Grand Rapids High School
Student Handbook

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Our handbook has been formatted to provide students and parents with an easy way to access information about our school and its policies. A copy of this handbook and other important school information is available on the high school website which is located at: http://www.isd318.org/grhs .

District Policy Information

Information about district policies is available through the district office (218-327-5700).
The district website can be found at http://www.isd318.org

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PART I - INFORMATION

Arrival and Dismissal Hours

GRHS is supervised by staff from 8:00 until 3:30. Students arriving early may not be supervised. All students are asked to leave the building by 3:30 unless they are participating in extracurricular activities or have arranged with staff to stay after hours for tutoring.

Food in the Classrooms

Students should not bring food or drinks to classrooms unless they are specifically authorized by the teacher. Many teachers allow water bottles, but not pop or other beverages. Be sure to check with your teacher on this issue.

Calendar

The school calendar is adopted annually by the school board. A copy of the school calendar can be found on the school district's website at **http://www.isd318.org/**

Class Assignments

Students are able to access their schedules through parent portal or through the counseling office. Schedule issues can be resolved through the counseling office (218-327-5770). Counselors are assigned alphabetically according to last name.

Communication Devices/Cameras

Students are allowed to use cellular phones between class periods and during their lunch shift. Violations of this policy may result in disciplinary action.

In accordance with Minnesota State High School League rules, cell phone use will not be permitted in locker rooms or restrooms. Cameras are not allowed in the locker room or in any place where there is an expectation of privacy during the school day. Phone use during lockdown or fire drills is not allowed. Students are not permitted to take photographs or video footage of any student or staff without expressed written consent of all parties involved. Any such act may result in disciplinary action as determined by administration.

Concerns & Inquiries

Students, parents/guardians, employees, or other persons may report concerns or inquiries to the school district. Complaints may be either written or oral. School administration will contact the concerned party in order to address issues.

Counseling

(218-327-5770) The counselors are assigned according to your last name. Usually you see the counselor to whom you are assigned. If you prefer, however, you may see another counselor. Students are encouraged to make an appointment with their counselor to discuss academic progress, personal matters, and college and career planning. Significant information will be distributed to juniors and seniors in the classroom during the school year, but individual meetings are encouraged. Appointments may be made in the Counseling Office and a pass obtained from the secretary. Counselors are available from 8:00-3:30 and students are encouraged to make appointments during times they are not in class. The Counseling office contains college and vocational school information and applications, scholarship and financial aid resources and computers to access career and college websites. In addition, assistance is available for job search, resume writing and interviewing. College and military representatives meet with students in the Counseling Conference Room. Visits are posted in the daily announcements and on the school website. Students should sign up and receive a pass in advance from the counseling secretary.

Data Privacy

Personally identifiable student data will not be disclosed from the student's education records without the parent(s) or student's (if 18 years old or older and thus an "eligible student") consent, except to the extent that FERPA and/or the Minnesota Government Data Practices Act authorizes disclosure without consent. One such exception is disclosure to school officials with a legitimate educational interest. A school official is a person employed by the School District as an administrator, supervisor, instructor or support staff; a person serving on the School Board; a person or company with whom the School District has contracted to perform tasks; or a parent or student serving in an official capacity, such as committees or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review and/or access educational data/students records in order to fulfill his or her responsibilities.

1:1 Student Device Plan

Use of school-issued 1:1 devices is an integral tool for learning at Grand Rapids High School. Students are expected to utilize and care for district-issued devices in order to facilitate learning. District 318 recognizes the need for increased awareness of student safety in a technological plan. Every student, staff member, and visitor to our buildings deserves a safe environment. To that end, policies and training will be implemented to ensure safety.

Students will be subject to the filtering of devices both while attending school, and outside of school. The district utilizes a filtering system that regulates which websites students are able to access. Devices will also be equipped with a mobile device management program that will filter access to materials when the devices are taken to public places. Finally, information will be provided to parents that will enable them to set viewing privileges of the devices on their home networks. Students should have no expectation of privacy of materials found on district-owned devices. District 318 staff reserves the right to review both district-issued devices and content stored on devices at any time.

District-issued 1:1 devices are subject to the same district-wide policies of Bullying Prohibition (#514) and Internet Acceptable Use and Safety (#524), including the Digital Image Devices and Other Personal Electronic Devices Policy (#524.5). Any electronic recordings obtained with the device are for instructional/educational purposes and individual use. These electronic recordings may not be shared, published, or re-broadcast for any reason without permission from all individuals in the recording. Misuse of a 1:1 device may result in disciplinary action that could include restriction of access to the device. Discipline will be implemented on a case-by-case basis based on district policy. Student responsibility for care and use of the devices is outlined in the Student Device and Technology Policy.

Directory Information

The *Family Educational Rights and Privacy Act* (FERPA), a federal law, requires that School District 318, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, School District 318 may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow school District 318 to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as wrestling, showing weight and height of team members.

Under Minnesota law, the school district may not designate a student's or parent's home address, telephone number, email address, or other personal contact information as "directory information."

In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education act of 1965* (ESEA) to provide military recruiters, upon request, with three directory information categories - names, addresses and telephone listings - unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. If you do not want School District 318 to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by Oct. 1 of each year.

Eighteen-Year-Old Students

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

Employee Directory

Grand Rapids High School staff can be contacted directly, through voice-activated directory, or by contacting the main office at 218-327-5760. A staff directory and contact information can be found at: http://www.isd318.org/grhs.

Employment Background Checks

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

Equal Access to School Facilities

The school district has created a limited open forum for secondary students to conduct non-curriculum related meetings during non instructional time. The school district will not discriminate against or deny equal access or a fair opportunity on the basis of the religious, political, philosophical, or other content of the speech at such meetings. These limited open forum meetings will be voluntary and student initiated; will not be school sponsored; employees or agents of the school will be present at religious

meetings only in a non-participatory capacity; the meetings will not interfere with the orderly conduct of educational activities within the school; and non-school persons will not direct, control, or regularly attend activities of student groups. All meetings under this provision must follow the procedures established by the school district.

Fees

Materials that are part of the basic educational program are provided with state, federal, and local funds at no charge to a student. Students are expected to provide their own pencils, paper, erasers, and notebooks. Students may be required to pay certain other fees or deposits, including (not an inclusive list):

- Cost for materials for a class project that exceeds minimum requirements and is kept by the student.
- Security deposits for the return of materials, supplies, or equipment.
- Field trips considered supplementary to the district's educational program.
- Admission fees or costs to attend or participate in optional extracurricular activities and programs.
- Voluntarily purchased student health and accident insurance.
- Use of musical instruments owned or rented by the school district.
- Transportation of students to and from optional extracurricular activities or post-secondary instruction conducted at locations other than school.

