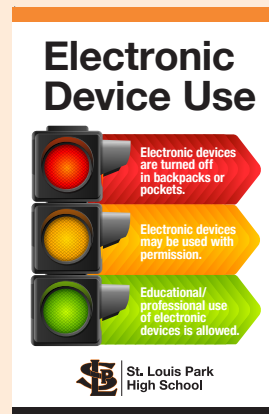
- Cell phones/electronic devices/earbuds may be used:
 - Before school until the beginning of the school day at 8:25 a.m.
 - During a student's passing time
 - During a student's assigned lunch period
 - After school, beginning at 3:15 pm.
- Personal electronics should be put away during instructional time and only used at the discretion of the teacher. Otherwise, during class time electronics should be kept in your backpack, purse, or pocket and completely silenced.
- Students whose electronics are seen or heard during instructional time and have not been directed from their teacher may have their devices confiscated.

All classrooms are equipped with a land-line. There is no reason that a student should need to use a cell phone during the regular school day instructional time. We do recognize that cell phones can be a safety or security tool. In any instance requiring an emergency communication with a student, our school will immediately assist the student, a parent, or other responsible adult with that situation.

***This policy does not apply to school-issued chromebooks. These are our instructional tools for our 1:1 platform.**

Building-Wide Classroom Policy

Students will be considered "in class" once the bell rings. Teachers will set the appropriate level of acceptable use at any given time in their classroom as outlined below. Earbuds and headphones are to be out of sight while students are "in class" unless the classroom teacher specifically allows their use for a class activity.



RED LIGHT: Personal electronic devices are not allowed for the current activity/time period. They must be turned off and kept in backpacks.

YELLOW LIGHT: Personal electronic devices are regulated by the classroom teacher, and students may only use them with permission from the teacher.

GREEN LIGHT: Personal electronic devices are allowed by the classroom teacher for the current activity/time period. Students will be professional

in the use of their devices and understand that the use of technology is intended to help them interact with the curriculum.

In the case of a teacher absence, the default setting will be RED unless otherwise stated in the teacher sub plans.

Personal Electronics: Tiers of Intervention

Tier 1: Reminder will be given daily by the classroom teacher using the Red, Yellow, and Green

Tier 2 (Classroom): The cell phone/electronic device will be taken and placed in a secure area and returned at the end of the period.

Tier 3 (ASC): An ASC will be called to collect the cell phone/electronic device and to be placed in a secured locker in the main office, to be returned at the end of the day*.

Tier 4 (Administration): The student may be given an after school detention, dismissal or a parent/guardian will need to pick up the cell phone/electronic device from the main office*.

Chronic misuse of personal electronic devices may lead to a meeting with the student's parent/guardian to make a plan for supporting the student in appropriate use.

***A parent/guardian may contact an administrator and make an appointment to collect their student's cell phone/electronic device at any time.**

**Adapted from Richfield Public Schools*



Telephone / Messages

In an effort to limit classroom disruptions, students will only be called to the student office in extreme emergencies. Only emergency messages from parents/guardians will be forwarded to students provided that sufficient lead-time is given to office personnel to locate and notify the student.

Telephones are provided in the office for student use from 7:00 a.m. to 3:30 p.m. each day.

****ST. LOUIS PARK HIGH SCHOOL IS NOT RESPONSIBLE NOR WILL WE INVESTIGATE FOR ANY LOST, STOLEN, OR DAMAGED ELECTRONIC DEVICES BROUGHT ON SCHOOL GROUNDS.**

School Bus Safety

TRANSPORTATION PHONE #: 952-928-6052

Riding the bus is a privilege not a right. Safe and responsible behavior on our school buses is essential to the health, safety, and welfare of all students riding the buses. St. Louis Park District 283 is cooperating in an effective program to insure the safety of all students.

Students are expected to abide by the following rules:

- Follow the school bus driver's instructions promptly.
- Remain seated while the bus is in motion.
- Keep all objects as well as hands and feet to yourself.
- Respect one another and do not use profanity.
- Keep noise to an acceptable level.
- As with any school rules, there are consequences if violations occur.
- Bus violations may include a conference with the student up to loss of bus privileges.
- Additional school consequences may occur.

Sexual Harassment

Sexual harassment is a form of sex discrimination that violates Title VII of the Civil Rights Act of 1964.

