HOPE-PAGE
SCHOOL DISTRICT

Hope-Page Student Handbook
2026-2027

Our Mission

To inspire and educate all students for success in a changing world.

Our Vision

Our vision is to build a culture of collaboration among our schools, students, and communities. We will ensure a safe learning environment that supports personalized educational experiences and inspires student success.

Our Belief

We are Learners, Leaders, Achievers, and Believers. We will change the world.

Our Strategic Priorities

1. Academic Engagement- Guaranteed and Viable Curriculum, Student Support, 21st Century Learner
2. Social Emotional Learning- Social and Emotional Learning Skills
3. Communication- Comprehensive and Relevant Communication Plan
4. Technology- Integrated Technology
5. Operational Excellence- Long Range Planning

Welcome to the Hope-Page School District! We, the School Board, Superintendent, Principals, and Faculty members of the Hope-Page Schools have compiled and published this student handbook in the hope that it will answer the many questions that arise during a school year. This handbook contains information concerning our schools and their guidelines. It is not an all-inclusive list of rules, but rather an outline of expectations and procedures, which contribute to the operation of our school. For all the school policies go to www.hope-page.k12.nd.us. If you have any questions, please see your child's classroom teacher and the building principal. This is published to serve as a guide to all students, and it is subject to change. We hope that you will keep this book and refer to it often. It is important that everyone involved thoroughly understands the organization, regulations, and activities of the Hope-Page School District. **Failure to know the contents will not excuse a student from following the adopted student policies.** The administration and faculty welcome you and sincerely hope your school experiences will be interesting, challenging, and enjoyable. It is the student's decision as to the values placed upon what he/she wishes to achieve from school. We look forward to working with all of the children in our district and supporting them to be the best they can be.

Hope-Page School District #85

Hope-Page High School	***Hope-Page Elementary School***
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https://www.hope-page.k12.nd.us/

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Table of Contents

Section	Page	Section	Page
Hope-Page School Welcome	2	Student Self-Administration	13
Teacher Hours	4	Lice Procedure	13
Report Cards and Conferences	4	Extracurricular Requirements	14
Student Fees	4	NDHSAA Rules and Regulations	14
Telephone Calls	4	Dual Sports	15
Personal Electronic Devices	4	School Spirit/Sportsmanship	15
Lockers	7	Student Activities/Religious Time	15
Money and/or Valuables	7	National Honor Society	15
Library	7	Nondiscrimination Policy Statement	16
Emergency Procedures	7	Online Class Procedures	19
Weather Related Information	8	Computer and Network Usage Policy	19
Student Code of Conduct	8	Bullying Policy	21
Personal Appearance	8	Unstated Policy	24
Bus Conduct	9	Hope-Page 7-12 Information	25
Weapons/Firearms	9	Graduation Requirements	25
Procedure for Complaints	9	Graduation Exercises	26
Attendance	9	Daily Schedule	26
Truancy	10	Late Start Schedule	26
Leaving School Grounds	11	Homework Procedure	27
College/Work Visitation	11	Honor Roll	27
Detention	11	Report Card and Conferences	27
Suspension	11	Course Registration	27
Enrollment of Suspended/Expelled Students	11	Dual Credit	27
Expulsion	11	Hope-Page Time	28
Health Information	12	School Counselor	28
Illness Guidelines	12	Behavior Procedures	29
Immunizations	12	Infinite Campus	30
Student Accident Insurance	13	Health Screening/Field Trip/Media Release/Computer & Internet Usage/Bus Conduct/Behavior Summaries	30
Medication	13	Signature Acknowledgement Form	31

Teacher Hours

Parents may contact a staff member from 8:00 a.m. to 8:20 a.m. and after school from 3:30 p.m. to 4:00 p.m. except Friday after school. Please do not call to talk to a teacher during classroom times. Teachers will not be called to the phone unless there is an emergency. You can also check the school's website for quick access to teacher's email address

Report Cards and Conferences

7-12 grades are issued at the end of each nine-week period to inform both the student and parent(s)/guardian(s) regarding student progress in each subject. PK-6 grades are issued at the end of each 12-week period. Grades will be updated on a regular basis in Infinite Campus. Parent/teacher conferences are scheduled at least twice a year. These conferences will be for parents with students in all grades. Report cards will be available online via Infinite Campus or can be requested from the school office.

Student Fees

All school fees are attached in this link. All fees are approved by the School Board. All fees are payable at the beginning of the school year. Please see School Board Policies: FBA, ABEB. The schedule of fees can be found on the district website.

Hope-PageFees2026-20271.pdf

Telephone Calls

It shall be the policy of the school to discourage the free use of the telephone, except in cases of emergency. **No student will be called out of the classroom to answer calls except in case of an emergency.** A class schedule should be posted at home, so parents know when a student is free to receive calls from home.

FFI - PERSONAL ELECTRONIC COMMUNICATION DEVICES - PROHIBITION DURING INSTRUCTIONAL TIME

Link to complete policy here. FFI.pdf

The **Hope-Page School District** is committed to providing the necessary support for academics and student well-being in a positive educational environment that is free from unnecessary, non-educational distractions. Personal electronic communication devices can be a distraction during instructional time and can be counterproductive to student focus and engagement. By prohibiting and limiting the use of personal electronic devices during the school day, this policy aims to provide students with more opportunities to engage in meaningful interactions, collaborate with peers, and cultivate the essential skills necessary for academic and life-long success. Therefore, it is the position of the State of North Dakota and the Hope-Page School District that students and school employees shall abide by this policy, which prohibits the use of personal electronic communication devices as outlined herein.

In compliance with N.D.C.C. § 15.1-07-41, the **Hope-Page School District** prohibits students from using personal electronic communications devices during instructional time. Prohibited devices include the following:

1. Smartphones
2. Cell phones
3. Bluetooth-enabled devices
4. Tablets
5. Smartwatches or other wearable devices
6. Gaming devices
7. Any other devices as defined under N.D.C.C. § 15.1-07-41

All personal electronic communication devices identified above must be:

1. Silenced or turned off, *and*
2. Securely stowed away, *and*
3. Inaccessible to students during instructional time.

The District may develop additional administrative regulations or rules, which outline the specific procedures each school building will follow to ensure all three legal requirements are met during instructional time.

Exceptions from this policy's prohibitions may be made only as outlined below.

Device Exceptions

The District provides specific device exceptions and will not prohibit a student from possessing or using a personal electronic communication device under this policy in each of the following circumstances:

a. *School-owned devices provided to a student, including school-issued laptops, tablets, or any other electronic device capable of communication as defined under this policy.*

b. *School-approved devices used by a student, including personal electronic communication devices that have been approved by* Administration *to be used during instructional time for an educational-related purpose. Such approval shall be limited in scope and time according to the specific educational-related use of the approved device. Students using a school- approved device shall only use that device for the educational-related purpose for which the device received approval. Any violation of this provision by the student or employee may result in approval being rescinded, and the student and/or employee being subject to discipline as identified in this policy.*

c. *Medical-provider recommendation*, which includes a medical provider licensed under N.D.C.C. Title 43 (Occupations and Professions) who determines the possession or use of a personal electronic communication device is necessary for the health or well-being of the student.

d. *Required accommodation*, which authorizes the possession or use of a personal electronic communication device when required by the student's individual education program under the:
   - The Individuals with Disabilities Education Act [20 U.S.C. 1400];
   - Section 504 of the Rehabilitation Act of 1973 [29 U.S.C. 794]; or
   - A plan developed in accordance with state or federal law requiring accommodation.

Limitations/ Allowances for School-Related Activities

The District may limit or allow student access to personal electronic communication devices outside of instructional time, during a "school-related activity" as defined in this policy. Such approval may be provided to a student(s) by administration, a teacher, a coach, or a bus driver.