Students should expect to be charged for textbooks, workbooks, and library books that are lost or destroyed. The school district may waive a required fee or deposit if the student and parent/guardian are unable to pay. For more information, contact the high school office.

Fundraising

All fundraising activities conducted by student groups and organizations and/or parent groups must be approved in advance. Applications for fundraisers are available through the GRHS Activities Office. Participation in non-approved fundraising activities is a violation of school district policy. Solicitations of students or employees by students for nonschool-related activities will not be allowed during the school day.

Gifts to Employees

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

Graduation Ceremony

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

Interviews of Students by Outside Agencies

Persons other than a student's parents/guardians, school district officials, or community agencies conducting investigations except as provided by law and/or school policy may not interview students during the school day.

Library and Media Center

The library/media center is open from 8:25 until 3:06. Students may use the library/media center during the school day and before and after school only when a supervisor is present. Students using the library during the school day are required to have a pass which they can obtain from one of their teachers. Students are required to check out and return to their classroom prior to the end of the hour.

Meals

GRHS is a closed campus and students are not allowed to leave campus for meals. Meals are to be eaten in designated areas only. Meal times vary by classroom. Students will be notified of their assigned meal time on the first day of school. Students may receive a lunch at school or bring a prepared lunch from home. Food delivery services are prohibited. Milk will be available for purchase to supplement lunches brought from home.

Messages to Students

Students may use office and classroom telephones with permission, and at staff discretion. Students will not be called out of class to receive phone messages except in the event of an emergency. Personal cell phone use during the instructional day is only allowed between class periods and during a student's lunch period.

Nondiscrimination

The school district is committed to inclusive education and providing an equal educational opportunity for all students. The school district does not discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability (or fail to ensure physical and program access for disabled persons), sexual orientation, including gender identity and expression, or age in its programs and activities. The school board has designated the Director of Human Resources (218-327-5708) as the district's Title IX Coordinator and as the Americans with Disabilities Act (ADA) coordinator.

Notice of Violent Behavior by Students

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

Parent and Teacher Conferences

Parent and teacher conferences will be held during the fall semester. For more information, contact the building principal.

Parent Volunteers

Parents/guardians are welcome in the schools. To volunteer in the school building or classroom, parents/guardians should contact a building principal. Parents/guardians who visit the school should sign in at the main office and receive a visitor's pass**.** For the security of our students, visitors are required to sign in and out of the building.

Pledge of Allegiance

Students will recite the Pledge of Allegiance to the flag of the United States of America once a week. Any person who does not wish to participate in reciting the Pledge of Allegiance for any personal reason may elect not to do so. Students must respect another person's right to make that choice. Students will also receive instruction in the proper etiquette toward, correct display of, and respect for the flag.

Prom/Snowball/9th Grade Dance

Students should expect to show their school-issued identification cards in order to gain entrance to school dances, as well as other functions where staff requires knowledge of student attendance. Juniors and Seniors are able to attend prom; 10th grade students may accompany Juniors and Seniors as a *guest*. Ninth grade students are not allowed to attend prom. Only 9th grade GRHS students are allowed to attend the ninth grade dance. Snowball is open to students in grades 10, 11 or 12. Any student requesting a guest to attend a school related dance is required to complete a "Guest Request/Permit" form two (2) weeks prior to the event. Outside guests cannot be over the age of 20, and must meet the grade requirements signified above.

Public and Media Information/Opt-Out Form ISD No. 318, Grand Rapids, Minnesota

Our schools are an important part of community life; and as such, the school district and its students deserve a certain amount of attention whether through the media or in conjunction with school district approved web pages. Special events regularly take place at, and in school; we would like to share these activities with the community and other school district patrons through news releases, photographs, videos, other electronic means, and/or on the school district's approved web pages. Often, these news releases and web pages are accompanied by pictures of students taken by school staff, newspaper or media personnel, or other individuals authorized and approved by the school district.

ISD 318's website was established to provide a learning experience for students and staff and an opportunity to communicate with parents, community and other internet users about learning activities and extra ISD 318 pro-curricular activities. The web site provides information about school and activities, including photographs of school events and special awards. School district policy requires that students receiving special services not be included. It is anticipated that the majority of any photographs or video will be of a group nature. Any individual photographs will be discreet. The only exceptions to the above procedure and policy would be with regard to college recruitment, senior pictures, graduation announcements, school related yearbook, drama playbills, and sport activity sheets and programs, etc. The school district will follow the aforementioned procedure, as it considers this information, photographs, videos and other technology showing likenesses of students and student activities to be property interests of the school district. However, should a parent/guardian choose and elect to opt-out by giving a blanket denial of permission for the intended uses contemplated above with regard to your student, parents/guardians must clearly indicate by filling out a media exclusion form and provide a signature stating no permission is given for the use of your student's likeness for any of the intended purposes. The school district will make all reasonable efforts to respect your request and desire. Should parents/guardians fail to sign this document and have it submitted to the school district offices by October 1st of each school year, the school district will proceed in accordance with its normal policies and procedures.

Schedules

Bell Schedule:

Class Period	Time	Duration
1st Hour	8:25-9:10	45 Minutes
2nd Hour	9:15-10:00	45 Minutes
3rd Hour	10:05-10:50	45 Minutes
“A” Lunch 4th Hour Advisory	10:50-11:15 11:20-12:05 12:05-12:35	25 Minutes 45 Minutes 30 Minutes
Advisory “B” Lunch 4th Hour	10:55-11:20 11:20-11:45 11:50-12:35	25 Minutes 25 Minutes 45 Minutes
4th Hour “C” Lunch Advisory	10:55-11:40 11:45-12:08 12:10-12:35	45 Minutes 23 Minutes 25 Minutes
Advisory 4th Hour “D” Lunch	10:55-11:20 11:20-12:10 12:10-12:35	25 Minutes 50 Minutes 25 Minutes
5th Hour	12:40-1:25	45 Minutes
6th Hour	1:30-2:15	45 Minutes
7th Hour	2:20-3:05	45 Minutes