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitutes sexual harassment when submission to or rejection of this conduct explicitly or implicitly affects an individual's education, unreasonably interferes with an individual's work performance or creates an intimidating, hostile or offensive learning environment.

Sexual harassment of any kind is prohibited by St. Louis Park Public Schools and will not be tolerated.

The school district prohibits sexual harassment that occurs within its education programs and activities. When the school district has actual knowledge of sexual harassment in its education program or activity against a person in the United States, it shall promptly respond in a manner that is not deliberately indifferent.

Click Links to View Policy & Form



[School Board Policy 522](#)
[Reporting Form 522](#)



General Information

Closed Campus Grades 9-11 & Open Lunch (Seniors Only)

The safety and security of our school community is of utmost importance. To ensure increased safety and security measures, ***St. Louis Park High School will remain a closed campus for ALL students grades 9-11.***

Students that leave the school or campus without prior approval are subject to the truancy process, attendance contracts, family conference, and/or dismissal.

Seniors will be required to have a [lunch release form](#) signed by a parent/guardian on file, if they wish to leave campus during their assigned lunch period. Students will be issued a pass from the Student Services Office upon receipt of the lunch release form and will be expected to show this pass upon exiting and entering the building using DOOR 1 only.

Responsible use of the lunch release/open lunch pass includes the following:

- Must be a senior
- Must enter and exit DOOR 1 only. Use of any other door is strictly prohibited.
- Must return to SLPHS and be in class on time
- May only be off campus during their assigned lunch period
- Lunch release only applies to seniors with a signed parent/guardian lunch release form on file.
- Seniors are not permitted to transport underclassmen off campus during their assigned lunch period.

Lunch release/Open Lunch for seniors is a privilege and not a right. **Non-compliance with any of the above expectations could result in loss of privilege and/or incur additional consequences at the discretion of the high school administration.** Students that leave the school or campus without prior approval are subject to the truancy process, attendance contracts, family conference, and/or dismissal.

Emergency Drills Procedures

During an emergency or drill, students must stay with their assigned staff person and proceed in an orderly fashion to the designated area. Students should be aware of the posted instructions in each room and listen to the directions from staff.

Food Deliveries

In order to maintain the safety of the building, and prevent unknown guests from entering the building, students are not permitted to order food for delivery (e.g. DoorDash, Uber Eats, GrubHub, etc.). **Food that is ordered for delivery is subject to being confiscated at the expense of the student.**

Food & Drinks

Food and drink must remain in the designated cafeteria area. Food and/or drink outside of these designated areas will be confiscated and kept in the main office until the end of the day.

Students arriving late to school or returning late from lunch release with food and/or drink will be marked as Tardy Unexcused (TU) if they are less than 10 minutes late to class, or Partial Unexcused (PU) if they are more than 10 minutes late to class. These markings count towards reported attendance records.

Field Trips

Each semester, teachers in various departments offer field trips to enhance the content of their courses. The field trips range widely from attendance at cultural events to hands-on experiences of many kinds.

Field trips are always optional because they typically necessitate missing more classes than just the one offering the experience; therefore, all building teachers are notified in advance of all proposed trips. Other costs may be involved depending on the nature of the activity.

We reserve the right to withhold a student from field trip(s). Reasons for students being withheld from field trips include, but are not limited to: attendance, behavior, or health concerns.



Health Services

If a student becomes ill or injured during the day, they must report at once to the Health Office. Parents or Guardians will then be notified by the Health Office if students are ill or injured and in need of medical care. Because of the limited ward facilities, parents/guardians are requested to provide transportation as soon as it is possible. Parents/guardians should update the Public Portal in PowerSchool with their emergency information.

Prescription Medications — Medications prescribed by the doctor should be brought to the Health Services Office in the prescription bottle with a note signed by the parent/guardian and a written Doctor's order requesting that the medication be given in school. Students can carry an asthma inhaler during the school day. We must have a written Doctor's order to carry, a note from the parent, and the inhaler must be marked with a prescription label. We also like to have an extra inhaler in Health Services just in case there is an emergency because personnel in Health Services do not have access to student's lockers.

Non-prescription Medications — Advil, Tylenol, cough and cold medicine can be administered from the Health Office. The medication must come in the original container with a written note from the parents stating when and how much the student is to take.

