

Hmong International Academy Family Handbook

2022-23

1501 30th Avenue North

Minneapolis, Minnesota 55411

Telephone 612-668-2250 // Fax 612-668-2260

<https://hia.mpls.k12.mn.us>



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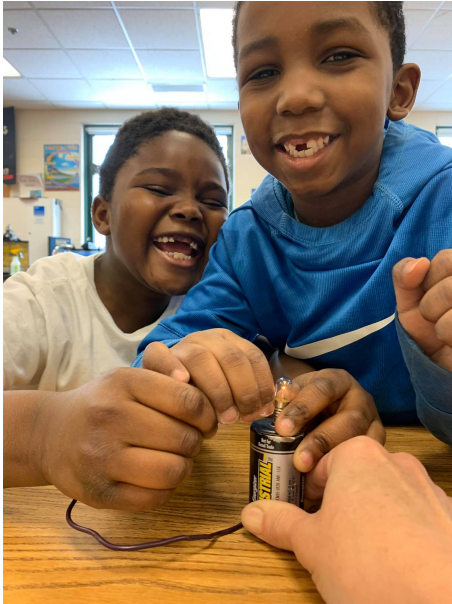
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Directory:



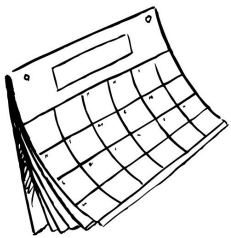
School Hours: 8:00-2:30

Breakfast & SEL: 8:00 am-8:30 am

Extended Learning: TBA

Office Hours: 7:15 am-3:30 pm

Administration	
Gao N. Xiong, Principal gao.xiong@mpls.k12.mn.us	Office: (612) 668-1913
Kate McNulty, Assistant Principal katherine.mculty@mpls.k12.mn.us	Office: (612) 2241
Important Telephone Numbers	
Ms. Sengladda-Main Office-Secretary sengladda.sanychanh@mpls.k12.mn.us	(612) 668-2250
Mr. Houa Thao Buses/Transportation Family/Community Liaison houa.thao@mpls.k12.mn.us	(612) 668-1905
Attendance	(612) 668-1908
Ms. Mary Cuff-Health Office mary.cuff@mpls.k12.mn.us	(612) 668-2247
Nutrition Services	(612) 668-2253
Minneapolis Public Schools	
General District Information	(612) 668-0000
Transportation (Buses)	(612) 668-2300



School Calendar:

The school calendar and newsletter will be **linked** here monthly:

School Closing/Weather Information:

For school closing information check **online** at:

<http://mpls.k12.mn.us>

Twitter: @MPSnews

Facebook: <https://www.facebook.com/minneapolis.schools>

www.kstp.com

www.wcco.com

www.kmsp.com

www.kare11.com

Tune into local **TV news channels**: 4, 5, 9, or 11

Tune into local **radio**: MPR News FM91.1, WCCO AM830



Daily Schedule:

Arrival: Students may come into the school at 7:45 am and wait in the foyer area

8:00 a.m. - Breakfast 8:30 a.m. -School Day and Instruction Begins

- Students may enter through the main entrance on 30th Ave. N. at 7:45 a.m.
- It is recommended that students who walk or receive a ride arrive no later than 8:00am.
- Upon arrival, students in grades K-5 will go to the cafeteria to pick up breakfast, which they take directly to their classroom.
- High Five students will go to their classroom before returning to the cafeteria with their teacher for breakfast.
- Breakfast service ends at 9:00 a.m. Students arriving after this time will not receive breakfast.
- Students arriving after 8:05 a.m. will require a late pass.

Dismissal:

2:30 p.m - Dismissal begins 2:45 p.m. -Buses depart

- Parents/Guardians must communicate busing or pick up changes to the main office staff no later than 1:00pm on the day of the change.
- Student pick-ups are not allowed in the bus lane, no exceptions.
- Parents/Guardians picking up their student(s) during or after school must wait in the car line until their children are escorted outside to the cars.
- Students walking home exit through the main entrance on 30th Ave N unless Students live South of HIA, they will exit through the south doors/

Extended Learning Time (ELT):

2:45 p.m. -ELT Starts 5:00 p.m. ELT Dismissal Begins 5:05 p.m. Buses Depart

Attendance:

In School, On Time, Everyday!

24 Hour Absence Hotline (612) 668-1908

Regular attendance is important to school success. It is expected that a student's attendance will be regular and on time daily unless prevented by illness, religious observance, family emergency, or severe weather. **Please call the attendance line by 9:00 am when your child will be absent (612) 668-1908.** Please state your child's name, grade and the reason for the absence. **If unable to call, please send a note explaining the absence and that you are aware of the absence or tardiness.** Our attendance clerk records student absences and tardiness on a daily basis. We ask your help in scheduling dental and doctor appointments after school whenever possible. Excessive late tardies can hinder learning. Once a student has 10 unexcused tardies arriving after 9:30, those tardies will then be marked as an unexcused absence.

State Law dictates our attendance policy. By law, all children in Minnesota, between the ages of 5 and 18 must go to school. Our goal in the Minneapolis Public Schools is to have 95% attendance. To achieve this, students should have no more than 8 unexcused absences during the school year.

95% attendance means 8 or fewer days of absence

Attendance Procedures

- A student is marked absent/excused when the school receives a phone call or note verifying an absence for an excusable reason.
- A student is marked absent/unexcused if parents cannot be contacted or the reason given is not excused.

Attendance Continued:

Reasons for Excused Absences

- Illness – If a student has three (3) or more days in a row due to illness, either a health professional note, or a conference with the school nurse is required for excuse. If a student has eight (8) or more absences accumulated during a school year due to illness, the same documentation is required to excuse the absences.
- Funeral Attendance – up to four days, but you may request a longer period from the principal if needed for travel or cultural observances.
- Family Emergency – up to three days accumulative in a school year. If the emergency is due to relocation or moving, it should be limited to one day.
- Transportation problems – when a scheduled bus stop was not made, or was made late, or the bus experienced mechanical failure.
- Transportation interruption – when the student's relocation requires a new bus stop where none exists, and the parent is unable to transport the student to school, and the student lives within the attendance area for the school; or when the student is relocated and qualifies as homeless or highly mobile and a new stop is not immediately available.
- Extreme weather conditions – the parent may determine if the weather is too extreme for the student to attend school.
- Student appointments with health care providers or other professionals when the appointment cannot be made outside of school hours – the appointment must be verified in writing by the professional.
- Religious observance.
- Family activity – up to five (5) days in one school year. Notice must be ten (10) school days in advance of the first absence, missed school work must be made up, the student must have shown adequate progress and attendance prior to the request; **no family activity absences will be approved during state-wide testing days.**
- Appearances in a court, or quasi-judicial meeting ordered by a court, when the meeting cannot be scheduled outside of school hours
- College visits – up to two days per school year
- Non-District competitions or events – documentation from the sponsor must accompany the request; missed school work must be made up by the student.

There are many support services available to help you and your child with issues that may be affecting their attendance. Please feel free to call our *24 Hour Absence Hotline* at (612) 668-1908.

