

Faribault High School Handbook 2024-2025



Faribault High School

“Fearless in Pursuit”



Faribault High School
2024-2025

Dear Parents and Guardians,

Welcome to the new school year at Faribault Senior High School! It is with great enthusiasm that I welcome you to our vibrant and supportive community.

I am confident that this year will be filled with opportunities for your child to grow academically, socially, and personally. Our dedicated staff is committed to providing a challenging and enriching learning environment where every student can reach their full potential.

We understand the importance of open communication and collaboration between home and school. We encourage you to stay involved in your child's education by attending parent-teacher conferences, reviewing progress reports, and participating in school activities.

We have many exciting events and programs planned for the year. We believe these opportunities will foster a well-rounded educational experience for your child.

Please don't hesitate to contact our admin team or your child's counselor if you have any questions or concerns. We are here to support you and your child throughout the year.

We look forward to a successful and rewarding school year together!

Sincerely,

Joel Olson

Principal



District Mission Statement	<i>Faribault Public Schools provides a high-quality and equitable education that nurtures, inspires, challenges, and empowers all students to engage and grow as learners and citizens</i>
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High School Organization

Your high school is led by a team of dedicated professionals who work together to create a positive and supportive learning environment. Let's meet them:

- **Principal:** The principal is like the CEO of our school! They oversee everything that happens here, from academics to school activities. They make sure teachers, counselors, and other staff have what they need to help you succeed.
- **Two Assistant Principals:** The assistant principal is the principal's right-hand person. They help with a lot of important stuff, like making sure you get the classes you want, handling student behavior, and working with students who have special needs.
- **Activities Director:** The activities director oversees all aspects of a school's sports and fine arts programs. This includes hiring and supervising coaches, managing team budgets, scheduling games, and coordinating with other schools. Activities directors also handle facility maintenance, equipment purchases, and often work on fundraising efforts to support the school's co-curricular programs.
- **Falcons Online Coordinator:** The online school coordinator oversees the day-to-day operations of an online school, ensuring that students have the necessary resources and support to succeed in their virtual learning environment. Their responsibilities include managing student enrollment, developing curriculum, training teachers, and maintaining communication with students, parents, and teachers.
- **Student Services Team:** This amazing group is here to support you in every way possible! They include counselors to help with personal and academic challenges, a social worker to connect you with community resources, a family and community engagement specialist to build relationships with families, a nurse to take care of your health, and a police liaison to ensure safety.

Remember, these folks are here to help you! If you ever need anything, don't hesitate to reach out to a member of the leadership team.



FHS STUDENT AND PARENT HANDBOOK

The policies and practices contained in this handbook are designed to help students maintain an academic focus and create a clear understanding of FHS expectations. Each student and parent/guardian is responsible for understanding the contents of this handbook.

A complete copy of the “Rules, Regulations and Procedural Code of the District 656 Public School K-12” document is available in the school district administrative office located at 710 17th Street SW, Faribault, MN, as well as on the district website at www.faribault.k12.mn.us. This student and parent handbook and its contents were approved by the ISD 656 School Board. This handbook may be changed or amended during the school year. Please contact the administration with any questions.

FHS Vision

Through our beliefs and values we will work diligently to enhance each students' experience by developing a positive school culture. We believe that if we improve staff wellness, connect students to school and focus daily on preparing them for graduation, they will have the skills necessary to succeed in life.

FHS Values

- High expectations
- Positive relationships
- Growth Mindset
- Empathy

FHS Beliefs

- All students can learn
- Learning prepares all students for their unique paths
- Learning is continuous

Positive FHS Culture

- Communication, Transparency, Support, & Safety from Leadership and each other
- Engagement & Involvement
- Trusting Relationships
- Positive Environments & Attitudes
- Accountability & Integrity
- Respect, Acceptance, Inclusion, & Diversity
- Growth, Adaptability, & Flexibility
- Restorative Approaches

Family and Community Engagement Specialists (FACES)

If you need translation assistance, please contact FACES: Dora Mata (507)333-6173 or Abdi Abdulahi (507)333-6108.

Si necesita ayuda con la traducción, comuníquese con FACES: Dora Mata (507)333-6173 o Abdi Abdulahi (507)333-6108.

Haddii aad u baahan tahay caawimaad tarjumaad, fadlan la xidhiidh FACES: Dora Mata (507)333-6173 ama Abdi Abdulahi (507)333-6108.



High School Student and Parent Handbook

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Part I: General Information

- Please Contact the Faribault High School Office with any Questions.
- Office Hours are 7:30 a.m. - 3:30 p.m. Daily.

Faribault High School	Office	507-333-6100
Superintendent	Jamie Bente	jbente@faribault.k12.mn.us
Principal	Joel Olson	jolson@faribault.k12.mn.us
Assistant Principal	Joseph Timmer	jtimmer@faribault.k12.mn.us
Assistant Principal	Allison Sweeney	asweeney@faribault.k12.mn.us
Activities Director	Shane Gunderson	sgunderson@faribault.k12.mn.us
FOA Coordinator	Valerie Kluzak	vkluzak@faribault.k12.mn.us
Counselor	Dawn Peanasky	dpeanasky@faribault.k12.mn.us
Counselor	Michelle Breun	mbreun@faribault.k12.mn.us
Counselor	Faith Ahmed	fahmed@faribault.k12.mn.us
Social Worker	Sheryl Borka	sborka@faribault.k12.mn.us
Social Worker	Kayleen Vieberg	kvieburg@faribault.k12.mn.us
Instructional Coach	Anne Palmer	apalmer@faribault.k12.mn.us
Special Services Case Facilitator	Christine Bothun	cbothun@faribault.k12.mn.us
Principal's Secretary	Erin Losinski	elosinski@faribault.k12.mn.us
Secretary to Assistant Principals	Jenny Halvorson	jhalvorson@faribault.k12.mn.us
Attendance Secretary	Maricruz Soto Vidal	msotovidal@faribault.k12.mn.us
Registrar	Shelly Fritz	sfritz@faribault.k12.mn.us
Student Services Secretary	Ellen Benhamdia	ebenhamdia@faribault.k12.mn.us
School Nurse	Terra Boyd	tboyd@faribault.k12.mn.us



Family and Community Engagement Specialist	Dora Mata	dmata@faribault.k12.mn.us
Family and Community Engagement Specialist	Abdi Abdullahi	aabdullahi@faribault.k12.mn.us
School Resource Officer	Officer Josh Sjodin	jsjodin@faribault.k12.mn.us
Student Activities Office	Shawn Beherns	behrens@faribault.k12.mn.us
Sodexo (food service)	Cathy Hammerschmidt	chammerschmidt@faribault.k12.mn.us
FOA Admin Asst	Kris Brazil	kbrazil@faribault.k12.mn.us
Special Services Secretary	Barb Long	blong@faribault.k12.mn.us

[Employee Position & Phone/Email Directory \(Link\)](#)

Employment Background Checks:

The school district will seek criminal history background checks for all applicants who receive an offer of employment with the school district. The school district also will seek criminal history background checks for all individuals, except enrolled student volunteers, who are offered the opportunity to provide athletic coaching services or other extracurricular academic coaching services to the school district, regardless of whether compensation is paid. These positions include, but are not limited to, all athletic coaches, extracurricular academic coaches, assistants, and advisors. The school district may elect to seek criminal history background checks for other volunteers, independent contractors, and student employees.

Complaints:

Students, parents/guardians, employees, or other persons may report concerns or complaints to the school district. Complaints may be either written or oral. People are encouraged, but not required, to file a written complaint at the building level where appropriate. The appropriate administrator will respond in writing to the complaining party regarding the school district’s response to the complaint.

[District 656 Faribault Public Schools Calendars 2024-25](#)



FHS Daily Bell Schedule

Period 1	8:15 - 9:06
Period 2	9:10 - 10:00
Period 3	10:04 - 10:54
Period 4	10:58 - 12:22
A LUNCH	10:58 - 11:28
Period 4	11:32 - 12:22
Period 4	10:58 - 11:48
B LUNCH	11:52 - 12:22
Period 5	12:26 - 1:17
Period 6	1:21 - 2:11
Period 7	2:15 - 3:05

FHS Falcon Support Day Bell Schedule (Tuesday)

Period 1	8:15 - 9:00
Period 2	9:04 - 9:47
Falcon Support Time	9:47 - 10:27
Period 3	10:31 - 11:14
Period 4	11:18 - 12:42
A LUNCH	11:18 - 11:48
Period 4	11:52 - 12:42
Period 4	11:18 - 12:08
B LUNCH	12:12 - 12:42
Period 5	12:46 - 1:29
Period 6	1:33 - 2:16
Period 7	2:20 - 3:05



Eighteen-Year-Old Students

The age of majority for most purposes in Minnesota is 18 years of age. All students, regardless of age, are governed by the rules for students provided in school district policy and this handbook.

[Student Daily Attendance Policy No. 503:](#)

Attendance

The Faribault Public Schools (FPS) Board and all staff believe that school attendance is important. Educators and parents must work together to help our students be successful. By attending school consistently, students are more likely to read well by third grade, middle school students are better prepared to pass important courses, high school students stay on track for graduation and students are better prepared for college or workforce readiness.