No MEDICATION should be in student's lockers or on their person. If there are Health Service or medication questions please call 952-928-6108.

Latex Balloon Warning

For the safety of students with different types of allergies, especially latex allergies, we are requiring that all balloons be kept out of the building. Balloons that are brought into the school will be confiscated. So please, NO balloons in the building. As always, student safety is our foremost concern. We do not want to risk any student's health.

Lockers

23-24 school year: Incoming 9th grade students will be issued a locker upon request only. An opt-in form may be completed to request a locker to store personal belongings and instructional materials.



 [Click Link to Access Form](#)
[Locker Request Form](#)

Students are expected to use only the locker assigned to them and keep them locked at all times. Hall lockers are "on loan" to students for the school year and remain the property of the school district. Physical education/Athletics lockers are "on loan" to students who are currently enrolled in a physical education class and/or athletic activity. Physical education/Athletics lockers should not be used during the day except during physical education class, or before and after school for athletes.

The school reserves the right to inspect student lockers when building administrators, in their reasonable judgment, deem such

action necessary to ensure the safety and welfare of students and staff. It is the individual student's responsibility to keep the assigned locker clean and neat and the locker combination confidential at all times. Students are NOT to share lockers with other students. If they choose to do so, then all residents of the locker are responsible for the contents and condition of the locker. Students are advised not to keep money or other valuable items in their lockers. **THE SCHOOL WILL NOT BE RESPONSIBLE FOR LOST OR STOLEN PROPERTY.** In the Physical Education setting, in which lockers have a mesh design, student valuables should be hidden from view.

Lost And Found

Lost books that are found will be returned to the department. Other items that are found may be claimed in the main office. Those items that are not claimed will be turned over to charitable organizations at the end of the month.

Parking Student Vehicles

Parking passes are sold once a year during back to school week. All deadlines and form links will be provided through the 6425 Newsletter. There are limited numbers of passes that will be issued, and are assigned on a first-come first-serve basis. A waitlist will be maintained throughout the school year. Students will need to have all obligations cleared up, present a valid driver's license, and the payment receipt when picking up their parking pass. Cars without passes are subject to being towed. Passes must be displayed and visible in the lower corner of the windshield on the driver's side.

On-campus parking is a privilege and students are expected to follow all school rules to maintain this privilege. School administration reserves the right to revoke any student's parking pass if they are not abiding by school rules and/or local laws. This may include, but is not limited to: leaving campus in their car for any unexcused absence, transporting other students off campus who are unexcused from class, littering, driving recklessly, failure to display permit, use of a revoked permit, use of another student's permit/transferring permits, illegal or improper parking, speeding, failing to stop, or other driving violations. Student vehicles need to remain parked in the appropriate parking lot throughout the entirety of their school day.

Parking Violations and Fines:

- **First Violation:** Warning ticket on vehicle, meeting with student, and parent/guardian notification.
- **Second Violation:** \$25 fine, warning ticket, visit with student and call to parent/guardian alerting them that the next offense will result in the vehicle being towed.
- **Third Violation:** The vehicle will be towed and/or the parking permit will be suspended or revoked. If a vehicle is towed, the student or parent/guardian can obtain towing information from the main office.

Students found driving recklessly will be referred to the police. Students and their parents/caregivers must accept the responsibility through personal auto and homeowner's insurance for theft, theft of contents, or damage to their motor vehicle



while parked in the school parking lots. Any vehicle parked on school property may be searched by school administrators upon reasonable cause or reasonable suspicion that school rules have been violated. Vehicles may also be subject to search by police upon probable cause or probable suspicion that Minnesota laws have been violated. For more information follow 6425 Newsletter.

** Illegal Parking in Fire Lanes will result in a Parking Ticket issued by the St. Louis Park Police Department.*

*** Handicap Parking requires a parking permit issued by the State Department of Transportation of Minnesota. Violations of handicap parking will result in a Parking Ticket issued by the St. Louis Park Police Department.*

Pledge Of Allegiance

The pledge is read by an individual from Scouts every Monday at 8:25am. Anyone who does not wish to participate in reciting the pledge of allegiance for any personal reason may elect not to do so. Students must respect another person's right to make that choice. (Minnesota Statutes 121A.11)

School IDs

All student ID's must be readily available at all times. With upcoming construction and heightened security, St. Louis Park High School would like to ensure that only permitted individuals are present on campus. The first permanent ID will be provided to the student free of charge. If it is lost or stolen, a new card can be made in the Library Media Center. **Students will need their school ID's for lunch, media center, learning lab, and attendance.**

Between the hours of 8:00 am and 3:15 pm, the only door access is Door 1 by the main office. Students should expect to show their Student ID for access to the school.