Riding the Bus:



Riding the bus is a privilege, not a right.

To ensure the safety of all students, bus rules are strictly enforced. A student may be removed from a bus for any period of time up to an entire school year. Students are still required to attend school and it is the responsibility of parents/guardians to provide transportation to and from school daily.

- If the bus does not come within 15 minutes of the scheduled time, call (612) 668-2300
- If you need a new stop scheduled or if there are scheduling problems, such as the bus arriving too early or too late, please call our office at (612) 668-2250..
- If you need a permanent stop change, it can take up to 10 days for a change; please plan accordingly.
- If your student is having a problem on the bus, please call the school at (612) 668-2250 and ask for Mr. Houa, our Transportation Coordinator.
- If your student is removed from the bus, it is the responsibility of the parents/guardians to provide transportation to and from school.

Assigned Buses Only

Students are assigned to buses and bus stops. A student will need a bus pass to board a different bus. Changes in assigned bus or stop will be made only for change of address or safety issues as determined by the district. Failure to ride the assigned bus from the assigned bus stop may jeopardize student's safety and may result in disciplinary action. ** The bus is an extension of the school day. Bus consequences may be superseded by District policy. The bus driver has the authority to assign seats. The sexual/racial/religious harassment policy and the weapons policy of District will be strictly enforced on the bus as well as at school.

Riding the Bus Continued:

Bus Conduct

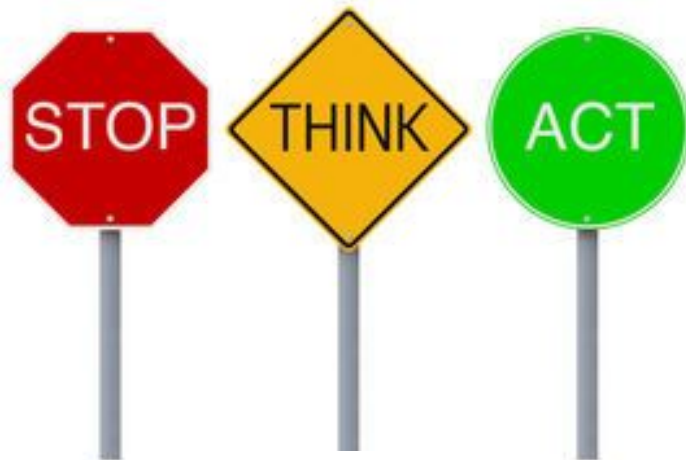
Bus drivers have a very important job – safely transporting students to and from school. To do their job, they must have full cooperation from all students to provide a safe ride to and from school. Students are expected to follow the district guidelines for appropriate bus conduct when riding to and from school and are expected to listen to and follow bus driver directions at all times.

If a student jeopardizes the safety of the bus, engages in fighting or behavior that requires police involvement, or causes the bus to return to school or the Safety Manager to be called, the student will likely be removed from the bus at that time.

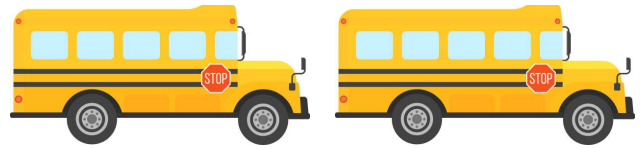
These rules are to be followed by every student regardless of age. Misconduct, careless and thoughtless behavior can cause serious injury to other passengers on the bus or anyone on the road. Parents/Guardians share responsibility with their student(s) for conduct while on the bus and in the school bus loading and unloading areas – “Danger Zones” – including the bus stop near their home

MPS BUS SAFETY RULES

- STAY OUT OF THE “DANGER ZONE” OUTSIDE THE BUS
- FOLLOW DRIVERS INSTRUCTIONS
- BE ON TIME FOR THE BUS
- ALWAYS SIT DOWN
- BE RESPECTFUL. NO FIGHTING, SWEARING, OR YELLING.
- NO EATING OR DRINKING
- KEEP YOUR BUS CLEAN. DO NOT DAMAGE BUS.
- KEEP YOUR HEAD AND ARMS INSIDE THE BUS WINDOWS.
- NO DANGEROUS OBJECTS OR PETS
- WINDOWS MAY NOT BE OPEN OVER HALFWAY



Riding the Bus Continued:



Buses – Students are expected to:

1. Follow all directions.
2. Provide drivers with their name when asked.
3. Get to the bus stop at **least 5 minutes early** – remember to walk and cross streets safely (never run to catch the bus).
4. Wait safely for the bus – do not play near the street.
5. Form an orderly line without crowding other students when the bus arrives and hold the handrail when entering and exiting.
6. **Find a seat and stay seated in that seat until the bus comes to a complete stop at school or at the drop-off location.**
7. Keep hands to themselves and use “indoor voices” and respectful language at all times (no put downs, cussing, sexual talk etc.)
8. Ride their assigned bus and get on/off at their assigned stop. Students may not walk without a signed and dated note from a parent/guardian.
9. Leave the bus in the same condition as when they entered the bus – Parents will be billed for destruction of property or vandalism caused by a student under the age of 18 and a police report will be filed.
10. Stay outside the “Danger Zones”: keep away from the front, sides and back of the bus, and don’t bend down outside the bus to pick something up – the driver may not see you!
11. Keep aisles open (no feet, backpacks etc.) for other students to enter/exit. Students should sit with their backpack in their lap.
12. Comply with driver instructions regarding opening/shutting windows and no window should be open more than ½ way ever. Since students are expected to be seated at all times, no body parts (head, arms or hands) should ever be outside a window.
13. Keep homemade lunches, other food or after school snacks secure and out of sight in a bag or backpack. Eating and drinking are not allowed on buses (including candy, seeds etc.).

Students who fail to comply with these rules may receive a **VERBAL WARNING**, a **BUS BEHAVIOR CONDUCT REFERRAL**, or they may be **REMOVED FROM THE BUS** for a specific amount of time ranging from one day to the remainder of the school year depending on the violation and/or cumulative number of violations. Parents/Guardians will be notified if the student loses his or her privilege. **Students are still required to attend school and it is the responsibility of the family to provide transportation.**

Riding the bus is a privilege, not a right.

School Engagement Expectations – The HIA WAY

- Be Respectful
- Be Responsible
- Be Safe
- Be Your Best!



At HIA, we want all of our students to be successful. We will work with our children and families to provide a safe and productive learning environment for all.

