



C-I SCHOOLS ONLINE STUDENT/FAMILY HANDBOOK GRADES 6-8

Administration

Michelle Glasgow, Coordinator

CONTACT INFO



763-691-8606



c-ionline.c-ischools.org



625 Main St N, Cambridge, MN 55008



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PURPOSE and MISSION

Purpose

The purpose of this handbook is to acquaint students and families with the organization of Cambridge-Isanti Schools. It is important to observe these guidelines in order to make the school year a success, for each of us as individuals and for the entire student body. Should you have questions on its contents, please contact your school's principal.

All [School District policies](#) referenced in this handbook are located on this district website.

Mission Statement

The mission of Cambridge-Isanti Schools, in partnership with our community, is to Educate, Empower and Inspire EVERY STUDENT, EVERY DAY to achieve their full potential.



COORDINATOR'S MESSAGE

Dear Families,

We welcome you to a new school year at K-5 Cambridge-Isanti Online,

Cambridge-Isanti Online staff members embrace the idea that student success and achievement occurs when we work together! We look forward to building that relationship with each family! We are very excited to be a part of your child's learning experience, and we will work to make sure that each child's experience is productive and positive!

Please review this handbook. I am sure that many of your questions will be answered by reading through this document. Keep in mind that some of the information in this handbook will only apply when your child enters a school building.

Please feel free to call or email me with any questions or feedback.



Michelle Glasgow

Coordinator

mglasgow@c-ischools.org

763-691-8606

IMPORTANT CONTACTS

Main Office

Phone 691-8606

Fax 689-6200

Attendance Line 689-6191

Administration

Michelle Glasgow, Coordinator 691-8606

Melissa Stebbins, Admin Assistant 689-6191

District Office

Main Line 689-6188

Superintendent

Dr. Nathan Rudolph 689-6202

Assistant Superintendent of Teaching and Learning

Dr. Jason Bodey 689-6217

Director of Admin Services and Human Resources

Shawn Kirkeide 689-6235

Director of Finance and Operations:

Christopher Kampa 689-6205

Director of Student Support Services

Rachel Kasper 689-6196

Director of Buildings & Grounds

Chris Wilmot 689-6211

Director of Community Education

Christina Thayer Anderson 689-6220

Director of Transportation:

Jerry Anderson 689-6280

Cambridge-Isanti Schools School Board Members

Chair: Heidi Sprandel 612-998-5644

Vice Chair: DeEtta Moos 612-390-5526

Clerk: Mark Solberg 763-742-4126

Treasurer: Nikki Johnson 763-257-2639

Director: Brette Halverson 651-592-2392

Director: Kevin Gross 763-689-6069

Director: Becky Roby 763-221-4761



Cambridge-Isanti Schools School Calendar 2025-26

July 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2026						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2025						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2026						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

September 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

March 2026						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

October 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2026						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

November 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2026						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

December 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2026						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

August 2025

25-28 Staff & Teacher Professional Development

September 2025

- 1 No School: Labor Day (Buildings Closed)
- 2-5 Kindergarten Entrance Week
- 2-5 Preschool Entrance Week
- 2 First Day of School (Grades 1-5, 6 & 9)
- 3 First Day of School (Grades 7-8 & 10-12)

October 2025

- 10 No School: Teacher Professional Development/Work Time
- 16-17 No School: Professional Conventions

November 2025

- 7 No School: Staff Professional Development
- 26 End of Trimester 1 (58 Days)
- 27-28 No School: Thanksgiving (Buildings Closed)

December 2025

- 1 No School: Teacher Professional Development/Work Time
- 2 Start of Trimester 2
- 24-31 No School: Winter Break (Buildings Closed 24,25,31)

January 2026

- 1 No School: New Year's Holiday (Buildings Closed)
- 2 No School: Winter Break
- 16 No School: Staff Professional Development
- 19 No School: Martin Luther King Day

February 2026

- 13 No School: District Professional Development
- 16 No School: Presidents' Day (Buildings Closed)

March 2026

- 5 End of Trimester 2 (56 Days)
- 6 No School: Teacher Professional Development/Work Time
- 9-13 No School: Spring Break
- 16 Start of Trimester 3

April 2026

- 3 No School: Holiday (Buildings Closed)
- 6 No School: Teacher Professional Development

May 2026

- 8 No School: Teacher Work Time
- 25 No School: Memorial Day (Buildings Closed)

June 2026

- 4 End of Trimester 3 (55 days)- Last Day of School
- 5 Teacher Work Time/ Graduation
- 19 Holiday (Buildings Closed)

No School	School in Session	Teacher PD/Work Time
Holiday, Buildings Closed	First/Last Day of School	Staff Prof Development

ACADEMICS

ENCORE

Enhancing New Connections Or Relationships Everyday (ENCORE), is an after school program that provides free tutoring, computer access and opportunities for students to improve their academic skills. This will take place most Mondays and Wednesdays after school from 3-4pm.