Suicide prevention and crisis contact information will be provided on the back of student IDs.

St. Louis Park Public Schools Land Acknowledgment

The St. Louis Park Public Schools Land Acknowledgement is read by a student leader weekly each Wednesday at 8:25 am.

St. Louis Park Public Schools

Indigenous Land Acknowledgment

We are gathered on the land of the Dakota and Ojibwe peoples. I ask you to join me in acknowledging the Dakota and Ojibwe community, their elders both past and present, as well as future generations. St. Louis Park Public Schools also acknowledges that it was founded upon exclusions and erasures of many Indigenous Peoples, including those on whose land this school district is located. This acknowledgement demonstrates a commitment to dismantling the ongoing legacies of colonial power and the district's desire to support the ongoing work of local Indigenous communities to thrive in our schools.

Special Facilities

The St. Louis Park High School consists of a variety of special facilities to meet the needs of students during the school year. These facilities include:

Athletic Facilities

Facilities for both indoor and outdoor physical education, intramural, interscholastic and recreational activities are available. Indoor facilities include the pool, gymnasiums, weight lifting and conditioning room. The outdoor facilities include tennis courts, athletic fields and the running track.

Media Center

Both fiction and non-fiction materials are available in the Media Center for classroom work, projects and recreational use. The center holds over 28,000 volumes and subscribes to multiple print magazines and newspapers. Electronic resources include subject research databases, periodical and reference indexes and databases, encyclopedias, automated book catalog and Internet access. **Due to construction, access to print resources may be limited.**



Enrichment Opportunities

All SLPHS students are encouraged to take courses that challenge their academic and personal growth as a part of their academic enrichment. This includes Post-Secondary Enrollment Options (PSEO), Advanced Placement Courses, and/or IB courses. Students should explore these opportunities through conversations with their teachers, counselors, and family members.

Post-Secondary Enrollment Options (PSEO)

This program allows any 10th, 11th, or 12th grade student to attend a Minnesota college (subject to college acceptance) at the expense of the state. Students will be granted credits toward their high school diploma for classes successfully completed at the college level. Students who attend full time PSEO must take responsibility for keeping contact with the high school regarding special school award programs, yearbook sales, graduation cap and gown ordering etc. Contact persons include the counselors at 952-928-6123.

Advanced Placement

Advanced Placement (AP) is a program of college-level courses offered at many high schools. Courses are available in many subject areas, including English, history, humanities, languages, math, psychology, and science. The focus is not on memorizing facts and figures, but instead on engaging discussions, approaching and solving problems together, and learning to write well.

International Baccalaureate (IB)

IB Mission Statement:

The International Baccalaureate aims to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect.

To this end the organization works with schools, governments and international organizations to develop challenging programmes of international education and rigorous assessment.

These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences, can also be right.

Connections: SLP Core Values and IB Practices

SLP believes in...

- **The brilliance of ourselves and others.**
 - Everyone has the capacity and responsibility to foster the growth and brilliance of others.
- **Authentic community engagement.**
 - Engaging and supporting our employees, families, and communities will enhance the healthy development of each learner.
- **High expectations.**
 - Instilling and upholding high expectations empowers students and staff to higher levels of achievement.
- **Collective responsibility.**
 - Embodying the collective and urgent responsibility of anti-racist practices enriches a work and learning environment and community.
- **Persistent effort.**
 - Through persistent effort we will create anti-racist schools and academically successful learners.
- **Racial consciousness and cultural competence.**
 - Racial consciousness and cultural competence are essential to each person's ability to be a catalyst for change.
- **Advocacy for equity.**
 - Everyone has equal intrinsic worth and we will advocate for the historically marginalized.

The **International Baccalaureate® (IB)** programmes aim to do more than other curricula.