School Engagement Expectations:

Expectations	Arrival/Dismissal	Hallway	Lunch	Playground	Bus	Assemblies	Bathroom
Be Respectful	Arrive on time Say "Good Morning"	Walk at all times	Voice Level 0, 1	Share equipment	Follow driver's instructions	Use appropriate audience manners	Flush
	Wait in lobby on the tiled area until the bell rings	Voice Level 0	Keep hands and feet to yourself	Treat adults and students kindly	No fighting, swearing, or yelling	Sit still (when appropriate)	Wash hands (use soap)
	Walk on sidewalks only		Eat your own lunch Say "Thank You!" and "Please"	Use appropriate language	Use appropriate language and volume	Level 0 (with mouth and hands)	Throw paper in the garbage
Be Responsible	Follow crossing guards directions at all corners	Walk quietly (teachers please monitor your whole line)	Remain seated, place your own trash in the garbage when it's wheeled to you	Line up quickly when called in the appropriate area	Be on time	Sit with your class	Use only what you need
	Go immediately to class after getting a breakfast		Eat what you take	Go directly to playground area only	No eating or drinking	Keep your hands and feet to yourself	Use it only when you need to
			Use your time to eat	Cooperate with all children	Younger children are first	Follow "Show 5" signal	
	Get on the bus or go to your after school class quickly at dismissal		Food and drink stay in the lunchroom				
			Follow "Show 5" signal				

School Engagement Expectations:

Expectations	Arrival/Dismissal	Hallway	Lunch	Playground	Bus	Assemblies	Bathroom
Be Your Best	Get to class on time	Keep hands to yourself	Eat healthy	Have fun	Stay out of the danger zone	Pay attention to speaker	Keep the bathroom clean
	Leave school with everything you need		Use polite language	Treat others kindly	Wait patiently in line		Return to class promptly
			Use your manners	Follow game rules	Safe hands, feet and body at all times		
				Take turns			
				Try to include everyone			
				Make new friends			
Be Safe	Use the appropriate hallway when walking to class	Follow all directions	Keep hands and feet to yourself	Report unsafe behaviors	Keep the bus clean	When directed, enter and exit in an orderly manner	Walk
		Always have a pass or be with an adult	Keep food where it belongs	Nice touch Nice words	Be courteous		Open doors slowly
	<u>All</u> students are to be escorted out the door and to busses	Walk on the right	Stay at your table	Safe hands, feet & body	Enjoy your ride and friends		Report any unsafe behaviors or problems to an adult immediately
	If you get picked up, go directly to parking lot	Walk up or down the correct set of stairs		Use equipment as intended	Stay seated at ALL times		
				Watch where you are going	Use your seatbelt, if there is one		
				Respect young children's playground time			
				Play only in assigned areas			

School Engagement Expectations:

At HIA, we work with children as much as possible to avoid keeping them out of class in the case of misbehavior. In extreme circumstances, when a suspension is warranted, we will work with the family to make a plan for supporting their student to be as successful as possible.

Suspensions from School & Readmission Requirements

The following readmission requirements apply to students suspended from school and their parents/guardians:

1. **Students may not return to school until their readmit date –**
2. **Parents/Guardians and the student must attend the readmit meeting** with your child's teacher and support staff.
3. Parents/Guardians and the student must actively participate in a discussion about the incident and work collaboratively with school staff to ensure the behavior resulting in the suspension will not happen again.
4. Parents/Guardians and the student must sign a behavior contract or intervention plan if requested by school staff or by a Parent/Guardian.
5. Parents/Guardians must call to reschedule if they cannot attend the readmit meeting.

School Communication:

- Communication between families and school is extremely important and critical for your child's success. Two-way communication between parents/guardians and teachers/staff via email, phone calls, open houses, student conferences, classroom visits, family nights, zoom or google meetings, and student communication logs, as well as one-way communication by visiting our school website, <https://hia.mpls.k12.mn.us/Home>, listening to "robo-calls," reading emails, and reading newsletters (school and classroom) are ways to make communication between home and school successful.
- Please check your child's backpack or school bag daily for anything sent to you from school. This is also an opportunity to review any school or homework. The school wide newsletter is sent home monthly to keep you informed of school events and to provide you with other important information. The monthly newsletter includes the school wide calendar for the upcoming month and is always updated.

School Communication:

Communicating with Teachers, Administrators, and Staff

All teachers have email. Please leave a message if you would like your child's teacher to call you back. Please call the main office (612) 668-2250 for urgent matters or transportation changes. Please email or call when you have specific concerns or need questions answered. If you have classroom/instruction concerns, please contact the teacher first. If the problem is not resolved, please contact an administrator. We encourage you to email or call ahead to schedule an appointment to ensure that the teacher, administrator, or staff member meeting with you can give you their full attention. If you would like to meet with your child's teacher, it is especially important to schedule an appointment so that the teacher can meet with you during their preparation ("prep") time or before/after school.

Anytime you leave a voice message, please speak slowly and provide the following information:

1. Your first and last name
2. The first and last name of your child(ren) attending Hmong International Academy
3. Your phone number
4. The best time(s) to reach you
5. A brief description of your question or concern.

School Communication:

Homework

The purpose of homework is to reinforce basic skills, to expand on topics covered in the classroom, and to develop responsibility and good study habits. Parents can support student learning by providing students with a quiet space and setting aside time to do homework. Students who do not have homework assigned by the teacher should spend time reading independently or with a parent or sibling. All students are expected to read for at least 20 minutes daily.

Student Conferences

It is very important you and your child's teacher meet regularly to discuss your child's progress and to provide an opportunity for you to share your hopes and dreams, as well as any concerns, for your child. Regularly attending Student Conferences 1-2 times per year is a great way to do this! We hope and expect that all parents/guardians will meet with their child's teacher during Student Conferences this year – **Our goal is to have at least one parent/guardian of each student at Student Conferences this year.** If you cannot attend Student Conferences on the days and times listed below, please schedule an alternative conference time with your child's teacher. Teachers can also meet by phone, google meet, or another virtual format.

Visiting

Parents/Guardians are always welcome at Hmong International Academy and should always enter through the main entrance on 30th Ave N. If you wish to meet with a staff member pre-arrangements should be made with the teacher or administration. You are always welcome to stop in the classroom or join your child for lunch. You may purchase a lunch from the school or bring your own from home. For the safety of all children, all visitors are required to sign in and provide identification at the reception desk or in the main office. All visitors must wear a visitor badge/sticker while in the school. Any adult not displaying a visitor badge/sticker will be asked to check in in the main office. A staff member will escort you to your destination.

Field Trips:

Teachers may schedule field trips for their classes. Field trips are meant to be an extension of learning activities in the classroom. Permission slips are sent home prior to the scheduling of trips and students must have a signed slip before being allowed on the trip. Students who go on field trips are expected to stay with the group at all times and follow directions given by the adult in charge. Because field trips are an extension of the classroom, students will not be excluded from field trips based on classroom behavior. However, the school reserves the right to require a student to be accompanied by a parent/guardian to ensure their safety. Permission slips will be sent home with your child prior to the date of the trip. Students must have **written** permission to attend.

Walking Field Trip

A “walking field trip” permission slip is used for field trips that do not require a bus for transportation. These trips may be a walk around the block, to the park, or other place close by.



Cell Phones and Electronic Devices:

Cell phone and personal electronic use is not allowed in school

Cell phones and other electronics can be a distraction to student learning and achievement. Students should follow the teacher's instructions related to cell phone storage. Cell phones that are being used during learning time will be taken away by any staff member and secured with an administrator. Confiscated cell phones will not be returned to students; they will only be returned to a parent/guardian. If you have extenuating circumstances and need to reach your child during the school day, please use the main office phone number and we will connect you with your child.