Two-Hour Late Start Schedule

Class Period	Time	Duration
1st Hour	10:25-10:50	25 Minutes
“A” Lunch 4th Hour Advisory	10:50-11:15 11:20-12:05 12:05-12:30	25 Minutes 45 Minutes 25 Minutes
Advisory “B” Lunch 4th Hour	10:55-11:20 11:20-11:45 11:45-12:30	25 Minutes 25 Minutes 45 Minutes
4th Hour “C” Lunch Advisory	10:55-11:40 11:40-12:05 12:05-12:30	45 Minutes 25 Minutes 25 Minutes
Advisory 4th Hour “D” Lunch	10:55-11:20 11:20-12:05 12:05-12:30	25 Minutes 45 Minutes 25 Minutes
2nd Hour	12:35-1:00	25 Minutes
3rd Hour	1:05-1:30	25 Minutes
5th Hour	1:35-2:00	25 Minutes
6th Hour	2:05-2:30	25 Minutes
7th Hour	2:35-3:05	30 Minutes

PM Program Schedule

Class Period	Time	Duration
1st Hour	8:25-8:55	30 Minutes
2nd Hour	9:00-9:30	30 Minutes
3rd Hour	9:35-10:05	30 Minutes
5th Hour	10:10-10:40	30 Minutes
"A" Lunch 4th Hour Advisory Advisory "B" Lunch 4th Hour 4th Hour "C" Lunch Advisory Advisory 4th Hour "D" Lunch	10:45-11:10 11:15-12:00 12:00-12:25 10:45-11:10 11:10-11:35 11:40-12:25 10:45-11:30 11:30-11:55 12:00-12:25 10:45-11:10 11:10-11:55 12:00-12:25	25 Minutes 45 Minutes 25 Minutes 25 Minutes 25 Minutes 45 Minutes 45 Minutes 25 Minutes 25 Minutes 25 Minutes 45 Minutes 25 Minutes
6th Hour	12:30-1:00	30 Minutes
7th Hour	1:05-1:35	30 Minutes
PM Program	1:45-3:05	80 Minutes

School Activities

The school district provides opportunities for students to pursue special interests that contribute to their physical, mental, and emotional health; however, instruction is the school district's priority.

Students who participate in school-sponsored activities are expected to responsibly represent the school and community. All rules pertaining to student conduct and student discipline apply to school activities.

All spectators at school-sponsored activities are expected to behave appropriately. Students and employees may be subject to discipline and parents/guardians and other spectators may be subject to sanctions for inappropriate, illegal, or unsportsmanlike behavior at these activities or events.

The Grand Rapids School District is a member of the Minnesota State High School League (MSHSL). Students who participate in MSHSL activities must also abide by the MSHSL rules. The district will enforce all MSHSL rules during the school year and in the summer where applicable.

Employees who conduct MSHSL activities will cover applicable rules, penalties, and opportunities with students and parents/guardians prior to the start of an activity. For more information about the MSHSL rules and student eligibility requirements, contact the activities director (218-327-5765).

School Closing Procedures

School may be delayed or canceled when the superintendent believes the safety of students and employees is threatened by severe weather or other circumstances. The superintendent will make a decision about closing school or school buildings as early in the day as possible. School closing announcements will be made over local radio and television stations as well as www.isd318.org.

School Song

RAPIDS ROUSER
Joyous and ever loyal
Let us boost for Rapids High
Let every heart sing,
Let every voice ring,
There's no time to grieve or sigh.
U--RA---RAH!!
Onward our hearts pursuing,
May your ardor never die,
And united we all will boost
For **Grand Rapids High!!**

Searches

In the interest of student safety and to ensure that schools are drug free, district authorities may conduct searches. Students violate school policy when they carry contraband on their person or in their personal possessions or store contraband in their desks, lockers, or vehicles parked on school property. "Contraband" means any unauthorized item, the possession of which is prohibited by school district policy and/or law. If a search yields contraband, school officials will seize the item(s) and, where appropriate, give the item(s) to legal officials for ultimate disposition. Students found to be in violation of this policy are subject to discipline in accordance with the school district's "Student Discipline" policy, which may include suspension, exclusion, expulsion, and, when appropriate, the student may be referred to legal officials.

Lockers and Personal Possessions Within a Locker

According to state law, school lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant.

Students' personal possessions within a school locker may be searched only when school officials have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as possible after the search of a student's personal possessions, the school officials will provide notice of the search to students whose lockers were searched, unless disclosure would impede an ongoing investigation by police or school officials.

Personal Possessions and Student's Person

The personal possessions of a student and/or a student's person may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law or school rules. The search will be reasonable in its scope and intrusiveness.

Vehicles on Campus

Patrols and Inspections

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

Search of the Interior of a Student's Motor Vehicle

The interior of a student's motor vehicle in a school district location, including the glove and trunk compartments, may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. The search will be reasonable in its scope and intrusiveness. Such searches may be conducted without notice, without consent, and without a search warrant. A student may be subject to withdrawal of parking privileges and to discipline if the student refuses to open a locked motor vehicle or its compartments under the student's control upon the request of a school official.

Student Identification Cards

All students will be issued an identification card at GRHS. Students are expected to have ID cards with them for admission to school events.

Student Publications and Materials

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

Distribution of Non-school-Sponsored Materials on School Premises

The school district recognizes that students and employees have the right to express themselves on school property. This protection includes distributing non-school-sponsored material, subject to school district regulations and procedures, at a reasonable time and place and in a reasonable manner. For detailed information, contact school administration or refer to district policy.

School-Sponsored Media

School district policy 512 sets forth the rights and responsibilities of student journalists. Student media advisers shall supervise student journalists to ensure compliance with the law and school district policies. Students producing school-sponsored media and participating in school activities will be under the supervision of a student media adviser and the school principal. Expression in school sponsored media or school-sponsored activity is prohibited when the material:

1. is obscene to minors;
2. is defamatory;
3. is profane, harassing, threatening, or intimidating;
4. constitutes an unwarranted invasion of privacy;
5. violates federal or state law;
6. causes a material and substantial disruption of school activities;
7. is directed to inciting or producing imminent lawless action on school premises or the violation of of lawful school policies or rules, including a policy adopted in accordance with Minnesota Statues, section 121A.03 or 121A.031;
8. advertises or promotes any product or service not permitted for minors by law;
9. advocates sexual, racial, or religious harassment or violence or prejudice; or
10. is distributed or displayed in violation of time, place, and manner regulations.

Expression in school-sponsored media or school-sponsored activity is subject to editorial control by the school district over the style and content when the school district's actions are reasonably related to legitimate pedagogical concerns. School-sponsored media may be distributed at reasonable times and locations.

Student Records

Student records are classified as public, private, or confidential. State and federal laws protect student records from unauthorized inspection or use and provide parents/guardians and eligible students with certain rights. For the purposes of student records, an "eligible" student is one who is 18 or older or who is enrolled in an institution of post-secondary education. A complete copy of the school district's "Protection and Privacy of Pupil Records" policy may be obtained at the Grand Rapids Area Schools District Educational Services Center.