Our **four programmes** develop inquiring, **knowledgeable** and caring **young people who are motivated to succeed.**

The IB gives students distinct advantages by building their **critical thinking skills**, **nurturing their curiosity** and their **ability to solve complex problems.**

These programmes help IB students:

- **ask challenging questions**
- **think critically**
- **learn across disciplines**
- **develop research skills proven to help them in higher education.**

IB programmes also encourage students to **be active in their communities** and to **take their learning beyond academic study.**



Special Services

St. Louis Park High School provides a variety of special services to meet the special needs of students during the school year. These services include:

Central Clinic

If you are a child under the age of 18 who lives or attends school in St. Louis Park then you are eligible to receive free medical care at the Central clinic located at the Central Community Center. Clinic Services include: Routine Care, Counseling, Health Education, Lab Services, and Sexual Health. In order for students to receive free medical care, they MUST have in hand or have on file a signed consent form.

Counseling

School counselors are assigned to students by grade and stay with the same student group from 10th grade through graduation. Counselors work with students to plan course schedules, give academic, vocational and career guidance, administer tests and interpret results. They work with students, parents, teachers and referral agencies to help solve problems. The counselor serves as an advocate for the student in relationships with the school, peers, parents and outside agencies. There are support groups led by the counseling and social work staff. The Counseling staff is part of the team for working with families to determine whether or not their son or daughter may require accommodations due to a significant disability, impacting their education.

Special Education Services

St. Louis Park High offers a wide range of services available to students who are eligible for special education. Staff resources include special education teachers, speech/ language pathologists, social workers, psychologists, developmental adaptive physical education, vocational coordinator and the school nurse. The school psychologist performs diagnostic testing to determine learning disabilities and special educational needs. A student is usually referred by a counselor, teacher or principal, but testing may be requested by a parent or student. For further information regarding special education services or parental rights and procedural safeguards, contact Tami Reynolds at 952.928.6068.

Student Intervention Teacher Team (SITT)

Student Intervention Teacher Team (SITT) is a team where teachers, counseling staff and administration discuss possible interventions to be used to help the students reach academic success. A study team reviews specific student needs and coordinates evaluation and planning for students who may require special education services. Parents/Guardians are an important part of the process and are encouraged to share concerns with the student's counselor.

Social Work

Social workers provide students with mental health support, advocate for student's needs with staff, administration and families, connect students and families with outside resources for additional support, work with all stakeholders to increase student attendance and conduct groups for specific issues. Social work also may include individualized educational planning and possible referral for special education services.

Student Visitors

St Louis Park High School does not allow student visitors. If a student is considering enrollment and interested in learning more about St Louis Park High School, that student and their caregiver need to contact the Student Services Office to arrange a tour (952-928-6123).

Substitute / Guest Teachers

Substitute teachers provide a valuable service to our school. Students are expected to conduct themselves as they would their classroom teacher and follow all school and district policies.

Visitors

Parents/Guardians are welcome and encouraged to visit and/or volunteer at SLPHS. A visitor's pass will be issued upon check-in at the main office. Please note the following procedures used to make sure the school provides a safe environment.

1. Any visitor wanting to meet with a teacher is required to make arrangements in advance to not disrupt the learning environment.
2. Visitors to the building may be required to have an escort during the duration of their visit.
3. In an effort to ensure the safety of the school, any visitor may be asked to leave school grounds at any time and, if necessary, police may be called for assistance.
4. Visitors are prohibited from meeting with students in the building prior to checking in at the main office DOOR 1, even to drop off an item to the student.
5. Visitors must adhere to all school rules and policy.

During times of conflict, the school will not act as a mediator between families, but will work with the families to connect off campus as long as both parties agree (i.e. exchanging of contact information).

Volunteers

SLPHS welcomes and encourages families and community members to partner and volunteer in our school. For more information call the main office at 952.928.6100.



Student Records

The St. Louis Park School District must obtain and use information about each student to plan the best educational program possible. The school district shall permit the parents of a student or an eligible student (18 years old) who is or has been in attendance in the school district to inspect and review the educational records of the student except those records which are made confidential by state or federal law. The school district shall comply with a request immediately, if possible, or within five days of the date of the request, except Saturdays, Sundays and legal holidays.