Grading

The grading designations used at C-I Online:

A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
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GRADING CATEGORIES

- Formative Practice = 10% of grade
- Formative Assessments = 20% of grade
- Summative Assessments = 70% of grade

Grade Category	Weight	Late Work Rationale	Retake Opportunities
Formative Practice	10%	Full credit until the end of the unit/chapter.	No
Formative Assessments	20%	Full credit until the end of the grading period	Yes, with additional instruction and learning activities
Summative Assessments	70%		

ACADEMIC ACHIEVEMENT

Grades count toward grade-point-averages (gpa). Students will be recognized in the following categories.

3.0-3.49 gpa

3.5-3.99 gpa

4.0 gpa

REPORT CARDS

Report cards are created at the end of each grading period (trimester). Report cards may be accessed using Skyward Family Access - Reports.

PBIS (POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORT)

PBIS promotes a safe and positive school environment that enhances student learning. PBIS teaches students what positive behavior looks like and how they can model it. Just like we teach reading, math, and art, we will be teaching positive behavior.

ATHLETICS and ACTIVITIES

PHILOSOPHY

The philosophy of Cambridge-Isanti Schools is that athletics be considered an integral part of a program of education providing experiences that will help boys and girls to grow physically, mentally and emotionally. Although tempting to emphasize the elements of competition and winning, these elements are controlled to the extent that they do not determine the nature of the program. In the seventh and eighth grades, athletic emphasis is placed on participation regardless of the final outcome of the contest. Principles of good sportsmanship are to prevail at all times and levels of participation.

ACTIVITIES: NON-SCHOLASTIC

All non-scholastic activities under school supervision will be governed by the academic eligibility requirements.

ACADEMIC ELIGIBILITY REQUIREMENTS

To be eligible to participate in Minnesota State High School League governed activities, a student must be making satisfactory progress toward the requirements for graduation from Cambridge-Isanti High School. Students in grades 7-12 are also required to maintain a passing grade in each of his/her classes to participate at the Varsity or Junior Varsity level.

The following guidelines are used:

- **Academic Probation:** At the end of each grading term, all students who earned a 1.32 GPA or less will be placed on academic probation. Students on academic probation may continue to practice and compete.
- **Academic Suspension:** Students on academic probation for two terms in a row will be placed on academic suspension. Students on academic suspension will be allowed to practice, but will not be allowed to compete in any extracurricular activities during the grading period unless they set up an improvement plan with administration. This improvement plan will contain specific criteria and work time outside the school hours.
- **Status Upgrade:** Students can upgrade their suspension status to probation at a tri-term grading period, if they are passing all classes.
- **Academic Eligibility Review:** Suspended students and their parents/guardians who feel there were significant extenuating circumstances for failing a class may request an academic eligibility committee review. The request must be made in writing to the principal. Committee members include:
the teacher of the failing class, principal, special education teacher (if applicable), counselor, activity director or coach
- **Behavior Suspension:** Participation in extracurricular activities is a privilege. Students who are unable to maintain behavior that is conducive to learning and keeping a positive learning environment may be removed from activities for a period of time until proper behavior improvement is shown.

The principal and/or middle school activities coordinator will schedule and preside over the meeting and notify the student and parents/guardians of the final decision. If the committee determines that there were significant extenuating circumstances, it may allow the student to participate in extracurricular activities.

MINNESOTA HIGH SCHOOL LEAGUE STUDENT CODE OF RESPONSIBILITIES

Participation in interscholastic activities is a privilege which is accompanied by responsibility. As a student participating in League sponsored activities, I understand and accept the following responsibilities:

- 1. I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
- 2. I will be fully responsible for my own actions and the consequences of my actions.
- 3. I will respect the rights and property of others.
- 4. I will respect and obey the rules of my school and the laws of my community, state and country.
- 5. I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.

ATHLETIC FEES

Athletic fees are charged for using equipment supplied by the School District. The fees reduce direct costs of interscholastic athletics to assure the continuation of the program. A student may pay the fees at the beginning of the school year. Fees are payable at their school’s principal’s office or online at the district website. Fees may be waived in cases of undue hardship. Principals will determine hardship in each case and process all waiver requests.

ATTENDANCE PASS

Any student not participating in interscholastic athletics may purchase an attendance pass. The pass must be presented for admission to an event and punched at the gate, and can be used only by the person to whom it is issued. If a pass is fraudulently used, it will be confiscated without refund. Passes will not be replaced if lost.

Pass Costs: Individual Adult Pass - \$100.00 Family Pass - \$175.00 Student-grades 6-12 Pass \$45.00 Seniors 65 or over-FREE

ATHLETIC PARTICIPATION FEES

Grades 7-8		Grades 9-12	
First, second, and third sport	\$155		
Reduced lunch - each sport	\$77.50	Reduced lunch - each sport	\$102.50
Free lunch - each sport	\$30		
Boys & Girls 7-12 Cross Country	\$205	Family Max: Full	\$700
Boys & Girls 7-12 Swim & Dive	\$205	Family Max: Reduced Lunch	
Boys 7-12 Tennis	\$205	Family Max: Free Lunch	\$175

- This fee covers all sports.
- Except as indicated, all students participating in interscholastic athletics pay a participation fee.
- A refund will be given when injury or illness prevents continuation in the sport. The illness or injury must be substantiated by a physician's statement.
- A refund also will be given when a student transfers out of the school district.
- Refunds will not be given for students who voluntarily withdraw from participating or who are dropped for violating training rules.
- Refunds also will not be given after the first regularly scheduled contest since the benefits of the sport have accrued to the amount of the fee.