Complementing NDSBA Templates (may contain items not adopted by the Board)

- AAC, Nondiscrimination and Anti-Harassment Policy
- AACA, Section 504 of the Rehabilitation Act
- ACAA, Emergency Closings
- ACDA, Acceptable Use
- DE, Staff Code of Conduct
- FDE, Education of Special Education/ Disabled Students
- FGA, Student Education Records and Privacy
- FGDB, Student Handbooks
- FF, Student Conduct and Discipline

- FFK-BR, Suspension and Expulsion Regulations
- FFK-AR1, Suggested Procedure for Conducting an Expulsion Hearing
- FFK-AR2, Suspension and Expulsion of Special Education Students

- KACB, Complaints about Personnel Legal References

- 20 U.S.C. 1400, Individuals with Disabilities Education Act
- 21 U.S.C. 9 et seq., Federal Food, Drug, and Cosmetic Act
- 29 U.S.C. 794, Section 504 of the Rehabilitation Act of 1973
- NDCC ch.15.1-07, School Districts
- NDCC Title 43, Occupations and Professions

End of Hope-Page School Policy FFI.....Adopted: 7/2025

Personal Electronics Behavior Matrix

1. **Student Expectations and Disciplinary Measures**. The District requires strict compliance with state law and this policy by students. Students who administration has found to have violated this policy may be subject to disciplinary consequences and/or corrective measures. When determining the appropriate response to violations of this policy, administration shall take into account the totality of circumstances surrounding the violation. Infractions of policy occur when a student knowingly and willfully violates this policy as determined by administration.

   Student Cell Phone Discipline Matrix

   a. **Level 1 Infraction:**

      - ***First violation*: confiscate device, administrator returns device to student at the end of the school day.**

      - ***Second violation*: confiscate device, contact parent, administrator returns device to student at the end of the school day.**

      - ***Third violation*: confiscate device, contact parent, administrator returns device to parent during a conference/ meeting, review compliance-plan**

      - ***Fourth violation*: confiscate device, contact parent, administrator returns device to parent during a conference/ meeting, review compliance-plan, detention or in-school suspension ("ISS") may be imposed in accordance with school discipline procedures and policies.**

      - **Continued violations: confiscate device, contact parent, student, parent and administration will create a plan to support student success.**

In administering the disciplinary measures above, administrators and school staff must adhere to the following guidelines:

   a. Staff members shall direct students to comply with policy and should address alleged infractions with administration.

b. Only administration may determine an actual infraction of this policy and administer discipline.

c. If administration determines that a student is in violation of this policy and the student refuses to turn over the device to administration, the infraction may move to the next level.

d. At no time should a District administrator or staff member attempt to physically or forcibly take an electronic device from a student.

e. Administration may also respond under other conduct and disciplinary policies and regulations when a student's conduct implicates additional policies, including violence, threats of violence, harassment, bullying, or any other unlawful conduct or student code of conduct violations.

f. Administration is required to identify students with disabilities (including those covered under the IDEA, Section 504, the ADA, and any child-find obligations) and must address any alleged student infractions in compliance with special education policies, regulations, and applicable laws.

Lockers

The school is not responsible for lost or stolen items. Each student will be assigned a hall locker on the first day of school. **The lockers are the property of the Hope-Page School, and the school retains the right to inspect lockers at any time.** Lockers are to be used for storage of textbooks, supplies, coats, etc. Lockers should be kept clean and orderly. Stickers or tape are not permitted on lockers; magnets are allowed. They will be inspected on the last day of school. 7-12 students are required to keep backpacks in their lockers during school hours. Please refer to the School Board FGCA and FGCB.

Sports and Recreation Equipment

Equipment needs to be stored in a designated area determined by the school staff. Students are responsible for taking care of their own equipment. Students in grade 7-12 will have access to the locker rooms as needed.

Money and/or Valuables

Students are asked not to bring excessive amounts of money or valuable items to school. If it is necessary to bring such items to school, please do not leave these items in an unsecure area. **Students should lock money and valuables in a school issued locker or give them to the office for safekeeping.** If an item is stolen, please report the theft to a teacher or the office. The school is not responsible for lost or stolen items.

Library

All books will be checked out of the library during regular class periods. All books should be returned when you have completed reading them or after two weeks. If you are unable to find a book, notify the staff immediately. Books that have been taken off shelves need to be returned to the correct location or put in the return pile to be replaced. Any lost books or overdue fines will have to be paid if they are not found and returned by the end of the school year.

Emergency Procedures

The classroom teacher will give complete information on all procedures to be followed in case of a fire or other emergency. Emergency drills will be held throughout the school year. Please become familiar with the procedures so that you will know where to go and what to do in case of an emergency.

Weather Related Info

Parents/guardians who feel the weather or road conditions are so severe as to be hazardous are to exercise the same judgment for a student's attendance as with an illness. If school is in session, this will be considered an excused absence.

Parents will be notified of immediate announcements concerning weather and the postponement or cancellation of school or school related events by using the school emergency service direct contact system in the event of weather-related announcements. In this system, parents will receive a phone call, text message, or an e-mail to let them know of the changes. Please keep the school updated with your contact information if anything changes throughout the school year. Weather-related announcements will be aired over network tv and/or radio when possible. Hope-Page will also update its website and social media with weather-related announcements.

When a storm threatens during the day, you may be assured that students will not be permitted to leave the school building unless satisfactory arrangements have been made. If buses leave early, it will be announced over the school communication portal. Hope-Page also will update its website and send out a message using the school communication portal emergency service direct contact system with details related to an early dismissal.

In the event of a fast-moving storm in which it is deemed too dangerous to send students out, all students will be kept at the school. They will be released only to parents, if requested. If buses do not run, students who drive will not be allowed to drive themselves home.

STUDENT CODE OF CONDUCT

The following Hope-Page Student Code of Conduct identifies the desired expectations we have for our entire student body:

AS STUDENTS OF HOPE-PAGE PUBLIC SCHOOL, WE SHOULD BE:

1. Respectful
2. Responsible
3. Safe

We acknowledge that these are very general guidelines to follow; however, we feel that all student behaviors fit into one of these categories. Students should act in a manner that shows respect and responsibility for themselves, others, and school property. In conjunction, students should keep their safety as well as the safety of others in mind when making decisions.

Please refer School Board Policy FF.

Personal Appearance

All students are expected to dress appropriately. Clothing styles or accessories, which are immodest, reveal a student's undergarments or are potentially dangerous, may not be worn at school. Midriffs and backs must be covered. Shorts, skirts, and dresses must be an appropriate length and coverage; guideline is no shorter than midthigh. Holes in jeans must meet the same criteria as shorts, skirts, and dresses. No alcohol, tobacco, drug, or any other items that are vulgar, obscene, profane, or advocating prejudice may be worn on clothing or otherwise displayed. Students will not be able to wear caps and hoods during the school day except for special events, fundraising activities or school approved exceptions. Students wearing inappropriate clothing based on the criteria above may be asked to turn their clothing inside out, put on a T-shirt or sweatshirt, sent home to change, or asked to remove objectionable accessories. Administration and faculty are authorized to act in instances where individual dress does not meet the stated requirements.

Hope-Page School students are expected to dress and groom in such a manner that they will not disrupt the educational process, will comply with health and safety standards, and that is not detrimental to the image of a public school. Inappropriate appearance includes, but is not limited to the following:

1. Clothing styles that can be hazardous in learning situations such as labs or shops - hairnets and other restraints may be required when operating power tools in lab areas.

2. Jackets, gloves, boots, and caps must be worn or in possession during winter travel.

Bus Conduct

The School Board has the authority and duty to establish rules for students riding a school vehicle including out of school activities. The Hope-Page School Board has adopted the following rules:

1. **Students who refuse to promptly obey the directions of the driver or refuse to obey the regulations may forfeit the privilege of riding the bus. Serious incidents will be reported to the principal.**

2. **Students who do not carry or wear clothing suitable for North Dakota weather may forfeit the privilege of riding the bus.**

Students are expected to follow the student code of conduct as mentioned previously in the handbook. Likewise, students are expected to behave and make proper decisions. We feel confident that these general guidelines, when followed, will result in few areas of concern.