The Minnesota Government Data Practices Act (Minn. Stat. 13.01-99; Minn. Rules 1205.0100, et seq.) governs the maintenance and dissemination of all records kept by school districts. The Minnesota Rules expressly provide that both parents have full rights under the Act regardless of custody arrangements, unless the district has been provided a court order that provides this right has been terminated. (Minn. Rule. 1205-0500.)

The rights of the non-custodial parent include the right to access, to challenge and to authorize the release of data to a third party, regardless of the wishes of the custodial parent. Stepparents, grandparents and foster parents have a right of access only if they are acting as a parent in the absence of a parent. A written release from a parent (custodial or noncustodial) is required before data may be released to a stepparent, grandparent or foster parent.

Student records include census information, such as: students, parents, and siblings' names, address, phone numbers, schools attended grade and transportation information. Other information includes health data, subjects taken and grades (marks) received, various kinds of reports, attendance data, test scores, correspondence between home and school and extra-curricular activity information. While some information is collected because the law requires it, the major purpose of all student data is to help school personnel better understand the students and meet their individual needs.

Age of Majority

The age of majority is the period of time after an individual reaches the age of 18 (M.S. 645.451, subd. 5). All students, regardless of age, are required to follow the rules and regulations of St. Louis Park High School.

Directory of Information

Directory information is considered public data and therefore public information and may be disclosed in the form of class lists or other lists unless prior written denial of disclosure has been received from the parent or guardian of the student or "eligible" student (student who has reached the age of majority). District policy designates the following as student directory information in compliance with The Federal Family Educational Rights and Privacy Act (FERPA):

- Student's name
- Student's address
- Phone number
- Date and place of birth
- Dates of attendance
- Awards received
- Participation in officially recognized activities/sports
- Weight and height (if a member of an athletic team)
- Pictures for school approved publications, newspapers and videotapes
- Previous educational agency or institution attended by the student

All other student records are considered private. They are open only to parents and to school personnel with a legitimate interest. If the parent or guardian of a student or "eligible" student objects to the designation of any or all of the above information as directory information, notify the school principal or director of administrative services in writing. The written notification of this decision must reach the principal of the high school or director of administrative services by the last Friday of September of the current year. Parental written permission is necessary for sending records to any other individual, school district in another state, a business, college or agency. There are two exceptions to this rule. One is when the district is required by a court order to release records, and the second is when data for research purposes are released in a way that identifies no specific student. The parent or guardian of a student may also elect to have college entrance test scores excluded from the student's official transcript; however this action will necessitate the payment of a fee to the testing agency requesting the student's scores to be forwarded to the colleges or other post-secondary institutions of their choice. The written notification of this decision must reach the principal of the high school by the last Friday of September of the current year. A form for this purpose can be found in Appendix A of this handbook.

Change of Contact

If your home address, email address, or phone numbers (cell, home, or work) change, please email or call Kim Fisher, fisher.kimberly@slpschools.org at 952-928-6123 with the updated information. Accurate information provides for successful family communication and timely delivery of any communications.



Extra Curricular Activities & Athletics

St. Louis Park High School is a member of the Minnesota State High School League and the Metro West Conference. We support and enforce all MSHSL and West Metro rules and regulations. The MSHSL exists to provide competitive, equitable and uniform opportunities for high school students to learn valuable lessons through participation in athletics and fine arts. Policies regarding eligibility, sportsmanship, chemical health and scholarship recognition are listed on the League's website.

See www.gopark.org for additional information and requirements not listed below.

Metro West Conference Sportsmanship Policies and Procedures

Each member of the Conference should develop a program which promotes respect for persons of all ethnic, racial, and religious backgrounds while fostering a sportsmanship program that is based upon clearly defined fundamentals. These should include specifically defined responsibilities for the players, coaches, faculty, students, and adult spectators.

Basic Fundamentals of Human Respect, Sportsmanship, and Acts of Good Conduct

- Know, understand, and appreciate the rules of the contest.
- Show respect for the officials, players, and fans regardless of school affiliation or ethnic, racial or religious background.
- Maintain self-control at all times.
- Be in the appropriate spectator area.

MSHSL Sponsored Athletics

Fall: Football, Boys Cross Country, Girls Cross Country, Boys Soccer, Girls Soccer, Girls Tennis, Girls Swimming and Girls Volleyball.