ACTIVITIES FEES

Fees for Mississippi 8 Conference activities: Mock Trial: 9-12th grade \$160 One-Act Play: 9-12th grade \$160 Robotics: 7-12th grade \$160 Speech: 7-12th grade \$160 Adapted Bowling: 9-12th grade \$110 Math League: 9-12th Grade \$50 Trap Team: 9-12th Grade \$160 Reduced Lunch ½ price fee Free Lunch \$35	Grades 7-12	
	First, second, third activity	\$165
	Reduced lunch first, second, third activity	\$82.5
	Free lunch recipients	\$35

Student event passes will be given with a paid athletic fee

Passes will allow entry to all home regular season games & contests for football, soccer, swimming, volleyball, basketball, gymnastics, hockey, and wrestling

EXTRA-CURRICULAR ACTIVITIES

Attendance Eligibility Requirements

- If students have legitimate excuses for missing a practice, such as illness, family emergency, or Confirmation, they should be able to participate in the next contest.
- If a student asks to be excused from a practice or game for an ongoing school-sponsored activity, a compromise should be reached whereby a student could attend half of the activity and half of the practice. This would not affect the amount of playing time for a student for the days he/she attends the other activity.
- If students miss a practice or a game because of a school-sponsored activity that does not meet regularly, such as ski club, math club, or variety show, they will be allowed to participate in the next contest, but on a limited basis.
- **If a student misses practice without a legitimate excuse, participation will be at the coach's discretion in the next contest.**

ATTENDANCE POLICY

School Attendance Line: 763-689-6191 Absences may also be reported via Skyward Family Access on the Attendance tab.

The general policy of the school district on Student Attendance is [Policy 503](#). Student attendance in the online program is verified through consistent academic progress. For 6th grade students this involves consistent interaction in the learning management system, Edgenuity. Students in 7th & 8th grades need to complete assignments in Google Classroom by the weekly deadline. Students who are not making academic progress and meeting these criterion will be marked absent accordingly.

Minnesota State Statute requires that children attend school. For students under the age of 12, it is presumed that it is a parental responsibility to ensure the child's attendance. Between the ages of 12 through the 17th year, it is primarily the student's responsibility to get to school on a daily basis. A student is required to attend school each and every day and each and every class period. If a student misses a school day or part of a day, for legitimate reasons, a parent or guardian must notify the school.

STUDENT RESPONSIBILITY

It is the student's responsibility to complete the week's assignments to show that they are making progress in their classes.

PARENT/GUARDIAN RESPONSIBILITY

It is the responsibility of the student's parent or guardian to ensure the student is completing the week's assignments, to inform the school in the event of a student absence, and to work cooperatively with the school and the student to solve any attendance problems that may arise. Parents should call/email to explain every absence on the day of the absence or send a note when the student returns to school giving the reason for the absence.

SCHOOL RESPONSIBILITY

It is the responsibility of the school to determine whether the student's absence is excused or unexcused. The school must follow the regulations of the Minnesota Compulsory Instruction Law, Minnesota Statute 120A.22. Attendance is significantly related to school achievement.

TYPES OF ABSENCES:

Excused: 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, and may request documentation in the event of excessive excused absences, a note from a physician or a licensed mental health professional stating that the student cannot attend school is a valid excuse.

School Excused: Absences for school sponsored activities and events.

Unexcused: All absences not verified by a parent and all absences that do not meet the excused criteria as set in policy 503. If the school is not notified of the reason for absence the absence is considered unexcused.

If a student is absent without lawful excuse on three or more days, or any part of the school day, they are considered **truant**. Truancy is a violation of Minnesota State Law.

CONTINUING TRUANT: A child under the age of 17 is considered “continuing truant” if they are absent from school without a lawful excuse for three (3) or more class periods on three (3) school days. The school will begin initial interventions. The school is legally required to notify the parent or guardian that the child is a “continuing truant” under the law. A letter will be sent outlining potential legal consequences as well as recommended action for the parent. At this point, parents are strongly encouraged to attend a school conference with their child.

HABITUALLY TRUANT: A child under the age of 17 is considered “habitually truant” if they are absent from school without a lawful excuse for one or more periods on seven (7) school days. The school is required to report to Isanti County Family Services or Isanti County Court Services that the student is in violation of the compulsory attendance laws.

The parents, school, and community are all partners in working towards the goal of school attendance and educational success. The Law is “designed to provide a continuum of intervention and services to support families and children in school and combating truancy and educational neglect.”

When a child is absent seven (7) or more days for any reason, the child’s parent/guardian will receive a letter updating them about their child’s attendance. If a child’s absences reach ten (10) or more days for any reason the school will send a letter notifying the parent/guardian of our concerns. At any time, based on the school’s assessment of the student’s attendance, the school reserves the right to a) require a physician’s note specifically stating the child is too ill to attend school for that day for an illness to be considered excused, or b) for any other absences, prior approval will be required for the absence to be considered excused.

