

SAUK RAPIDS-RICE
PUBLIC SCHOOLS

STORM

A path for every student.

STUDENT HANDBOOK

SAUK RAPIDS-RICE MIDDLE SCHOOL

2026–2027

Sauk Rapids-RiceMiddle School
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Welcome to Sauk Rapids-Rice Middle School!

This handbook and its contents have been approved by the Sauk Rapids-Rice School Board for the 2026–2027 school year. The contents of this handbook may be subject to change throughout the school year. Parents/guardians will be notified of significant changes as necessary.

Welcome to the 2026–2027 School Year!

Dear Parents/Guardians,
On behalf of the staff at Sauk Rapids-Rice Middle School, welcome to the 2026–2027 school year! We are excited to partner with you as we begin another year focused on helping students grow academically, socially, emotionally, and behaviorally.

Middle school is an important time in a child's development, filled with opportunities for growth, exploration, and increased independence. At Sauk Rapids-Rice Middle School, we are committed to creating a safe, supportive, and engaging environment where every student feels connected, valued, and challenged to reach their full potential.

We believe that strong partnerships between home and school are essential to student success. We encourage families to stay actively involved through communication with staff, participation in school events, and ongoing support of student learning at home. Through collaboration, we can continue to make SRRMS a positive and rewarding place for all students.

This handbook outlines the policies, procedures, and expectations that help ensure a safe, productive, and respectful learning environment for everyone. These guidelines apply during the school day (including transportation to and from) and at all school-sponsored activities and events.

We are also excited to continue providing each student with an iPad to support learning throughout the school day. Technology plays an important role in preparing students for the future, and these devices provide opportunities for students to collaborate, create, communicate, and think critically. As with any educational tool, responsible use is essential. We encourage parents/guardians to remain actively involved in supporting appropriate technology use and digital citizenship. Throughout the school year, we will continue to provide communication, resources, and support to help families navigate technology expectations and learning opportunities.

Families play a critical role in supporting student achievement. Establishing routines, encouraging organization, monitoring technology use, and maintaining open communication about school experiences can make a significant impact on student success.

At SRRMS, we remain committed to fostering a positive school culture built on respect, responsibility, relationships, and growth. We look forward to another outstanding year working together to support our students and celebrate their accomplishments.

Parent/Guardian meetings, communications, and other supports will be available to parents/guardians throughout the year; please take advantage of these opportunities!

Parents/Guardians can do a great deal at home to enhance the learning of their child(ren). Please consider applying the following research-based tips in your household:

• Support good study habits • Take an active interest in your child's schoolwork and experience • Be a reading role model • Have conversations with your child about technology and how it is appropriately used • Encourage writing and journaling • Encourage family learning games • Keep informed about what is happening at your child's school • Use positive reinforcement • Teach your child to respect and include others • Volunteer • Contact teachers to stay informed • Check grades on Skyward Family Access on a regular basis • Check Schoology on a regular basis and ask your child about assignments	• Monitor your child's organization and daily list of assignments • Be supportive when your child gets frustrated with difficult assignments • Understand that time required for assignment completion will vary, and keep communication open with teachers when it seems inordinate • Observe a growth mindset: o Growth mindset animation o The power of belief - mindset and success • Make sure your child has proper nutrition and sleep • Listen to your child • Encourage family discussion • Spend time with your child • Closely monitor use of technology • Closely monitor student use of social media

Thank you for your continued partnership and support. We are excited for a great year ahead!

Sincerely,

Ms. Laura Arndt - SRRMS Principal
Mr. Nic Johnson - SRRMS Assistant Principal

Strategic Plan

The System



- Portrait of a Graduate
- Professional Development
- Multi-Tiered Systems of Support
- Positive Behavioral Interventions & Supports
- Professional Learning Communities

By achieving the goals established with our Strategic Plan and Portrait of a Graduate, we will prepare our students to be successful in the 21st century as defined by the Comprehensive Achievement and Civic Readiness

ACADEMICS

Academic Honesty

All students are expected to exhibit personal honesty in their work and expect the same from others. Students are expected to do their own work in all cases except when teachers give explicit instruction or permission to work with others.