***** *The school is not responsible for damaged, lost or stolen items* *****

Exception to Use of Cell Phones & Personal Electronic Devices

If the school staff determines that the use of cell phones or personal electronic devices used appropriately and responsibly, can enhance learning, the school staff has the discretion to allow usage. Because of our continually expanding access to classroom technology, it is unlikely that cell phones and personal electronic devices will be needed.

Dress Code Policy:

We have a dress code policy to ensure that our focus remains on academics and learning. The principal, assistant principal, and their designees are given the right and responsibility to decide the appropriateness of specific items in instances where student clothing or dress may be in question. Our policies are set forth below:

- Student clothing should be functional for all parts of the school day, including Physical Education, Recess (Indoor/Outdoor) and all classroom learning.
- If students get cold at school, it is recommended that they bring a sweater or hoodie to keep in their locker.
- Inappropriate patterns, words or logos on clothes are not allowed.

Nutrition Services:

MPS CNS Home Page:

<https://nutritionservices.mpls.k12.mn.us/>

Menus:

https://cws.mpls.k12.mn.us/current_menus



Nutrition Services provides nutritious, well-prepared foods at reasonable prices. We participate in universal breakfast and lunch programs. Both meals are provided to all HIA students at no cost.

Students should not bring chips, seeds, candy, gum, pop or similar items to school.

Pop/soda is not allowed per the MPS Wellness Policy.

Items may be confiscated and returned to the student or a parent/guardian at the end of the day. Items intended for lunch must be accompanied by a well-rounded lunch from home.

- Only small bags (personal size) of chips/snack foods are allowed at school as part of a balanced lunch. Food from home may not be shared with other students in the lunchroom. No food/snacks are to be eaten in the classroom or hallways unless it is a part of an approved activity such as a class party.

Nutrition Services:

Cafeteria – Students are expected to:

- Follow directions.
- Stay in their assigned seat, if applicable.
- Walk at all times (no running).
- Use “indoor voices” and respectful language at all times; putdowns, cussing, sexual talk etc. is not tolerated.
- Raise their hand when they need help.
- Keep their hands to themselves and afford other students personal space.
- Dispose of their own garbage (no throwing) and clean-up after themselves.
- Use the restroom prior to lunch time

Students who choose not to comply with expectations will have consequences which may include alternative seat placement, removal from the cafeteria, a call home, or other supportive actions

Health and Wellness: Health office #(612) 668-2247

Illness

If your child has symptoms of illness such as fever, nausea, rash etc., please keep him/her home until you know the seriousness of the condition. This will help reduce the spread of infection at school. **Please call the health office when s/he returns to school.**

If your child has a chronic condition, such as a heart condition, hearing or vision problem, or severe allergies, please notify our health office or your child's teacher as soon as possible. This information will be recorded on your child's health record and procedures for managing the condition will be used in working with your child. If any changes in the health of your child occur during the school year, please notify the health office immediately

Medication

Medication administered by school personnel requires a completed *Medication Consent Form* signed by the physician and parent. The medication must be in a prescription container, labeled by the pharmacist. All medication, including inhalers, must be left in the school Health Office for safekeeping.

Immunizations

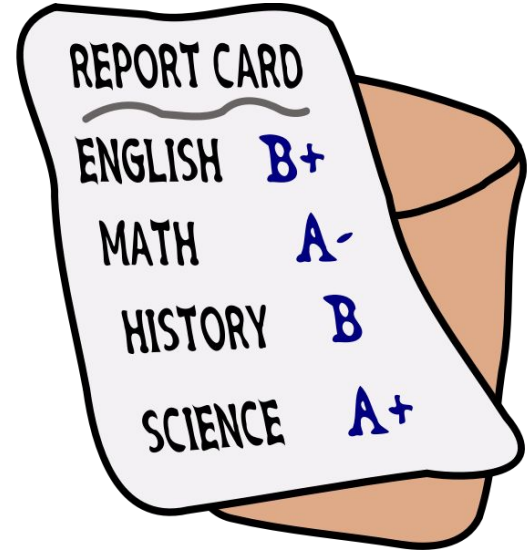
Minnesota law requires students enrolled in public schools to meet minimum immunization requirements. Please call the Health Office for more information regarding these requirements. Please maintain a record of your child's immunizations and send updated information to the school.

Environmental Health

Perfume, cologne, and aftershaves are not allowed in school. Due to sensitivities of students and adults that could trigger severe asthma attacks and other health issues, we are asking that both adults and students refrain from using scented products at school.

Student Records:

Report Cards are completed electronically and are stored in the MPS district computer system. All individual student files are kept at HIA until they are withdrawn from the school. If a student also received special education services and they have left the district, the special education records for that student will be kept by the district until four years after the student turns 21. These records will be destroyed after that time. If a parent wants a transcript, a request should be to the main office. Transcripts are only sent to another school with a request sent by the receiving school and signed by a parent or guardian.



Volunteer Opportunities:

Schools depend on the generous work of volunteers. There are many ways and opportunities for you to get involved. If you are interested in classroom involvement, other than tutoring, please contact our Family & Community Liaison, **Mr. Houa at 612-668-1905**

Parents/Guardians can contribute to the success and well-being of all students by volunteering. Several opportunities exist including: PTO; room parent; organize class parties/celebrations; help with various tasks in the classroom; lunch duty support; shelve library books; field trip chaperone; Site Council; reading to children; Field Day; Carnival; family outreach;.

Family Involvement

Family involvement in your child's education can mean a variety of things. We know that all of our families are invested in the education of their children. We hope to continue to find new ways for families to be involved in school. Some examples of ways to be involved in your child's education include:

- Reading to/with your child every night
- Reviewing homework with your child every night
- Discussing your child's progress with teachers and attending student conferences
- Helping your school to set challenging academic standards
- Voting in school board elections
- Becoming an advocate for better education in your community and state
- Attending school events

Additional Information:

School Supplies

At the beginning of the year, teachers will provide information about the types of school supplies students need at their grade level. In general, all students need a backpack, pencils, crayons and washable markers binders, and notebooks/ notebook paper. Kleenex and hand sanitizer are also supplies that classroom are in need of. Permanent markers of any kind are to be left at home. A school supply list is posted on the school website.

Destruction of School Property

Students who deliberately destroy school property such as computer components, headphones, school desks, chairs, etc. will receive appropriate consequences. Students are also responsible for replacement of the item. Vandalism to school property – e.g. writing on school walls, books, lockers is considered destruction to the school building and ultimately destructive to a positive learning climate and appropriate consequences will be given.

Bicycles / Skateboards / Scooters

Students who ride bicycles, skateboards or scooters to school do so at their own risk and must have parent permission to do so. Students are encouraged to wear helmets and other protective gear. When students are on school property, especially during bus time, they must walk with their bike, skateboard or scooter. The school is not responsible for the security of the bikes locked to the bike rack.

Lost & Found

Students often forget personal belongings on the playground, in the lunchroom and in the gym. If items are lost, they will be brought to the lost and found located in the Peace Hallway. Items lost in classrooms generally are left there until someone comes to claim them. Items will be sent to the Goodwill or other community agency when the lost and found gets too full. To help decrease the amount of items left in the lost and found we ask that you label all items, especially outerwear. This will help us when we try to locate the rightful owner. Items left in the lost and found at the end of the year will be donated to a local charity or will go into the “community” clothing box for use by other students.

