



THOMAS EDISON HIGH SCHOOL

BELONG.BELIEVE.BECOME

STUDENT HANDBOOK

EST. 1922



OUR MISSION: Together, we create an equitable and inclusive environment. Together, we honor and cultivate our creativity, intelligence and uniqueness. Together, we discover our power to positively shape our future.

OUR VISION: Edison is a place to *belong* to an inclusive family; *believe* in our ability to make change; and *become* a positive force in our communities and world.

700 22nd Avenue N.E.
Minneapolis, Minnesota 55418
Telephone (612) 668-1300
Fax (612) 668-1320

Web: edison.mpls.k12.mn.us

Facebook: www.facebook.com/MPS.Edison.Tommies

Twitter: [@MPS_Edison](https://twitter.com/MPS_Edison)

**The school day is from 8:30 a.m. – 3:10 p.m.
School doors open at 8:00 a.m.**

The information in this student handbook was updated August 2025. There may be additional information or changes during the 2025-26 school year. The policies and procedures in this handbook remain in effect until any new rules are adopted.

TABLE OF CONTENTS

General Information (p. 4-8)

Bell Schedule
MPS Calendar
Mission, Vision and Our Beliefs
Edison School Colors & Song
School News and School Day,
Telephone Directory

Academic Policies (p. 8-10)

Assessment Policy
Grade Scale
Accountability of Learners: Academic Integrity
State Assessment Policy

Thomas Edison High School Expectations (p. 10-18)

Attendance and Reporting an Absence
Discipline
Meals
School Property,
Student Dress Code
Cell Phones/Smart Watches/Headphones (Personal Electronic Devices - PEDs)
Tardy Protocol
Passes
Skipping Class/Hallway Roaming
Tommie Time Out
Emergency Contact Card Information
School ID's
Bus Procedures
Visitor Procedures
School Events

Student Services (p. 19-21)

Athletics and Activities
Counselors
Collaborative
Media Center
Family Liaison
Emergency Management
School Nurse
School Based Clinic
Social Workers
Special Education

GENERAL INFORMATION

Edison High School Bell Schedule 2025-2026

Regular Day		
CTE Centers Transportation 7:30-8:05 CTE AM Session 8:05-10 Transportation 10:00-10:30 CTE Mids Session 10:00-12:30 (online)	1st: 8:30-9:25 (55 min)	
	2nd: 9:30-10:25 (55 min)	
	3rd: 10:30-11:25 (55 min)	
	Lunch 1 11:30-12:10 (40 min)	(assigned 2nd Lunch) 4th: 11:30-12:25 (55 min)
	(assigned 1st Lunch) 4th: 12:15-1:10 (55 min)	Lunch 2 12:30-1:10 (40 min)
	5th: 1:15-2:10 (55 min)	
	6th: 2:15-3:10	

WIN Wednesday		
CTE Centers Transportation 7:30-8:05 CTE AM Session 8:05-10 Transportation 10:00-10:30 CTE Mids Session 10:00-12:30 (online)	Tommie Opportunity Hour 8:30-9:25 (55 min)	
	1st: 9:30-10:00 (30 min)	
	2nd: 10:05-10:35 (30 min)	
	3rd: 10:40-11:10 (30 min)	
	Lunch 1 11:15-11:45 (30 min)	Advisory 11:15-11:50 (35 min)
	Advisory 11:50-12:25 (35 min)	Lunch 2 11:55-12:25 (30 min)
	4th: 12:30-1:00 (30 min)	
	5th: 1:05-1:35 (30 min)	
	6th: 1:40-2:10 (30 min)	
	Tommie Opportunity Hour 2:15-3:10 (55 min)	



2025–2026 Student School Year Calendar

 = Non-School days (168 instructional days)

September 2025				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

October 2025				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

November 2025				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

December 2025				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

January 2026				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

February 2026				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

March 2026				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

April 2026				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

May 2026				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

June 2026				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			



For a comprehensive calendar of
MPS events and observances

mps.schools.org/calendars

First Day of School

September 2 (Grades 1–12)

Grades 10–12 check with school for late start time to
allow for freshman orientation.

September 4 (pre-K–K)

Last Day of School

June 10

Family-Teacher Conference

October 15

MEA Break

October 16–17

Winter Break

December 22–January 2

Family-Teacher Conference

February 13

Spring Break

March 30–April 3

Other Non-School Days

Sept. 23 – Rosh Hashanah

Oct. 2 – Yom Kippur

Nov. 4 – Record keeping

Nov. 26–28 – Thanksgiving

Jan. 19 – Martin Luther King, Jr. Day

Jan. 23 – Record keeping

Feb. 16 – Presidents’ Day

Feb. 17 – Professional development

March 20 – Eid al-Fitr

March 27 – Record keeping

May 25 – Memorial Day

May 26 – Professional development

May 27 – Eid al-Adha

Summer School (June 22 – July 30)

mps.schools.org/summer_programs

612.668.0000 | answers@mpls.k12.mn.us

1/21/25

MINNEAPOLIS THOMAS EDISON HIGH SCHOOL

Thomas Edison High School Vision Statement

*Edison is a place to **BELONG** to an inclusive family; **BELIEVE** in our ability to make change; and **BECOME** a positive force in our communities and world.*

Thomas Edison High School Mission Statement

***Together**, we create an equitable and inclusive learning environment.
Together, we honor and cultivate our creativity, intelligence and uniqueness.
Together, we discover our power to positively shape our future.*

Our Beliefs

At Thomas Edison High School, we believe that all students have the ability to achieve at high levels. As a staff, we promise to expose you to a rigorous and challenging curriculum that is matched to the state and district education standards. We also promise to provide you with as much time and expert instruction as needed for you to achieve in all of your classes. What we require from you is your best effort in class and your initiative to seek out help when needed. Working together we can provide you with a first-class education.

Please take a moment to review the mission, vision, commitment and values of the [MPS](#)

School Colors: **Blue and Gold**

School NickName: **Tommies**

School Song/Rouser

Blue Gold _____ our foe,
we will win this fray.
Blue Gold, our team is bold
on the field of play.
Blue Gold, Blue Gold for us,
We will always cheer
With a rah, rah, rah,
and a siss boom bah,
We will win this game!