When your child is absent from school, please remember to call us (when your child remains home for an illness or will be coming late due to an appointment). Messages can be left on our 24-hour voicemail any time of the day or night. If your child is absent, follow one of the procedures below:

1. For illness and/or unexpected absences, parents or guardians should call before 8:15 a.m. every day the student is absent. Please call (507) 333-6102.
2. The student must report to the office upon returning from an absence unless the parent has contacted the school and the absence is excused.
3. Requests for make-up work should be directed to the attendance office or teachers.
4. Pre-arranged absences should be communicated by written parental note or advance phone call.

School starts at 8:15 a.m. each day. At the conclusion of the first period of the day, tardies become unexcused absences. Unexcused absences include staying home to take care of siblings, missing the bus, sleeping in, and refusing to go to school.

Who is required to attend school?

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

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

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

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



11. Active duty in any military branch in the United States
12. A student's condition that requires ongoing treatment for a mental health diagnosis.

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

What is an unexcused absence? (per [School Board Policy No. 503](#))

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

What is a tardy?

A tardy is anytime a student arrives to class after the bell. A student who arrives within the first 10 minutes of the class period will be marked tardy. After 10 minutes the student will be marked absent or according to the reason given by the parent/guardian.

Extended Absences and Family Vacations

The school district encourages families to plan vacations when school is not in session. If a student needs to miss school because of a planned vacation, the planned absence should be communicated to the school ahead of time so teachers can inform students about instruction and assignments they will miss.

Students are expected to attend Falcons Online Academy while residing within the state of Minnesota. Students wanting to continue working while traveling outside Minnesota, and especially outside of the United States, may not be able to access their online work. Students and parents should be aware that according to Minnesota State Law, a student who is absent for fifteen (15) consecutive days must be withdrawn and must formally re enroll to be admitted to school (Minn. Stat. 126C.05, Subd. 08). This includes travel outside the state for 15 consecutive days. Students missing 15 consecutive days - even with prior notification to the district - will be dropped from enrollment per state statute. See below.

Consecutive absences

If a student misses fifteen (15) consecutive school days during the regular school year, without receiving instruction in the home or hospital setting, the School District must drop the student from its enrollment roll and classify the student as withdrawn. (Minn. Stat. 126C.05, Subd. 8). The School District may also be required to file an Educational Neglect or Truancy report with the student's county of residence.

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

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

What is Educational Neglect?

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



What is the procedure for chronic absenteeism?

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

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

Arrival and Dismissal during the School Day:

Students can enter the building anytime after 7am.

All students are dismissed at 3:05 p.m. Students will need to exit the building unless they are in a sport, club, or working with a teacher.

Arrival: Parents are not allowed to enter the Bus Loading Zone on the north side of the building along 3rd street. Drop students off in the main parking lot in front of the main entrance.

Dismissal: If a student must leave school early for an appointment, parents or guardians will send a detailed note with their student for the student to bring to the FHS office or call FHS at 333-6100. The student will come to the office at the desired time and the Parent/Guardian, identified in Infinite Campus will be able to check the student out of school with photo identification. If a student returns back to the building after an appointment they will sign themselves back in at the office.

Equal Access to School Facilities:

The school district has created a limited open forum for secondary students to conduct non curriculum-related meetings during non instructional time. The school district will not discriminate against or deny equal access or a fair opportunity on the basis of the religious, political, philosophical, or other content of the speech at such meetings. These limited open forum meetings will be voluntary and student initiated; will not be sponsored by school employees or agents; employees or agents of the school will be present at religious meetings only in a non participatory capacity; the meetings will not interfere with the orderly conduct of educational activities within the school; and nonschool persons will not direct, control, or regularly attend activities of student groups. All meetings under this provision must follow the procedures established by the school district.

Cancellation of School:

At times when the weather is inclement and there is a question as to whether or not the school will be closed, or that the school buses will not operate, an official announcement will be made over radio stations KDHL (920 AM), KQCL (96 FM) and WCCO (830 AM) in the morning. A dialer will go out to phones with an announcement, additionally, an announcement will also be posted on the School District home page and the FHS Facebook page. When there is a possibility school will be closed and students sent home, an announcement will also be made over those radio stations.

Announcements / Delivering Student Messages:

Student cell phones are not allowed to be used during the day, except during lunch. Parents may call the Main Office to deliver any student messages. Unless the message to a student is an emergency, classes will not be interrupted. Normally, messages for students will be handled between classes, during lunchtime, or at the end of the day. Announcements that include items of interest and importance to most students are



displayed on the monitors in the hallways. At the end of the day, more specific announcements are read over the intercom.

Fees & School Property:

Students who lose or damage textbooks will be required to reimburse the district for replacement costs. If a payment for a lost book is made, and the book eventually found, the student will be reimbursed.

Materials that are part of the basic educational program are provided with state, federal, and local funds at no charge to a student. Students are expected to provide their own pencils, pens, paper, erasers, notebooks, and other personal items. Students may be required to pay certain other fees or deposits, including:

- Admission fees or charges for extracurricular activities, where attendance is optional and where the admission fees or charges a student must pay to attend or participate in an extracurricular activity are the same for all students, regardless of whether the student is enrolled in a public or a home school.
- Cost for materials for a class project that exceeds minimum requirements and is kept by the student.
- Security deposits for the return of materials, supplies, or equipment.
- Personal physical education and athletic equipment and apparel.
- Items of personal use or products that a student has an option to purchase such as student publications, class rings, annuals, and graduation announcements.
- Field trips considered supplementary to the district's educational program.
- Voluntarily purchased student health and accident insurance.
- Use of musical instruments owned or rented by the school district.
- Students will be charged for textbooks, workbooks, and library books that are lost or destroyed. The school district may waive a required fee or deposit if the student and parent/guardian are unable to pay.

Interviews of Students by Outside Agencies:

Students may not be interviewed during the school day by persons other than a student's parents/guardians or school district officials, employees, and/or agents, except as provided by law and/or school policy.

Fundraising Policy No. 511:

All fundraising activities conducted by student groups and organizations and/or parent groups must be approved in advance by the FHS Administration. Participation in non approved fundraising activities is a violation of school district policy. Solicitations of students or employees by students for nonschool-related activities will not be allowed during the school day. Students are not required to participate in fundraising.

Gifts to Employees Policy No. 421:

Employees are not allowed to solicit, accept, or receive a gift from a student, parent, or other individual or organization of greater than nominal value. Parents/guardians and students are encouraged to write letters and notes of appreciation or to give small tokens of gratitude.

Student Gifts-Flowers, Balloons, and Signs: Gifts such as flowers and balloons for students will be given to students only after school. This is designed to keep class interruptions to a minimum. All signs, posters, and other notices posted in the school buildings or on the school grounds shall first be approved for posting by the Principal's office personnel.

**Holiday Celebrations and Parties:**

At Faribault High School, we do not host holiday celebrations or class parties. While students are welcome to participate in dress-up days, the use of masks, weapons, toxic paints or hair sprays is strictly prohibited.

Parent Volunteers:

Parents/guardians are welcome in the schools and are encouraged to volunteer in their children's classrooms. To volunteer in the school district, parents/guardians should speak to the child's teacher and complete the [FPS Background Check form](#). Parents/guardians who visit the school should sign in at the Main Office before entering a classroom. Parents/guardians may enter the school through the Main Office, sign-in, have a photo taken, and a visitor badge will then be issued. Parents/guardians should bring with them photo identification. For more information, contact the main office.

Visitors to FHS:

Parents/guardians and community members are welcome to visit the schools. To ensure the safety of those in the school and to avoid disruption to the learning environment, all visitors must report directly to the FHS Main Office upon entering the building, with the exception of events open to the public. All visitors will be required to sign in and provide a government issued ID at the Main Office and to wear a "visitors id badge" while in the building during the school day.

Visitors must have the approval of the principal before visiting a classroom during instructional time. An individual or group may be denied permission to visit a school or school property, or such permission may be revoked, if the visitor does not comply with school district procedures or if the visit is not in the best interests of the students, employee, or the school district. Students are not allowed to bring visitors to school without prior permission from the principal.

Student Guests:

As a general practice, no student guests are allowed at the high school. Exceptions may include potential transfer students or class presenters. Please contact your school administrator, at minimum, one week in advance of the request.

Pledge of Allegiance No. 531:

The school board recognizes the need to display an appropriate United States flag and to provide instruction to students in the proper etiquette, display, and respect of the flag. The purpose of this policy is to provide for recitation of the Pledge of Allegiance and instruction in school to help further that end.

Students in this school district shall recite the Pledge of Allegiance to the flag of the United States of America one or more times each week. The recitation shall be conducted: A. By each individual classroom teacher or the teacher's surrogate; or B. Over a school intercom system by a person designated by the school principal or other person having administrative control over the school.

Release of Student Data Notice to Parents of High School Students - Military Recruitment

In Faribault Public Schools, the following information about students is public:

- Name
- Birth Date
- Grade
- School
- Dates of Enrollment
- Awards Received
- Extra-Curricular Information (including height and weight of athletes)



Both the Minnesota Legislature and the United States Congress have passed laws requiring public schools to also release addresses, telephone numbers, and email addresses of students in high school to military recruiters. You have the option of refusing to release this information regarding yourself/your student. If you do not want Faribault Public Schools to release information about yourself/your son or daughter to military recruiters, please fill out the military opt out form and return it to your school. Either the student or the parent may choose not to release information to military recruiters. That choice will remain in effect until the parent submits a written request to the school allowing the release of information to military recruiters.