Student Surveys

Occasionally, the school district utilizes surveys to obtain student opinions and information about students. For complete information on the rights of parents/guardians and eligible students about conducting surveys, collection and use of information for marketing purposes, and certain physical examinations, please refer to the school district's "Student Surveys" policy. It may be obtained at the Grand Rapids Area Schools District Educational Services Center. .

Transportation of Public School Students

The school district will provide transportation, at the expense of the school district, for all resident students who live three fourths of a mile or more from the school. Transportation will be provided on all regularly scheduled school days or make-up days. Transportation will not be provided during the summer school break, except in certain circumstances. The school district will not provide transportation for students whose transportation privileges have been revoked or have been voluntarily surrendered by the students' parents or guardians.

Extracurricular Transportation

The school district may provide transportation for students to and from extracurricular activities. To the extent the school district provides extracurricular transportation, the district may charge a fee for transportation of students to and from extracurricular activities and optional field trips at locations other than school.

Video and Audio Taping

School Buses

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

Places Other Than Buses

The school district buildings and grounds may be equipped with video cameras. Video surveillance may occur in any school

district building or on any school district property.

Yearbook Pictures

Senior yearbook pictures may be omitted if containing the following items:

- Props such as cars/vehicles/boats, musical instruments, sports equipment, etc.
- Face paint, costumes, or accessories
- Weapons of any kind, including rifles, shotguns, knives, etc.
- Group photos

PART II - ACADEMICS

Alternative Educational Opportunities

Some students may be at risk of not completing their educational programs. The school district provides alternative learning options for students who are at risk of not succeeding in school. Students and parents/guardians with questions about these programs should contact the building principal.

Cheating and Plagiarism

Cheating and plagiarism are prohibited. Students who cheat or commit plagiarism on any test or assignment may be given a failing grade for that test or assignment and will be addressed in accordance with the school's student discipline policy.

Class Rank/Academic Standing

Class rank for seniors will be calculated using the cumulative GPA after the 1st semester of senior year. The top five ranked students will be collectively recognized at the graduation ceremony in no particular order.

Early Graduation

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

Pass/Fail Courses

In extenuating circumstances or in the face of a personal hardship, counselors and families, in conjunction with administrative approval, may be allowed students to take a course as pass/fail. Pass/Fail grades will not raise a student's GPA or class rank.

Extended School Year Opportunities

The school district provides extended school year opportunities to a student who is the subject of an Individualized Education Program (IEP) if the student's IEP team determines the services are necessary during a break in instruction in order to provide a free and appropriate public education. For more information on extended school year opportunities for students with an IEP, contact the Special Education Office (218-327-5705).

Field Trips

Field trips may be offered to supplement student learning. Students who elect to participate in school field trips may be charged. Students will not be required to pay for instructional trips that take place during the school day, relate directly to a course of study, or emphasize student participation.

Grades

Students' grades will be reported on both a mid-quarter, and quarterly basis during the year. Report cards will be available after each semester on Parent Portal for review. Parent Portal is a very useful tool to monitor a student's academic and behavioral records. Parents without access to the internet may request paper mailings of their student's report cards through the main office 218-327-5760.

Graduation Requirements

Course Credits Required

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

Minnesota Academic Standards		
Subject Area	**Credits**	**Explanation**
Language Arts	4	Must be sufficient to satisfy all academic standards in the English language arts
Mathematics	3	Must be sufficient to satisfy all of the academic standards in mathematics
Science	3	Must include one credit to satisfy all the earth and space science standards for grades 9 through 12, one credit to satisfy all the life science standards for grades 9 through 12, and one credit to satisfy all the chemistry or physics standards for grades 9 through 12
Social Studies	3½	Must encompass at least United States history, geography, government and citizenship in either 11 or 12 for students beginning in grade 9 in the 2025-2026 school year and later or an advanced placement, international baccalaureate or other rigorous course on government and citizenship under Minnesota Statutes, section 120B.21, subdivision1a, and a combination of other credits encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies
Arts	1	Must be sufficient to satisfy all of the academic standards in the arts.
Elective Courses	7	(.5 must include personal finance in grade 11, or 12)

School District Required and Elective Standards

In order to receive a diploma, students must successfully complete at least 23 credits and comply with the following high school level course requirements:

- Additional ISD 318 requirements: 1.5 credits
    - Physical Education: 1 credit that satisfy the state standards in physical education
    - Health: .5 credit that satisfy the state standards in health.
    - College and Career Readiness

Total Credits needed to Graduate from ISD 318: **21.5** State required credits + **1.5** ISD 318 Required credits = **23 credits**

Homework/Makeup Work

Each teacher creates homework assignments for their respective classes. The amount of homework varies by teacher and subject area. The school district asks for parents/guardians to encourage their students to complete homework thoroughly and promptly. Absences require make-up work that may be assigned by the teacher. The responsibility for completing this work rests with the student. It must also be understood that a large part of what happens in the classroom cannot be made up and is lost education due to absenteeism whether excused or unexcused. Detailed information regarding individual course requirements and homework procedures are distributed to students at the beginning of each course.

Honor Graduates

Students graduating with a 3.5 grade point average (GPA) will be designated as Honor Graduates and will be allowed to wear a gold cord during graduation ceremonies, and an asterisk will appear before their name in the Commencement Program. Students who graduate with a 3.75 GPA will be designated as having graduated with High Honors and will wear a gold cord at graduation, and two asterisks will appear before their name. The only GPA used to calculate this honor will be the cumulative GPA after first semester of a graduate's senior year.

Promotion and Retention

All students are expected to earn about six credits per year during grades nine through twelve. Grade standing is based on credits

earned and not on the number of years attended. Retention of a student may be considered when professional staff and parents/guardians feel that it is in the best interest of the student. The superintendent's decision will be final. The district has a variety of services to help students succeed in school. For more information contact the building principal.

Post-Secondary Enrollment Options

Eleventh and twelfth grade students may apply to enroll in Post-Secondary Enrollment Options (PSEO) and other advanced enrichment programs; contact GRHS's Counseling office or refer to the school website for more information on academic programming options. Qualifying credits granted to a student through a PSEO course or program will be counted toward the graduation and credit requirements of the state academic standards. Interested students must fill out an application form and submit it to the counseling office **October 30th** or by **May 30th** to indicate the pupil's intent to enroll in postsecondary courses during the following academic term. A pupil is bound by notifying or not notifying the district by October 30th or May 30th. Institutions of higher education will have their own criteria and deadlines which must be met. Minnesota North College - Itasca requires a 3.0 GPA for juniors and a 2.5 for seniors. Students must meet minimum standards in the placement test. Weighted grades will not be awarded to any PSEO courses. The application form must be signed by the student and his/her parent or guardian. Students wishing to take a PSEO course should contact their counselor.