Students and/or parents need to inform the bus driver when or if a student is not going to ride the bus. Students are under the supervision of the bus driver when on the bus and are expected to comply with the driver's instructions at all times. The bus drivers have been informed to notify the school of any disciplinary problems. **Continued problems may cause students to lose their right to ride the school bus.** Please see School Board Policy: FCBB

Weapons/Firearms

Students are forbidden to knowingly possess, handle, carry, or transmit any weapon/firearm or dangerous instrument in any school building, on school grounds, in any vehicle, or at any school-sponsored activity. Violations will result in disciplinary action including suspension and/or expulsion. Please see School Board Policy: FFD

Procedure for Complaints

It is the goal of the district to resolve the problems at the lowest appropriate level. Parents and school personnel should work together as a team to provide the best educational program for children.
If a parent has a concern about a teacher's judgment of a student's work or behavior, a simple procedure can be followed to keep the line of communication open.

Chain of Command is as followed:

1. Parent talks to teacher directly

2. If a satisfactory solution is not reached, the parent should confer with the building principal.

3. If the concern remains unresolved, then the parent should confer with the Superintendent of Schools.

4. Finally, if the complaint remains unresolved, the parent may appeal to the Board of Education, by contacting the School Board President or Vice President.

The parent should notify the Superintendent or the business manager in order to be placed on the board's agenda. Please see School Board Policy: KACA and KACB.

Attendance

State attendance laws govern students in any North Dakota public school. These laws require all children between the ages of 7 and 16 to be in attendance every day school is in session. The law cites illness and certain other incapacities as exceptions to this attendance requirement. The law provides local school boards that authority to

establish standards for attendance. The Superintendent or designee shall establish criteria for requesting and granting approved absences, make-up work requirements, and parental notification processes for students with accumulated absences. Students shall be subject to academic sanctions due to unexcused absences. Accumulated absences in excess of 20 days may result in academic consequences. Please see School Board Policy: FFB.

Attendance Procedures

On any day that a student is absent, the parent/guardian should call the school to report the student's absence, giving the name of the student and the reason for the absence. Before 9:00 a.m. on the morning of a student's absence, the parent or guardian is requested to call 668-2520 (Page) or 945-2473 (Hope) to inform the school. In the instance that the school has not been contacted, you will receive an automated call notifying you of your student's absence. When a phone call is not possible, a note should be sent with the student when they return to school. Any student who attempts to mislead the school regarding an absence will be subject to suspension or other disciplinary action.

Additional Notes:
1. Notification of any foreseeable absence (i.e. appointments for doctor, dentist, orthodontist, optometrist, etc.) should be taken care of prior to the absence.
2. For all absences, a written note or phone call from the parent is needed stating the date of the absence and the reason for the absence.
3. Students with 3 unexcused tardies in a 2-week period will be assigned detention by the administrator.
4. When unable to attend school for any unforeseen reason, such as illness, a parent should call the school on the morning of the absence.
5. Upon returning to school and prior to returning to class, 7-12 students must obtain a make-up slip from the office which is to be completed by the student's instructors.
6. If a student needs to leave the school early for any reason, an early dismissal form should be obtained from the office, prior to the early departure.
7. Any student who becomes ill during the school day should report directly to the office, where help is available, and parents can be contacted. The student should not leave the building without first checking with the office.
8. Participants in extra-curricular activities must be in attendance at school by 11:00 AM on a day of competition or practice session, provided the event or practice is occurring on a day in which school is being held. Exceptions can be granted by the administration to attend these events. Such exceptions may include funerals, doctors, and dentist appointments. Please see the latest approved version of Maple River Coop Agreement.
9. Absences usually require make-up work, which is assigned by the teacher.
Please see the School Board Policy: FFB.

Truancy

The State of North Dakota has defined truancy as being absent from 3 consecutive school days during the first or second semester, 6 half days during the first or second semester, or 21 class periods without consent of parent/guardian or school officials. Students under the age of 16 will be held accountable for their attendance in accordance with the North Dakota Century Code. The Hope-Page School District cooperates fully with social services and juvenile court in reporting truancy.

EDUCATIONAL NEGLECT VS TRUANCY

Leaving School Grounds

School officials must know where students are at all times during the school day. **Parental permission received through the office is required before a student may leave the school grounds. All students must sign out in the office prior to leaving.**

Students are required to check in and check out in the office if they are arriving after the school day has started or leaving before the school day has ended. Please see School Board Policy: FFB.

College/Work Visitation

Seniors may use two days for college or work visitation, PROVIDED they make advanced arrangements through the principal's office.

Detention

Students assigned detention by the administration or staff will be required to serve their detention during the first available opportunity with the person who assigned the detention unless other arrangements are made by the assignee. Detention will be served at a time arranged with an administrator or teacher in an assigned classroom. Students will be required to bring schoolwork, materials, and resources as needed. Computers will not be allowed to be used during detention unless a teacher's note, stating it is necessary for assigned schoolwork, is presented to the detention supervisor. Any student that fails to show up for assigned detention will have their detention doubled (Exception is prior to parental contact).

Suspensions

In-School Suspension – the student is required to be in school during class time, doing schoolwork, but not attending regular classes.

Out-of-School Suspension – the student is not permitted to attend school during the school day.

The authority to determine initially whether a student shall be suspended for a period not to exceed ten days rests with the building principal and can be exercised after the student is given:

- Oral or written notice of the charges against the student
- An explanation of the evidence against the student
- An opportunity to present the student's side of the story

In-school suspension rules:

- Report directly to the principal on the day(s) of the suspension.
- No talking, walking around unsupervised, passing notes, or having your head down to rest/sleep.
- Computers will only be allowed to work on class projects/assignments.
- Bathroom breaks will be allowed with the permission of office staff.
- The student will eat his/her lunch in a separate room or with the administration.
- Any insubordinate in-school suspension room for conduct may result in additional or further consequences.
- All missed work is due on the original due date.
- Principal or office staff will dismiss the student at the end of the day.

Please see School Board Policy: FFK and FFK-BR

Enrollment of Suspended/Expelled Students

Any student who has been suspended or expelled from another district will not be permitted to enroll in the District until eligible to reenroll in his or her former district or until the Board or the Superintendent has reviewed the prior suspension and determines that the suspension was illegal or improperly given. Please see School Board Policy: FFK and FFK-BR

EXPULSION

Whenever an infraction is of such a severe nature that it disrupts the operation of the school, or student safety the following steps will be taken:

1. Student responsible will be suspended for up to 10 days
2. Parent(s)/guardian(s) will be notified
3. Hearing Officer will be notified
4. Hearing will be held
5. Decision will be made by Hearing Officer
6. If the Hearing Officer rules for an expulsion it may be for the remainder of the current term or twelve months

Administration may move for an expulsion hearing if a student has a series of suspensions during a school year. Please see School Board Policy: FFK and FFK-BR

Health Information

Healthy Snacks in Schools

Smart Snacks in School Regulations

When to keep your student home?

Parents should call the school to advise school officials of the child's absence. If a child becomes ill while at school, the parents will be contacted so they can come immediately to the school to pick up the child. It is important that each parent provides a local name and phone number of a person who could be contacted in case of an emergency. The principal or secretary will also refer any suspected contagious cases to the parent for medical diagnosis.

Please see School Board Policy: ACBB.

Children with the following symptoms should not be sent to school and /or school activities

1. The staff determines whether the child is unwilling or unable to participate in activities due to illness.
2. The staff determines that they cannot care for the sick child without compromising their ability to care for the health and safety of the other children in the group.
3. The child has illness suggested by a fever (temperature at or above 101.0°F any location) along with difficulty breathing, changes in behavior, lethargy, irritability, persistent crying, or progressive rash fever.
4. The child experiences vomiting two or more times in the preceding 24 hours, unless determined to be caused by a non-communicable condition, and the child is able to remain hydrated and participate in activities.
5. The individual has diarrhea and cannot self-contain stool.
6. Any indication of communicable diseases as listed on the communicable disease regulations.
7. Undiagnosed rash or sores.
8. Deep and severe cough, heavy or discolored nasal discharge.
9. Contagious infection diagnosed by a physician.
10. When the student is diagnosed by a physician to have a contagious infection and places the student on a prescription medication, the student may not return to school until they have taken the medication for a full 24 hours.

Immunizations

The parents or guardian of each child admitted to Hope-Page School shall present a certification from a licensed physician or authorized representative of the local public health unit that the child has received or is in the process of receiving immunization against diphtheria, pertussis, tetanus, measles, rubella, German measles, mumps, hepatitis B, meningitis, chicken pox, and poliomyelitis, except as exempted by law.