AIM: Students with 3 or more unexcused absences may be referred to the Attendance Intervention Meeting (AIM) with Isanti County. Attendance Intervention Meetings provide families the opportunity to prevent the student/child from becoming involved in the Juvenile Court System. The meetings last approximately one hour, and there is time allowed for questions. Attendance intervention meetings must be attended by both the parent/guardian and the child. Failure to appear for these meetings may result in the filing of a truancy child protection petition in the juvenile court. AIM is an attempt to provide guidance on the impact of truancy and prevent further court action.

EMERGENCY INFORMATION

SUICIDE PREVENTION INFORMATION

Suicide & Crisis Lifeline: 988

We can all help prevent suicide.

Dial or text 988 for 24/7, free, confidential

support if you or someone else needs support. 988lifeline.org

You can also call or text East Central MN Crisis Help Line

(800) 523-3333 or Text: "MN" to 741741

STUDENT INSURANCE

The school district does not provide any type of health or accident insurance for injuries that occur at school.

WEATHER CLOSING

When school is called off due to weather conditions, a notice of school closings and/or program cancellations will be sent to families through a text message, phone call, and email. Notices are also posted at WCCO (830 AM) and television channels 4, 5, 9 & 11 as well as on the Cambridge-Isanti Schools [website](#). Please log in to [Skyward Family Access](#) to make sure your contact information (phone number and email) preferences are current in order to receive notification by text, email, and phone.

GENERAL INFORMATION A-Z

CHANGE OF ADDRESS

Use [Skyward Family Access](#) . If you have any questions please call Melissa Stebbins at 763-689-6191. Melissa is also the point of contact for second family addresses and phone numbers.

DANCES / ACTIVITY NIGHTS

School sponsored activity nights and dances are an extension of the normal school day and all school rules apply. Parent permission slips are required for students to attend these activities. If a student doesn't have confirmed parent permission to attend they are not allowed to stay. Please remember, if you leave and go outside the school during the activity you cannot return. Administration reserves the right to deny admittance to any student, and to remove students at their discretion.

DRESS

Generally, most clothing is acceptable for school as long as it does not jeopardize anyone's health or safety, disrupt the teaching and learning process, or create school disorder. The general policy of the school district on Student Dress and Appearance is [Policy 504](#). **Online students must follow this policy if interacting with their camera on and/or when visiting district buildings.**

- Clothing items reflecting obscenity, hate, racial, gender or religious put-downs, advertisements or logos for alcohol, tobacco or drugs are not allowed.
- Any clothing which a staff member finds to be offensive or which interferes with the learning environment will be reported to the program administration.

FIELD TRIPS

Field trips are taken throughout the school year. All field trips, whether in or out of the school district, are to be planned in advance by the teacher with approval by the coordinator. Parents must be notified in advance of each field trip and provide written permission for their child to participate in out of district field trips. Cell phones are not to be used unless granted permission by a staff member. **Parents will be asked to drive their child to field trips.**

HARASSMENT, VIOLENCE AND HAZING

Maintaining a learning and working environment free of 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 is a priority for Cambridge-Isanti Schools. School district [Policy 413](#) - Harassment and Violence and [Policy 525](#) - Violence Prevention outline what constitutes violence and harassment. The reporting form is found on the website. Reports should be made to the building principal or Human Rights Officer, the Director of Administrative Services and Human Resources, 763-689-6235.

Hazing means committing an act against a student or coercing a student into committing an act that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization or for any other purpose. For further information please refer to Hazing [Policy 526](#).

HEALTH SERVICES AND EMERGENCIES

Schools will follow all required MDE and MDH health guidelines.

IMMUNIZATION REQUIREMENTS: We follow Minnesota state laws and regulations in regards to immunizations. An Immunization form and current list of the immunizations your child needs can be found on the school district website in the Health Services section or obtained from the Health Office.

SCREENINGS: Vision and Hearing Screenings are conducted during the school day in accordance with the recommendations of the MN Department of Health. Additional students are screened throughout the year as parents or teachers request. At times, volunteers selected and trained by school nurses are used to complete the screenings. Families of online students are encouraged to take their child to an in person building for screening. Please contact your resident school for scheduling.

LATEX PROCEDURE: Because Cambridge-Isanti Schools has concerns for students and staff with latex allergies/ sensitivities we have decreased latex usage in our district and a latex procedure has been developed. Each latex allergic individual differs in symptoms. Allergic reactions can range in intensity from hives and rashes (from surface contact with latex) to life-threatening symptoms causing severe respiratory distress (called anaphylaxis - which is caused by airborne latex particles). When gloves are stretched, and placed on a person's hands or a latex balloon is blown up and/or popped, latex particles can become airborne and remain that way for many hours (up to 24 hours). Because of this, Cambridge-Isanti Schools prohibits the use of latex balloons and latex gloves in any building, twenty four hours a day, every day of the year (not just during the school day/ school year). By reducing latex use, we can reduce the risk. Thank you for being sensitive to the needs of others.