Parent Right to Know

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

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

In addition, the school district will provide parents with information as to the level of achievement of their child in each of the state academic assessments. The school district will provide notice to parents if their child has been assigned to, or taught for four or more consecutive weeks by, a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

Standards-Based Accountability Assessments

The Minnesota Comprehensive Assessments (MCAs) are statewide tests in mathematics, reading, and science that help districts measure student progress toward Minnesota's academic standards and meet the requirements of the Elementary and Secondary Education Act (ESEA).

Parents/guardians have a right to not have their student participate in state-required standardized assessments. Minnesota Statutes require the Minnesota Department of Education to provide information about statewide assessments to parents/guardians and provide a form to complete if they refuse to have their student participate. This form follows on the next page and includes an area to note the reason for the refusal to participate. The refusal form must be submitted annually to the building principal and can be found on the ISD 318 website under the Teaching and Learning tab, go to Assessments and Testing.

DEPARTMENT OF EDUCATION

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. When all students participate in statewide assessments, schools and educators have more information to see how all students are doing. This helps schools continuously improve the education they provide and 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 (MCAs)
MCA and the alternate assessments (Minnesota Test of Academic Skills (MTAS)/Alternate MCA) are annual assessments in reading, mathematics, and science that provide a snapshot of student learning aligned to 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 may use MCA results for:

- Postsecondary Enrollment Options (PSEO) enrollment eligibility 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 EL services.

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 following page. Contact your student's school to learn more about locally required assessments.

Updated March 2026

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 from EL services.
- School and district assessment results will be incomplete, making it more difficult to have an accurate picture of student learning.
- Certain statewide assessment calculations include all eligible students, including those who do not participate. Non-participation impacts accountability results, which may affect the school's ability to be identified for support or recognized for success.

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

Explore the Statewide Testing page for more information.

(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 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: _____ Middle Initial: _____ Last Name: _____

Date of Birth: _____ Current Grade in School: _____ Student ID Number (if known): _____

School: _____ District: _____

Parent/Guardian Name (print): _____

Parent/Guardian Signature: _____ Date: _____

Reason for Refusal: _____

Please indicate the statewide assessment(s) your student will not participate in this school year:

☐ Reading MCA/Alternate MCA ☐ Science MCA/Alternate MCA

☐ Mathematics MCA/MTAS ☐ WIDA ACCESS/WIDA Alternate ACCESS

Contact your school or district for more information on participation decisions for local assessments.

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

Updated March 2026

Summer School
ISD 318 may provide summer school learning opportunities. For more information, contact the counseling office (327-5770).

Transcripts
Grand Rapids High School transcripts are available online through Parchment. Requests for transcripts can be made through http://isd318.org/Page/149. Questions about transcripts should be directed to the GRHS counseling office at 218-327-5770.

Academic Eligibility
Students involved in sports or activities must attend the entirety of the school day in order to be eligible for practice, games, or events. Either the Activities Director or a school principal must approve exceptions to the Academic Eligibility policy. Students involved in GRHS sports and activities must remain in good standing with respect to academics, behaviors, and school attendance.

Specifically, students must:

- Maintain passing grades
- Avoid discipline referrals and abide by program behavioral and character expectations
- Demonstrate attendance habits in keeping with those outlined in the GRHS student handbook

In the event students struggle to meet these expectations, students may be asked to sign a contract designed to offer support with remediating academic, behavioral, or attendance indiscretions.

The Activities Director will set student release times when students must leave school early to participate in extracurricular activities (e.g., games, events, competitions, etc.). Students are expected to attend the entirety of the school day until the specified release time.

PART III – RULES AND DISCIPLINE

Attendance
Regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability.

What should you do if you are absent?
On the day of your absence, preferably in the morning, you must have a parent or guardian call school to excuse the absence (218-327- 5767).

Leaving School
Students must have parent/guardian permission to leave school for any reason; students must sign out at the main office before leaving. If students leave school for any reason without notifying the office, and/or without signing out prior to leaving, student absences will be recorded as unexcused. Students that leave the building without being excused by the main office will be subject to disciplinary action at the discretion of school administration.

Appointment Reminder
If you know you have an appointment, you must stop at the attendance window and pick up a pass. If you are expecting a parent/guardian to make an appointment, please stop at the attendance window to check. Appointment passes are not sent to a student in class unless it is a last minute appointment and the student is not aware of it. Appointments may be exempted upon submission of a note from a healthcare provider.

Attendance Policy
All absences will count toward absence limits; the only exceptions are those absences categorized as exempt. Parents or guardians are encouraged to monitor their student's attendance through Parent Portal or by calling the attendance secretary. Credit earned by students at Grand Rapids High School can be considered unearned if the student demonstrates chronic absenteeism; in such circumstances, student schedules may be adjusted. Any student losing credit based upon attendance has the opportunity to appeal to a committee no later than five school days after the notification.

Types of Absences
A. Exempt Absences:

- Verified medical appointment (i.e., doctor, dentist, optical, therapy appointments)
- Verified doctors note for illness
- School-sponsored activities
- Outside supported activities (Request an advance absence form)
- Court/Legal
- Funeral - immediate family only

All other absences count toward student absence totals. It is important to note that the final determination of whether or not a student is excused is a decision made by the school.

B. Unexcused Absences

- Not classified in the exempt or excused policy
- Absence which has not been verified/approved by the school or parent/guardian
- Leaving campus without following proper checkout procedures.
- Un-communicated absences
- Personal transportation issues
- Oversleeping

Absence Communication Protocol:
Parents/Guardians must give their student permission for any absence from school. This permission must be given in advance or on the day of the absence. Otherwise, the absence may be considered unexcused.

Truancy
Truancy from even one hour of class will be considered an unexcused absence. The parents will be notified and the student may receive additional consequences. A child under 17 years of age must attend school (Minnesota Statute 120A.22, Subd. 5). A child 17 years of age may not drop out of school without the permission of their parents (Minnesota Statute 120A.22, Subd. 8). A student demonstrating chronic truancy issues may be referred to GRHS's Truancy Prevention Specialists to institute truancy interventions aimed at improving school attendance. Every time a student is tardy three times (to a particular class) it will be considered an unexcused absence.

Tardiness
Tardiness in excess of 10 minutes will be treated as unexcused absences. Getting to class on time is essential for the learning process. Being late to class reflects a lack of respect for the teacher and the other students in the classroom. Classroom teachers are responsible for defining their expectations regarding tardiness/attendance. This includes informing students when they have been marked tardy.