Appendices:

The following pages include information from the state and school district that are important for families to know

- Appendix 1: Minnesota Department of Education Assessment Policies
- Appendix 2: MPS Attendance Policy 5100
- Appendix 3: MPS Bullying Policy 5201
- Appendix 4: MPS Wellness Policy 6690
- Appendix 5: MPS Internet Usage Policy 6415B
- Appendix 6: MPS Background Check Notice
- Appendix 7: MPS Student Search Policy 5680

Link to all board policies:

<https://mps.municipalcodeonline.com/book?type=policies#name=Introduction And Policy Manual Use>

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

This information will help parents/guardians make informed decisions that benefit their children, schools, and communities.

Why statewide testing?

Minnesota values its educational system and the professionalism of its educators. Minnesota educators created the academic standards which are rigorous and prepare our students for career and college.

The statewide assessments are how we as a state measure that curriculum and daily instruction in our schools are being aligned to the academics standards, ensuring all students are being provided an equitable education. Statewide assessment results are just one tool to monitor that we are providing our students with the education that will ensure a strong workforce and knowledgeable citizens.

Why does participation matter?

A statewide assessment is just one measure of your student's achievement, but your student's participation is important to understand how effectively the education at your student's school is aligned to the academic standards.

- In Minnesota's implementation of the federal Every Student Succeeds Act, a student not participating in the statewide assessments will not receive an individual score and for the purpose of school and district accountability calculations, including opportunities for support and recognition, will not be considered "proficient."
- Students who receive a college-ready score on the high school MCA are not required to take a remedial, noncredit course at a Minnesota State college or university in the corresponding subject area, potentially saving the student time and money.
- Educators and policy makers use information from assessments to make decisions about resources and support provided.
- Parents and the general public use assessment information to compare schools and make decisions about where to purchase a home or to enroll their children.
- School performance results that are publicly released and used by families and communities, are negatively impacted if students do not participate in assessments.
- English learners not taking ACCESS or Alternate ACCESS for ELLs will not receive a score to meet English learner program exiting criteria.

Academic Standards and Assessments

What are academic standards?

The [Minnesota K-12 Academic Standards](#) are the statewide expectations for student academic achievement. They identify the knowledge and skills that all students must achieve in a content area and are organized by grade level. School districts determine how students will meet the standards by developing courses and curriculum aligned to the academic standards.

What is the relationship between academic statewide assessments and the academic standards?

The statewide assessments in mathematics, reading, and science are used to measure whether students, and their school and district, are meeting the academic standards. Statewide assessments are one measure of how well students are doing on the content that is part of their daily instruction. It is also a measure of how well schools and districts are doing in aligning their curriculum and teaching the standards.

Minnesota Comprehensive Assessments (MCA) and Minnesota Test of Academic Skills (MTAS)

- Based on the Minnesota Academic Standards; given annually in grades 3-8 and high school in reading and mathematics; given annually in grades 5, 8, and high school for science.
- Majority of students take the MCA.
- MTAS is an option for students with the most significant cognitive disabilities.

ACCESS and Alternate ACCESS for English Learners

- Based on the WIDA English Language Development Standards.
- Given annually to English learners in grades K-12 in reading, writing, listening, and speaking.
- Majority of English learners take ACCESS for ELLs.
- Alternate ACCESS for ELLs is an option for English learners with the most significant cognitive disabilities.

Why are these assessments effective?

Minnesota believes that in order to effectively measure what students are learning, testing needs to be more than answering multiple choice questions.

- To answer questions, students may need to type in answers, drag and drop images and words, or manipulate a graph or information.
- The Reading and Mathematics MCA are adaptive, which means the answers a student provides determine the next questions the student will answer.
- The Science MCA incorporates simulations, which require students to perform experiments in order to answer questions.

All of these provide students the opportunity to apply critical thinking needed for success in college and careers and show what they know and can do.

Are there limits on local testing?

As stated in Minnesota Statutes, section 120B.301, for students in grades 1-6, the cumulative total amount of time spent taking locally adopted districtwide or schoolwide assessments must not exceed 10 hours per school year. For students in grades 7-12, the cumulative total amount of time spent taking locally adopted districtwide or schoolwide assessments must not exceed 11 hours per school year. These limits do not include statewide testing.

In an effort to encourage transparency, the statute also requires a district or charter school, before the first day of each school year, to publish on its website a comprehensive calendar of standardized tests to be administered in the district or charter school during that school year. The calendar must provide the rationale for administering each assessment and indicate whether the assessment is a local option or required by state or federal law.

What if I choose not to have my student participate?

Parents/guardians have a right to not have their student participate in state-required standardized assessments. Minnesota Statutes require the department to provide information about statewide assessments to parents/guardians and include a form to complete if they refuse to have their student participate. This form follows on the next page and includes an area to note the reason for the refusal to participate. Your student's district may require additional information.

A school or district may have additional consequences beyond those mentioned in this document for a student not participating in the state-required standardized assessments. There may also be consequences for not participating in assessments selected and administered at the local level. Please contact your school for more information regarding local decisions.

When do students take the assessments?

Each school sets their testing schedule within the state testing window. Contact your student's school for information on specific testing days.

- The MCA and MTAS testing window begins in March and ends in May.
- The ACCESS and Alternate ACCESS for ELLs testing window begins at the end of January and ends in March.

When do I receive my student's results?

Each summer, individual student reports are sent to school districts and are provided to families no later than fall conferences. The reports can be used to see your child's progress and help guide future instruction.

How much time is spent on testing?

Statewide assessments are taken one time each year; the majority of students test online. On average, the amount of time spent taking statewide assessments is **less than 1 percent of instructional time** in a school year. The assessments are not timed and students can continue working as long as they need.

Why does it seem like my student is taking more tests?

The statewide required tests are limited to those outlined in this document. Many districts make local decisions to administer additional tests that the state does not require. Contact your district for more information.

Where do I get more information?

Students and families can find out more on our [Statewide Testing page](#) ([education.mn.gov](#) > Students and Families > Programs and Initiatives > Statewide Testing).

Appendix 2: MPS Attendance Policy:

PURPOSE

The purpose of this policy is to establish and define District rules for attendance. The goal of the MPS attendance policy is to promote student attendance and assure that absences are effectively addressed. Assuring student attendance requires a joint effort among school staff, students, families and the community. This policy does not apply to those periods during which a student is enrolled in an authorized foreign study exchange program.

GENERAL STATEMENT OF POLICY

The Minnesota Compulsory Attendance Law requires that every child enrolled in kindergarten through age 16 shall receive instruction.

Once a child has been enrolled in kindergarten, regardless of the age of the student at that time, attendance is compulsory unless and until the child is properly withdrawn from enrollment. In the event that a child under the age of seven who was enrolled prior to their seventh birthday is properly withdrawn from enrollment, attendance is no longer compulsory until the earlier of the following is reached: re-enrollment of the child as a student, or the child's seventh birthday.