All students must be fully compliant with immunization requirements as mandated by NDCC 23-07-17.1. A student may have an exemption for immunization based on religious, philosophical, or medical reasons. All immunization records must be up to date by the end of the first quarter. Students who enroll during the year and do not have up to date immunization records must have the records within thirty calendar days of enrolling.
Students who are not compliant will not be permitted to attend school until they become compliant or until they have signed the exemption request for religious, philosophical, or medical reasons. Students enrolled in Hope-Page with exemption waiver will not be permitted in school, when a medical outbreak occurs. Health waivered students may return when the local health unit has deemed the medical outbreak safe.

Student Accident Insurance

Students will not be covered by school-sponsored accidental injury insurance. **All insurance claims are the responsibility of the parent's own private insurance carrier or other supplemental provider.**
All injuries occurring in school or while participating in school-sponsored activities here or elsewhere should be reported immediately to the teacher, advisor, or coach in charge and to the school principal. Parents will be notified. It is the parents' decision whether or not to seek medical attention and submit a claim to their insurance carrier.

Medication

School personnel may not dispense prescription medication to children unless licensed prescriber and parents have signed the "Prescription and Authorization for Medication Administration" form (https://www.hope-page.k12.nd.us/cms/lib/ND02203044/Centricity/Domain/68/Medication%20Forms.pdf) non-prescription medication (over the counter medications, such as acetaminophen, cough syrup, etc.) will be administered according to the **manufacturer's recommendation as written on the bottle**. In addition, the parent or legal guardian needs to sign an authorization form. These forms are available at all school offices, at most clinics, and also on the schools' website. A new form must be submitted at the start of the school year or when any changes occur from the original prescription order. All medications will be located in and dispensed from the school office or other designated areas. Medication must be sent to school in the original container. When a prescription is ordered at a pharmacy, you can request the order to be placed in two bottles. An adult must pick up medication left at the end of the school year, or the office staff will dispose of it two weeks after school is completed for the year.
For the school staff to give a student Ibuprofen, Tylenol, or Tums at school, we must first have the permission of the parent or legal guardian. Please see School Board Policy: ACBD and FCAA

Student Self-Administration Requirements

A parent/guardian and physician must sign a written form permitting his/her student to self-administer medication in school prior to the Hope-Page School District authorizing this action. A new authorization form is required anytime the student has a change in his/her medication regimen, when a new medication is to be provided, and at the beginning of each school year. The Self-Administration form is on the school website or can be obtained from the school nurse or office staff. Please see School Board Policy: ACBD.

Lice Procedure

This is not a problem that limits itself to unclean homes and children. The head louse is not choosy; it finds its way into the cleanest homes. In order to control its spread in school, the following steps will be taken.
1. If signs of lice are discovered, the parents are notified and asked to treat the student. If proper treatment has been administered, the child may return with a note from the parent stating the treatment used. A recheck by the school staff will be completed. If live lice are found, the child will be sent home for additional treatment.
2. If the parent believes the school is incorrect in its diagnosis, the student may return to school with a doctor's note stating no lice exists.
3. Follow-up checks of students who tested positive will be conducted after treatment.

Extracurricular Activities

Students must be passing in all subjects to participate in extracurricular activities. Students on the ineligibility list will not be allowed to participate in any school-related activities for the duration of time they are on the ineligibility list. **Eligibility checks will be conducted weekly according to the Maple River Coop Agreement guidelines. Please refer to the latest approved version of the Maple River Coop Agreement and NDHSAA guidelines and School Board Policy: FFE.**

Eligibility for the following semester will be determined by the NDHSAA www.ndhsaa.com. If a student fails a 9-week course, the weekly eligibility policy applies.

North Dakota High School Activities Association Rules and Regulations

Hope-Page Public School is a member of the North Dakota High School Activities Association. This voluntary organization has for its purpose to plan, direct, and sponsor competitive activities among member schools.

The Association makes rules and regulations for these activities for the best interests of the participating students and the school. Hope-Page Public School follows NDHSAA rules, Hope-Page School Board policies and the Maple River Coop Agreement.

ALCOHOL, TOBACCO, NARCOTICS, HARMFUL SUBSTANCES

The possession, use, or consumption of alcohol, tobacco, or narcotics on or about the school premises or at school functions is not permitted. NDHSAA rules will be enforced, and suspension or expulsion from school may come about due to the violation of this policy. All parking lots and sidewalks adjacent to the school are considered a part of the school's premises. See School Board Policy: FFA

EXTRACURRICULAR ACTIVITIES INFRACTIONS/SUSPENSIONS

The following rules and regulations concerning the extracurricular activities in Hope-Page Schools are set up to govern all the extracurricular activities in the school as well as school-sponsored activities.

Students under suspension because of (1) Violation of NDHSAA rules and regulations, and (2) any Hope/Page rules or procedures are not permitted to participate in any extra-curricular school activities. The following activities will be considered extra-curricular activities:

1. All NDHSAA sponsored activities
2. Science Fair, Science Olympiad/Robotics
3. Acalympic events
4. Homecoming royalty
5. School plays
6. Music festivals
7. Dances
8. Prom/Prom Banquet
9. FCCLA
10. Archery
11. FFA
12. National Honor Society
13. Other activities that may arise will be determined by the administration including Hope-Page Extracurricular offerings and field trips

Procedures for investigating infractions/violations include:

1. The school administrator and athletic director shall immediately investigate any alleged violation of the alcohol, tobacco, and controlled substance rule of NDHSAA.
2. The period of suspension may begin from the date and time an official notification is given to the school regarding the infraction.
3. During the summer season when school is out of session, family members and/or students are expected to report any infractions to a school administrator. The date the incident is reported to the school will serve as the official notification date to begin the suspension term.
4. If the administration finds probable cause to believe that this rule has been violated, he/she shall give the student immediate notice of suspension.

Dual Sports

Students in grades 7-12 will be allowed to participate in dual sports. Please see the building principal and athletic director for further information.

School Spirit/Sportsmanship

Not every student is able to participate in athletics, but every student can help with school spirit. Do your part by encouraging each athlete to abide by the training rules and to keep doing his/her best. Above all, students are urged to support their team. Let all students try to follow the teams to the best of their abilities. While at the games, try to sit in one group to show others that we do support our team. A school can be remembered in other towns by the sportsmanship that it shows. Let's try to be good sports wherever we may be. Parents should be reminded of this too and be an example.

Please see Policy ABCB.

Student Activities/Reserved Religious Time

1. **Wednesday nights** are reserved for church activities. Teachers and/or Co-Curricular Advisors are not allowed to keep students after 6:00 PM unless cleared through the Principal and Superintendent's office. Please observe this regulation carefully and completely.

2. **Mandatory school activities should not be held on Sundays.** If any exceptions are to be made, they must be cleared in advance through the Principal and Superintendent's office.

National Honor Society

The National Honor Society (NHS) chapter of Hope-Page High School is a duly chartered and affiliated chapter of the prestigious national organization. Membership is open to those students who meet the required standards in four areas of evaluation: Scholarship, Leadership, Service, and Character. Juniors and Seniors who have earned a cumulative grade point average (GPA) of 3.5 or higher are invited in the fall of each school year to pursue membership in the Hope-Page High School Chapter of the National Honor Society. To be considered for membership, eligible candidates will be invited to complete and submit the application for membership. Applications are carefully reviewed by the 5-member faculty council to determine membership. A majority vote of the council is necessary for selection. Candidates are notified regarding selection or non-selection. Following notification, a formal induction ceremony is held at the school to recognize all the newly selected members in the spring. Once inducted, new members are required to maintain the same level of performance (or better) in all four criteria that led to their selection. This obligation includes regular attendance at chapter meetings held during the school year, and participation in the chapter service projects. Students or parents who have questions regarding the selection process or membership obligations can contact the chapter adviser.