Chronic Absenteeism
Any student who misses 10% or more of the school year is considered to be chronically absent. This could be for any reason, and oftentimes puts students at risk academically. In order to best serve our students, parents are advised to provide Grand Rapids High School with any doctor/treatment notes, as well as to communicate with Grand Rapids High School any conditions that may cause their student(s) to experience chronic absenteeism.

Participation in Activities
A student must attend school a full school day in order to be allowed to participate in after school activities that day. If a student misses any part of the school day with an excused absence, they may be allowed to participate if:

1. The absence was approved in advance by school administration OR
2. Permission was received from school administration and/or Activities Director upon returning to school

A student must be in good standing academically, behaviorally, and demonstrate regular school attendance to participate in extracurricular activities. In addition to meeting the MSHSL eligibility requirements for participation, the administration reserves the right to limit participation by students deemed not to be making adequate progress toward graduation.

Request for Advance Absence Review Form:
If your student is involved in an activity that is not sponsored by the school this form may be filled out requesting the absence(s) be exempt (Example 4-H, dance, missions trip, skiing, archery, etc.) A total of five absences per semester may be granted if this form is filled out in advance and is approved by a principal. Any additional days will be marked as excused rather than exempt.

Bullying Prohibition Policy (Ref. ISD318 Policy 514)

A. An act of bullying, by either an individual student or a group of students, is expressly prohibited on school premises, on school district property, at school functions or activities, or on school transportation. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct at any time or in any place constitutes bullying or other prohibited conduct that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student or other students, or materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges. This policy also applies to an act of cyberbullying regardless of whether such act is committed on or off school district property and/or with or without the use of school district resources.

B. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate bullying.

C. Apparent permission or consent by a student being bullied does not lessen or negate the prohibitions contained in this policy.

D. Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.

E. False accusations or reports of bullying against another student are prohibited.

F. A person who engages in an act of bullying, reprisal, retaliation, or false reporting of bullying or permits, condones, or tolerates bullying shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures, including the school district's discipline policy. The school district may take into account the following factors:

1. The developmental ages and maturity levels of the parties involved;
2. The levels of harm, surrounding circumstances, and nature of the behavior;
3. Past incidences or past or continuing patterns of behavior;
4. The relationship between the parties involved; and
5. The context in which the alleged incidents occurred.

G. The school district will act to investigate all complaints of bullying reported to the school district and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor or other employee of the school district who is found to have violated this policy. Consequences for students who commit prohibited acts of bullying may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion. The school district shall employ research-based developmentally appropriate best practices that include preventative and remedial measures and effective discipline for deterring violations of this policy, apply throughout the school district, and foster student, parent, and community participation.

Buses - Conduct on School Buses and Consequences for Misbehavior

Riding the school bus is a privilege, not a right. The school district's general student behavior rules are in effect for all students on school buses, including nonpublic and charter school students. The school district will not provide transportation for students whose transportation privileges have been revoked.

The school district is committed to transporting students in a safe and orderly manner. To accomplish this, student riders are expected to follow school district rules for waiting at a school bus stop and rules for riding on a school bus.

While waiting for the bus or after being dropped off at a school bus stop, all students must comply with the following rules:

- Get to the bus stop five minutes before your scheduled pick up time. The school bus driver will not wait for late students. Respect the property of others while waiting at the bus stop.
- Keep your arms, legs, and belongings to yourself.
- Use appropriate language.
- Stay away from the street, road, or highway when waiting for the bus.
- Wait until the bus stops before approaching the bus.
- After getting off the bus, move away from the bus.
- If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
- No fighting, harassment, intimidation, or horseplay.
- No use of alcohol, tobacco, or drugs.

While riding a school bus, all riders must comply with the following rules:

- Follow the driver's directions at all times.
- Remain seated facing forward while the bus is in motion.
- Talk quietly and use appropriate language.
- Keep all parts of your body inside the bus.
- Keep arms, legs, and belongings to yourself and out of the aisle.
- No fighting, harassment, intimidation, or horseplay.
- Do not throw any object.
- No eating, drinking, or use of alcohol, tobacco, or drugs.
- Do not bring any weapons or dangerous objects on the school bus.
- Do not damage the school bus.

Consequences for school bus/bus stop misconduct will be imposed by the school district under adopted administrative discipline procedures. All school bus/bus stop misconduct will be reported to the school district's transportation safety director. Serious misconduct may be reported to local law enforcement.

Cell Phones and Other Personal Electronic Communication Devices

Students are prohibited from using cell phones and other personal electronic communication devices during the instructional day except during passing times between class hours and during their lunch. Student use of cell phones or electronic devices in the classroom will be prohibited. Students also are prohibited from using a cell phone or other electronic communication device to engage in conduct prohibited by school district policies including, but not limited to, cheating, bullying, harassment, malicious and sadistic conduct. If the school district has a reasonable suspicion that a student has violated a school rule or law by use of a cell phone or other electronic device, the school district may search the device. The search of the device will be reasonably related in scope to the circumstances

justifying the search. Students who use an electronic device during the school day and/or in violation of building or school district policies and procedures may be subject to disciplinary action pursuant to building or the school district's policies and procedures. In addition, a student's cell phone or electronic device may be confiscated by the school district and, if applicable, provided to law enforcement. Cell phones or other electronic devices that are confiscated and retained by the school district will be returned in accordance with school building procedures. Use of devices with photo capabilities are prohibited in locker rooms and restrooms. Finally, external speakers (e.g., Bluetooth speakers, amplified stereo devices, etc.) are not permitted at any time.

In addition, non-consensual photographing and video recording of students and/or staff without express consent is prohibited. In the event consent to record is given, students may not record:

A. Actions or events disruptive to the school activities
B. Actions relating to the physical, social, or emotional harm of any peer or adult
C. Non-educational events or activities

Any such act may result in appropriate disciplinary action as determined by school administration. In addition, personal electronic devices may not be used during fire, or lockdown situations.

Discipline

Misbehavior by one student can disrupt the learning process for many other students. In addition, students must learn to practice good safety habits, value academic honesty, respect the rights of others, and obey the law. Students may be questioned to determine if disciplinary action is required. Students are required to cooperate in all disciplinary investigations. Failure to do so may result in disciplinary action. Suspected criminal information will be referred to law enforcement. The table below illustrates disciplinary measures that may be taken by school officials in response to behavioral indiscretions. Decisions regarding disciplinary action are made at the discretion of school administration. Please note that it is impossible to list every behavior that would be unacceptable, as well as to account for every eventuality or potential behavioral indiscretion. In some situations, the principal may institute in-school suspension (ISS).