TRANSFERRING SCHOOLS

Parents/guardians are to contact the coordinator if a student is withdrawing from the school district or transferring to another school. Students must return all Chromebooks, school materials and equipment, and pay all fines or assessments prior to their last day of school.

VISITORS

We welcome visitors into our school buildings, however, certain policies and procedures must be met before entering any school district building. The general policy of the school district regarding visitors is [Policy 903](#), of note, an individual or group may be denied permission to visit a school if visitor(s) do not comply with school district procedure or if the visit is not in the best interest of students, employees, or the school district. If an online student needs to visit a building, the student will follow visitor procedures.

ATTENDANCE POLICY

School Attendance Line: 763-689-6191 Absences may also be reported via Skyward Family Access on the Attendance tab.

The general policy of the school district on Student Attendance is [Policy 503](#). Student attendance in the online program is verified through consistent academic progress and consistent interaction in the learning management system, Edgenuity. Students who are not making academic progress and consistently interacting with the learning management system will be marked as absent.

Cambridge-Isanti Schools Policies and Procedures for students in K-12:

Minnesota State Statute requires that children attend school. For students under the age of 12, it is presumed that it is a parental responsibility to ensure the child's attendance. Between the ages of 12 through the 17th year, it is primarily the student's responsibility to attend school on a weekly basis. Attendance is taken weekly in the online program and is based on work completion for the week as a whole. If a student misses a portion of the school week, for legitimate reasons, a parent or guardian must notify the school.

Examples of excused absences include: Illness, family emergency, suspension, religious holiday, dental, medical or mental health appointment, vacation (up to 14 days), or school-sponsored activities.

Unexcused absences are any other reason than listed above, and are also considered an unexcused absence if the school is not notified of the reason for a student's absence. If a student is absent without lawful excuse on three or more days, or any part of the school day, they are considered truant. Truancy is a violation of Minnesota State Law.

The parents, school, and community are all partners in working towards the goal of school attendance and educational success. The Law is "designed to provide a continuum of intervention and services to support families and children in school and combating truancy and educational neglect."

When a student has had three unexcused absences, the school will begin the initial interventions. The school is legally required to notify the parent or guardian that the child is a "continuing truant" under the law after three unexcused absences. A letter will be sent outlining potential legal consequences as well as recommended action for the parent. If the student has seven unexcused absences, he/she is considered "habitually truant". The school is required to report to Isanti County Family Services or Isanti County Court Services that the student is in violation of the compulsory attendance laws. If more than 7 absences occur, parents are strongly encouraged to attend a school conference with their child.

If a child's absences reach 10 or more days for the year for any reason, the school reserves the right to require a note from a physician specifically stating that the child is too ill to participate in school for that day.

PARENT INVOLVEMENT

Parent/guardian involvement in the education of their children is encouraged and valued. The following are examples of ways parents/guardians may become involved in the school district.

FAMILY ACCESS INFORMATION

[Skyward Family Access](#) makes it easy to be active in your child's education by connecting you with information on attendance, report cards, and more. From the Cambridge-Isanti Schools website, click Family Access under any of the picture banners. Enter your login and password. If you do not know your login information, click 'Forgot Your Login/Password?' Enter the email address you provided to the school. You will receive an email with your login and a link to reset your password. If you are unsure of the email address we have on file, contact Melissa Stebbins at 763-689-6191.

Update your student's health information, family phone numbers, emergency contact numbers and email accounts by going to your [Family Access](#) account. Changes can be requested under the Student Information tab.

PARENT-TEACHER CONFERENCES

Student-parent-teacher conferences for each student will be held as needed.

VOLUNTEER PROGRAM

Volunteers support and enhance a wide range of programs and activities in our schools. A volunteer can be anyone willing to donate his/her time and talent. Please consider volunteering in our schools. A background check is required for many of our volunteer activities and is good for three years, please see our Volunteer [Policy 625](#) and Volunteer Background Check Procedure on the district website.

Volunteer Coordinator: Amy Huntley, ahuntley@c-ischools.org

STUDENT CONDUCT

CODE OF CONDUCT: RIGHTS & RESPONSIBILITIES

Students who attend Cambridge-Isanti Schools have various rights and opportunities. Students also have responsibilities to teachers, other staff, and fellow students. Please reference the [Code of Conduct: Rights and Responsibilities Handbook](#) for detailed information.

CAMBRIDGE-ISANTI SCHOOLS PHILOSOPHY

School staff and parents/guardians share the responsibility of helping children behave appropriately in a school environment where children have rights and responsibilities. The school staff will help students learn to follow rules of proper conduct and safety. Student self-discipline is a primary goal of discipline procedures in the school district. Another goal is to foster communication between the school staff and parents/guardians to help students behave properly. The purpose of discipline procedures is to promote an excellent learning climate in our schools. Our success is determined by those who embrace our rules and work to keep our schools as excellent learning facilities. Students who behave properly will be rewarded; those who behave inappropriately will experience consequences. Systems of reward and consequences are determined by grade and building level.