Hope-Page Cooperative School District
Title VI, Title IX, ADA and Section 504
Nondiscrimination Policy Statement

DISCRIMINATION AND HARASSMENT GRIEVANCE PROCEDURE- School Board Policy AAC

The following procedure is designed to resolve discrimination, harassment, and retaliation of complaints by and against students, parents, and third parties, as described in board policy, in a prompt and equitable manner. Board policy requires all students and staff to fully cooperate when asked to participate in a discrimination, harassment, or retaliation of investigation. The procedure contained in this regulation supersedes the district's policies regarding complaints about personnel and bullying. For Title IX sexual harassment complaints, the procedure set forth in board regulation AAC-BR2, Title IX Sexual Harassment Grievance Procedure, will control and supersede this procedure.

Retaliation Prohibited

The district prohibits retaliation for an individual's participation in and/or initiation of a discrimination and/or harassment of complaint investigation, including instances when a complaint is not substantiated. The consequences for violating this prohibition are delineated in Board policy AAC, Nondiscrimination, and Anti-Harassment Board Policy.

Complaint Filing Format and Deadlines

A complaint may be filed verbally or in writing and should be filed as soon as possible after the discrimination, harassment, or retaliation allegedly occurred. Delays in filing a complaint may cause difficulties in the investigation.

With Whom Complaints May be Filed

A complaint may be filed with any district employee. District employees are required to report any discrimination or harassment to the appropriate grievance coordinator (Title IX, 504/Title II, or Nondiscrimination) when they knew (e.g., received a complaint, directly observed it) or should have known it was occurring (e.g., overheard students talking about an incident, saw discriminatory or harassing graffiti or vandalism on school property). Failure by a district employee to report under this regulation may result in disciplinary action.

Initiating Complaint Resolution Procedure

After receiving a discrimination and/or harassment complaint or gaining knowledge of potentially discriminatory and/or harassing conduct, the appropriate grievance coordinator shall contact the complainant, determine if an informal or formal investigation is appropriate, and determine if the complainant requests confidentiality. Requests for confidentiality must be handled in accordance with policy AAC.

Prohibition on Meeting with the Accused

At no time during the informal or formal resolution process shall the complainant be required to meet with the accused. If the appropriate grievance coordinator assigned to conduct or oversee the investigation is the accused, the Superintendent, or Board President (if the Superintendent is the accused) shall designate a different individual (which may be a third party) to carry out the accused's responsibilities associated with the investigation.

Third-Party Assistance

A school official responsible for conducting or overseeing discrimination and/or harassment investigations is authorized to receive assistance from the district's legal counsel throughout the process.

Investigation Timeframes

The informal resolution procedure must be completed within 30 days of a district employee reporting the complaint or incident to the appropriate grievance coordinator, unless the investigator documents reasons for delays and communicates these reasons to the complainant and accused.

The formal resolution procedure must be completed within 60 days of a district employee reporting the complaint or incident to the appropriate grievance coordinator or a complainant or accused terminating the informal complaint procedure, unless the investigator documents reasons for delays and communicates these reasons with the complainant and accused. Acceptable reasons for delays include extended school breaks when witnesses are not available, and complex cases involving multiple witnesses.

Interim Measures

Pending the final outcome of an informal or formal resolution, the District shall institute interim measures to protect the complainant and inform him/her of support services available. Interim measures may include a district-enforced no contact order, schedule changes, academic modifications for the complainant, and/or school counseling for the complainant. These interim measures should have minimal impact on the complainant. If the accused is a student, interim measures should also take into consideration the accused student's educational rights.

Informal Resolution Procedure

This procedure may only be used when mutually agreed to by the complainant, the accused, and the appropriate grievance coordinator. This procedure may not be used when the alleged discrimination and/or harassment may have constituted sexual violence or any other crime. The formal resolution procedure must be used whenever the informal procedure is not permitted.

During the informal resolution process, the investigator shall gather information necessary to understand and resolve the complaint. Based on this fact-gathering process, the investigator shall propose an informal resolution, which may include requiring the accused to undergo training on discrimination and/or harassment, requiring all students and staff to undergo such training, instituting protection mechanisms for the complainant, and/or holding a formal meeting with the accused to review the nondiscrimination and anti-harassment policy and discuss the implications of violating it. Both the complainant and the accused must agree to the informal resolution before it can be instituted.

The appropriate grievance coordinator shall monitor the implementation and effectiveness of the informal resolution procedure and initiate the formal resolution procedure if discrimination and/or harassment persists.

Both the complainant and the accused have the right to terminate the informal resolution procedure at any time to pursue a remedy under the formal resolution procedure.

Formal Resolution Procedure

This procedure must be used whenever the informal resolution procedure is not used.

Whenever alleged discrimination or harassment may have constituted a crime, the Superintendent should contact law enforcement and enter into a memorandum of understanding concerning sharing evidence and coordination of the investigation. However, the District shall proceed with its investigation and this resolution procedure, regardless of the criminal investigation or outcome.

The fact-gathering portion of the investigation must be carried out or overseen by the appropriate grievance coordinator and must consist of interviews with the complainant, the accused, and any others who may have witnessed or otherwise have knowledge of the circumstances giving rise to the alleged complaint and may involve gathering and review of information relevant to the complaint. Both the complainant and accused will have equal opportunity to present evidence and name witnesses. Witnesses must be instructed not to discuss this matter with others.

The fact-gathering portion of the investigation must be completed as soon as practical.

Investigation Report

After the fact-gathering process is complete, under the formal resolution procedure, the appropriate grievance coordinator shall complete a written report containing a determination of whether allegations were substantiated, whether the nondiscrimination and anti-harassment policy was violated, and recommendations for corrective action, if any. The appropriate grievance coordinator shall assess if discrimination and/or harassment "more likely than not" occurred based on the following criteria:

1. Whether evidence suggests a pattern of conduct supportive of disproving the allegations of discrimination and/or harassment;
2. Whether behavior meets the definition of discrimination, harassment, and/or sexual harassment as defined in board policy;
3. Ages of the parties involved;
4. Relationship between the parties involved;
5. Severity of the conduct;
6. How often the conduct occurred, if applicable, and;
7. How the District resolved similar complaints, if any, in the past.

The investigation report must indicate if any measures are to be instituted to protect the complainant. Such measures may include extending any interim protection measures taken during the investigation. The report must also inform the complainant of support services available, which at a minimum must include offering school counseling services if the complainant is a student.

The investigation report must contain a monitoring plan to evaluate the effectiveness of the resolution and help prevent recurrence.

Disciplinary Action

Any disciplinary action must be carried out in accordance with board policy, law, and, when applicable, the negotiated agreement.

The appropriate grievance coordinator along with the building principal shall determine if a recommendation for expulsion for an accused student should be made.

The appropriate grievance coordinator along with the Superintendent shall determine if a recommendation for discharge for an accused employee should be made.

If this recommendation is made and a hearing is required, the hearing must be held in accordance with district policy and law.

Both the complainant and accused shall have an equal right to attend the hearing, have a representative and parent (if student) present, present evidence, and question witnesses.

The complainant may choose to appoint a representative to participate in the hearing in his/her stead.

Notice of Outcome

Both the complainant and the accused must be provided with written notice of the outcome of the complaint.

Nothing shall prevent the parties from seeking judicial redress through a court of competent jurisdiction or through any applicable state or federal complaint procedures.

Records Retention

Investigation materials must be retained by the appropriate grievance coordinator (504/Title II, or Nondiscrimination) for at least six years. All Title IX sexual harassment records and training materials shall be maintained in accordance with federal regulations and board regulation AAC-BR2.

Online Class Procedures

The Hope-Page School Board realizes the importance of a well-rounded education and attempt to do the best to maintain that environment. However, due to a diverse student population there is no way to hire a teacher that will provide classroom instruction to meet every student's need. Every possible effort will be made to allow a student to have the opportunity to qualify for the ND Academic or Technical Scholarship programs if they are willing to put in the extra effort.

The following priorities will be applied in offering class options to students:

1. Required classes taught by onsite teachers at Hope-Page in a curriculum to meet most students' needs.
2. Classes offered over the ITV that the Hope-Page Schools can take part in within the limitations of only two available ITV classroom setups. The administration will give consideration to the number of students interested in a course and/or individual circumstances as required.
3. Online classes approved though a vendor accredited by North Dakota Department of Public Instruction. (NDCDE & State colleges and universities.)

Please see School Board Policy: GACG.