SCHOOL NEWS AND SCHOOL DAY

Thomas Edison High School offers a variety of ways to keep up with important news and information about our school and our school district. Stay up to date with the following resources:

GENERAL NEWS & UPDATES ABOUT EDISON

The school's website offers a wealth of information about the school including school news, class & department information, student support services, athletics events, career center updates, academic events, and links to district information.

Go to [Home - Edison High School \(mpschoools.org\)](https://www.mpschools.org)

FACEBOOK

"Like" us on Facebook at: <https://www.facebook.com/MPS.Edison.Tommies/>

INSTAGRAM

Follow us on Instagram [@MPS_Edison](#)

NEWSLETTER

Families who provide an email address will receive our weekly newsletter. Links to the most recent newsletters can also be found on the main page of the Edison website. In addition, information is shared by/at:

- Mailing letters home
- Automated phone messages
- Parent-Teacher Conferences

SEVERE WEATHER- Closing school / non-school day

Making the Decision

The superintendent will decide to move to a non-school day after consulting with the administrative team and other stakeholders as needed. The superintendent may consult with the superintendents from other metro school districts and the Minnesota Department of Education for additional perspective. Knowing transportation can be more difficult on days with winter weather conditions, Transportation Department staff members work throughout the evening and early morning to ensure that buses will run at or near schedule and that students will not wait too long at bus stops. The Communications Department communicates the status of learning to families and staff.

GENERAL SCHOOL DAY

- The school opens at 8:10 a.m. School begins at 8:30 a.m. and the school day ends at 3:10 p.m.
- Students MAY NOT leave campus during the day. Exceptions are as follows:
 - a. Student has permission from a parent/guardian and the administration for an OFF-CAMPUS PASS
 - b. Student has written or in-person permission from their parent/guardian
 - c. Student is with a teacher/coach/advisor on a school-sanctioned trip/event

Any student who leaves the building must sign out at the front desk and have a signed permission slip from their parent/guardian. If a student leaves the building without permission, they may not be permitted to re-enter the building.

- In the afternoon, students may not be in the building or elsewhere on campus unless they are being supervised by a teacher/coach/club advisor. The building is cleared by security staff at 3:15 every day. Any students not with a teacher/advisor/coach at 3:15 will be escorted out of the building. Various after-school activities are in session starting at 3:15 p.m. Students enrolled in these programs are expected to be in the activity's designated space unless specifically authorized by the teacher/advisor/coach.
- During bad weather, students may wait for buses inside the building with adult supervision.
- At the end of the school day, once students leave the building, they will not be permitted to enter/re-enter the building, unless they are accompanied by their after-school advisor/coach or authorized by administration.

Important Dates

For the most up-to-date activities, please visit our website:

Click [here for the Athletics Calendar](#)

Click [here for the Edison School Year Events Calendar](#)

Click [here for the Edison Testing Calendar](#)

Click [here for MPS Calendars](#)

PARENT PORTAL

[Parent Portal](#) gives parents access to their children's attendance, grades, assignments, schedules, and transcripts.

Parents can email teachers directly on this site.

Please contact our Family Advocates if you need access:

- Family and Community Advocate (English and Spanish): 612-668-1307
- Family and Community Advocate (English and Somali): 612-668-1413

TITLE I and SCHOOL FAMILY COMMUNITY COMPACT

We believe that families, school staff, and our community should work as partners to help each student follow schoolwide expectations and reach their highest academic potential. Please follow this link to review our shared commitment in supporting student achievement at Edison High School.

[Edison School Family Community Compact](#)

DIRECTORY

You can be connected to offices and staff by calling our main line at 612-668-1300.

You can find contact email addresses and phone numbers on the Edison website. [Staff Directory - Edison High School](#)

Minneapolis Public School District Information: 612-668-0000

THOMAS EDISON HIGH SCHOOL ASSESSMENT POLICY

Principles/Beliefs Statement

At Thomas Edison High School we believe that learning is life-long. We believe all scholars can learn and demonstrate proficiency in [content standards](#) and [essential academic skills](#). We acknowledge that learning and proficiency occur at different paces.

The Thomas Edison Assessment Policy provides a school-wide framework for measuring a scholar's growth and achievement on content standards and essential skills.

TEHS Policy Framework

80-20 Grading Categories

Edison grade books are designed to place more weight on [assessments](#) and less weight on daily practice. This means that the final course score reflects a student's level of achievement on content standards and essential skills and does not penalize them for making mistakes in daily practice.

- Assessment Category (80%): Measurement of achievement of content standards and essential skills
- Practice Category (20%): Recorded practice and participation in learning activities

Rubric-Based Grading

Assignments in the 80% category are evaluated with success criteria outlined in assessment rubrics. Student grades are calculated using a grading scale that aligns with the Middle Years Program rubrics. Sample rubrics can be found in Appendix A and B.

Grades

All schools within the MPS system are required to submit grades of A-F, according to the traditional, American grading scale. However, Edison is an International Baccalaureate World School, using rubric-based assessments to measure our students' learning as demonstrated on assessments. The traditional grading scale has been aligned to the 8-point MYP rubrics (next page).

[Re-Assessment](#) Opportunities

Students at Edison will have the opportunity to retake or resubmit most assessments in the Assessment (80%) category. Teachers will identify which assessments are eligible for resubmission in the course syllabus, provided at the beginning of the quarter, semester or year.

Credit Recovery Options - Learning Recovery

Students who do not earn credit for a required course have credit recovery options at Edison and through MPS alternative learning programs.

Minneapolis Public Schools Grade Scale

RUBRIC SCORE	DESCRIPTORS	LETTER GRADE	
7-8	Excelling, Always Extended, Innovative	A/A-	I have demonstrated a deep understanding that goes beyond the standard.
5-6	Mastering, Often	B+/B/B-	I have demonstrated learning that meets the standard.