PBIS: Positive Behavior Interventions and Supports (PBIS) is a proactive approach to establishing the behavioral supports and social culture that is needed for all students in a school to achieve social, emotional and academic success. Attention is focused on creating and sustaining primary (schoolwide), secondary (classroom), and tertiary (individual) systems of support that improve lifestyle results (personal, health, social, family, work, recreations) for all youth by making targeted misbehavior less effective, efficient and relevant, and desired behavior more functional. Our PBIS Bluejacket matrix is below. For additional information, visit the school district page on PBIS.

BULLYING PROHIBITION

“Bullying” means intimidating, threatening, abusive, or harmful conduct that is objectively offensive and an actual or perceived imbalance of power exists between the student engaging in the prohibited conduct and the target of the prohibited conduct, and the conduct is repeated or forms a pattern; or substantially interferes with a student’s education opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges. An act of bullying, by either an individual student or a group of students, is expressly prohibited in school “Meets,” on school district property or at school-related functions. All information regarding [Policy 514](#) - Bullying Prohibition and the Bullying Reporting Form are found in district policies on the website.

REPORTING BULLYING GUIDELINES: Any bullying or harassment should be reported to an adult staff member. School administration will then handle the report accordingly. The names of the reporter(s) will remain confidential. There may be special circumstances when this may not be possible during the investigation to obtain accurate information.

FORMS OF BULLYING:

- **Physical Bullying** is the most obvious form of intimidation and can consist of kicking, hitting, biting, pinching, hair pulling, and making threats. A bully may threaten to punch you if you don’t give up your money, your lunch, etc.
- **Verbal Bullying** often accompanies physical behavior. This can include name calling, spreading rumors, and persistent teasing.
- **Emotional Bullying** is closely related to these two types of bullying. A bully may deliberately exclude you from a group activity such as a party or school outing.
- **Cyber-bullying** is one or group of students using electronic means via computers and mobile phones (emails, websites, chats, messaging or texting) to torment, threaten, humiliate, embarrass or target another student.

STUDENT CONFIDENTIALITY

It is the policy of this school district to protect the privacy rights of students and all matters confidential. By law, sometimes, it is necessary to involve police, social services, probation or other public agencies regarding the welfare of students. District staff will take appropriate measures to ensure that the confidentiality of students is maintained during these contacts.

STUDENT PICTURES

Students have school pictures taken each school year. Information will be sent home with students prior to photo day. Individual packages are available for purchase. Student pictures and identifying names will be printed in the school annual and newsletters and given to the local news media on occasions that warrant it. Students or parents/guardians (if the student is under the age of 18) may request that their picture not be published in the media or in the school yearbook. Such requests are to be made in writing to the principal of each school.

STUDENT DISABILITY NONDISCRIMINATION

The purpose of [Policy 521](#) – Student Disability Nondiscrimination is to protect disabled students from discrimination on the basis of disability and to identify and evaluate learners who, within the intent of Section 504 of the Rehabilitation Act of 1973, need special services, accommodation, or programs in order that such learners may receive a free appropriate public education. Inquiries regarding compliance with the policy may be directed to the building principal or the Director of Student Support Services, who is the Americans with Disabilities Act/Section 504 Coordinator, 763-689-6196.

STUDENT RECORDS

The School District recognizes its responsibility in regard to collection, maintenance and dissemination of student records and the protection of the privacy rights of students as provided in state and federal statutes. See [Policy 515](#) – Protection and Privacy of Pupil Records for more detailed information.

TECHNOLOGY USE

Cambridge-Isanti Schools has a goal of empowering a community to be effective lifelong learners with the use of ideas, information, and technology.

At C-I Online, students are provided a Chromebook to complete their daily assignments, and must be used in accordance with [Policy 524](#).

TECHNOLOGY DEVICES: Consequences for improper use of electronic devices may lead to discipline. Continual misuse will include more significant disciplinary consequences. The school is not responsible for lost, stolen, or damaged technology devices.

CAMERAS ON DEVICES: A student caught improperly using any telecommunication device to take or transmit photographic images may face an immediate suspension, loss of privileges, and may be recommended for expulsion. Students are reminded that any inappropriate use of cell phones for the purpose of using text messaging to harass or threaten others, or to plagiarize, copy or otherwise cheat academically is subject to the hazing and harassment policy and will result in disciplinary action.

CYBER-BULLYING may also include the misuse of technology in any form including, but not limited to, teasing, intimidating, humiliating, defaming, threatening, harassing, stalking, or terrorizing another student, teacher, administrator, other employee of the School District, volunteer, or other visitor to the School District by sending electronically or posting pictures, images or words, regardless of whether such acts are committed on or off School District property and/or with or without the use of School District resources.

STUDENTS AND SOCIAL MEDIA

To maintain a safe and productive learning environment, Cambridge-Isanti Schools requires all students who access or create social networking sites through District resources to abide by the following:

- If something you are about to post makes you uncomfortable, take a minute to consult with others before you post.
- Do not be disparaging to others online.
- Report inappropriate online behavior.
- Maintain proper professional relationships with any school employee.
- Do not violate privacy, confidentiality or legal guidelines.
- Protect yourself and others by not revealing private, confidential, or sensitive information.
- Ask permission before posting pictures or videos of others.
- Maintain consistent, acceptable behavior online and offline.