Distribution of Non School-Sponsored Materials on School Premises Policy No. 904:

The school district recognizes that students and employees have the right to express themselves on school property. This protection includes distributing nonschool-sponsored material, subject to school district regulations and procedures, at a reasonable time and place and in a reasonable manner.

Student Publications and Materials Policy No. 512:

The school district's policy is to protect students' free speech rights while, at the same time, preserving the district's obligation to provide a learning environment that is free of disruption. All school publications are under the supervision of the building principal and/or sponsor. Non School-sponsored publications may not be distributed without prior approval.

Parent Right to Know:

If a parent requests it, the school district will provide information regarding the professional qualifications of his/her child's classroom teachers, including, at a minimum, the following:

1. whether the teacher has met state qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
2. whether the teacher is teaching under emergency or other provisional licensing status through which state qualification or licensing criteria have been waived;
3. the baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree;
4. whether the student is provided services by paraprofessionals and, if so, their qualifications.

In addition, the school district will provide parents with information as to the level of achievement of their child in each of the state academic assessments. The school district will provide notice to parents if their child has been assigned to, or taught for four or more consecutive weeks by, a teacher who is not highly qualified.

Transfers From Faribault High School:

When students transfer from Faribault High School, they must bring a note from their parents or guardians, contact the student's counselor by phone/email, or have an in-person meeting with the counselor at least one day before leaving. Students will be given a checkout form and all instructors must sign it. All district issued equipment/supplies must be returned before a student can check out. Families are responsible for damage to or lost equipment.

Student Records:

Student records are classified as public, private, or confidential. State and federal laws protect student records from unauthorized inspection or use and provide parents/guardians and eligible students with certain rights. For the purposes of student records, an "eligible" student is one who is 18 or older or



who is enrolled in an institution of post-secondary education. A complete copy of the school district's "Protection and Privacy of Pupil Records" policy may be obtained at Faribault Public Schools District.

Parent Contact Information:

Students who change addresses, telephone numbers, or emails during the year should report such changes to the office immediately. If the parent contact information is not current, emergency contacts will be used.

Student Surveys Policy No. 520:

Occasionally, the school district utilizes surveys to obtain student opinions and information about students. For complete information on the rights of parents/guardians and eligible students about conducting surveys, collection, and use of information for marketing purposes, and certain physical examinations, contact FHS Administration.

Property/Valuables/Money:

Students are discouraged from bringing more money than what they need to spend at school each day. Any loss of property should be reported immediately to a staff member. However, if you have brought valuable items to school, students run the risk of having them taken. It is difficult to investigate, and the school does not guarantee finding these lost or stolen items. It is suggested to leave personal items at home.

Lost and Found Articles:

The lost and found areas are located near the main office and locker rooms. Often, students believe something has been stolen that has merely been misplaced. Throughout the year, lost and found items not claimed will be given to charitable organizations. Please write your name on all clothing or belongings so ownership can be verified.

Video and Audio Recording No. 712:

The school district buildings and grounds are equipped with video cameras. Video surveillance does occur in our school district buildings and on school district property.

Student Support Services:

Student support services are designed to assist all students in the development of lifelong interpersonal skills, achievement, wellness, readiness, school adjustment, career development, and goal setting. The High School Counseling and Social Work programs provide developmental as well as proactive, preventive, and remedial services. Its purpose is to empower all learners to lead satisfying and productive lives by assisting them in acquiring competencies in the educational, career, personal, and social domains. Adolescent years can be a confusing time not only for the child but also for the parents. You are encouraged to call our Student Support Services, Counselors, or Social Worker if you have any questions regarding your son's or daughter's development during the high school years.

Nondiscrimination Policy No. 521:

The school district is committed to inclusive education and providing an equal educational opportunity for all students. The school district does not discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability, sexual orientation, including gender identity and expression, or age in its programs and activities.

The school board has designated Nicole Yocum, HR Director, as the district's human rights officer to handle inquiries regarding nondiscrimination.



Part II: Academics

Exceptional Educational Services:

All students will have the opportunity to be in common learning environments, regardless of abilities, needs, backgrounds, and interests. Every student is unique with special talents and abilities. Special learning opportunities will be provided for students, as required to assist them in reaching their potential. Examples include ELL (English Language Learners), Special Education, accelerated programs, and alternative programs. Parents are urged to call the high school office at 507-333-6100 to discuss what programs may best fit their child's needs.

Preparedness For Class:

Students are expected to come to class with the proper tools for that class such as his/her charged iPad, binder, assignments, books, physical education required clothes, instruments, sewing equipment, etc. Only under special circumstances and with a student pass will students be allowed to go to lockers during class time. (See *tardy consequences at FHS under Attendance.*)

Grading:

[Click here to see the grading process and expectations.](#)

Infinite Campus Parent / Student Portal:

Infinite Campus portal, accessible from the district website, is a student information system that provides students and parents online secure access to class schedules, attendance, assignments, grade information, immunization records, and assessment scores. Only parents and guardians, including staff with students within the district, will be able to view their student's information within the Campus Portal. ***To sign up for portal access contact the FHS office or fill out the portal request form from our website.***

Schoology Learning Management System:

Schoology allows teachers to make resources available to students and parents in a format that acts like a digital extension of the classroom. Everything about it serves an academic purpose that is delivered in a safe and secure manner. Parents and students access Schoology using their own unique username and password. Parent accounts will be automatically linked to each of their students. Some of the information you will find in Schoology includes classroom updates, assignments, calendar, study guides, quizzes/tests, and interactive discussions.

Report Cards:

All students and parents may access mid-quarter and quarter reports on the Infinite Campus Parent Portal. An automatic dialer will notify families each time grades are posted. Semester report cards will be sent home with students in a sealed envelope. A dialer will go out notifying families they are coming home.

Ensuring Academic Integrity:

Cheating and plagiarism are prohibited. Students who cheat or commit plagiarism on any test or assignment will be given a failing grade for that test or assignment and will be disciplined in accordance with the school district's "Student Discipline" policy. Use of cellular phones or other personal electronic devices must not violate any other district policies, including those regarding student privacy, copyright, cheating, plagiarism, civility, student code of conduct, electronic technologies acceptable use, or harassment. If a violation occurs involving more than one District policy, consequences for each policy will apply.

**Cheating/Plagiarism:**

Students who plagiarize (i.e. accepting the work of others as your own), cheat or aid in cheating on tests, quizzes, homework and other class assignments will work with school staff and administration to follow the Academic Integrity procedures. Depending on the severity and frequency of the violation, further and more severe consequences may occur.

Determination of Academic Dishonesty:

Any staff member who has reason to suspect that a student has participated in academic dishonesty will follow the steps outlined below:

- 1.) Meet with the student(s) involved, provide evidence of suspected academic dishonesty, discuss the matter and determine whether it has actually occurred.
- 2.) If there is sufficient evidence of academic dishonesty, the student(s) and teacher will meet with the administration. The goal of this meeting will be to discuss strategies to help the student make better academic choices in the future.
- 3.) Administration reserves the right to determine the progression of the interventions and/or consequences throughout the student's high school career.

Academic Programs/Class Offerings:

[Click here to see all class offerings for the 24-25 school year](#)
[Registration Guide](#)

Coursework:

Coursework is created by the teachers. The amount of coursework varies by teacher and subject area. The school district asks parents/guardians to encourage their child(ren) to complete coursework thoroughly and promptly. FHS provides opportunities for students to complete most if not all coursework during scheduled class time. Students also have the opportunity to complete unfinished coursework during their Falcon Support Time or outside of the regular school day.

Make-Up Work:

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

Assignment Requests for Illness:

Assignment requests: Please contact the Teacher and/or Main Office if you wish to request assignments for your child. Your child can also request access to assignments through Schoology. A student will have three days for every day they are absent from school to turn in assignments. If a student is provided an assignment prior to becoming ill, the student is expected to have it completed upon return.

Assignment Requests for Family Vacations and Extended Leaves:

The expectation is that assignments are completed before the absence from school or due the day the student returns. Other arrangements may be made between the teacher and the student.



E-Learning Day Plan:

If school buildings are closed, there will be no in-person classes. Please check your student's Schoology account for assignments and additional communications from teachers. Teachers will do their best to upload assignments as soon as possible. Teachers post activities and assignments by 10:00 a.m. and are accessible to students and parents from 10:00 a.m. to 3 p.m. If your student needs tech assistance from home on these days, please follow our Tech Help procedure.

Conferences:

Conferences will be held on October 30th, 2024 from 3:30pm to 7:00p. November 1st, 7:30-am-3:30pm. and March 3rd, 2025 from 7:30am to 7:00 pm. Our conferences are "Drop-in Style."

Class Rank/Academic Standing

Full time student status: All students must be enrolled in a minimum of six of seven classes. Students may only have one study hall per semester.

Early Graduation

Students may be considered for early graduation after meeting the conditions provided in school district policy.

Weighted Grade Point Average (GPA)

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

Grade	Regular	AP/Concurrent/PSEO
A	4.00	4.33
A-	3.67	4.00
B+	3.33	3.67
B	3.00	3.33
B-	2.67	3.00
C+	2.33	2.67
C	2.00	2.33
C-	1.66	2.00
D+	1.33	1.66
D	1.00	1.33
D-	0.67	1.00
NC	0	0



What Happens if I Fail a Required Course?:

Students who fail a required course (see Graduation Requirements section below), will be required to retake and pass the course order to make progress toward graduation. Students may choose from the following options to pass each course: Learning Lab (in school credit recovery), after school credit recovery, summer credit recovery (through the ALC), or retake the course (through FHS or FOA).