	Completely, Accurate		
3-4	Progressing, Sometimes Partially, Imprecise	C+/C/C-	I am getting close to meeting the standard.
2	Beginning, Rarely Minimal, Limited	D+/D/D-	I am beginning to work towards meeting the standard.
0-1		F	

Acknowledgment of Contradiction

Learning is continuous. We build our knowledge, understanding, and skills over our lifetime; however, students must learn within a system that is bound by time. To meet the demands of our academic calendar, it is necessary for teachers to assign [learning targets](#) to a specific period of time and to report grades at the end of the academic quarter. To lessen the constraints of time, Edison offers support to our scholars in two ways:

1. Students and teachers may work together to create opportunities for students to complete assessments or [re-assess](#).
2. If a student requires more time than is available, a student may enroll in the Alternative Learning Program. This program provides a variety of ways for a student to retake a course and earn credit *even after the course or course period has ended*.

See [Appendices](#) for examples

This policy will be reviewed on an annual basis by the Instructional Leadership Team. (Last Review, June 2024)

STATE ASSESSMENTS

Standards-Based Accountability Assessments

The Minnesota Comprehensive Assessments (MCA) and alternate assessment Minnesota Test of Academic Skills (MTAS) are the state tests that help districts measure student progress toward Minnesota's academic standards and also meet federal and state legislative requirements. Students take one test in each subject. Most students take the MCA, but students who receive special education services and meet eligibility requirements may take the alternate assessment MTAS instead.

The list below shows tests by subject and the grades they are given:

- Reading: MCA or MTAS (grades 3-8, 10)
- Mathematics: MCA or MTAS (grades 3-8, 11)
- Science: MCA or MTAS (grades 5, 8, and once in high school)
- ACCESS (WIDA ELL Exam) all students who receive ELL services

Student Participation in Statewide Assessments

Minnesota Statutes, section 120B.31, subdivision 4a, requires the Minnesota Department of Education (MDE) to publish a form for parents/guardians to complete if they refuse to have their student participate in state-required standardized assessments. It is important to note that students who choose to "opt-out" from testing will be counted as "not proficient" when compiling Edison's MCA-based achievement levels.

[Please click here for the Parent/Guardian Refusal form.](#)

For more information on statewide testing, visit: <https://education.mn.gov/MDE/fam/tests/index.htm>

Click [here for the 2025-26 School Year Testing Calendar](#)

ACADEMIC INTEGRITY

To fulfill our mission and achieve our vision, the Thomas Edison High School community embraces academic integrity as a guiding principle in education. Academic integrity is a choice to act responsibly so that others can have trust in us as individuals. It is the foundation for principled decisions and actions as we create effective and authentic scholarly work.

School Responsibilities: Edison is responsible for communicating and teaching about issues of academic integrity. Edison teachers

will outline academic integrity guidelines in the syllabus for the course. Within the context of their subject area, teachers will explicitly instruct and model for students the expectations around academic integrity, including what is appropriate and what is not (see examples below). To give full credit to others for their ideas, students will learn citation methods, either MLA style or another method identified and taught by the teacher. Edison is responsible for working together with caregivers to communicate issues related to academic honesty as they arise.

Student Responsibilities: Students are responsible to ensure that work represented as their own is truly original thought.

For more information, please refer to the [Thomas Edison Academic Integrity Policy](#).

THOMAS EDISON HIGH SCHOOL EXPECTATIONS AND PROCEDURES

SCHOOL SAFETY

We have implemented the following school-wide safety and discipline policies to ensure all students, staff, families, and community members can participate in all aspects of our school community. Please note that we have put considerable effort into making Edison a safe and healthy place to BELONG.BELIEVE.BECOME. We always welcome feedback and partnership in what we do. Please reach out to the Edison administration with your concerns, comments, questions, and ideas.

ATTENDANCE

Daily attendance is critical to academic achievement. It is our goal to work with students and families to support regular school attendance and improve academic achievement. Students are expected to attend school 95% of the time or more (this calculates to be 8 or few absences in an academic year).

Minnesota law states that all students are required to attend school from age 7, or when they enroll in kindergarten (whichever comes first) until they are 18 years old. A student's failure to attend school may lead to legal action for the parents/guardians and the student.

To Excuse an Absence

Parents/guardians should communicate the reason for **EVERY** absence to the school.

- Call the Attendance Line at 612-668-1311.
- Write a note and have your student deliver it to the main office.
- Include the following information when you call the attendance line or write a note:
 - Name of student
 - ID number (preferably) or date of birth
 - Date of absence
 - Reason for absence
 - Your relationship with the student
 - A number where the parent/guardian can be reached

Excused absences include:

- Illness*
- Doctor appointment
- Dentist appointment
- Hospitalization
- Funeral
- Family Emergency
- Court
- Bus problem
- Religious/Cultural Observance
- Vacation**

*Illness – multiple absences for illness may lead to the requirement that further absences must have a written doctor's note.

**Vacation – up to five days of absence may be excused as an approved family activity when:

- The parent/guardian requests permission 10 school days prior to departure;
- The teachers assign homework and the parent/guardian agrees it will be completed by the end of the first week of return from vacation;
- The parent/guardian agrees that their child will miss five (5) or fewer days of school;

- The student will not be gone during critical testing (MCA, ACCESS, ACT, etc...); and,
- An administrator gives written approval.

For family activities lasting longer than five (5) days, you must ask permission from the principal in writing before you leave. If the principal gives permission to be gone longer than five (5) days, your student may be expected to turn in a school report and/or give a presentation to their teacher(s).

All attendance notes will be filed in the Attendance Office. [Read more about attendance on our website.](#)

PROHIBITED ITEMS

As part of our commitment to maintaining a safe and secure environment for all students and staff members, we strictly adhere to a policy that prohibits the carrying or possession of weapons, including self-defense items such as pepper spray, knives, stun guns, and other potentially harmful objects. This policy is in place to prevent accidents, misunderstandings, and the escalation of conflicts among students.

If you believe your student must carry a self-defense item, please connect with administration prior to sending your child to school with the item and we will help navigate a reasonable plan.

DISCIPLINE

Thomas Edison High School administration recognizes the difference between severe school policy violations and minor school rules infractions. Therefore, for all students to have an understanding of the consequences, the following violations of school policy will be considered severe and will result in out-of-school suspension.