Computer and Network Use Policy

ON-LINE CONDUCT:

The Hope-Page School District's technology equipment shall be used for all educational purposes consistent with the district's mission and goals. The district reserves the right to inspect folders and files to assure compliance. Uses of the system that are prohibited include, but are not limited to:

1. Commercial and/or personal use of the district's system:

    a. The district assumes no responsibility or liability for any membership or phone charges including, but not limited to, long distance charges, per minute (unit) surcharges and/or equipment or line costs incurred.

    b. System users and parents of system users assume full responsibility or liability for any membership or phone charges, including, but not limited to long distance charges, per minute (unit) surcharges and/or equipment or line costs incurred by them.

    c. District staff and Administration shall not be a party to any such transaction or be liable for any costs or damages arising out of, either directly or indirectly, the actions or inactions of sellers.

2. Use of the system to submit, obtain, publish, store, or display objectionable materials is prohibited. Objectionable material includes, but is not limited to:

    a. Information to encourage the use of tobacco, alcohol, or controlled substances or otherwise promote any other activity prohibited by district policy, state or federal law.

b. Information or software in violation of any district policy, local, state, or federal law.

c. Information encouraging the toleration or promotion of discrimination towards individuals or groups of individuals based on race, sex, religion, or age.

d. Information or software that is pornographic or sexually explicit.

3. Any action of the user that results in the compromise of the system's security. System users identifying a security problem on the district's system must immediately notify the building principal or district technology coordinator. Any attempts by students to log on to the district's system as a system administrator will result in cancellation of user privileges and may result in disciplinary action up to and including expulsion.
4. Teachers may restrict student access to course program files.
5. Forgery or attempted forgery of electronic mail messages is prohibited.
6. System users will remove electronic mail within two weeks of receiving such mail. Such messages may be removed by the network manager if not attended to by the system user. Local, state or federal law may apply.

7. Deliberate attempts to degrade or disrupt system performance will be viewed as a violation of district policy and administrative regulations and may be viewed as criminal activity under applicable state and federal laws.

8. System vandalism will result in cancellation of system use privileges. Fines will be imposed for acts of vandalism. Vandalism is defined as any malicious attempt to harm or destroy district equipment or materials, data of another user of the district's system, or any of the agencies or other networks that are connected to the Internet.) Normal and reasonable wear and tear are expected. Negligence will not be tolerated. It is the Student's responsibility to abide by the technology agreement which includes responsibility for cost of repair and/or replacement of deliberately damaged devices. This includes, but is not limited to, the uploading or creating of computer viruses. Local, state, or federal law may apply.

INFORMATION CONSENT/THIRD PARTY SUPPLIED INFORMATION:

1. System users and parents of system users are advised that use of the district's system may provide access to other electronic communications systems that may contain inaccurate and/or objectionable material. The district does not condone the use of objectionable materials. Such materials are prohibited in the school environment. Parents of students with accounts on the district's system should be aware of the existence of such materials and monitor their student's home usage of the district's system accordingly.
2. Students knowingly bringing prohibited materials into the school environment may be subject to suspension and/or revocation of their privileges on the district's system and will be subject to discipline in accordance with the district's policy and applicable administrative regulations.
3. Opinions, advice, services, and all other information expressed by system users, information providers, service providers or other third-party individuals in the system are those of the information providers and not the district.

TERMINATION/REVOCATION OF SYSTEM USE:

1. Students in violation of technology usage policies may lose some or all access to computer usage in the Hope-Page School District.
2. Prior to a suspension or revocation of system service or as soon as practicable, the Principal will inform the system user of the suspected violation and give the system user an opportunity to present an explanation.

DISCLAIMER:
The district does not warrant that the functions or services performed by or that the information or software contained on the system will meet the system user's requirements or that the system will be uninterrupted or error-free or that defects will be corrected. The district's system is provided on an "as is, as available" basis. The district does not make any warranties, whether expressed or implied including, without limitation, those of merchantability

and fitness for a particular purpose with respect to any services provided by the system and any information or software contained therein. Please see School Board Policy: FFI and ACDA.

BULLYING POLICY ACEA

ACEA--BULLYING POLICY

Definitions:
For the purposes of this policy:

- *Bullying* is defined as conduct prescribed in NDCC 15.1-19-17. The Superintendent should place this definition, in its entirety, in student and staff handbooks and should develop guidelines to assist students and staff with identifying this conduct.

- *Protected classes* are classifications/characteristics protected from discrimination by NDCC 14-02.4-01 and federal law. The following classes are protected: race, color, religion, sex, national origin, age, disability (physical or mental), and status with regard to marriage or public assistance.

- *School property* or the term on-campus refers to all property owned or leased by the District, school buses and other vehicles, or any school district sponsored or school-sanctioned activity.

- *School-sanctioned* activity is defined as an activity that:
  a. Is not part of the district's curricular or extracurricular program;
  b. Is established by a sponsor to serve in the absence of a district program;
  c. Receives district support in multiple ways (i.e., not school facility use alone);
  d. Sponsors of the activity have agreed to comply with this policy:
  e. This District has been officially recognized through board action as a school-sanctioned activity.

- *School-sponsored* activity is an activity that the District has approved through policy or other board action for inclusion in the district's extracurricular program and is controlled and funded primarily by the District.

- *School Staff* include all employees of the Hope-Page School, school volunteers, and sponsors of school-sanctioned activities.

- *True Threat* is a statement that, in light of the circumstances, a reasonable person would perceive as a serious expression of an intent to inflict harm.
-

Prohibitions

While at a public school, on school district premises, in a district owned or leased school bus or school vehicle, or at any public school or school district sanctioned or sponsored activity or event, on and off school campus, a student may not:

1. Engage in bullying;
2. Engage in reprisal or retaliation against:
   a. A victim of bullying;
   b. An individual who witnesses an alleged act of bullying;
   c. An individual who provides information/ participates in an investigation about an alleged act of bullying.
3. Knowingly file a false report with the District.

Off-Campus bullying that is received on school property is also prohibited. This District has limited disciplinary authority to respond to such forms of bullying.

Reporting Procedures for Alleged Policy Violations

1. Reporting requirements for school staff: Any school staff member with knowledge or suspicion of a violation of this policy or who has received an oral or written report of a violation of this policy from a student, community member, or anonymously shall contact the building principal to inform him/her as soon as possible. If the alleged violation implicates the building principal, the school staff member shall report it to the Superintendent. If the alleged violation implicates the Superintendent, the school staff member shall file it with the Board President.

Should school administration determine that a school staff member knew of or suspected a violation of this policy and failed to report it in accordance with the procedure above, the staff member may be subject to disciplinary consequences or, for sponsors of school-sanctioned activities, other corrective measures.

2. Reporting options for students and community members: Students and community members (including parents) may report known or suspected violations of this policy using any of the following methods:

a. Complete a written complaint form: A complaint will have the option of including his/her name on this form or filing it anonymously. This District will place the form in a variety of locations throughout the school and should inform students and staff of these locations. The form may be returned to any school staff member, filed in a school building's main office, or placed in a designated drop box located in each school.

b. Complete and submit an online complaint form. A complaint will have the option of including his/her name on the form or submitting it anonymously.

c. File an oral report with any school staff member.

A complaint filed anonymously may limit the district's ability to investigate and respond to the alleged violations.

Reporting to Law Enforcement & Others Forms of Redress Anytime a school staff member has reasonable suspicion that a bullying incident constituted a crime, he/she shall report it to law enforcement. Also, nothing in this policy shall prevent a victim/his/her family from seeking redress under state and federal law.

Documentation & Retention

The District shall develop a form to report alleged violations of this policy. The form should be completed by school staff when they:

1. Initiate a report of an alleged violation of this policy; or
2. Receive an oral report of an alleged violation of this policy.

The form should be completed by an administrator when he/she:

1. Initiate a report of an alleged violation of this policy; or
2. Receives an oral report of an alleged violation of this policy.

All written reports of an alleged violation of this policy received by the district shall be forwarded to the appropriate school administrator for investigation and retention.

Report forms and all other documentation related to an investigation of an alleged violation of this policy shall be retained by the district for six years after a student turns 18 or graduates from high school, whichever is later. If a student does not graduate from the district, such reports and investigation material shall be retained for six years after the student turns 18.