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

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

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

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

FHS ACADEMIC HONOR REQUIREMENTS

“A” Honor RollNeed GPA between 3.50 and above.

“B” Honor RollNeed GPA between 3.00 and 3.499.

****A student must earn a letter grade (A, B, C, D, NC) in 6 classes between FHS/FALC/FOA to be eligible for Honor Roll.**

ACADEMIC HONOR STUDENTS

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

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

[Beginning with the class of 2028 Valedictorian/Salutatorian will sunset and be replaced with High Honors \(3.50 and above\) and Honors Graduates \(3.0-3.499\).](#)

Honor Graduate: (Gold Cord)

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

In order to qualify for Valedictorian/Salutatorian and/or Honor Student status the student must attend full-time in person at Faribault High School or attend Falcons Online Academy (FOA) **and take a minimum of one semester of in-person classes (6 classes per semester) at Faribault High School in 9th through first semester of 12th grade.**

Senior transfer students who are enrolled prior to graduation, meet all necessary graduation requirements, and earn all appropriate credits, will be given a diploma from Faribault High School. A student must have 6 gradable classes each semester during the first seven semesters to be eligible for Honor status. Any course taken on a pass/no credit basis, will not qualify as a gradable class. The only exception would be a foreign exchange experience, which would have multiple “Pass” credits.



Graduation Requirements

Student participation in the graduation ceremony is a privilege, not a right. Students who have completed the requirements for graduation are allowed to participate in graduation exercises, unless participation is denied for appropriate reasons, which may include discipline. Graduation exercises are under the control and direction of the building principal.

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

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

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

Total Required **15.0 credits**

Total Electives **8.0 credits**

Total Needed to Graduate **23.0 credits**

Students must meet all course credit requirements and graduation standards, as established by the state and the school board, in order to graduate from Faribault High School.

****PERSONAL FINANCE will be required beginning with the class of 2028.**

Postsecondary Enrollment Options

Ninth, tenth, eleventh, and twelfth grade students may apply to enroll in Postsecondary Enrollment Options (PSEO) and other advanced enrichment programs. General information about the PSEO program will be provided to all eighth, ninth, tenth, and eleventh grade students by March 1. Qualifying credits granted to a student through a PSEO course or program that meets or exceeds a graduation standard or requirement will be counted toward the graduation and credit requirements of the state academic standards. Interested students must fill out an application form and submit it to the counseling office by **May 30** for enrollment the following school year. The application form must be signed by the student and his/her parent or guardian. *Students wishing to take a PSEO course should contact their counselor.*

Schedule Changes:

Schedule changes are only permitted in certain circumstances and may require administrator approval. If a schedule is warranted, changes need to be made before the first day of each semester.

Schedule changes **will be approved** for the following reasons:

- Inappropriate Placement
- Class Imbalance
- Conflicts in Schedule
- Participating in PSEO
- Schedule Error
- Failed/Not Taken Prerequisite



Schedule changes **will not be approved** for the following reasons:

- Teacher request
- Switch lunch period
- Class period preference

Summer Community School:

The school district provides summer learning opportunities. Student's participation in the program is optional. If a student participates in the program, the student may acquire an elective graduation credit they missed during the school year. For more information, contact the FHS Community School Coordinator (507-333-6317).

Field Trips:

Field trips may be offered to supplement student learning in which students voluntarily participate and, if so, students who participate may be charged. Students will not be required to pay for instructional trips that take place during the school day, relate directly to a course of study, and require student participation.

Transportation of Public School Students for Field Trips:

Whether a student rides the bus to and from school or for special events/activities, they are expected to follow rules of good conduct and safety with regard to their bus ride in order that the ride is safe and enjoyable for everyone. Riding the school bus is a privilege, not a right. Specific consequences are outlined in [Policy No. 707](#) for school bus behavior which is available at the District Office.

Guest Teachers:

Are important to the success at Faribault High School. They provide the school a tremendous service by taking the place of teachers who are absent due to illness and staff development. They deserve the same respect given to the regular classroom teacher. It is everyone's responsibility to welcome them to our school and to help them feel positive and respected while working in our school and district. Any student misconduct toward guest teachers will result in appropriate consequences.

Alternative Educational Opportunities:

Some students may be at risk of not continuing or completing their educational programs. The school district provides alternative learning options for students at risk of not succeeding in school. Alternative educational opportunities may include special tutoring, modified curriculum and instruction, instruction through electronic media, special education services, homebound instruction, and enrollment in an alternative learning center, among others. A list of the alternative learning options is available on the district's website at [ALC](#). Students and parents/guardians with questions about these programs should contact the **ALC Director, Jake Hager, jhager@faribault.k12.mn.us**.

Special Services Programs:

The district takes pride in the quality of staff and the variety of programs available to students with special needs for learning. Special needs programs offered within the school district include (Please note this is an overview of services provided. It is up to the IEP Team to decide the best placement for the student:)

- Specific Learning Disability (SLD)
- Speech and Language Therapy (SLP)
- Developmentally Cognitively Disabled (DCD)
- Emotional Behavioral Disorders (EBD)
- Autism Spectrum Disorder (ASD)
- Other programs offered by the district are: English as a Second Language (ELL)

**Section 504:**

Section 504 is a federal regulation that prohibits discrimination against persons with a disability in any program with federal financial assistance. It defines a person with a disability as anyone who:

1. Has a physical or mental impairment which substantially limits one or more major life activity such as caring for one's self, performing manual tasks, seeing, hearing, speaking, breathing, learning and working;
2. has a record of such an impairment; or
3. is regarded as having such an impairment. (Code of Federal Regulations Part 104.3)

Classroom teachers and parents refer students for accommodations. Students must meet specific criteria to receive accommodations. For more specific information, contact the building principals or counselors.

Part III: FHS Athletics/Activities

The Faribault school district provides opportunities for students to pursue special interests that contribute to their physical, mental, and emotional health. Formal instruction is the school district's priority. Students who participate in school-sponsored activities are expected to responsibly represent the school and community. All rules pertaining to student conduct and student discipline apply to school activities.

All spectators at school-sponsored activities are expected to behave appropriately. Students and employees may be subject to discipline. Parents/guardians and other spectators may be subject to sanctions for inappropriate, illegal, or unsportsmanlike behavior at these activities or events. The Faribault School District is a member of the Minnesota State High School League (MSHSL). Students who participate in MSHSL activities must abide by the MSHSL rules. The district will enforce all MSHSL rules during the school year and in the summer as applicable. Employees who conduct MSHSL activities will cover applicable rules, penalties, and opportunities with students and parents/guardians prior to the start of an activity. For more information about the MSHSL rules and student eligibility requirements, contact the FHS Activities Office or visit the website at <https://faribaultathletics.com/>

Student Dances:

During the school year dances will be organized through the host (i.e. Student Council or Prom Committee and Administrative staff.) Social events such as these provide an excellent opportunity for students to positively interact with each other in an appropriate setting. It has been the history of the high school to offer dances for FHS students.

Students who are absent due to illness or without prior parent approval the day of a special event or have been suspended in or out of school may not be allowed to attend. Students who have ISS, OSS or other on-going disciplinary behaviors may be excluded from activity night per administrative decision. All school procedures and rules apply to activity night. All activity nights require parent/guardian permission and on occasion, payment for admission.

- All guests of FHS students must get prior approval. (Form is in the main office) Faribault ALC and FOA students are encouraged to come to dances.
- Guests must be high school students, with the exception of Prom. The Prom guest must be under the age of 21. One guest per FHS student.



- Prom is open for junior and senior students only. Exceptions are made for sophomores when they are a guest of a junior or senior. Final decision on dance attendees rests with the building principal or designee.

FHS School Co-Curricular Activities:

A high school activities brochure is available in your school's main and student services offices. Further questions should be directed to our Activities Director, Mr. Gunderson at sgunderson@faribault.k12.mn.us or call 507-333-6210.

Activity Registration:

Families will register student-athletes online at www.faribault.feepay.com for all school sports teams. Additional information on the registration process, account creation, and other information can be found on the district activities website at <https://faribaultathletics.com/>. The online registration ensures all students have submitted required eligibility documents, parental consent forms, and medical history questionnaires.

Physical Examinations:

Additionally, all students must have had an athletic physical examination, administered by a medical physician within the past three years, on file in the Activities Director's office prior to participating in any athletic programs. Forms for physician's offices to fill out can be found on the Activities website (Inside Activities → Documents and Policies) and turned into the HS office.

Medical Exclusions:

When an athlete is unable to participate safely due to a medical issue such as illness or injury, the athlete may be excused with a note from a parent/guardian for a maximum of two days. Any medical exclusion longer than two days must be approved with a note from a physician. Also, reinstatement to practice after being out more than two days must be accompanied by a note from a physician or approved health care professional. If a student is too sick or injured to participate in a physical education class, the student is ineligible to practice or play in a contest that day.

Eligibility Guidelines:

Student's first responsibility is the completion of their academics, involvement in co-curricular activities must be secondary. If students are having behavioral or academic challenges while participating in sports/clubs, their involvement in these activities may be limited. Students who are assigned In-School Suspension (ISS) or out-of-school suspension (OSS) are not allowed to participate in co-curricular activities that day; this includes practices and athletic competitions. Coaches and advisors may have other rules related to participation for students who are assigned after school or lunchroom detention. It is expected that students will be receiving passing grades, or working with their teachers on grade improvement before participating in any co-curricular activities.