1. Use of drugs or alcohol as stated in the MPS Discipline policy (5631 and 5631 B [MPLS Policies and Procedures](#))
2. Violation of tobacco policy as stated in the MPS Discipline policy (P 5220 and 5220 B [MPLS Policies and Procedures](#)).
3. Violation of VAPING policy as stated in the MPS Discipline policy. ([MPLS Policies and Procedures](#))
4. Fighting – students who violate this policy will be subject to suspension and may be removed from school or transferred to another educational setting. (5200 [MPLS Policies and Procedures](#))
5. Class disturbances: Students who willfully and persistently disturb the learning process for others and disrupt the instruction of the teacher will be subject to an in-school suspension or possibly out-of-school suspension. (5200 [MPLS Policies and Procedures](#))

Students and families should be aware that while these violations are our most common, out-of-school suspension is not limited to the above-mentioned violations.

Other violations of district policy might include, but are not limited to:

- Violence or threatened violence against the person or any personnel attending or assigned to any public school.
- Willful or malicious damage to real or personal property of the school's or district's property.
- Inciting, advising, or counseling others to engage in any of the acts previously described (whether in person or via social media).
- Possession of a pistol, gun, or firearm on school property.
- Possession (on school property) of a knife, etc. as defined in Minneapolis Public School Policy.
- Assaulting any staff with threatening language.
- Unlawful use or possession of alcohol or other drugs, as defined in Minneapolis Public School Policy.
- Possession or use of illegal substances under the Drug Control Act (MN), or any derivative or residue thereof, or any drug paraphernalia other than that medically prescribed.
- The use or possession of alcoholic beverages on school property.

Any student who does not abide by the educational or behavioral standards of the school may experience one or more of the following interventions:

- Suspension from extra-curricular activities.
- Removal from class.
- Parent-student conference with administration.
- Suspension from school.
- In-school suspension.
- Suspension from Metro Transit.
- Expulsion from school by the School Board

Edison school property is extended to the surrounding area and Metro Transit.

Students Returning to School After Suspension

Students who are returning from suspension must first participate (with a caregiver) in a re-admit conference to help restore the student to the school's educational learning community.

Bullying/Cyber Bullying/Hazing

Students will not engage in behavior defined as the use of force or coercion to negatively affect others. This expectation applies to any of the following behaviors:

- Teasing
- Intimidating
- Defaming
- Threatening
- Terrorizing
- Retaliation
- Video/photo without prior permission from another student

This expectation applies to any cyberbullying or hazing behavior, regardless of whether such acts are committed on or off school property and/or with or without the use of school district resources.

The school shall discipline or take appropriate action against any student who is found to have violated this district policy. For further information, please see the MPS Policy 5201 [MPLS Policies and Procedures](#)

Personal Relationships

Each student is expected to show respect for the rights and property of fellow students and community members. We are in a community with one another and it is the shared agreement among all of us to give and receive respect for the rights and belongings of one another (staff and students).

If you encounter problems in interactions with other students, a teacher or community members, it is expected that you consult an administrator, Restorative Advocate, guidance counselor, or social worker to help you reach a positive resolution.

Students are expected to follow our community norms and agreements with any school employee who is in the performance of their duty and to address all staff respectfully and that staff will do the same with all students, family and/or community members. Staff members have supervisory responsibilities in all areas of the campus during school hours and students are expected to follow the norms and agreements of the community.

Official visitors, whether observers, speakers, or entertainers, are considered to be honored guests and will be treated with courtesy and respect.

MEALS

Cafeteria Expectations/Hours/Lunch Accounts

While in the cafeteria, students are given the liberty to interact with friends. Each student is responsible for picking up and disposing of their trash/recycling/compost. Other activities such as running, playing loud music, and gambling are not permitted in the lunchroom, in the school, or on school grounds.

Students also have an opportunity to choose an alternative space to hang out during their lunch. The outdoor football field and track or indoor gym will be utilized, weather permitting, during the last 20 minutes of each scheduled lunch. This is a privilege and with that comes the responsibility to use it appropriately. This includes, but is not limited to:

- *Only attend during the scheduled lunch period,
- *No food/drink allowed in gym or field space,
- *Be respectful of others as well as the property, and
- *Follow staff directions or requests (i.e. staying out of restricted areas).

If a student abuses this privilege, they may lose the option to access this alternative space during lunch for a determined amount of time.

Breakfast, Lunch, and Afternoon Meals

All students receive free breakfast and lunch; breakfast is served from 8:00 AM to 8:30 AM, and lunches are served during the 4th hour. Students must enter their student ID/PIN in the lunch line. For lunch, students will be issued a lunch sticker that will identify

the correct lunch period for that student. After-school snacks are available starting at 3:15 for students participating in after-school activities. Students must be in the lunchroom with a supervisor from their team/activity.

All families with children enrolled in Minneapolis Public Schools are encouraged to complete an Application for Educational Benefits each year. This application was previously referred to as the “Free and Reduced-Price Lunch” form.

Applications submitted by our families:

- Generate millions of dollars in funding for MPS, benefiting our schools, students, and families.
- Determine eligibility for various benefits, including free bus cards, scholarships, and fee waivers.

Even though lunches are free, we ask that all Thomas Edison families complete an [Educational Benefits Application](#), as this completed form helps the school comply with state and federal mandates, and the school receives additional financial support for our students.

By law, Minneapolis Public Schools and Edison High School cannot share personal information such as names, addresses, and immigration status with anyone, including the state and federal government. This completed form may be given to staff in the main office.

Beverages and Snacks

Vending machines are provided for students in the hallway outside of the lunchroom and in the lunchroom. Beverages and snacks are sold in the Student Store during all lunches. No food or beverages in the media center. We encourage the use of refillable bottles. There is a filtered water station on the first, second, and third floors of Edison. **Students are not allowed to order food delivered to the school - this includes that guardians are not permitted to order food to the school for their child.** Prior arrangements can be made with the Assistant Principal for lunch with or from family.