Investigation Procedures

School administrators (i.e., a principal, an assistant superintendent, or the Superintendent) are required to investigate violations of this policy (as prescribed under "Prohibitions"), when in receipt of actual notice of an alleged violation. Actual notice of an alleged violation occurs when alleged bullying, reprisal, retaliation, or false reporting is reported using the applicable method(s) prescribed in the reporting section of this policy.

Upon receipt of a report of an alleged policy violation, the designated administrator shall first determine if the alleged policy violation is based on a protected class-whether actual or perceived. Reports involving a protected class shall be investigated in accordance with the district's harassment/discrimination policy, including the timelines contained therein.

In all other cases, administration shall determine the level of investigation necessary based on the nature of the alleged violation of this policy after considering factors such as, but not limited to: the identity of the reporter and his/her relationship to the victim/alleged perpetrator; the ages of the parties involved; the detail, content and context of the report; whether this report is the first of its type filed against the alleged perpetrator. Based on the level of investigation the administrator deems necessary, investigations may include any or all of the following steps or any other investigatory steps that the administrator deems necessary.

- Identification and collection of necessary and obtainable physical evidence (Note: In some cases physical evidence may be unobtainable, e.g., private social networking profile);
- Interviews with the complainant, the victim, and/or the alleged perpetrator. At no time during an investigation under this policy shall the victim/complainant be required to meet with the alleged perpetrator.
- Interviews with any identified witnesses.
- A review of any mitigating or extenuating circumstances.
- Final analysis and issuance of findings in writing to the victim and bully and, if applicable, implementation of victim protection measures and disciplinary under this or other applicable policies.
- Investigations shall be completed within 60 days unless the administrator documents good cause for extending this deadline. Such documentation should be sent to the victim and alleged perpetrator during the investigation.

Disciplinary & Corrective Measures

Students that the District has found to have violated this policy shall be subject to disciplinary consequences and/or corrective measures. When determining the appropriate response to violations of this policy, administration shall take into account the totality of circumstances surrounding the violation. Measures that may be imposed include, but are not limited to:

- Require the student to attend detention.
- Impose in- or out-of-school suspension or recommend expulsion. Due process procedures contained in the district's suspension and expulsion policy shall be followed.
- Recommend alternative placement. This recommendation shall be submitted to the Superintendent for approval or denial. The Superintendent may approve such recommendations only if the student has been given notice of the charges against him/her and an opportunity to respond.
- Create a behavioral adjustment plan.
- Refer the student to a school counselor.
- Hold a conference with the student's parent/guardian and classroom teacher(s), and other applicable school staff.

- Modify the perpetrator's schedule and take other appropriate measures (e.g., moving lockers) to minimize contact with the victim.
- If applicable, contact the administrator of the website on which the bullying occurred to report it.
- If the misconduct does not meet this policy's definition of bullying, it may be addressed under the other district disciplinary polices.
- For bullying initiated off campus and received on campus (e.g. cyber bullying), the District only has the authority to impose disciplinary measures if the bullying substantially disrupted the educational environment or posed a true threat. In all other cases of bullying received on campus, the District may only take corrective measures as described in items five through eight above.
- If the perpetrator is a school staff member, the District shall take appropriate disciplinary action including, but not limited to; a reprimand, modification of duties (only if allowed by applicable policy, the negotiated agreement, and/or the individual's contract), suspension, or a recommendation for termination/discharge in accordance with any applicable law.

Victim Protection Strategies

When the District confirms that a violation of this policy has occurred, it should notify the victim's parents and shall implement victim protection strategies. These strategies shall be developed on a case-by-case basis after administration has reviewed the totality of the circumstances surrounding the bullying incident(s) or other violations of this policy. Strategies may include, but not be limited to, the following:

- Additional training for all students and applicable staff on implementation of this policy and/or bullying prevention.
- Notice to the victim's teachers and other staff to monitor the victim and his/her interaction with peers and/or the assignment of a staff member to escort the student between classes.
- Assignment of district staff to monitor, more frequently, areas in the school where bullying has occurred.
- Referral to counseling services for the victim and perpetrator.
- Modification of the perpetrator's schedule and other appropriate measures imposed on the perpetrator (not the victim) to minimize the perpetrator's contact with the victim.
- Prevention Programs & Professional Development Activities in accordance with law, the District shall develop and implement bullying prevention programs for all students and staff professional development activities.

UNSTATED POLICY

It is impossible to list every acceptable and unacceptable behavior for students in school. The school administration reserves the right to determine acceptability of student behavior and make decisions and administer appropriate disciplinary action when required. Please refer to Hope-Page School Board policies for more guidance and information.

District Policies

Hope-Page 7-12 Information

GRADUATION REQUIREMENTS

A minimum of 22 units of credit and eight semesters of attendance shall be required for students to graduate from Hope-Page High School.

Students will enroll in classes either in the late spring or prior to the start of school in the early fall. To change a schedule, the student should first contact the teacher(s) involved and principal and counselor prior to making any changes.

NDCC 15.1-21-02.1. Students are classified at the beginning of the school year by the number of credits earned and not by the length of time they have been in high school. The minimum credit requirements are stated below:

Sophomore	**6 credits**
Junior	**12 credits**
Senior	**18 credits**

The following courses with corresponding credit value are required for graduation from Hope-Page Public School:

Course	Requirements
English 9	1
English 10	1
English 11	1
English 12	1
Mathematics	3
Physical Science	1
Biology	1
Science Elective	1
History Elective	1
US History	1
Problems of Democracy OR	1
US Government/Economics	½ credit each
Health	½
Physical Education	½ OR 1 (can take 1 credit of PE in lieu of Health)
Fine Arts, Foreign Lang., CTE	3
Electives	5
Total	**22**

GRADUATION EXERCISES

The graduation ceremony is a privilege afforded to all seniors achieving graduation status. However, this privilege could be denied for disciplinary reasons. This is up to the discretion of the administration. The graduation ceremony is a relatively prestigious event to honor our graduates.

The high school will plan its own graduation exercises, with the faculty and senior class working together. The date of graduation will be scheduled when the school board adopts the school calendar.

Only students who have completed all credits, coursework and graduation standard requirements for graduation may participate in graduation exercises and receive a diploma.

All students participate in graduation ceremonies, as diploma candidates will wear caps and gowns as approved by the school.

If a student fails to meet the graduation requirements, he/she will not participate in graduation exercises. Please see Board Policy: GDB.

DAILY SCHEDULE

Period	Time		
1	8:30-9:20 a.m.		
2	9:23-10:13 a.m.		
3	10:16-11:06a.m.		
4	11:09-12:27	4A) 11:09-11:37	4B) 11:59-12:27
5	12:27-1:17 p.m.		
6	1:20-2:10 p.m.		
7	2:13-3:03 p.m.		
8	3:06-3:31 p.m.		

Late Start Schedule

All Wednesdays are Professional Learning Communities (PLC) for our teachers from 8-8:50am. Classes for high schools students start at 9am with buses running at regular time. Elementary students will be supervised from 8:00-9:00.

Period	Time		
1	9:00-9:40 a.m.		
2	9:43-10:23 a.m.		
3	10:26-11:06 a.m.		
4	11:09-12:27	4A) 11:09-11:37	4B) 11:59-12:27
5	12:27-1:17 p.m.		
6	1:20-2:10 p.m.		
7	2:13-3:03 p.m.		
8	3:06-3:31 p.m.		

HOMEWORK PROCEDURES

Daily work, sometimes referred to as formative assessment, is an important part of the learning process. This work is designed to guide the student through the learning process by giving them feedback on their progress towards the learning outcomes of the unit. Some of this work is collected by the classroom teacher and assigned a grade with feedback and some of this work will only receive feedback without a grade. At times this work needs to be completed outside of the regular class period. The additional time spent outside the classroom allows each student additional practice and furthers their understanding of the classroom content.

Daily work done in a timely manner is an essential part of the learning process and therefore will have a due date set by the classroom teacher.

The following items demonstrates the value Hope-Page puts on daily work for each course:

- If a student hands in the completed assignment by the due date, they will receive full credit for their work.
- If the student fails to hand in the required assignment by the due date, the student will still be responsible for turning in their work.
- Late assignments will be documented in Infinite Campus and in the Work Habit Rubrics.