PARENTS AND SOCIAL MEDIA

Parents are important partners in developing safe and appropriate use of social media and are encouraged to:

- Monitor your child's use of social media.
- Talk frankly to your child about proper online relationships and behaviors.
- Be involved and aware.

Report inappropriate online behavior.

HEALTH & SAFETY

Asbestos, Pesticide, IAQ, Lead in Water Notification

To: Parents and Employees of Cambridge-Isanti Schools
From: Independent School District #911
Date: 2025-2026 School Year
Subject: ANNUAL HEALTH & SAFETY NOTIFICATIONS

Asbestos

The Asbestos Hazard Emergency Response Act (AHERA) requires that each school district notify workers and building occupants annually regarding asbestos-related activities. Until the late seventies, asbestos was commonly used in commercial and residential building materials such as floor tile, fire-proofing spray, and thermal system insulation used on pipes, tanks, and boilers.

Our school buildings are inspected for asbestos-containing materials every three years according to AHERA protocol, using state accredited inspectors, to ensure that these materials are maintained in a safe condition. The last Three-Year inspection was conducted in April 2025 and is scheduled to be completed again in April 2026.

AHERA also requires that the District conduct periodic surveillance inspections every six months to evaluate the condition of asbestos-containing materials. Management plans are continually updated and are available for review upon request.

The Environmental Protection Agency (EPA) and the Minnesota Department of Education has recommended that asbestos-containing materials (ACM) be maintained in-place whenever possible. Therefore, the District has limited its asbestos removal to areas where renovation or maintenance activities are planned.

If you have any questions regarding this matter, you may contact the District's Asbestos Designated Person, the Director of Buildings & Grounds, at 763-689-6211.

Indoor Air Quality

The District has developed an Indoor Air Quality (IAQ) Management Plan which contains information for concerned parents and staff regarding the air quality in the school. This management plan also contains plans for addressing any known issues and locations where more information can be obtained. Per the requirements of the Department of Education, Cambridge-Isanti Public Schools is notifying all staff and parents that the IAQ Coordinator is the Director of Buildings & Grounds, who can be reached at 763-689-6211. Please contact the IAQ Coordinator if you have any questions, concerns, or would like to view the IAQ Management Plan.

Additional information about Indoor Air Quality, including parental checklists for at home, can be found on the EPA website at <http://www.epa.gov/iaq/schools>.

Lead In Water

Cambridge-Isanti Schools has historically conducted, and continues to conduct, Lead in Drinking Water testing per the Minnesota Departments of Health & Education document entitled, "Reducing Lead in Drinking Water: A Technical Guidance and Model Plan for Minnesota's Public Schools". MN Statute 121A.335 requires public school buildings serving kindergarten through grade 12 to test for lead in water in potable water sources every five years, and to make results of these tests available. Any Public interested in discussing the district Lead in Drinking Water program or results, please contact the Director of Buildings and Grounds at (763) 689-6211 for access to the documentation.

General Notice for School Employees and Parents

A Minnesota state law went into effect in the year 2000 that requires schools to inform school employees and parents if they apply pesticides on school property.

Specifically, this law requires schools that apply these pesticides to maintain an estimated schedule of pesticide applications and to make the schedule available to employees and parents for review or copying at each school's office. Although not required by the law, schools may choose to include a copy of the estimated schedule of pesticide applications with this general notice. The prospective dates for applications in Cambridge-Isanti School District for the 2025-2026 School Year are during the weeks of:

- June 24-30, 2025
 - July 8-14, 2025
 - July 22-28, 2025
 - September 23-29, 2025
 - October 7-13, 2025
 - October 14-20, 2025
 - November 11-17, 2025
- March 10-16, 2026
 - April 7-13, 2026
 - April 21-27, 2026
 - May 5-11, 2026
 - May 19-23, 2026
 - May 25-31, 2026
 - June 9-13, 2026

State law also requires that employees and parents be informed that the long-term health effects on children from the application of such pesticides or the class of chemicals to which they belong may not be fully understood.

Cambridge-Isanti School District is continuing to work closely with its health and safety resources to ensure compliance with integrated pest management. If you have further questions, I can be reached at 763-689-6211.

Sincerely,
Director of Buildings and Grounds

Request for Pesticide Notification Cambridge-Isanti Public Schools

I understand that the school will make available an estimated schedule of pesticide applications for review and copying at the school office. Should a pesticide application be scheduled at a time different from the days specified in the original schedule, I would like to be notified. The form below must be returned by October 1, 2025.

I would prefer to be notified by (circle one): **US MAIL** **E-MAIL**

Please print neatly:

Name of Parent/Guardian: _____ Date: _____

Address: _____

Phone: _____ E-mail: _____

Return To: Director of Buildings and Grounds
Cambridge-Isanti Public Schools
625A Main Street North Cambridge, MN 55008

Statewide Assessments: Parent/Guardian Participation Guide and Refusal Information

Your student's participation in statewide assessments is important as it allows your school and district to ensure all students have access to a high-quality education. In the past, students with disabilities and English learners were often excluded from statewide assessments. By requiring that all students take statewide assessments, schools and teachers have more information to see how all students are doing. This helps schools to continuously improve the education they provide and to identify groups, grades, or subjects that may need additional support.