Behavior	Consequence	Behavior	Consequence
Alcohol or Drug Use/Possession	Disciplinary Action at Administration Discretion; Possible detention, ISS, or OSS; Referral to Law Enforcement	Theft	Disciplinary Action at Administration Discretion; Possible detention, ISS, or OSS; Referral to Law Enforcement
Disruptive Conduct	Restorative Resolution; Parent/Guardian Meeting; Additional Consequences as Necessary; Disciplinary Action at Administration Discretion	Tobacco Use/Possession	Disciplinary Action at Administration Discretion; Possible detention, ISS, or OSS; Referral to Law Enforcement
Fighting/Assault	Disciplinary Action at Administration Discretion; Possible detention, ISS, or OSS; Referral to Law Enforcement	Vandalism	Disciplinary Action at Administration Discretion; Possible detention, ISS, or OSS; Restitution; Referral to Law Enforcement
Insubordination	Restorative Resolution; Parent/Guardian Meeting; Additional Consequences as Necessary; Disciplinary Action at Administration Discretion	Violation of Harassment/ Discrimination Policy	Disciplinary Action at Administration Discretion; Possible detention, ISS, or OSS; Referral to Law Enforcement
Misuse of Technology	Restorative Resolution; Parent/Guardian Meeting; Additional Consequences as Necessary; Disciplinary Action at Administration Discretion	Weapon Possession	Referral to Law Enforcement; Change of Academic Placement

Dress and Appearance

Students are encouraged to be dressed appropriately for school activities and in keeping with community standards.

Appropriate clothing includes, but is not limited to, the following:

- Clothing appropriate for the weather.
- Clothing that does not create a health or safety hazard.
- Clothing appropriate for the activity (i.e., In Physical Education classes or any other classroom activity for a particular day).
- Hair, including but not limited to hair texture and hair styles such as braids, locks, and twists.

Inappropriate clothing includes, but is not limited to, the following:

- Clothing that does not appropriately cover the body and may be contrary to accepted community standards.
- Clothing bearing a message that is lewd, vulgar, or obscene.
- Apparel promoting products or activities that are illegal for use by minors.
- Objectionable emblems, badges, symbols, signs, words, objects, or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, evidences gang membership or affiliation, or approves, advances, or provokes any form of religious, gender, racial, or sexual harassment and/or violence against other individuals as defined in school district policy.
- Any apparel or footwear that would damage school property.
- Headgear, including hats, bandanas, or head coverings, is not to be worn in the building except with the approval of the building principal (e.g., student undergoing chemotherapy, medical situations or student religious practice or belief).

If the administration believes a student's appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities or poses a threat to the health or safety of the student or others, the student will be directed to make modifications, be assigned detention or will be sent home for the day. Repeated dress code violations may result in detention and or suspension. A parent or guardian will be notified.

Drug-Free School and Workplace

The possession or use of alcohol, controlled substances, toxic substances, medical cannabis, nonintoxicating cannabinoids, and edible cannabinoid products are prohibited at school or in any other school location before, during, or after school hours. Paraphernalia associated with controlled substances also is prohibited. The school district will discipline or take appropriate action against anyone who violates this policy.

District policy is not violated when a person brings a controlled substance that has a currently accepted medical treatment use onto a school location for personal use if the person has a physician's prescription for the substance except marijuana is not allowed on school property even if prescribed. Students who have prescriptions must comply with the school district's 'Student Medication' policy. The school district will provide an instructional program in every elementary and secondary school on chemical abuse and the prevention of chemical dependency.

Harassment and Violence Prohibition

The school district strives to maintain a learning and working environment that is free from harassment and violence on basis of race, color, creed, religion, national origin, sex identity, gender, age, and marital status, status with regard to public assistance, sexual orientation, or disability. The school district prohibits any form of harassment or violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, and familial status, status with regard to public assistance, sexual orientation, or disability. The policy may be viewed at: www.isd318.org.

Hazing Prohibition

Hazing is prohibited. No student will plan, direct, encourage, aid, or engage in hazing. Students who violate this rule will be subject to disciplinary action pursuant to the District Policy 506.

Internet Acceptable Use and Safety Policy

All school district students have conditional access to the school district's computer system, including Internet access for educational purposes, including use of the system for classroom activities, educational research, and professional and career development. Use of the school district's system is a privilege, not a right. Unacceptable use of the school district's computer system or the Internet may result in disciplinary action, payments for damages and repairs, discipline under other appropriate school district policies – including, but not limited to a parent/guardian meeting, suspension, expulsion; or civil or criminal liability under other applicable laws.

A copy of the district's Internet Use and Safety Student and Parent Agreements is available on the district's web site. The Internet Use and Safety Student and Parent Agreements for students must be reviewed by the parent or guardian and the supervising teacher. Forms are to be returned if the parent or guardian wants their student to have limited or no access to the Internet.

Law For 18 Year-Old Students

The Minnesota State MSA 120.06 reads as follows: "The Board of Education of any school district shall provide free educational services to any person between the ages of 18-21 years and may require of that person adherence to rules and regulations applicable to students under the age of 18." This mandates that all students regardless of age must adhere to the policy of the school.

Parking on School District Property

Students

ISD 318 allows limited use and parking of motor vehicles by students in school district locations subject to the following rules:

- Parking a motor vehicle on school property during the school day is a privilege; ISD 318 provides busing services for all enrolled students

- Parking is permitted in designated areas only, by permit. For information, contact the main office (218-327-5760).
- Students are not permitted to use motor vehicles during the school day in any school district locations unless permission has been granted by a building principal.
- Students that leave campus without permission in a vehicle will lose their parking privilege and are subject to disciplinary action.
- Students are permitted to use motor vehicles on the high school campus(es) only before and after the school day; students may not leave campus without permission during the school day.
- Unauthorized vehicles parked on school district property may be towed at the expense of the owner or operator.

The school district may conduct routine patrols of school district properties and inspections of the exteriors of the motor vehicles of students. Interiors of students' vehicles in school district locations may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. If a search yields contraband, school officials may seize the item and may turn it over to legal authorities when appropriate. A student who violates this policy may be subject to withdrawal of parking privileges and/or discipline according to the school's student discipline policy. Student parking is provided at Grand Rapids High School at the price of **$80.00** per year. Students losing permits may be required a "wait period" of two weeks before a replacement can be issued. The cost for replacement passes is $10.00. These fees are non-refundable. Applications are available in the Main Office. Seniors and juniors receive top priority. PSEO and part time GRHS students are required to hold a parking pass if they will be parking in the high school lot. Student parking passes permit parking in the student lot only. Staff and Reif lots are reserved for District 318 staff, Reif employees and guests. Students who purchase a parking permit must strictly adhere to the rules in the agreement they sign in order to get a permit. Improper student parking practices may result in loss of parking privileges.