HONOR ROLL

Honor rolls will be calculated after each grading period. Students with all A's will be on the A honor roll. Students with all A's or B's will be on the B Honor roll. Students issued any incompletes for the quarter will not receive honor roll recognition.

REPORT CARDS AND CONFERENCES

High School report cards are issued at the end of each nine-week period to inform both the student and parent(s)/guardian(s) regarding student progress in each subject. Elementary report cards are issued at the end of each 12-week period. Parent/teacher/student conferences are scheduled at least twice a year, but communication is encouraged with all your child's teachers throughout the school year as needed. These conferences will be for parents with students in all grades. Report cards can be accessed in Infinite Campus at the end of grading periods.

COURSE REGISTRATION

All students plan their four-year courses in cooperation with their parent(s)/guardian(s) and the school counselor or principal. This course selection serves as a guide for registration each succeeding year. Students are registered for the next school term during the second semester.

Students will register prior to the beginning of each semester. Students must have approval from the administration to make any schedule changes.

All students must be enrolled in a class for each period of the day.

EARLY ENTRY (DUAL CREDIT)

The early entry program allows 10th-12th graders in North Dakota's public schools to take courses offered by approved post-secondary institutions for both high school and post-secondary credit. The program provides students with a greater variety of class offerings and the opportunity to pursue more challenging course work. Students interested in participating in this program should see the principal or school counselor.

HOPE-PAGE TIME

An advisory period will be scheduled during the day to provide students with additional support for specific subject areas. Students are assigned a classroom for grades 7-12 but can go to other teachers if stamped or if they need other assistance.

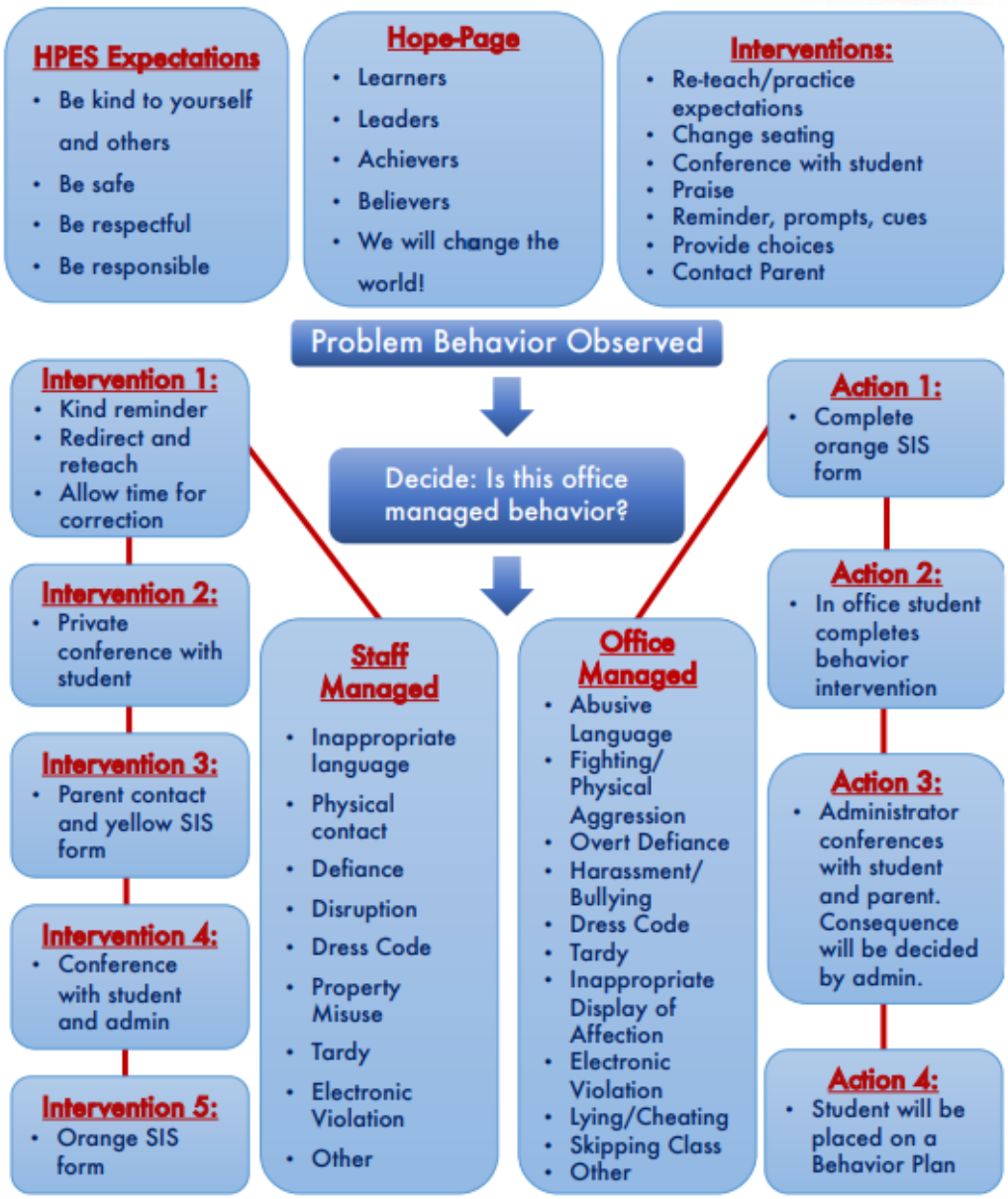
SCHOOL COUNSELOR

The school counselor is in the school to help each student become a well-adjusted, competent, and responsible young adult. The school counselor is here to assist the student in course selection, study habits and organization, grades, testing and placement, student-teacher relations, college selection and requirements, financial aid, job opportunities, training programs available, and to assist with personal problems of group and family nature.

In conjunction with counseling, the testing program at Hope-Page Public School is used to monitor, track, and assist students in their academic performance. State standardized tests are administered annually to students in grades mandated by the state department of education.

Hope-Page Elementary School

Student Behavior and Management Protocol



Infinite Campus

North Dakota has adopted the student information system, Infinite Campus, where students and parents can find important academic information, including schedules, academic progress, and school fees.
Parent & Student Guide to Infinite Campus

Hope-Page Schools Field Trip Permission

My child (ren) has/have permission to attend all supervised school functions away from the school. It is understood that all pupils will be under adult supervision. If you do not want your child to go on a field trip, please contact the school. As these trips come about, you will receive notice providing details such as transportation and food concerns.

Hope-Page Schools Media Release Form

Throughout the school year, students attend programs, activities, field trips, and events along with normal classroom routines that support their education, promote community service, or encourage positive behavior. With the Principal's approval, occasionally, staff, parents and local media cover these events by taking photographs or videos. This may include newspapers, television, websites, or other media production. This also includes our school's website and classroom and club web pages.
By signing below, you agree that you have been notified of the possibility that your son /daughter may be included in photographs or video and authorize the use for public print, display, or broadcast.

Hope-Page School District Student Computer, Internet, and Local Area Network Acceptable Use/User Agreement

I have read the Hope - Page School District Acceptable Use Policy and agree to abide by its rules and guidelines.
Note: All students and employees of Hope-Page District who use a school computer, school inter/LAN connection, or who connect to their school email account authenticated through the Hope-Page District are required to have submitted a User Agreement to the building business office.
Any student violating rules set in Acceptable Use Policy may receive temporary or permanent loss of computer privileges to be determined by the building principal.
Failure to sign a User Agreement deems immediate and permanent loss of privileges.

Google Forms

Please click on this link to sign consent for the following:

PARENTAL CONSENT FOR SCHOOL HEALTH SCREENING PROCEDURES

I give consent to my child (ren) to participate in the health screenings conducted by the County Public Health Nurse. The screening procedures may include Scoliosis, Vision, Hearing, Height, Weight, Blood Pressure, and more.

Bus Rider Conduct Agreement

Students are expected to follow bus procedures to ensure the safety of everyone riding. Students who choose to not follow procedures will lost the privilege of riding the bus for a period of time.

Behavior Procedures Acknowledgement

This acknowledges that you are aware of the behavior expectations for students and where to access that information.