FARIBAULT HIGH SCHOOL ATHLETICS & ACTIVITIES ACADEMIC ELIGIBILITY

Information about MSHSL League Athletic and Activities eligibility requirements is included in the online registration process, and can be viewed [HERE](#). The term "League sponsored activities" refers to practice/rehearsal as well as games/matches/meets/performances.

Students that are not eligible for league competition are also not eligible to participate in any scrimmages. Minnesota State High School League policies state that a student must be making adequate progress toward graduation and regularly attend school in order to participate in League sponsored activities.

FHS Criteria:



- Students who are not making progress are ineligible to compete in athletic or competitive activities until they have completed credit recovery classes or regular school day classes needed to get back on track. Students are expected to practice and attend competitions to support their team, but cannot participate.
- Grade posting periods are 3 weeks long and the student will remain ineligible until the next grade posting to determine eligibility for the next three weeks. Failure to become eligible after three grade posting periods will result in being dropped from their activity or athletic team with the expectation that the student will focus their time and energy on making academic progress.

Coaches, with the support of administration, will check the attendance each day before going to practice or a contest/activity.

Students WILL NOT BE ELIGIBLE to participate in extracurricular/co-curricular events or practices if:

- They are unverified for one or more periods during the school day
 - Students are advised to check their attendance each day and verify any potential mistakes before the end of the day
- They are serving in school suspension, out of school suspension, or suspended from attending classes for disciplinary reasons

Attendance To Participate in Activities:

Excused absences for appointments, funerals, etc must be communicated with the coaching staff. If a student receives a full day of ISS, OSS, or after school detention, the student will be ineligible for that day's practice or contest. Students need to be off school grounds within a half hour of the activity (co-curricular/tutoring/etc) ending time. Rides should be scheduled in advance. Students cannot loiter in or around school grounds.

Transportation of Public School Students for Activities:

Whether a student rides the bus to and from school or for special events/activities, they are expected to follow rules of good conduct and safety with regard to their bus ride in order that the ride is safe and enjoyable for everyone. Riding the school bus is a privilege, not a right. Specific consequences are outlined in policy 707 for school bus behavior which is available at the District Office.

MSHSL/Faribault Public Schools:

HS and MS Athletics will abide by the same chemical and code of conduct violations policy. For the complete policy, please visit the Activities website. In general, the policy reads:

1. 1st Violation - Ineligible for 25% of the season
2. 2nd Violation - Ineligible for 50% of the season
3. 3rd Violation - Ineligible for 75% of the season
 - a. A student who chooses to become a participant in a treatment program may become eligible for participation after a minimum of 50% of the season following conditions are met: a) The student is assessed as chemically dependent, b) enters treatment voluntarily, and c) the director of the treatment center certifies that the student has successfully completed the treatment program. d) The treatment option cannot be used for the first or second violation. Successful completion of a chemical dependency treatment program will satisfy only the 3rd violation.

**Activity Tickets:**

Admission to high school sports games is \$5 for students and \$8 for adults. Tickets are required for admittance for B/JV/Varsity events in Volleyball, Basketball, Wrestling, Swimming. Tickets are required for admittance for Varsity events in Football, Soccer, Hockey. There is an admission fee for theater productions as well. Activity passes are available through the Athletics office. Fees will be posted on the Faribault School District's website.

After-School Conduct:

Student conduct at school and after-school practices or functions would be the same as that expected during the regular school day. Inappropriate behavior at after-school activities will result in the same school consequences as if that behavior occurred during the school day. Student conduct at school also includes behavior on the bus and before school starts.

Part IV: Food Service And Beverage Use:**Food and Beverage in the Classroom:**

Food is only allowed in the Cafeteria unless staff permission is given. Food is not allowed in the classroom setting, unless teacher permission is given. Candy and food are not to be consumed in the hallways or classrooms. Infractions pertaining to consumables will be tracked and consequences issued. Exceptions may occur for supervised classroom functions such as school breakfast, rewards or celebrations. Vending machines are available to students after school. The high school allows students to have water bottles.

Lunchroom Procedures:

The high school has a full preparation kitchen offering a main and alternative line. The school uses the prepaid computer system for meals and ala carte items. Students enter a PIN number into a keypad and the price of their purchase is deducted from their account. Parents may restrict the ala carte option and amount spent per day on a student's account by completing the "option change" form provided by the kitchen staff. Student purchases may also be monitored on-line. At the present time we have a closed campus. This means that students are not allowed to leave our campus during lunch. Therefore, requests to take students out to lunch will be denied. Students have the opportunity to choose their assigned seat for the quarter.

Our school offers a variety of nutritional meal choices. Menus are available on the website. All student accounts remain prepaid with deposits made with cash, check or credit card. Faribault Public Schools has contracted with FeePay to provide the added convenience of using a credit card, with no transaction fees, to prepay for meals.

Lunchroom Behavior:

Students need to bus their trays and silverware, wipe their tables with a soapy cloth, place trash in garbage containers, and put trays in the clearing area. Students who refuse to comply with the rules may be assigned to a special supervised lunch area or will be assigned to help clean up the cafeteria area. Students are required to stay in the designated areas during each lunch period.

Sodexo Statement:

Per School Board Policy number 534, there must be a positive balance in the student's account in order for them to receive a meal - no charging will be allowed. The parent or guardian with a zero or negative



balance will be advised that their child will need to bring meals/milk from home or bring cash for their meals. We encourage everyone to utilize our on-line prepayment option through the Parent Portal. Educational Benefits Applications are available in the school and food service offices.

Educational Benefits Forms

We do need Educational Benefits forms to be filled out each year so the school can receive benefits through the USDA. These forms are sent home at the beginning of the school year, are available in the school office, or [may be accessed on the district website](#). **Forms must be completed annually.**

Lunch Times and Outside Meals

- Lunch times for individual classrooms vary. If you would like to visit school and have lunch with your child, please contact the school office at 333-6100 to make a reservation and find out what time your child's class has lunch.
- Due to federal guidelines we ask that the parent either purchases a school lunch or brings a home lunch. Outside vendor meals are not allowed.

Please see school board [Policy No. 534](#) for further information.

Sodexo Food Service Cost & Procedure:

For the 2024-2025 school year, everyone gets a free breakfast and lunch at no cost. A second full meal is \$2.85 at the high school. A la carte items and prices can be found on the district's website. Breakfast is available for students for \$1.80. No pop or glass containers are allowed in the cafeteria. It is expected that food and beverages will not be consumed in any area other than the cafeteria.

We encourage everyone to utilize our on-line prepayment option through the Parent Portal. Educational Benefits Applications are available in the school and food service offices.

[Delinquent Meal Account Board Policy No. 534:](#)

Sodexo Contact:

For all information relating to Food Service and Sodexo, please visit us at:

<https://faribault.sodexomyway.com/>

Part V: Transportation – Faribault Transportation Company:

The school district will provide transportation, at the expense of the school district, for all resident students who live two miles [or specify here a different distance if less than two miles] or more from the school. Transportation will be provided on all regularly scheduled school days or make-up days. Transportation will not be provided during the summer school break, except in certain circumstances. The school district will not provide transportation for students whose transportation privileges have been revoked or have been voluntarily surrendered by the students' parents or guardians.

Whether a student rides the bus to and from school or for special events/activities, they are expected to follow rules of good conduct and safety with regard to their bus ride in order that the ride is safe and enjoyable for everyone. Students are allowed to ride only their assigned bus. Riding the school bus is a privilege, not a right. Specific consequences are outlined in policy 707 for school bus behavior which is available at the District Office. If you have questions or concerns, please contact: **Faribault Transportation at 507-334-5121.**

**Bus Rules: Conduct On School Buses and Consequences For Misbehavior**

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

Video and Audio Recording:

All school buses used by the school district may be equipped for the placement and operation of a video camera. The school district will post a notice in a conspicuous location informing students that their conversations or actions may be recorded. The school district may use a video recording of the actions of student passengers as evidence in any disciplinary action arising from the students' misconduct on the bus.

School Bus and Bus Stop Rules:

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

Rules at Bus Stop and Boarding the Bus:

1. Go directly from your house to the bus stop; arrive at the bus stop five minutes before your scheduled pickup time.
2. Stay away from the street, road, or highway when waiting for the bus. Wait until the bus stops and the door is opened before approaching the bus.
3. Stay off private property and out of the street.
4. Use appropriate language.
5. If you must cross the street to get to the bus stop, wait until the bus stops and the driver signals you to cross, look left, right, and left again. If clear, walk quickly across the street.
6. Get on the bus in a single file line and hold on to the rail to keep from slipping, falling, or tripping.
7. Go directly to your seat and sit down.
8. No fighting, harassment, intimidation, or horseplay.
9. No use of alcohol, tobacco, or drugs.
10. No pets, live insects, reptiles, or animals allowed on the bus.

Rules on the Bus:

1. Respect and obey the bus driver at all times.
2. Cross ten (10) feet in front of the bus when crossing a roadway.
3. ONLY riders assigned to the bus can ride, students must be on time at their designated stops.
4. Do not damage the bus. Bus vandalism such as cutting/ripping seats is strictly prohibited.
5. Keep all your articles and school supplies in a backpack on your lap and keep the aisle clear at all times.
6. Make room for others needing a seat. Respect other students and their property at all times.
7. Keep your hands and head inside the bus. Windows open to halfway point only, with the driver's permission.
8. Remain seated facing forward at all times.
9. Absolutely no tampering with the bus radio, control equipment or exit doors.
10. Talk quietly and use appropriate language.
11. Video or picture taking of any kind on the bus is strictly prohibited.
12. Weapons or dangerous objects i.e., skateboards, pets, glass, knives, etc are not allowed on the bus.