Assessments Connect to Standards

Statewide assessments are based on the [Minnesota Academic Standards](#) or the [WIDA English Language Development Standards](#). These standards define the knowledge and skills students should be learning in K–12 districts and charter schools. Minnesota prioritizes high-quality education and statewide assessments give educators and leaders an opportunity to evaluate student and school success.

Minnesota Comprehensive Assessments (MCA)

MCA and the alternate assessments (Minnesota Test of Academic Skills (MTAS)/Alternate MCA) are the annual assessments in reading, mathematics and science that measure a snapshot of student learning of the Minnesota K–12 Academic Standards.

WIDA ACCESS and WIDA Alternate ACCESS for English Learners

The WIDA ACCESS and WIDA Alternate ACCESS are the annual assessments for English learners that provide information about their progress in learning academic English, based on the WIDA English Language Development Standards.

Statewide Assessments Help Families and Students

Participating in statewide assessments gives families a snapshot of their student's learning so they can advocate for their success in school. High school students can use MCA results for:

- Postsecondary Enrollment Options (PSEO) in grade 10.
- Course placement at a Minnesota State college or university. If students receive a college-ready score, they may not need to take a remedial, noncredit course for that subject.

English learners who take the WIDA ACCESS or WIDA Alternate ACCESS and meet certain requirements have the opportunity to exit from English learner programs.

Taking Statewide Assessments Helps Your Student's School

Statewide assessments provide information to your school and district about how all students are engaging with the content they learn in school. This information helps:

- Educators evaluate their instructional materials.
- Schools and districts identify inequities between groups, explore root causes and implement supports.
- School and district leaders make decisions on how to use money and resources to support all students.

Student Participation in Statewide Assessments

Student participation in state and locally required assessments is a parent/guardian choice. If you choose to have your student not participate in a statewide assessment, please provide a reason for your decision on the form on the following page. Contact your student's school to learn more about locally required assessments.

Consequences of Not Participating in Statewide Assessments

- The student will not receive an individual score. For WIDA ACCESS and WIDA Alternate ACCESS, the student will not have the opportunity to exit their English learner program.
 - School and district assessment results will be incomplete, making it more difficult to have an accurate picture of student learning.
- Since all eligible students are included in some calculations even when they do not participate, school and district accountability results are impacted. This may affect the school's ability to be identified for support or recognized for success.

Explore the
[Statewide
Testing page](#)
for more
information.

Check with your local school or district to see if there are any additional consequences for not participating.

(education.mn.gov > Students and Families > Programs and Initiatives > Statewide Testing)

Additional Information

- On average, students spend less than 1% of instructional time taking statewide assessments each year.
 - Minnesota statutes limit the total amount of time students can spend taking other district- or school-wide assessments to 11 hours or less each school year, depending on the grade.
- School districts and charter schools are required to publish an assessment calendar on their website by the October 1 each school year. Refer to your district or charter school's website for more information on assessments.

Statewide Assessments: Parent/Guardian Decision Not to Participate

By completing this form, you are acknowledging that your student will not participate in statewide assessments and will not receive individual assessment results. This form must be submitted to your student's school or district office prior to testing.

First Name:	<input type="text"/>	Middle Initial:	<input type="text"/>	Last Name:	<input type="text"/>
Date of Birth:	<input type="text"/>	Current Grade in School:	<input type="text"/>	Student ID Number (if known):	<input type="text"/>
School:	<input type="text"/>		District:	<input type="text"/>	
Parent/Guardian Name (print):	<input type="text"/>				
Parent/Guardian Signature:	<input type="text"/>			Date:	<input type="text"/>
Reason for Refusal:	<input type="text"/>				

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

- | | |
|--|--|
| <input type="checkbox"/> Reading MCA/Alternate MCA | <input type="checkbox"/> Science MCA/Alternate MCA |
| <input type="checkbox"/> Mathematics MCA/MTAS | <input type="checkbox"/> WIDA ACCESS/WIDA Alternate ACCESS |

Contact your school or district for more information on how to opt out of local assessments.

(Note: This form is only applicable for the 20 25 to 20 26 school year.)

CAMBRIDGE-ISANTI SCHOOL SONG

Cam XXX bridge XXX High XXX School
Cam X bridge X High X School
Cam-bridge High School, Cam-bridge High School
Yea, rah rah Jackets

REPEAT

Fight on for dear old Cambridge High
Let's hear you raise the battle cry
We're gonna win this game
So we can all proclaim
That we're the best team in the land
Rah! Rah! Rah!

Blue Jackets, show your power zest
Don't let the _____ get a rest
For the white and blue
Forever we'll be true
Come on let's win, this, game

REPEAT

V-I-C-T-O-R-Y
A victory, a victory
For Cam-bridge High!