Students who are enrolled in the pre-kindergarten programs of the district are not subject to the compulsory attendance law, but their continued enrollment shall be subject to their meeting the district expectations for attendance that applies to students in Kindergarten through grade 12.

Students who fail to meet the attendance requirements will be dropped from enrollment, and their space offered to students who may be on a waiting list for the program. Students may be excused from attendance on the same basis as is permitted for students enrolled in kindergarten through grade 12.

Appendix 2: MPS Attendance Policy:

The District attendance policy is guided by the following set of values. In some instances, these values may compete with each other. The attendance policy attempts to balance these values in the best interest of students and the school community. Student academic achievement is the primary goal of Minneapolis Public Schools. Although learning occurs in a variety of settings, time in class is essential to learning so that students can receive instruction and contribute as members of the community of learners. School staff, students, families and the community share responsibility for student attendance. Families have the responsibility for making decisions about their children's schooling. School staff has responsibility for communicating with families about student attendance. All students receive equitable opportunity and treatment. Students have individual needs that must be considered.

Minneapolis Public Schools recognizes that daily attendance is critical to academic achievement and therefore expects every student to attend school and class on time every day. Ninety-five percent attendances is set as the minimum standard. Students not required by Minnesota Law to attend school may withdraw under the following procedures. Any student under age seven (7) may be withdrawn by the parent or guardian if: The student is enrolled in another school; or the student is registered or enrolled in a home school; or the parent or guardian declares in writing that the withdrawal is due to the immaturity of the child. Any student between 16 and 18 years old who seeks to withdraw from school must, along with that student's parent or guardian: attend a meeting with school personnel to discuss the educational opportunities available to the student, including alternative educational opportunities and sign a written election to withdraw from school.

Appendix 2: MPS Attendance Policy:

RESPONSIBILITY

The Superintendent is authorized to promulgate regulations, procedures and rules to implement this policy. Regulations and procedures shall, at a minimum: establish clear and consistent practices across the district, including a standard set of excused and exempt absences; use accurate and timely attendance data for planning, evaluation, and communication; clarify staff roles and responsibilities; clarify the role of parents in informing the school regarding their students' attendance or absences; require attendance regulations, procedures and rules to be communicated to students and families at registration, or at least annually. provide for the means of appeals by parents or guardians regarding attendance issues.

District School Staff have the responsibility to: engage students in the learning process with strong curriculum, instruction and relationships with staff; meet the needs of individual students by using a range of strategies and interventions; communicate attendance expectations to families, inform them of their students' attendance, and involve them in problem solving related to their students; involve the community through shared expectations and actions

Appendix 3: MPS Bullying Policy

PURPOSE

The purpose of this policy is to maintain a safe and supportive learning environment for students and staff that is free from bullying or hazing. The District cannot monitor the activities of students at all times and eliminate all incidents of bullying between students or hazing, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the District's schools and the rights and welfare of its students and is within the control of the District in its normal operations, it is the District's intent to prevent bullying and/or hazing. It is also the District's intent to take action to investigate, respond to, remediate, and impose discipline for those acts of bullying and hazing which have not been successfully prevented.

GENERAL STATEMENT OF POLICY

Bullying or hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited. This policy applies to any student whose conduct interferes with or obstructs the mission or operations of the District or the safety or welfare of the student, other students or employees of the District and, as it applies to behavior against other students: Where there is an actual or perceived imbalance of power between the student acting and the target of that behavior, and where the conduct is repeated or forms a pattern, or where the conduct materially and substantially interferes with a student's educational opportunities, or performance, or ability to participate in school functions or activities or receive school benefits, services or privileges.

Appendix 3: MPS Bullying Policy

The policy applies to conduct that occurs: on school premises, at school functions or activities, on school provided transportation by use of electronic technology and communications on school premises, during school functions or activities, on school provided transportation, on school provided technology, networks, forums or mailing lists; by use of electronic technology and communications off school premises when such use substantially and materially disrupts student learning or the school environment.

This policy applies to any harming conduct that causes physical harm to a student or a student's property or causes a student to be in reasonable fear of harm to person or property, or violates a student's reasonable expectation of privacy, or constitutes intentional infliction of emotional distress against a student; is directed at a student or students based on the actual or perceived student's: race, ethnicity, color, creed, religion, national origin, immigration status, gender, marital status, familial status, socioeconomic status, physical appearance, sexual orientation, gender identity or expression, academic status related to student performance, disability, status with regard to public assistance, age, or any other protected class characteristic under the Minnesota Human Rights Act

This policy also applies to conduct that is characterized as, but is not limited to: teasing, abusive; intimidating, defaming, threatening, terrorizing, exclusionary, or provocative conduct that induces or causes others to act in violation of this policy. This policy applies to any misuse of technology that directs the conduct identified above toward any student.

Appendix 3: MPS Bullying Policy

No student, employee or other personnel of the District shall plan, direct, encourage, aid or engage in bullying and/ or hazing. No employee or other personnel of the District shall permit, condone or tolerate bullying and/or hazing. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy. In the case of behavior that constitutes hazing this policy applies to behavior that occurs on or off school property and during and after school hours. A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be considered hazing and is subject to discipline for that act.

It shall be a violation of this policy to retaliate against any person who: makes a good faith report of alleged bullying or hazing, acts as a witness in any fact finding or investigation, testifies, assists or participates in any bullying or hazing fact-finding or investigation hearing, or proceeding.

Submission of a good faith complaint or report of bullying or hazing will not affect the complainant or reporter's future employment, grades, course credit acquisition, or work assignments. Any student or employee who supplies information in a complaint or investigation that is determined to have been falsely and maliciously supplied shall be subject to discipline. The District shall act to initiate an investigation of all complaints of bullying or hazing within three (3) school days of a report of alleged conduct prohibited by this policy. The District shall discipline or take appropriate action against any student, employee or other personnel of the District who is found to have violated this policy. Discipline shall be consistent with the requirements of applicable collective bargaining agreements, applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act, the district's Behavior Standards Policy and other district policies. Remedial and restorative responses to prohibited conduct shall be offered to actors, targets and bystanders that are tailored to the particular behavior or conduct, the students' developmental ages and behavioral histories. Within the limitations of appropriate data protection requirements, parents of students alleged to have engaged in prohibited conduct and parents of alleged targets of that conduct, shall be notified of the alleged conduct and the investigation into the allegations.

Appendix 3: MPS Bullying Policy

RESPONSIBILITY

The Superintendent is authorized to promulgate regulations to support the implementation of this policy. This policy shall be given to students, parents, employees and other personnel of the district. Teachers, administrators, volunteers, contractors and other personnel of the school district shall be particularly alert to possible situations, circumstances or events which might include or encourage bullying or hazing. Any such person who receives a report of, observes, or has other knowledge or belief of conduct which may constitute bullying or hazing shall inform the building principal or site administrator immediately. Employees and district contractors shall intervene in observed conduct that constitutes bullying or hazing to protect the target of the prohibited conduct. The District will provide information and applicable training to school district staff regarding this policy at least every three years

The administration of the District is directed to implement programs and other initiatives to prevent bullying, provide education and information to students regarding bullying and to respond to bullying in a manner that does not stigmatize the target, and to make resources or referrals available to targets of bullying or hazing and their families. The principal or site administrator of a school is the primary contact person to receive reports of prohibited conduct, and is responsible to assure that this policy is administered and implemented in a full and fair fashion. The principal, or principal's designee, shall conduct the required investigation into allegations of bullying. The District may implement violence prevention, character development and prosocial skills education programs to prevent and reduce policy violations.