Off-Campus Lunch

Off-campus lunch is a privilege awarded to Juniors and Seniors only. All 11th/12th graders have the option to enjoy off-campus lunch beginning the second week of 1st quarter. Administration and Restorative Advocates will review student attendance, behavior, and credits periodically, and may revoke a student’s off-campus lunch pass until students can show improvement in identified areas. The parent or guardian must submit an electronic off-campus permission form for a student to leave campus for lunch. Off-campus lunch can only be used during a student’s designated lunch time. There may be times when, at the principal’s discretion, it will be necessary to keep all students on campus, i.e., severe weather. Applications for off-campus permission will be emailed to parents/guardians of 11th and 12th-grade students in September.

Off-campus pass expectations:

- Checking out at your designated lunch time, not before;
- Checking back in by the end of their lunch period;
- Arriving to class on time after lunch;
- Following school rules while off campus;
- Showing respect to our neighbors and their property; and,
- Food from outside is not allowed in classrooms.

Leaving Campus During School Hours

Any student leaving school for an appointment during school hours must provide a note to the attendance clerk (Main Office) before the start of the school day. A parent can come to school to pick up their student in person. If the parent cannot come to the school, they may send a note with the student. The office staff will call home or refer to the names on the student’s emergency card to verify that the student may leave the school on their own. If a student leaves the building without permission, they may not be permitted to re-enter the building.

SCHOOL PROPERTY

Care of School and Personal Property

Students are responsible for the proper care of all Chromebooks, textbooks, library books, furniture, and school/classroom materials, provided by the school. Students who disfigure or vandalize school or personal property will be required to either pay for the damage or replace the items. Students should limit items brought to school to those items necessary for school activities (see valuables below).

Textbooks, Chromebooks, library books, athletic equipment, etc., are for student use. These items must be returned in good condition by their due date. Fundraising money and items must also be returned.

Please follow this link to read the [Chromebook policy and care manual](#).

Lockers

Students may go to their lockers before school, between classes, and after school. At the student's request (to their Advisor), a locker is furnished by the school to provide a place for students to store materials needed for their school work. Combination locks will be provided. No personal locks will be permitted. Make sure your lock is secured; don't set it for easy opening just to assure yourself time between classes.

Items considered dangerous or illegal which are found in a student locker will be confiscated by the school authorities and held until parent/guardian and/or authorities are notified. Do not share your locker or locker combination with others, as you will be responsible for any prohibited items found in your locker. All lockers are school property and can be searched at any time.

Money and Valuable Articles

PLEASE do not bring large amounts of money to school. All valuable articles should be in possession of the owner at all times. The school CANNOT accept responsibility for stolen money or other articles. This includes PEDs (personal electronic devices, i.e., cell phones, iPods, tablets, etc...). The school is not responsible for lost or stolen items, including cell phones or other personal electronic devices (PEDs). ***School staff will not investigate stolen items.***

Lost and Found

Remember to put your name on everything you bring to school.

- If you find a textbook, Chromebook, or library book, please return it to the Media Center.
- Personal property is the responsibility of each student and they must keep track of their belongings.
- If you find an item, please turn it into the main office.
- School personnel will not investigate lost/stolen cell phones, money, or other property.

Camera Surveillance

Cameras are used at Thomas Edison High School to promote safety. Questions regarding our surveillance cameras should be directed to an administrator. Students and families will not be allowed to view any camera footage at Edison. Families wishing to see any camera footage will need to contact the MPS General Council office for approval.

STUDENT DRESS CODE

It is the policy of Edison HS that the student and their parent/guardian hold the primary responsibility in determining the student's personal attire, hairstyle, jewelry, and personal items (e.g. backpacks, book bags). Schools are responsible for ensuring that student attire, hairstyle, jewelry, and personal items do not interfere with the health or safety of any student and do not contribute to a hostile or intimidating environment for any student. Should we determine that a student's dress is inappropriate, we will make every effort to work with the student to make adjustments without resorting to punitive measures.

Core Values to Dress Code

In relation to student dress, Edison's core values are the following:

Students should be able to dress and style their hair for school in a manner that expresses their individuality without fear of unnecessary discipline or body shaming.

- Students have the right to be treated equitably. Dress code enforcement will not create disparities, reinforce or increase the marginalization of any group, nor will it be more strictly enforced against students because of racial identity, ethnicity, gender identity, gender expression, gender nonconformity, sexual orientation, cultural or religious identity, household income, body size/type, or body maturity;

Universal Dress Code at Edison

Students must wear:

- Top (shirt, blouse, sweater, sweatshirt, tank, etc.);
- Bottom (pants, shorts, skirt, dress, etc.); and
- Footwear.

This policy permits additional student attire requirements when necessary to ensure safety in certain academic settings (e.g. physical activity, science, or CTE courses).

Students may not wear clothing, jewelry, or personal items that:

- Are pornographic, contain threats, or promote illegal or violent conduct such as the unlawful use of weapons, drugs, alcohol, tobacco, or drug paraphernalia;
- Demonstrate hate group association/affiliation and/or use hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or other protected groups;
- Intentionally show private parts (nipples, genitals, buttocks). Clothing must cover private parts in opaque (not able to be seen-through) material;
- Cover the student's face to the extent that the student is not identifiable (except clothing/headgear worn for a religious or medical purpose); or
- Demonstrate gang association/affiliation.

Attire worn in observance of a student's religion is not subject to this policy.

Enforcement of Dress Code

Administration is required to ensure that all staff are aware of and understand the guidelines of this policy.

- Staff will use reasonable efforts to avoid dress-coding students in front of other students.
- Students shall not be disciplined or removed from class as a consequence for wearing attire in violation of this policy unless the attire creates a substantial disruption to the educational environment, poses a hazard to the health or safety of others, or factors into a student's behavior rule violation such as malicious harassment or the prohibition on harassment, intimidation, and bullying.
- Further, no student shall be referred to as "a distraction" due to their appearance or attire.

Typical consequences for a violation of this policy include parent/guardian contact or conference and the directive to cover, change, or remove the non-complying attire. A student may be instructed to leave their classroom briefly to change clothes. The principal or their designee should notify a student's parent/guardian of the school's response to violations of the student dress policy.