Winter: Boys Alpine Skiing, Girls Alpine Skiing, Boys Basketball, Girls Basketball, Boys Swimming, Boys Hockey, Girls Hockey (Co-op w/ Hopkins HS), Boys Nordic Skiing, Girls Nordic Skiing and Girls Gymnastics.

Spring: Baseball, Girls Softball, Boys Lacrosse (Co-op w/ Hopkins), Girls Lacrosse, Boys Track & Field, Girls Track & Field, Boys Golf, Girls Golf, Boys Tennis and Girls Synchronized Swimming.

Athletic / Attendance Intervention

ACADEMIC SUCCESS COMES BEFORE ATHLETIC PARTICIPATION.

St. Louis Park Athletics is committed to:

1. Upholding classroom attendance expectations.
2. Increasing communication regarding expectations with students and their "supports" such as parents, teachers, counselors, coaches, etc.
3. Providing additional touch-points with students through interventions (if needed).
4. Influence athletics involvement to increase student academic performance while increasing attendance.

Students must maintain progress towards graduation (46 credits earned) at the following credit benchmarks at the conclusion of each semester of their high school career.

9th grade first semester.....	6 credits earned
9th grade second semester.....	12 credits earned
10th grade first semester.....	18 credits earned
10th grade second semester.....	24 credits earned
11th grade first semester	29 credits earned
11th grade second semester	32 credits earned
12th grade first semester.....	39 credits earned

A student who does not meet these minimum requirements may be allowed to continue to participate by fully participating in the "Athletic Academic Support" program.

The "Athletic Academic Support" program consists of:

- 1 A pre-meeting between (with any or all of the following): the student, their parent/guardians, coach, athletic director, assistant principal, Achievement and Support Coordinator, high school counselor, and, if on an IEP, the students' case manager.
- 2 Development, agreement and execution of an individualized academic support plan. This may include, but not be limited to, scheduled check-ins, daily progress forms, structured before/after school support.

If a student is deemed to not be making sufficient progress towards graduation, they will be ineligible to participate.



High School Clubs & Activities

A great way to get involved at St. Louis Park High School is by joining one of our many clubs! If one does not exist that addresses your particular interests, please do not hesitate to start a new one! [Current Clubs at SLPHS.](#)

Gather a group of friends to answer the following questions:

1. How will your club be different from any of the existing clubs that we currently have at SLPHS? Each of our clubs should serve a unique purpose.
2. What is the goal of your proposed club? Why should SLPHS support your club?
3. Do you have a teacher who will act as a moderator? All clubs at SLPHS require a teacher, counselor, or administrator who is willing to act as an advisor to your club. They may or may not get paid to advise.
4. How will this club support the mission and vision of the SLP school District [SLP Strategic Plan](#)

All clubs are subject to approval by the SLP School Board and/or SLPHS Administrative Leadership team.. To help ensure that your club meets the basic requirements, please read the following information and complete all appropriate forms. *Clubs will be considered extinct and deleted if there is no club activity for one (1) calendar year. Clubs need to hold a minimum of three (3) meetings/ events per semester to remain an active club. If clubs are removed due to inactivity, they must resubmit an application and go through the approval process to be reinstated.

[Club Application](#)

Student Council Activities

All students participating in a student council sponsored event or activity must agree to specific conduct agreements. If students do not agree to follow the conduct agreement participation in any student council sponsored event will be eliminated for one school year. Administration reserves the right to eliminate an activity or students from an activity if rules are not followed.

School Board Policies Related to Students

Click a link to view the policy.

- Policy 102 [Equal Educational Opportunity](#)
- Policy 104 [Gender Inclusion](#)
- Policy 501 [Weapons](#)
- Policy 502 [Search of Students](#)
- Policy 503 [Student Attendance](#)
- Policy 506 [Student Behavior Intervention](#)
- Policy 514 [Bullying Prohibition](#)
- Policy 514 [Bullying Incident Reporting Form](#)
- Policy 522 [Student Sex Nondiscrimination](#)
- Policy 522 [Student Sex Nondiscrimination Form](#)
- Policy 522 [Student Sex Nondiscrimination - Procedures](#)
- Policy 524 [Acceptable Internet Use](#)
- Policy 524 [Acceptable Internet Use and Safety - Procedure](#)
- Policy 526 [Hazing Prohibition](#)
- Policy 531 [Pledge of Allegiance](#)