Appendix 4: MPS Wellness Policy

PURPOSE

Minneapolis Public Schools recognizes that the responsibility for the total health and wellness of the student is the joint responsibility of the parents, staff, schools, the community and students themselves. An important part of the mission of the district is to equip students to make healthy choices to prepare them to be skilled and confident citizens capable of succeeding in their work, personal and family lives. Through education in nutrition, physical activity and other life choices we strive to empower students to build healthy bodies and minds Overall wellness contributes to academic readiness, attendance and academic success. Ancillary services provided or available to students must be aligned with the content standards and support the total health and wellness of the student. The purpose of this policy is to develop health learners through a school environment that promotes and protects students' and staff's health, well-being and ability to learn.

GENERAL STATEMENT OF POLICY

Health and Physical Education shall be based on content standards and shall include educational experiences to promote good mental and physical health for all students at all age levels served by Minneapolis Public schools. The district shall provide or partner with external organizations to provide an employee wellness program that supports the overall well-being of all employees. The school meal program is not only a service provided or available to students, but shall serve as an integral part of nutrition education and promotion. It shall be a positive learning experience contributing to the goals of the educational program as well as the nutrition service goals and good nutrition promotion.

Appendix 4: MPS Wellness Policy

School environments shall promote and protect students' health, well-being and ability to learn by: providing opportunities, support and encouragement for all students to be physically active on a regular basis through standards-based physical education classes, extracurricular activities, and classroom and other opportunities for physical activity; providing all elementary school children a minimum of thirty (30) minutes of daily recess in all elementary schools. prohibiting the imposition of physical activity or exclusion from physical activity as a response to behavior in violation of the district's behavior standards; prohibiting the unreasonable delay or denial of meals, or the unreasonable limitation of daily menu options as a response to behavior in violation of the district's behavior standards; supporting Safe Routes to Schools or other, similar programs and curricula that promote biking and walking to, from and while at school and work by students and staff. providing access to a variety of affordable, nutritious and appealing foods that meet their health and nutrition needs by full participation in the federal school meal programs to the maximum extent practicable, and by thoughtful sourcing, preparation and presentation of the school meal programs; respecting religious, ethnic and cultural diversity in healthy food choices offered through the nutrition services program as well as through the curriculum; respecting religious, ethnic and cultural diversity in offering appropriate opportunities and accommodations for physical education and physical activity; being aware of food allergies and sensitivities in the food choices offered to students through the school meal programs and the curriculum; providing clean, safe and adequate settings and schedules to eat meals at school; applying USDA standards for healthy choice in foods offered or made available to students through non-school meal program opportunities such as, but not limited to: school celebrations, snacks offered in the classroom, and food included in the curriculum; applying USDA standards for healthy choice in foods offered for sale to students during the defined school day through non-school meal program opportunities such as, but not limited to: Concessions School stores Vending machines available to student fundraising efforts by the school or school activities planning for students and staff who bike and walk to, from or while at school or work.

Appendix 4: MPS Wellness Policy

Schools shall encourage parents to promote and support healthy eating and physical activity by: encouraging the provision and packing of healthy meals and snacks for individual students who do not participate in the school meal programs, and encouraging parents to refrain from providing beverages and foods without nutritional value in meals or snacks provided by the home; informing parents of extracurricular activities that promote healthy lifestyles and physical activity; encouraging parents to choose safe and appropriate walking or biking to, from or while at school; encouraging parents to apply for the reduced price or free school meal program; assuring parents the confidentiality of student status as qualifying for free or reduced price school meal participation.

District student support services shall promote awareness of mental health with students and parents, and coordinate services provided to students by third parties with district services. Provision of direct mental health services to students is the responsibility of student families, the medical community and governmental agencies. Marketing of food and beverages, except as otherwise provided herein, is limited to promotion of the school meal programs. Marketing of brands that offer food and beverages that comply with the criteria for competitive food under Federal law and district standards for such advertising, is permitted in school gymnasiums, ice rinks and sports areas on large equipment, fences and score boards.

Appendix 4: MPS Wellness Policy

RESPONSIBILITY

The Superintendent is authorized to promulgate regulations for the implementation of this policy. The District shall complete the federally required assessment and make a public report at least every three years on the compliance of each school with this policy. The Superintendent shall designate an appropriate district staff position which has the responsibility and authority to ensure the implementation of this policy and to lead the required assessment of compliance. The appropriate staff shall prepare and execute a plan for assessing the implementation of and compliance with the policy, and measuring progress toward district goals. The Superintendent shall establish a committee including parents, students, teachers of physical education, school health professionals, representatives of the nutrition services program, school administrators and representation from the school board to review and update this policy, which review shall occur no less than every three years, or as required by law. The District shall inform parents, student and staff of the terms of this policy on an annual basis. Principals shall communicate with parents and the school community regarding school wellness activities, goals and plans. Input from parents shall be sought in the creation of individual school wellness plans. Principals and site administrators are responsible for the implementation of this policy at their school.

Appendix 5: MPS Internet Usage Policy

PURPOSE

The purpose of this regulation is to establish appropriate rules for educational and ethical student uses of the Internet, e-mail and District networks at school and to identify individual student responsibilities. Student use of District-provided access to the internet, district assigned e-mail addresses and District-provided web sites for students are provided for the limited purposes of teaching students 21st century academic and work skills, and to facilitate effective communication and collaboration for academic pursuits.

GENERAL STATEMENT OF REGULATION

The use of District access to the Internet, to District assigned e-mail accounts and District networks is a privilege. The provision of student web-sites is a privilege and District rules regarding their design and use must be followed. District policies regarding harassment, violence, bullying and hazing apply to Internet and e-mail use regardless of the access point used. Use of the Internet and email address provided or assigned by the District must be in compliance with all District policies. Students will: use only those Internet sites that are connected to their course of study or that a teacher has given them permission to use, follow all policies, laws and regulations regarding copyright and use of Internet materials. at all times accurately represent themselves on the system. use appropriate language. Speech or language that is inappropriate for classroom use is inappropriate for Internet or e-mail use.

Appendix 5: MPS Internet Usage Policy

Students shall not: divulge their whole name, address or telephone number through email or internet access unless directed to do so by a teacher for an educational purpose, upload or transmit multimedia including the voice or image of any other person unless directed to do so by a teacher for educational purposes, use anyone else's password or open or use anyone else's files unless directed to do so by a teacher for educational purposes.

Students shall not: download or install any software while using the District system without permission from the Information Technology staff, open links leading to advertising or competitions, unless directed to do so by a teacher for educational purposes. use proxy servers to access Internet content that is blocked by any filter employed by the District, use the District system to post unauthorized or inappropriate personal information about a user or another individual on social networks. Student files and e-mails created or transmitted using the District system are District property and may be viewed by District personnel at any time.