13. No eating, drinking, gum chewing, smoking, tobacco, vape use, or drugs.
14. No fighting, harassment, intimidation, or horseplay.
15. Do not ignite matches or start a fire.

Exiting the Bus:

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

Consequences:

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

Vehicles on Campus

[School Board Policy 527 Student Use and Parking of Motor Vehicles: Patrols, Inspections and Searches](#)

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

1. Parking is made available for both students and staff in the main parking lot at FHS.
2. Each vehicle should only use one parking space.
3. Students and staff will be assigned to separate parking areas. Students are only allowed to park in the lot in front of the high school but **not in any visitor** or staff parking spaces.
4. The lot near the tennis courts are for staff only and student cars may be towed if they restrict staff access.
5. Students are responsible for following all school/district policies and all local/state laws. Students will/can be issued citations from Faribault Police Department.
6. Loss of parking privileges is a potential consequence for failing to adhere to school rules and policies unrelated to driving and/or parking. Loss of parking privileges is also a potential consequence for students who leave campus during class or lunch and are not permitted to do so.
7. Unauthorized parking will result in a warning (1st offense). Any further offenses may result in the vehicle being towed at the owner's expense.
8. Faribault Public Schools accepts **NO** responsibility for loss of personal property or damage to your car. Keep your car locked and do not leave valuables in it.

Patrols and Inspections

School officials may conduct routine patrols of student parking lots and other school district locations and routine inspections of the exteriors of the motor vehicles of students. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

Search of the Interior of a Student's Motor Vehicle

The interior of a student's motor vehicle, including the glove and trunk compartments, in a school district location may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. The search will be reasonable in its scope and intrusiveness. Such searches may be conducted without notice, without consent, and without a search warrant. A student



will be subject to loss of parking privileges and to discipline if the student refuses to open a locked motor vehicle or its compartments under the student's control upon a school official's request.

Part VI: Health, Wellness & Safety

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

Health Services No. 604.2:

Health service provided shall function with the framework of written statements of the responsibilities of the service as provided in the job descriptions of school health personnel. The Faribault Public Schools shall sponsor the following health programs:

1. Hearing including tympanometry and vision screening.
2. Scoliosis screening.
3. Implementation of a Comprehensive School Health Program.
4. Promotion of a safe and healthy environment.

The Health Office is Open from 7:30 am – 3:30 pm Every School Day

Contact Number: (507) 333-6286.

Accidents

All student injuries that occur at school, at school-sponsored activities, or on school transportation should be reported to the FHS Nurse's Office. Parents/guardians of an injured student will be notified as soon as possible. If the student requires immediate medical attention, the principal or other district leader will call 911 or seek emergency medical treatment and then contact the parent(s).

First Aid:

The nurse's office in each building is equipped to handle minor injuries requiring first aid. If the nurse's office is not open, assistance can be sought from the building's administrative office. If a student experiences a more serious medical emergency at school, 911 will be called and/or a parent/guardian will be contacted depending on the situation.

The district has installed automated external defibrillators (AEDs) in main hallways. Tampering with any AED is prohibited and may result in discipline.

Child Becomes Ill at School:

If a student becomes ill in school, they should see the school nurse. The nurse must approve requests to leave the building. The parent can enter the school to get their student or call from the parking lot and the student will be sent out.

Communicable Illness / Diseases:

To protect other students from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. If a parent or guardian suspects that his/her child has a communicable or contagious disease, the parent or guardian should contact the school nurse or principal so that other students who might have been exposed to the disease can be alerted.

Students with certain communicable diseases will not be excluded from attending school in their usual daily attendance settings as long as their health permits and their attendance does not create a significant risk of transmitting the illness to other students or school district employees. The school district will determine on a case-by-case basis whether a contagious student's attendance creates a significant risk of transmitting the illness to others.



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

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

- A fever of 100 degrees or more (stay home 24 hours after the temperature is back to normal without fever-reducing medication)
- Vomiting or diarrhea (stay home 24 hours after the last episode)
- Any undiagnosed rash
- Strep throat (may return to school 12 hours after antibiotics are started)
- Any undiagnosed draining wounds

Parents must inform the school within 24 hours if their child has an infectious disease. These may include but are not limited to: head lice, ringworm, scabies, impetigo, chickenpox, and pink eye.

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

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

Medication:

All medication must be administered through the school health office. Tylenol and ibuprofen can be administered by school health personnel, with written parental authorization, up to a maximum of 5 times a month. Students need to have their own supply in the health office. All other medications require Doctor's authorization and signed by a guardian. Inhalers and EpiPens may be carried by a student at the high school level if the proper forms have been completed, are on file in the health office and the nurse has determined the student is able to administer them safely. The school district can not furnish Acetaminophen and Ibuprofen.

All medications other than Ibuprofen or Tylenol must be:

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

Food Allergy:

If your child has a food or milk allergy we request documentation from your doctor stating what foods they should avoid. We can then notify the kitchen staff so they can substitute the food items, or you can choose to send your child a cold lunch from home.

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

IMMUNIZATIONS:

[Board Policy No. 530 Immunization Requirements](#)



All students enrolled in school must have up-to-date immunizations for preventable diseases. The minimum immunization requirements are as follows:

16 year old vaccine platform	Recommended dose(s) before 17 years
Meningococcal conjugate (MenACWY)	1
Meningococcal B (MenB) <i>Recommended for individuals in consultation with a clinician</i>	2 or 3**

Exemptions:

To go to school in Minnesota, students must show they’ve had these immunizations or file a legal exemption with the school. Parents may file a medical exemption signed by a healthcare provider or a conscientious objection signed by a parent/guardian and notarized.

Asbestos Management Plan:

The school district has developed an asbestos management plan. A copy of this plan can be found by contacting the Faribault Public School District Office.

Crisis Management:

The school district has developed a “Crisis Management” policy. Each school building has its own building-specific crisis management plan. Students and parents will be provided with information as to district- and school-specific plans.

The “Crisis Management” policy addresses a range of potential crisis situations in the school district. The school district has developed general crisis procedures for securing buildings, classroom evacuation, campus evacuation, sheltering, and communication procedures. The school district will conduct lock-down drills, fire drills, and a tornado drill. Building plans include classroom and building evacuation procedures.

Suicide Prevention Information:

FHS can play a vital role in hope, help, and healing of all students and staff. Policies and practices that create safe, healthy, and supportive environments can prevent individuals from having suicidal experiences. FHS can help with teaching coping and problem-solving skills and promote healthy connections among peers and positive community connections.

Suicide and Crisis LifeLine (988 LifeLine), the Crisis Text line, and the county mobile crisis services.

Pesticide Application Notice:

The school district may plan to apply pesticide(s) on school property. To the extent the school district applies certain pesticides, a parent may request to be notified prior to the application of certain pesticides.. Additional information regarding what pesticides are used, an estimated schedule of pesticide applications (which will be available for review or copying at the district office), and the long-term health effects of the class of pesticide on children can be requested by contacting.

**Safety:**

The safety of students on campus and at school-related activities is a high priority of the district. While district-wide safety procedures are in place, student and parent cooperation is essential to ensuring school safety.

Part VII: School Policies, Procedures, and Discipline

Announcements / Delivering Messages:

Student cell phones are not allowed to be used during the day with the exception of lunch. Parents may call the Main Office to deliver any student messages. Unless the message to a student is an emergency, classes will not be interrupted. Normally, messages for students will be handled between classes, during lunchtime, or at the end of the day. Announcements that include items of interest and importance to most students are displayed on the monitors in the hallways. At the end of the day, more specific announcements are read over the intercom.

Cellular Phones, Headphones, Digital Imaging Devices, and other Personal Electronic Devices:

Students are prohibited from using cell phones and other electronic communication devices during the instructional day, except during their lunch period. Students also are prohibited from using a cell phone or other electronic communication device to engage in conduct prohibited by school district policies including, but not limited to, cheating, bullying, harassment, and malicious and sadistic conduct. If the school district has a reasonable suspicion that a student has violated a school rule or law by use of a cell phone or other electronic communication device, the school district may search the device.

The search of the device will be reasonably related in scope to the circumstances justifying the search. Students who use an electronic communication device during the school day and/or in violation of school district policies may be subject to disciplinary action pursuant to the school district's discipline policy. In addition, a student's cell phone or electronic communication device may be confiscated by the school district and, if applicable, provided to law enforcement. Cell phones or other electronic communication devices that are confiscated and retained by the school district will be returned in accordance with school building procedures.

Students will keep their cell phones either at home, in their locker, in their backpack, or powered off in their pocket. Students may not use cell phones to check the time or to check messages during class and will not be able to respond to messages until after dismissal. If you need to contact your child during the school day please call the main office at (507) 333-6300. The rationale for our decision can be found at <https://www.awayfortheday.org/>

Any form of headphones should NOT be in or on unless permission is given by a staff member. If permission is given, headphones are only allowed to be used with the school-issued iPads. Students will be asked to take headphones out if seen wearing them. Repeated violation of this may result in disciplinary actions.