Visitors

Visitors are permitted to park in designated school district visitor parking areas. Unattended vehicles left in other locations on school district property may be towed at the owner's expense.

Reasonable Force

A teacher, school employee, school bus driver or other agent of a district may use reasonable force in compliance with Minnesota Statutes §121A. 582 and other laws.

Tobacco-Free Schools

School district students and staff have the right to learn and work in an environment that is tobacco free. School policy is violated by any individual's use of tobacco, tobacco-related devices, look-alike products, or carrying or using activated electronic delivery devices in a public school, on school grounds, in any school-owned vehicles, or at any school events or activities. Any student who violates this policy is subject to school district discipline.

Vandalism

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

Weapons Prohibition

No person will possess, use, or distribute a weapon when in a school location except as provided in school district policy. A "weapon" means any object, device, or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; air guns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; nunchucks; throwing stars; explosives; fireworks; mace and other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon. A weapon also includes look-alike weapons. Appropriate discipline and action will be taken against any person who violates this policy. The school district does not allow the possession, use, or distribution of weapons by students. Discipline of students will include, at a minimum: immediate out-of-school suspension, confiscation of the weapon, immediate referral to law enforcement, parent or guardian notification; and recommendation to the superintendent of dismissal for a period of time not to exceed one year. A student who brings a firearm to school will be referred to the ISD Superintendent for consideration of expulsion. For a copy of the "School Weapons" policy, contact the District Office (218-327-5700).

PART IV — HEALTH AND SAFETY

Accidents

All student injuries that occur at school or school-sponsored activities should be reported to the main office. Accident report forms must be completed for all accidents and are available in the main office. Parents/guardians of an injured student will be notified as soon as possible. If the student requires immediate medical attention, the principal or other district leader will call 911 or seek emergency medical treatment and then contact the parent(s).

Asbestos Management Update

The school district has developed an asbestos management plan. A copy of this plan can be found in the District Office (218-327-5700).

Confidential Safety Tip Line

GRHS has established a confidential safety tip line which can be used to report any situation that might involve student or staff safety. Examples of reportable items might include things such as threats, suicide warnings or chemical abuse issues. The email address for this tip line is safe@isd318.org. Messages received through this tip line will be treated confidentially.

Crisis Management

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

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

Emergency Contact Information

Current emergency contact information is critical to ensuring student safety. Parents and guardians should view their contact information on parent portal and to update health records and contact information with the school nurse each year.

Health Information

First Aid

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

The district has installed automated external defibrillators (AEDs) in three locations within the high school building. One AED is in the hallway near the gym, another is at the top of the main commons stairs and the third is in the Reif. Tampering with any AED is prohibited and may result in discipline.

Communicable Diseases

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

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

Health Service

The student health office is staffed by a trained nurse. Students who become sick at school should request a pass to visit the nurse. The nurse's office is located in the counseling area. In the event of an emergency, call or send a runner to the main office (ext. 1400). The school nurse will arrange for students who get sick at school to go home early. Students are required to check out in the main office prior to departure. A parent/guardian should notify the school on the attendance line (218-327-5767) if his/her child is unable to attend school because of illness.

Immunizations

All students must provide proof of immunization or submit appropriate documentation exempting them from such immunizations in order to enroll or remain enrolled. Students may be exempted from the immunization requirement when the immunization of the student is contraindicated for medical reasons; laboratory confirmation of adequate immunity exists; or due to the conscientiously held beliefs of the parents/guardians or student. The school district will maintain a file containing the immunization records for each student in attendance at the school district for at least five years after the student reaches the age of 18. For a copy of the immunization schedule or to obtain an exemption form or information, contact the district nurse (218-327-5760).

Medications at School During the School Day

The school district acknowledges that some students may require prescribed drugs or medication during the school day. The administration of prescription medication or drugs at school requires a completed signed request from the student's parent. An "Administering Prescription Medications" form must be completed once a year and/or when a change in the prescription or requirements for administration occurs. Prescription medications must be brought to school in the original container labeled for the student by a pharmacist, and must be administered in a manner consistent with the instructions on the label. Prescription medications are not to be carried by the student, but will be left with the appropriate school personnel. Exceptions that may be allowed include:

prescription asthma medications administered with an inhaler pursuant to school district policy and procedures, medications administered as noted in a written agreement between the school district and parent or as specified in an Individualized Education Program (IEP), a plan developed under Section 504 of the Rehabilitation Act (§504 Plan), or an individual health plan (IHP). Marijuana is not allowed on school property even if prescribed. The school district is to be notified of any change in a student's prescription medication administration. While acceptable to possess over-the-counter medication, at no time are students allowed to distribute any type of medication to another student.

Suicide Prevention Information

Student identification cards include contact information for the 988 Suicide and Crisis LifeLine (988 LifeLine), the Crisis Text Line, and the county mobile crisis services.

Pesticide Application Notice

The school district may plan to apply pesticide(s) on school property. To the extent the school district applies certain pesticides, the school district will provide a notice by September 15 as to the school district's plan to use these pesticides. A parent may request to be notified prior to the application of certain pesticides on days different from those specified in the notice. Additional information regarding what pesticides are used, the schedule of pesticide applications (which will be available for review or copying at the school office), and the long-term health effects of the class of pesticide on children can be requested by contacting the Director of Facilities at 218-327-5834.

Lead in School Drinking Water

Grand Rapids Area Schools is committed to providing a safe working and learning environment for employees and students. The district has developed a lead in water management plan and testing program that complies with Minnesota Statute 121A.3345, as well as recommendations from the Environmental Protection Agency's (EPA's) Lead Contamination Control Act (LCCA) of 1988, the Minnesota Department of Health (MDH), and the Minnesota Department of Education (MDE). More information on how to obtain test results and remediation efforts can be found on the ISD 318 website, www.isd318.org under the Maintenance section.

Safety

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

Visitors

Parents/guardians and community members are welcome to visit the schools. To ensure the safety of those in the school and to avoid disruption to the learning environment, all visitors must report directly to the main office upon entering the building, with the exception of events open to the public. All visitors will be required to sign in at the main office and to wear a "visitors badge" while in the building during the school day. Visitors must have the approval of the principal before visiting a classroom during instructional time. An individual or group may be denied permission to visit a school or school property, or such permission may be revoked, if the visitor does not comply with school district procedures or if the visit is not in the best interests of the students, employee, or the school district.

Students are not allowed to bring visitors to school without prior permission from the principal.