Appendix 5: MPS Internet Usage Policy

USE OF PERSONAL DEVICES

Students may use personally owned electronic devices to access the District's internet access system. Students, who use internet capable devices owned by persons other than the District to access the Internet or District provided email addresses or web sites while using District internet access, are subject to the same rules and policies as if they were using a district provided device. Personally owned computers may not be connected to the District network. They may be used as stand-alone devices, and may be used wirelessly to connect to the internet through District access. The District is not responsible for assuring that the personally owned device is appropriately connected to the internet, nor that any of its hardware or software remains in working condition nor is or remains configured for internet use. Personally owned devices are brought to school and used by students at their own risk, the District accepts no responsibility for loss or damage to personally owned devices brought to school by students. Internet access through personally owned devices shall have the same filtered access to the internet as district owned devices while accessing the internet through District wireless services. However no filtering is provided if access is obtained through other wireless providers. Portable external data storage and drives, such as flash drives, jump drives, or thumb drives and the like may be connected to district computers for the purposes of transferring, backing up or transporting personal files from a student or staff account. Use of such devices to transfer, copy or install unlicensed or malicious software is prohibited, and any use therefore shall subject the user to discipline, including paying the costs of repair or recovery to any files or computer hardware or software affected. Inappropriately connected or used personal devices must be disconnected immediately at the request of any employee. Failure to do so will result in the confiscation of the personal device. Confiscated devices shall be returned to the student at the end of the school day. A second violation of this provision shall result in a confiscation, and the device shall be returned only to the parent of the student. Other disciplinary actions may also be taken based on the use of the device and under other district policies. Personal devices may be searched by district personnel upon reasonable suspicion that the device has been or will be used inappropriately under district policies and rules.

Appendix 5: MPS Internet Usage Policy

RESPONSIBILITY

Schools shall post these regulations electronically and otherwise. School staff shall teach these regulations to students prior to student use of the system. School staff is responsible for enforcing these regulations, and are required to report violations to the school principal, site administrator or designee. Students are responsible for following these regulations. Students who violate these regulations are subject to discipline according to the citywide disciplinary policy and school rules, which may include loss of access privileges, suspension, paying for repairs or damages, or referral to civil or criminal system authorities for possible prosecution. Parents are responsible for supervision of student use of district provided and personally owned electronic devices used at home or through other remote locations.

Appendix 6: Background Check Notice to Parents

The safety of all children enrolled in this District or participating in extracurricular activities sponsored by this District is of highest importance. Because of this, and following Minnesota Law, all persons hired by the District, and any person who provides services as an athletic coach, academic coach, or through other co-curricular or extracurricular activities, whether paid or not, must submit to a criminal history background check.

Our Community Partners – organizations that provide services to students – are required to submit criminal background checks for their employees or volunteers who work with our students.

Individual volunteers may also be required to submit to a criminal background check. If the volunteer services to be given include unsupervised time with students, a check will be required.

Criminal background checks are done at the individual's expense.

If a criminal background check is returned with a finding that the individual has a criminal history, the application of the individual to be an employee, a coach, or a provider of services to students, whether paid or not, may be denied. Individual volunteers whose background checks are returned with a finding that the individual has a criminal history may be denied the opportunity to volunteer, or may be required to volunteer only with the supervision of a district employee. The District will inform the individual that the decision to deny employment or access to schools and students as a volunteer was as a result of the criminal history background check.

Appendix 7: Student Search Policy

PURPOSE

Minneapolis Public Schools is committed to providing a safe educational and work setting for its students, staff, families and visitors. The District is also committed to preserving the constitutional rights of its students and staff. Searches of persons, and equipment, may be required to preserve the safe environment for students and staff. The purpose of this policy is to establish the rights and limitations regarding such searches.

GENERAL STATEMENT OF POLICY

Students are prohibited from bringing contraband to school, having it on their persons, or in their possession while on school property or while at school events, regardless of location. Other than searches of lockers, desks, or school owned equipment, searches by school officials shall be based upon reasonable suspicion standards. School officials may search students for items that may be harmful to themselves or to others and to detect items that are prohibited from being on school grounds or other places under supervision of school personnel. Consent of the student is not required prior to a search.

Lockers assigned to students are school property and remain at all times under the control of the school; however students are expected to assume full responsibility for the security of their assigned lockers. Periodic general inspection of lockers may be conducted by school officials for any reason at any time without notice, without student consent and without a search warrant. School desks are school property and remain at all times under the control of the school. Periodic general inspections of desks may be conducted by school officials for any reason, at any time, without notice, without student consent, and without a search warrant. School buses, whether owned and operated by the district, or operated for district purposes under contract, rental or lease are school property for the purpose of searches, and remain at all times under the control of the school. Periodic general inspections may be conducted by the school officials for any reason, at any time, without notice, without consent of the students or driver, and without a search warrant.

Appendix 7: Student Search Policy

Motor vehicles on school grounds are subject to search by school officials without consent of the owner or the driver and without a search warrant upon reasonable suspicion that the search will provide evidence that may be harmful to the student or others that is a violation of a law, school rule or policy.

Searches of personal property found within school desks, lockers, motor vehicles or other school areas subject to search shall be conducted only if the searcher has a reasonable suspicion that such a search will reveal evidence of a violation of law or school policy or rule. Students whose personal property has been searched as a result of a locker or desk search who were not present at the time of search will be notified by the school administrator as soon as reasonable that such a search has occurred regardless of findings during such a search. Searches of a student's person shall be conducted only if the searcher has a reasonable suspicion that such a search will reveal evidence of a violation of law or school policy or rule. When possible, searches of desks, lockers, buses, motor vehicles, personal property, or of a student shall only be conducted when more than one staff member is present.

DEFINITIONS

“Contraband” means any item that students should not possess on school grounds, including illegal substances as well as school rule or policy prohibited items. Prohibited items include “look-alike” items as well as the actual items.

RESPONSIBILITY

School Principals or administrators will provide annual notice of this policy to all students, staff and parents of enrolled students

Distance Learning Information:

Due to the Covid-19 pandemic, many of our traditional systems and procedures have changed.

Phases of Learning: Minneapolis Public Schools has determined 5 phases to Safe Learning. Using Minnesota Department of Health information, the superintendent makes a decision about when students will be learning from within the school building. All families will be notified in advance when there are changes to the learning model.

Distance Learning: Students will meet with teachers via the online platform "Google Meet" and will complete assignments on SeeSaw or Google Classroom. Individual teacher schedules are posted on the HIA website. <https://hia.mpls.k12.mn.us/Home>

Attendance- Attendance taking procedures will remain the same as during in person learning. If your child is not able to log in due to illness, family emergency etc. please call the school attendance line at **612-668-2167**.



MPS Distance Learning Resources:

<https://sites.google.com/mps.k12.mn.us/2020-21/>

Food Box Distribution: Boxes can be picked up at MPS sites every weekday between 11:00am and 3:00pm
https://cws.mpls.k12.mn.us/smb_locations