Dance Guest Policy for All Dances

- All students bringing guests must complete a guest permission form. These forms are located in the main office. The form must be completely filled out to be accepted.
- All guests must be in grades 9th through 12th or a graduate of 2023 from St. Louis Park High School ONLY.
- All guests must currently be enrolled in a State of Minnesota High School.
- All visitor dance forms must be turned in **no later than 3pm on the Wednesday before the dance** to be approved by the assistant principals.
- All tickets **MUST** be purchased prior to the dance. **NO TICKETS WILL BE SOLD AT THE DOOR.**
- Students **must report to the dance within the first scheduled hour of the event** or they will be denied access.
- All students are expected to remain at the dance for the entire evening. **ONCE YOU LEAVE YOU WILL NOT BE ALLOWED TO RETURN!**

Dance rules that must be followed by all students:

- SLPHS is going cashless. All dance tickets will need to be purchase via e-pay (Smart School K-12)
- All school rules apply (refer to this handbook)

Any student found possessing or using chemicals or alcohol will receive regular school consequences as well as being denied access to any school dance for one calendar year. In addition to school consequences, legal actions may be taken against this student. St. Louis Park High reserves the right to conduct random breathalyzers to students attending the dance.

Offensive dancing or lewd conduct is not permitted and will result in the following three disciplinary steps:

First Offense: immediate dismissal from the dance floor.

Second Offense: removal from the dance floor and a conversation with administration.

Third Offense: removal and denial from current and/or future dances.

Offensive dancing includes sexually explicit movements, unacceptable grabbing of a person or his/her clothing, and finally groping of any kind.

For the purpose of safety, students are not permitted to lift each other off the ground by carrying students on their backs and/or bodysurf.



St. Louis Park Public Schools

2023-24 Student Calendar at a Glance

September 2023

5	First day of school Gr. 1-12
6	First day of school for Kindergarten
11	First day of Early Learning Preschool
25	No School E-12 (<i>Yom Kippur</i>)

October 2023

6	9-12 Asynchronous Learning Day (<i>conferences</i>)
9-14	Homecoming Week
18	No School E-12 (<i>E-5 Conferences, 6-12 Professional Development</i>)
19-20	No School E-12 (<i>MEA</i>)

November 2023

3	No School E-12 (<i>E-5 Prof. Development, 6-12 Grading/Reporting Day</i>)
17	6-12 Asynchronous Learning Day and Student Conferences; 9-12 Student Connect; K-5 in session
22	No School E-12 (<i>Conference Comp Day</i>)
23-24	No School E-12 (<i>Fall Break</i>)

December 2023

8	No School E-12 (<i>Professional Develop</i>)
22-29	No School E-12 (<i>Winter Break</i>)

January 2024

1	No School E-12 (<i>Winter Break</i>)
15	No School E-12 (<i>MLK Day</i>)
26	No School E-12 (<i>Grading/Reporting Day</i>)

February 2024

2	No School E-12 (<i>Professional Develop</i>)
16	No School K-5 (<i>Conferences</i>); 6-12 in session
19	No School E-12 (<i>Presidents' Day</i>)

March 2024

6	11 ACT; 9, 10, and 12 Asynchronous Learning Day
15	6-12 Asynchronous Learning Day; K-5 in school
29	No School E-12 (<i>Grading Day</i>)

April 2024

1-5	No School E-12 (<i>Spring Break</i>)
10	No School E-12 (<i>Eid-al-Fitr</i>)
19	9-12 Asynchronous Learning Day (<i>Student Connect</i>)

May 2024

27	No School E-12 (<i>Memorial Day</i>)
----	--

June 2024

4	Class of 2024 HS Graduation
7	Last Day K-11

District Office, schools, community centers and Kids Place closed the following dates:

2023 – July 4, September 4, November 23-24, December 22, 24, 25, 29, 31

2024 – January 1, January 15, February 19, April 5, May 27



**St. Louis Park
Public Schools**

www.slpschools.org

July 2023

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2023

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

November 2023

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

January 2024

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

March 2024

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

May 2024

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

CALENDAR KEY

- First Day of School
- No School for Students
- Asynchronous Learning (6-12)

August 2023

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

October 2023

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

December 2023

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2024

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

April 2024

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

June 2024

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- Homecoming Week
- High School Graduation
- Last Day of School (K-11)