Violations Cell Phone Policy:

- A. An employee shall direct the student to put the device away.
- B. The employee may confiscate the device and turn it into the school office where the student may retrieve it at the end of the school day.
 - **First-time offense**, turned into the office and can get picked up at the end of the day. The teacher will communicate with the parent/guardian.



- **Second offense and thereafter**, turn into the office and a parent needs to pick it up at the end of the day or a conference with the parent, student, and administrator must take place before the phone is returned to the student.
- C. At the principal's discretion, result in additional disciplinary action.
- D. **The school is not responsible for lost or stolen cell phones.**

Internet Acceptable Use:

All school district students have conditional access to the school district's computer system, including Internet access, for limited educational purposes, including use of the system for classroom activities, educational research, and professional and career development. Use of the school district's system is a privilege, not a right. Unacceptable use of the school district's computer system or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate school district policies, including, but not limited to, suspension, expulsion, or exclusion; or civil or criminal liability under other applicable laws.

A copy of the school district's Technology Acceptable Use Policy (Board Policy 524) is available on our district website at www.faribault.k12.mn.us.

Student Use of Information, Technology Acceptable Use Policy No. 524

Use of the Faribault School District Technology Network and Internet Access is a privilege. Expectations for the use of technology strict adherence to the guidelines outlined in the *Faribault Public Schools Technology Acceptable Use Policy*. Please see the District section in this handbook. A copy of our Technology Acceptable Use Policy (Board Policy 524) is available on our district website at www.faribault.k12.mn.us.

The school district must provide parents and students an opportunity to inspect a complete copy of any contract with a technology provider. Students will receive a copy of the school district's "Internet Acceptable Use" policy and are expected to understand and agree to abide by the policy as a condition of use of the school district's computer system. All students who wish to use the school district's computer system must sign the Internet Use Agreement form.

Photos/Videos:

Any video or still pictures taken on campus without the consent of the participant, is prohibited and in violation of the school district's Technology Acceptable Use Policy (Board Policy 524) is available on our district website at www.faribault.k12.mn.us.

iPads (Non-School Issued):

1. Students are not allowed to bring to school iPads other than those issued by the school.
2. Students will not be allowed to bring school iPad home. They will remain in the student's 7th period class where they will store in a charging station.
 - a. Students will be responsible for picking up their iPad each morning prior to the start of their 1st period class.

The school district holds high expectations for student behavior, academic integrity and responsible use of existing and emerging technologies, such as cellular phones, digital picture/video cameras and/or phones and other personal electronic devices capable of capturing and/or transmitting data or images. Students who possess and/or use such devices at school or school-sponsored events shall demonstrate the greatest respect for the educational environment and the rights and privacy of all individuals within the school community.

As per policy 524, students shall not use any electronic device that in any way disrupts or detracts from the educational environment. Students will not be allowed to leave class in response to any electronic devices.



Students shall not photograph or videotape other individuals at school, except for activities considered to be in the public arena such as sporting events or public performances. Any violation of this will result in disciplinary actions. Similarly, students that use photos, videos, or other representations of students on social media sites will be subject to disciplinary actions.

The use of cellular phones or other personal electronic devices is strictly prohibited in locker rooms and restrooms.

Dress Code and Appearance Policy No. 504:

Students are encouraged to be dressed appropriately for school activities and in keeping with community standards. Appropriate clothing includes, but is not limited to, the following:

Dress and Appearance

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

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

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

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

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

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

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

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

Students Cannot wear:

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

If the administration believes a student's appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities or poses a threat to the health or safety of the student or others, the student will be directed to make modifications. The parent/guardians and student are responsible for following the above guidelines when coming to school.

**Public Displays Of Affection (PDA):**

Any public displays of affection shall not be permitted on school grounds. This includes but is not limited to hand-holding, hugging, kissing, cuddling, etc. Students will be talked to by Administration, parents may be notified, and consequences may be issued.

Sales:

Students may not sell food, candy, services, or anything else to the student body and faculty without permission from the administration. All sales will be required to be related to a school activity.

Bicycles, Roller Blades, Hoverboards, Skateboards, and Electric Scooters:

Parental discretion is advised when allowing students to bring bicycles and other means of transportation to school. Things to consider are safety factors, weather conditions, and risk of vandalism, and theft. Students who ride bikes are to park them in the designated bike racks. We advise that all bikes be locked, as the school cannot be held liable for theft or damage. Vandalism or missing bikes should be reported immediately to building administration. The use of these items in school is prohibited. Students who use these items in school will have these items confiscated. Parents/guardians may be called to pick up confiscated items.

Other Motorized Vehicles:

Driving of any motorized vehicles is permitted by high school and ALC students only. No Go-Karts, Golf Carts, or other motorized vehicles are allowed on school property.

Use Of School Property:

Students are not permitted access to teachers or other school personnel's property including desks, keys, cabinets, grade books, computers, or personal belongings. Unauthorized student use of these objects will be considered a very serious offense.

Vandalism:

Vandalism of any district property is prohibited. Violators will be disciplined and may be reported to law enforcement officials.

Assignment Requests for In-School Suspension (ISS) and Out-of-School (OSS) Suspension:

ISS students will have their missed classwork/homework collected from the teachers. These and any assignments given the previous day are due as if the student were in school. Students may have up to two days following ISS to complete missed classwork and will be determined when ISS is issued.

Students given OSS will have their assignments requested through the office. Parents/Guardians will be notified of pick up time and date. Students will have two days following OSS to complete missed classwork.

Notice of Violent Behavior by Students:

The school district will give notice to teachers and other appropriate school district staff before students with a history of violent behavior are placed in their classrooms. Prior to giving this notice, district officials will inform the student's parent or guardian that the notice will be given. The student's parents/guardians have the right to review and challenge their child's records, including the data documenting the history of violent behavior.

**Harassment and Violence Prohibition:**

The school district strives to maintain a learning and working environment free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability. The school district prohibits any form of harassment or violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability.

Hazing Prohibition:

Hazing is prohibited. No student will plan, direct, encourage, aid, or engage in hazing. Students who violate this rule will be subject to disciplinary action pursuant to the school district's "Student Discipline" policy.

Part VIII: District Level Policies, Procedures, and Discipline**Bullying Prohibition Policy No. 514**

The school district is committed to providing a safe and respectful learning environment for all students. Acts of bullying, in any form, by either an individual student or a group of students, are prohibited on school district property, at school-related functions or activities, on school transportation, and by misuse of technology. For detailed information, see the school district's "Bullying Prohibition" policy.

Chemical Use and Abuse Policy No. 417

The school board recognizes that chemical use and abuse constitutes a grave threat to the physical and mental well-being of students and employees and significantly impedes the learning process. Chemical use and abuse also create significant problems for society in general. The school board believes that the public school has a role in education, intervention, and prevention of chemical use and abuse. The purpose of this policy is to assist the school district in its goal to prevent chemical use and abuse by providing procedures for education and intervention.

Drug-Free Workplace/Drug-Free School Policy No. 418

The purpose of this policy is to maintain a safe and healthful environment for employees and students by prohibiting the use of alcohol, toxic substances and controlled substances without a physician's prescription.

Search of Student Lockers, Desks, Personal Possessions, and Students' Person Policy No. 502:

In the interest of student safety and to ensure that schools are drug free, district authorities may conduct searches. Students violate school policy when they carry contraband on their person or in their personal possessions or store contraband in desks, lockers, backpacks, or other other areas. "Contraband" means any unauthorized item, the possession of which is prohibited by school and district policy and/or law.

If a search yields contraband, school officials will seize the item(s) and, when appropriate, give the item(s) to legal officials for ultimate disposition. Students found to be in violation of this policy are subject to discipline in accordance with the school district's "Student Discipline" policy, which may include suspension, exclusion, expulsion, and, when appropriate, the student may be referred to legal officials.

Positive School Expectation Policy No. 537

Faribault Public Schools will provide all students a safe, successful, and academically rigorous experience in our schools. All students should feel proud to attend our school district and be able to promote the successes they have experienced. Student Behavioral Expectations Optimum learning occurs in a positive,



safe and secure environment. Students, parents, guardians, teachers, administrators, school board, and other school staff all share in the responsibility to ensure a positive climate for learning.

Misbehavior by one student can disrupt the learning process for many other students. In addition, students must learn to practice good safety habits, value academic honesty, respect the rights of others, and obey the law. For detailed information on the Student Code of Conduct and consequences for violations, see the "Student Discipline" policy.

Ombudsperson Service:

The school district has established an ombudsperson service for students, parents, and staff. This service provides advocacy for enforcement of the Student Code of Conduct and the procedures to remediate disputes related to implementation of the Student Code of Conduct and the goals of the school district in maintaining an orderly learning environment.

Removal from Class:

It is the general policy of the school district to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district rules, regulations, policies, or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted, by the student's misconduct, as determined by the school district.

Tennessee Warning:

The Tennessee Warning is similar to the Miranda Rights Warning police officers give to alleged offenders before they are questioned. In the school's case, students are not legally required to provide any information about an incident they have knowledge about or with which they were involved during an interview by the principal or other administrator.

Examples of Possible Offenses for a Tennessee Warning to be Given for Include:

- Sexual and/or racial abuse and/or harassment (further outlined in School Board Policy 526 Harassment and Hazing).
- Bullying (further outlined in School Board Policy 506.1).
- Internet misuse, cyberbullying, and misuse of other electronic devices (further outlined in School Board Policy 524, Student Use of Information Technology).
- Any and all other acts, as determined by the school district, which is disruptive to the educational process.