CELL PHONES/SMART WATCHES/HEADPHONES

Personal Electronic Devices (PED) Responsible Use

The use of personal electronic devices (PEDs) such as cell phones and smartwatches, has grown among our students. These items have become a distraction, as well as a security risk to all school communities with the rise of social media. In accordance with MPS Policy 5210 [MPLS Policies and Procedures](#)), Edison students will adhere to the following guidance.

New Edison Cell Phone/Personal Electronic Device Guidelines:

Edison High School students may possess personal electronic devices at school or at nonpublic school events off campus. **Student use of personal electronic devices is limited to:**

1. Before and after the regularly scheduled school day;
2. During the student's scheduled lunch period;
3. During passing time between classes;
4. During class time, when the classroom teacher permits the use for educational purposes only, and
5. During the school day, with permission from the school principal or the principal's designee for personal purposes.

What it looks like:

At the beginning of each class period, all students will turn off all personal electronic devices and place them in the designated cell phone holder (see image below) in each classroom as directed by the teacher. Devices will remain in the designated holder until the end of class, when students may collect them as directed by the teacher.

FAQs:

Q: *If students leave the classroom during class time, can they take their devices with them?*

A: No. Device use is not allowed during class time, regardless of the student's location. Student may take their device(s) if they are leaving school for the remainder of the day with parent permission.

Q: Are smartwatches and AirPods/headphones considered electronic devices?

A: Yes.

Q: Is cell phone use allowed in bathrooms or locker rooms?

A: As per district policy, cell phone use of any kind is not permitted in bathrooms or locker rooms.

Q: What about students who must have phones with them based on a documented medical condition?

A: Those students must have their phones away and out of sight during class time. The nurse or case manager will notify teachers of those students.

Q: Who is responsible for damage or theft of electronic devices?

A: As per district policy, the school and staff are not responsible for any damage to or theft of a student's cell phones/devices.

[Read our complete Cell Phone and Personal Electronic Devices Procedure here.](#)

TARDY PROTOCOL, PASSES, and SKIPPING CLASSES

Tardy Protocol

Student attendance is one of the most common predictors of academic achievement. Students who consistently miss school hours develop habits that will lead into their adult life, affecting their education, career, and social connections. In contrast, students who participate fully in school activities will have more opportunities to achieve academically, make healthy and informed lifestyle choices, and develop skills that support civic and community engagement for a happy life.*

- Tardy students are expected to enter the classroom quickly, quietly, and respectfully.
- Teachers may apply consequences as set forth by the classroom engagement plans. Habitually tardy students may be referred to their Restorative Advocate for further intervention.

* [Attendance Matters](#)

Passes

Fostering growth and nurturing learning in our scholars is the reason we exist. Participating and engaging in your learning is the reason you come to school. We know that learning happens in the classroom, but from time to time, you need to meet with another staff member or need to use the restroom. In order to ensure everyone feels safe to move about the building, we require that all students out of class during class time will require a pass. You will be asked by adults in the building to see your pass to help get to where you need to go.

Students who need to go to their locker, use the restroom, or fill their water bottles during class time must alert their teacher and use the 4-minute classroom pass. Students may have to wait if there are others in the class who have left to do the same. Students needing to meet with their counselor, social worker, College and Career Center, or other staff member must have an appointment with that staff member and must hold documentation that they have an appointment. It is expected that the student will show that documentation to their classroom teacher before leaving class during that period.

Media Center passes are obtained before school and are held in the Media Center.

Students do not need a pass to attend daily prayer but must alert their teacher that they are leaving to participate. Daily prayer is available for all students and staff who observe. Prayer is at a designated time during the lunch hour (varies throughout the year, but generally between noon and 1:30). Prayer times will be designated weekly and given during the Monday announcements. Students and staff will dismiss themselves to and from prayer. Students will alert their teacher that they are leaving for prayer. Students will have time to observe Wudu and should not be gone for longer than 15 minutes.

Students in the hallway without a pass will be escorted back to their class by staff. Students who are chronically in the hallways or other areas during class time without permission will be escorted back to class, or if refusing to go to class, will be escorted to their Restorative Advocate to get to the root of why the student is avoiding class. This may entail a phone call home to help support.

Skippping Class/Hallway “Roaming”

Students who are in the building but not following their assigned schedule will be supported by staff to move to class and may face consequences for refusal to follow their schedule or habitual skipping/roaming. Generally, our procedure to address skipping/roaming is as follows (progressive response):

1. Students are redirected to class by staff.
2. Students are escorted to class by staff.
3. Students meet with their Restorative Advocate for re-education regarding attendance expectations (less than 15 minutes).
4. Students are sent to In-School Suspension for the class period.
5. Students are sent to In-School Suspension for the remainder of the day.
6. Students are removed from the building for the remainder of the day.

When students quickly and respectfully comply with staff directions to go to class and do not repeat the offense of skipping class, there is no need for us to move through progressive discipline. Once students reach the 3rd intervention step, parents/guardians are notified of the concern and response (steps 3-6).

Tommie Time Out

At Edison, we may use a Tommie Time Out to help support our learning environment and restore calm and focus on days when our building is responding to an immediate or potential *disruption*. A Tommie Time Out is a period of time when school Administration suspends passes out of class, limiting movement in the halls and bathrooms to passing time only.

Tommie Time Outs are **not** used to respond to a specific or immediate threat or danger—a Code Yellow or Red is used in those instances. It is our goal to use Tommie Time Outs minimally.

What are the expectations for my child during a Tommie Time Out?

1. Remain in the classroom and focus on learning.
2. Travel in the halls only during passing time. Use the restroom, visit your locker, or get a drink of water during passing time.
3. Be on time to class.
4. If there is an urgent need to use the bathroom, see the nurse, or see a support staff member (for students with permanent passes), communicate your need to your teacher and he or she will call a staff member to escort you to your destination. Escorts help us reduce traffic in the halls.
5. If there is a medical emergency, your teacher will allow you to leave the room or will call for support—whichever is most appropriate to your needs. During a Tommie Time Out, we respond to medical emergencies as we typically would. *No child experiencing a medical emergency will be required to remain in the room or wait for an escort—we will respond as appropriate to the emergency.*

Emergency Card Information

Phone calls are disruptive to the educational process. Telephone calls to the school for students should be made only in emergency situations.

Students must supply Thomas Edison High School with accurate information concerning their street address, home telephone number, guardian’s additional phone number (work/cell/etc), and emergency numbers/contact information. If, during the course of the school year, any pertinent information from the emergency card changes, the student’s parent/guardian is responsible for changing the information and supplying the most current information. **For safety, health, and emergency information, the school must have a way to contact the parent or guardian.**

School ID’s

Students must show their ID each time they enter the school. Students without an ID will be asked to sign in at the front. The first permanent ID will be provided to the student free of charge. If it is lost or stolen, the student is responsible for the \$6 replacement fee.

Bus/Transportation Procedures

All transportation-eligible* students that attend Thomas Edison High School will receive a Metro Transit Go-To card versus riding a yellow school bus to attend school daily. As a Metro Transit rider, students are responsible for following Metro Transit and

Minneapolis Public Schools' procedures and standards of conduct. Failure to comply will lead to consequences which may include the loss of Go-To card privileges. To determine eligibility for a Metro Transit Go-To Card, call 612-668-1300 or visit: [Go-To Cards - Minneapolis Public School District \(mpschoools.org\)](https://www.mpschools.org/go-to-cards).

Standard Code of Conduct for Riding All Busses:

- Be courteous and act respectfully toward bus drivers, other riders, and transit staff.
- No smoking, vaping, or eating. Beverages only in covered containers and music only through headphones.
- Hours of use: The Go-To Student Pass is valid between 5 a.m. and 10 p.m. daily. At all other times, cash must be used to pay the fare. When riding the Northstar train, your Go-To Student Pass is good for the first \$3 of the fare; the rest of the fare must come from stored value added to your Go-To Student Pass.
- Keep cell phone use and discussions quiet and to a minimum.
- Do not engage in inappropriate actions or use inappropriate language.
- Remain seated when possible – if standing, hold onto handrails.
- Riders using wheelchairs or canes/walkers board first and exit last.
- On buses, aisle-facing seats are reserved for those with disabilities and senior customers.

VISITORS

Visitors to Thomas Edison High School

- Thomas Edison High School welcomes all parents/guardians to visit the school to check on the academic progress of their students. All visits and meetings need to be prearranged to ensure staff availability. Classroom visits while school is in session will need additional clearances. Please contact your student's assistant principal to schedule an appointment at the school.
- For the safety of all our students, guests of the school must show identification, sign in, and wear a visitor badge at all times in the building. They will be escorted by a staff member throughout the building.
- Students are not allowed to bring guests, i.e. family, friends, etc., to visit Thomas Edison High School during the school day. Unauthorized guests are subject to a trespassing letter and/or an arrest.
- Former Thomas Edison students are not allowed to be in the building without a specific purpose. Former students will be required to get approval from an assistant principal before entering the building and must follow the visitor guidelines.
- Thomas Edison's administration reserves the right to deny a visitor's pass to unauthorized guests.

SCHOOL EVENTS

Dances

- Students will only be allowed into a dance with a current school picture ID and pre-paid ticket.
- Some dances allow for an Edison High School student to bring a guest from another high school. For those dances, that guest must bring a current school picture ID and have an approved guest form with signatures from both school administrations.
- Students may not leave and re-enter the dance once they have arrived.
- The Thomas Edison High School community believes: *"Dancers are expected to behave appropriately for the educational environment. Overt sexual moves that may be considered sexual harassment and/or vulgar are not acceptable and may result in removal from the school dance. We expect you to show respect to yourself and others present with your verbal and body language."* You may be asked to leave if inappropriate activities are happening.
- Students are not allowed to bring coats, bags, or cell phones into dances (except prom). Coat check and cell phone check facilities will be available.
- Students with a suspension within five (5) days prior to the dance will not be allowed to attend that week's dance.

After-school events (sports/arts/cultural showcases)

Attending after-school events and showing support for fellow students by cheering them on builds a strong and healthy climate and culture. It's also a very important part of making memories of school days. In order to keep those memories happy, we have the following expectations for students and families.

- Remember that our scholars are participating in these activities to enjoy the skill and/or competition; not to intimidate or ridicule the other team and its fans.
- School activities are learning experiences for students and mistakes are sometimes made. Praise student-athletes, artists, and participants in their improvement of themselves as students, athletes, artists, and as people.
- Refrain from taunting or making any derogatory comments to the opponents or participants

STUDENT SERVICES

Athletics and Activities

Athletic teams, activity groups, and clubs are a vehicle to promote the mission of the school and to encourage participation by and for Thomas Edison High School students.

Athletics

Items needed to participate in all athletics:

- Physical on file with the athletic office
- Parent/guardian permission form
- Emergency referral card
- Participation fee

Equipment

Athletes will be issued equipment at the beginning of the sports season in which they are participating. All athletes are required to turn in their equipment, in good condition, immediately upon the conclusion of their season. If the equipment is not returned, your name will be given to the appropriate authority and handled either administratively or criminally.

Academic Requirements

The Minnesota State High School League (Bylaw 407.00) defines eligibility as, “making satisfactory progress toward graduation.”

Minneapolis Public Schools interprets this bylaw with the following policy:

- Entering Freshmen are eligible.
- Students-athletes are required to adhere to the minimum credit requirement
- All athletes must have a 2.00 Cumulative Grade Point Average or earn at least a 2.00 G.P.A. during the grading period before participation
- Students must check with the athletic director in the gym lobby for final eligibility status
- After 8 semesters or 16 quarters, no student is eligible
- Students new to Minneapolis Public Schools are eligible if they were eligible in their previous school (per student transfer report from previous school)

Academic Appeals

Students not meeting the academic requirements for co-curricular participation may be eligible for an appeal. Appeals should be submitted to the athletic director in room 121.