Possession of Weapons Policy 501:

Students may not possess or distribute weapons, look-alike weapons, or other dangerous objects. "Possession" refers to having a weapon on one's person or in an area subject to one's control on school property or at a school activity. "Possession" does not apply to firearm safety, color guard, or marksmanship courses or activities that may be conducted on school property. "Weapon" means any firearm, whether loaded or unloaded, any device or instrument designed as a weapon or through its use capable of threatening or producing great bodily harm or, or any device or instrument that is used to threaten or cause bodily harm or death. Some of the weapons are: guns (including pellet guns, paintball guns, look-alike guns, non-functioning guns that could be used to threaten others), knives, clubs, metal knuckles (used in a threatening manner), nunchucks, throwing stars, explosives, fireworks, stun guns, ammunition, and mace.

A student who finds a weapon or dangerous object on the way to school or in a school location, or a student who discovers that he or she accidentally has a weapon in his or her possession, and takes the weapon



immediately to the principal's office, shall not be considered to possess a weapon. If it would be impractical or dangerous to take the weapon to the principal's office, a student shall not be considered to possess a weapon if he or she immediately turns the weapon over to an administrator; teacher, coach, bus driver, or responsible adult, or immediately notifies an administrator, teacher, coach, bus driver or responsible adult of the weapon's location.

Aggravated Assault:

Committing an assault upon another person with Weapon, or an assault which inflicts great bodily harm upon another person.

Selling and/or Distributing Drugs or Alcohol on School Property:

Selling or distributing, or intending to sell or distribute, alcohol, any narcotic or controlled substance where sale or distribution is prohibited by Minnesota or federal law.

Disciplinary Action May Include, But is Not Limited To, One or More of the Following:

Student conference with teacher, principal, counselor or other school district personnel, and verbal warning; Parent contact; Parent conference; Removal from class; In-school suspension Suspension from extracurricular activities; Detention or restriction of privileges; Loss of school privileges; In-school monitoring or revised class schedule; Referral to in-school support services; Referral to community resources or outside agency services; Financial restitution; Referral to police, other law enforcement agencies, or other appropriate authorities; A request for a petition to be filed in district court for juvenile delinquency adjudication; Out of school suspension under the Pupil Fair Dismissal Act; Preparation of an admission or readmission plan; Saturday school; Expulsion under the Pupil Fair Dismissal Act; Exclusion under the Pupil Fair Dismissal Act; and/or Other disciplinary action as deemed appropriate by the school district.

Grounds for Removal from Class Shall Include Any of the Following:

- Willful conduct that significantly disrupts the rights of others to an education, including conduct that interferes with a teacher's ability to teach or communicate effectively with students in a class or with the ability of other students to learn.
- Willful conduct that endangers surrounding persons, including school district employees, the student or other students, or the property of the school;
- Willful violation of any school rules, regulations, policies, or procedures, including the Code of Student Conduct in this policy; or other conduct, which is the discretion of the teacher or administration, requires removal of the student from the class.

Dismissal:

All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the [Minnesota Pupil Fair Dismissal Act](#). The Minnesota Pupil Fair Dismissal Act shall be considered as a part of the Independent School District 656 Disciplinary Policy.

Communication:

Procedure for Notifying Students and Parents or Guardians of Violations

Parents shall be notified as deemed appropriate by school personnel of the rules of conduct and resulting disciplinary actions except as provided otherwise by the Minnesota Pupil Fair Dismissal Act.

Maintenance of Student Discipline Records:

Student records are classified as public, private, or confidential. State and federal laws protect student records from unauthorized inspection or use and provide parents/guardians and eligible students with certain rights.



It is the policy of the school district that complete and accurate student discipline records be maintained. The collection, dissemination, and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act.

Interaction with Law Enforcement Authorities:

School officials will work with law enforcement authorities whenever it is necessary for the well-being of the students and school personnel.

Important Considerations:

- *These offenses do not need to occur in the same class or during the same academic year to be considered consecutive offenses.*
- *The policy is in effect throughout a student's entire high school career and each offense can mean progressing to the next level.*

Title IX Compliance:

Faribault Public Schools complies with the requirements of the Title IX of the Education Amendments of 1972 and does not discriminate on the basis of sex in education programs or activities or in employment. School Board policies [522 \(non-discrimination policy\)](#), [506 \(student discipline policy\)](#) are policies aimed at preventing discrimination. Complaints or questions may be directed to the Director of Teaching and Learning, Title IX coordinator for the district at 507-333-6000. Complaints may also be filed with the Office for Civil Rights in Chicago, Illinois at 312-866-8434.

District Wide - Student Discipline Policy & Guidelines Policy No. 506

The school board recognizes that individual responsibility and mutual respect are essential components of the educational process. The school board further recognizes that nurturing the maturity of each student is of primary importance and is closely linked with the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

All students are entitled to learn and develop in a setting which promotes respect of self, others, and property. Proper positive discipline can only result from an environment that provides options and stresses student self-direction, decision-making, and responsibility. Schools can function effectively only with internal discipline based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that maintains a climate in which learning can take place. Overall decorum affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. The position of the school district is that a fair and equitable district-wide student discipline policy will contribute to the quality of the student's educational experience. This discipline policy is adopted in accordance with the subject to the [Minnesota Pupil Fair Dismissal Act](#), Minn. Stat. Sections 121A.40 to 121A.56.

Student Code of Conduct Policy No. 506

Disciplinary action may be taken against students for any behavior which is disruptive of good order, violates the rights of others, or violates school rules and regulations. This policy applies to all school buildings, school grounds, school property; school-sponsored activities or trips; school bus stops; school buses, school vehicles, the school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events; and all school-related functions. This policy



also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operation of the school district or the safety or welfare of the student, other students, or employees.

STUDENT CODE OF RESPONSIBILITY

All students have the responsibility:

- For their behavior and for knowing and obeying all school rules, regulations, policies, and procedures;
- To attend school daily, except when excused, and to be on time to all classes and other school functions;
- To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;
- To make necessary arrangements for making up work when absent from school;
- To assist the school staff in maintaining a safe school for all students & to recognize and respect the rights of others;
- To be aware of all school rules, regulations, policies and procedures, including those in this policy, and to conduct themselves in accord with them;
- To assume that until a rule or policy is waived, altered or repealed, it is in full force and effect;
- To respect and maintain the school's property and the property of others;
- To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;
- To conduct themselves in an appropriate physical or verbal manner; and
- To display appropriate citizenship in school and the community.



mi DEPARTMENT OF EDUCATION Parent/Guardian Guide to Statewide Testing

This document provides basic information to 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 children 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.

- Students who do not participate will receive a score of "not 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.
- 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.

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.

<p>Minnesota Comprehensive Assessment (MCA) and Minnesota Test of Academic Skills (MTAS)</p> <ul style="list-style-type: none"> • Based on the Minnesota Academic Standards; given annually in grades 3-8 and in high school in reading and mathematics; given annually in grades 5, 8 and in high school for science. • Majority of students take the MCA. • MTAS is an option for students with the most significant cognitive disabilities. 	<p>ACCESS and Alternate ACCESS for English Learners</p> <ul style="list-style-type: none"> • 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.
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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 MCAs 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.

Because test content represents the academic standards as completely as possible, preparing for and taking the assessments uses the very same knowledge, processes and strategies included in the standards.

Are there limits on local testing?

As stated in 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.

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](https://education.state.mn.us) (education.state.mn.us > Students and Families > Statewide Testing).



Minnesota Statutes, section 120B.31, subdivision 4a, requires the commissioner to create and publish a form for parents and guardians to complete if they refuse to have their student participate in state-required standardized assessments. Your student's district may require additional information. School districts must post this form on the district website and include it in district student handbooks.

Parent/Guardian Refusal for Student Participation in Statewide Assessments

To opt out of statewide assessments, the parent/guardian must complete this form and return it to the student's school.

To best support school district planning, please submit this form to the student's school no later than January 15 of the academic school year. For students who enroll after a statewide testing window begins, please submit the form within two weeks of enrollment. A new refusal form is required each year parents/guardians wish to opt the student out of statewide assessments.

Date _____ (This form is only applicable for the 20__ to 20__ school year.)

Student's Legal First Name _____ Student's Legal Middle Initial _____

Student's Legal Last Name _____ Student's Date of Birth _____

Student's District/School _____ Grade _____

Please initial to indicate you have received and reviewed information about statewide testing.

_____ I received information on statewide assessments and choose to opt my student out. MDE provides a *Parent/Guardian Guide to Statewide Testing* on the [MDE website](#) (Students and Families > Statewide Testing).

Reason for refusal:

Please indicate the statewide assessment(s) you are opting the student out of this school year:

_____ MCA/MTAS Reading _____ MCA/MTAS Science
 _____ MCA/MTAS Mathematics _____ ACCESS or Alternate ACCESS for ELLs

Contact your school or district for the form to opt out of local assessments.

I understand that by signing this form, my student will receive a score of "not proficient" and he/she waives the opportunity to receive a college-ready score that could save time and money by not having to take remedial, noncredit courses at a Minnesota State college or university. My school and I may lose valuable information about how well my student is progressing academically. In addition, opting out may impact the school, district, and state's efforts to equitably distribute resources and support student learning.

Parent/Guardian Name (print) _____

Parent/Guardian Signature _____

To be completed by school or district staff only. Student ID or MARSS Number _____