Attendance

Student-athletes are expected to attend every class session. If a student-athlete is unable to attend class they must present an excuse note to the school explaining their absence. Student-athletes who are not in attendance at every class may be subject to consequences including not being allowed to participate in practice or games. Unexcused absences are not allowed.

BEACONS

Minneapolis Beacons engages youth as leaders and learners by transforming schools into active youth centers after school and in the summer, providing FREE high-quality educational, recreational, and leadership development activities opportunities to nearly 4,000 kindergarten–12th-grade youth and their families at our 12 Beacons Centers located throughout Minneapolis.

We concentrate on building positive relationships, meeting young people where they are, building on strengths, and having fun while learning and growing together. We engage students as leaders and learners through a variety of opportunities for skill building, positive decision-making, connecting to positive peers and adults, and creating leadership opportunities.

Our goal is to help young people develop the skills needed to become successful adults and to graduate from high school all the while creating a powerful sense of belonging and identity in their community and school.

Learn more about Minneapolis Beacons here! <https://www.beaconsmn.org>

STUDENT SUPPORT SERVICES

Counselors - Room 101

Counselors are available to all students. The counselors will help with planning and developing a program best suited to the student's interests, abilities, and future vocational plans. They can help make important decisions about colleges, technical schools, or jobs by arranging meetings with representatives of schools, visits to schools, and getting information on schools and jobs.

College and Career Coordinators - Room 108

We help prepare students for life after high school by providing resources, technology, and space to research all post-secondary options beyond high school. The Career & College Center Coordinators are available to connect and assist students with the following:

- Post-secondary research, planning, and application assistance for 2 and 4-year college options, technical and short-term training programs, employment, apprenticeships, and more!
- My Life Plan and Naviance
- College and worksite tours
- College, career, and military representative visits
- ACT Registration
- FAFSA, Dream Act, financial aid and scholarship research
- Resume writing, job interview, financial literacy, and other professional skills workshops
- Job and internship opportunities

Collaborative - Room 100

The Collaborative is a team effort between Thomas Edison High School, Change Inc., Guadalupe Alternative Programs, and other community mental health partners. The collaboration was designed to ensure that the emotional needs of students could be addressed before, during, and after every day that school is in session. The main goal is to identify barriers to educational success and to create solutions to those barriers and other challenges. Services provided include:

- Walk-in brief counseling
- Individual Therapy
- Family Therapy
- Diagnostic Assessment
- Psychological Evaluation

Parents/guardians, (once they check in at the welcome desk) and students are free to drop in or call 668-1312 to speak with a mental health practitioner.

Media Center - Room 212

Students at Thomas Edison High School are supported by Media Center/Library staff committed to helping them have a successful academic high school career.

Our students have access to a world of information and ideas obtainable through many formats: books and magazines, computer software, and online information retrieval provided by computer networks.

Media staff are available 8:15 a.m. to 3:05 p.m. Monday and 8:15 a.m. to 3:30 p.m. Tuesday through Friday to teach students how to access these resources, to guide our students in exploring new sources of information and to make it easy to find materials for both their classroom assignments and for recreational reading, viewing, and listening.

During the school year, you may be required to, or choose to, check out a textbook, workbook, or library book. It is your responsibility to return these materials in good condition. Any book that is lost or destroyed while checked out to you will be your responsibility. The replacement or original cost of the book will be charged to you. This includes materials checked out to you while attending other Minneapolis Schools.

Each student is issued a Chromebook at the start of the year. Students must follow the protocol for using technology and the internet. Students are responsible for any damages inflicted on the technology.

Family and Student Advocates - Room 102

The Family and Student Advocates facilitate the collaborative partnership between families, parents, students, school, and community to enhance the educational climate and learning environment at Thomas Edison High School. Persons interested in any of the parent involvement programs may contact our Family Advocates by calling 612-668-1307 (English and Spanish) or 612-668-1413 (English and Somali).

Emergency Management Services Specialist (EMSS)

An Emergency Management Services Specialist (EMSS) is assigned to Thomas Edison High School. Our EMSS staff supports the Edison Administrative team in all matters of safety and security for our campus. You can reach our EMSS Specialist at 612-668-1380.

School Nurse - Room 106

The school Nurses (RN and LPN) contribute to student achievement by improving the health and attendance of our students. The primary role of the school nurse is to support student learning. The school nurse provides nursing care, health education, and health counseling, assesses mental health needs, provides interventions, and refers students to appropriate school staff or community agencies. If you are ill, please decide with your parent/guardian to stay home. If you become ill during the school day, obtain a pass from your teacher before going to the Health Office, except in an emergency. You must obtain permission from the nurse, your Restorative Advocate, or an assistant principal before you may go home. Students will not be sent home without permission from their parent/guardian **regardless of the student's age**. Ongoing medical problems should be communicated to our school nurse so that the information can be recorded, shared with appropriate staff, and available in case of an emergency.

School-Based Clinic/Mini-Clinic - Room 107

In addition to the school nurse, Thomas Edison High School has a health mini-clinic staffed by professionals from the Minneapolis Department of Health and Family Support. Students may use the clinic for physical and sports examinations, immunizations, acute or chronic illness, nutrition, pregnancy prevention and diagnosis, testing and treatment for sexually transmitted infections, or any other medical concern. Counseling and social work services are available for personal or family problems as well as locating community resources. The clinic is located in room 107, across from the nurse's office on the main floor. Written parental permission is necessary for any student wishing to use most of the clinic services. Staff may make referrals when appropriate.

Social Workers - Room 102

The social workers at Thomas Edison High School are here to assist with a wide variety of student and family needs. Social workers provide in-school advocacy to help students and families access all the resources that are available inside the school and within their community. Social workers are open to consulting with students, parents, families, and the community for all students who attend Edison High School to have a successful learning experience.

Special Education

The special education department at Thomas Edison High School exists to serve all students with special needs. Services include: adapted physical education, occupational therapy, physical therapy, vocational training experience, speech services, and social work services. It is the intent of the special education department to ensure that learners who have disabilities are identified, evaluated, and provided with appropriate educational services. Questions regarding a student's educational needs should be directed to their case manager.