Academic dishonesty is any attempt to secure an assignment or assessment score that does not reflect the original, authentic work of the student. As a guiding principle, academic dishonesty includes, but is not limited to, cheating on school assessments, plagiarism or collusion.

Students are responsible for knowing and avoiding the various forms and levels of academic dishonesty which may include, but are not limited to the classifications below:

- Copying school work or allowing someone to copy your school work.
- Letting a project partner do all the work and just putting your name on the final project.
- Sharing test questions and/or answers on a test with other students either verbally or electronically.
- Looking at another student's test/quiz or allowing another student(s) to copy a test/quiz.
- Submitting other's work as your own with or without the other person's knowledge (i.e., plagiarism).
- Submitting the same paper or substantially similar papers to meet the requirements of more than one or the same course without the prior approval of instructors concerned.
- Inappropriate use of AI including, but not limited to:
    - Using an AI tool to give a false representation of understanding on an academic evaluation when it has not been authorized by the instructor.
    - Submitting AI-Generated Work: Turning in assignments created by AI as a student's own without disclosure or modification.
    - Plagiarism: Using AI to rephrase existing content without proper citation to bypass plagiarism detection tools.
    - Misinformation: Relying on unchecked AI-generated information for academic work without verifying its accuracy.

In addition, a student who allows others to use their work in fulfillment of class requirements will also be held accountable. Work in question will be confiscated.

Per Minnesota State High School League (MSHSL), Academic dishonesty will be assessed as a Minnesota State High School League (MSHSL) violation for those students involved in activities. Penalties assessed will be determined by the principal and/or activities director.

Alternative Programs

Band

School owned instruments may be rented by students for approximately $100.00 per year, ($20.00 for percussionists). The band instructors will issue the instrument when presented with a receipt of payment. Payment of rental fees may be handled through the office.

Course Fees

Fees will apply for the following courses to help cover the cost of materials.

$5	$10
Art	Industrial Tech
	Family and Consumer Science (FACS)

Grading

The school year is divided into two (2), 19-week semesters. . Academic classes and report cards will be issued at the end of each 19-week period. Grades are to reflect a student's knowledge or skill in a content area. The following grades will be used:

A	100.00-93.00	Student demonstrates an in-depth understanding, consistently performing above the required level of the skill(s) or learning assessed.
A-	92.99-90.00	
B+	89.99- 87.00	Student consistently meets expectations and demonstrates proficiency in the skill(s) or learning assessed.
B	86.99-83.00	
B-	82.99-80.00	
C+	79.99- 77.00	Student is partially proficient and shows progress, but inconsistently demonstrates proficiency in the skill(s) or learning assessed.
C	76.99-73.00	
C-	72.99-70.00	
D+	69.99-67.00	Student shows limited understanding and needs significant support to demonstrate proficiency in the skill(s) or learning assessed.
D	66.99-63.00	
D-	62.99-60.00	
F	59% and below	Student provides little or no evidence of learning in relation to the skill(s) or learning assessed.
I		

School administration has the option of granting additional time to complete coursework, when conditions warrant. Pass (P), Fail (F), or Ungraded (U) marks may be used to grade classes or in special circumstances arranged by guidance counselors and administration.

Core Value Grades

At our school, we believe character development is just as important as academic achievement. To reflect this, student behavior is assessed separately from academic grades using our three Core Values: Respect, Responsibility, and School Engagement.

Each Core Value is evaluated independently on the following scale:

Grade Mark	Proficiency or Frequency	Description
4	Consistently	Over 90% of the time
3	Usually	75-90% of the time
2	Sometimes	50-75% of the time
1	Rarely	Less than 50% of the time

Grades: Assessments and Practice Work

Student grades reflect academic achievement and progress toward learning standards. Grades are based primarily on assessments that measure student understanding and mastery of course standards and learning targets.

Grade Calculation

- Assessments will make up at least 90% of a student's final grade.
- Practice work may account for up to 10% of a student's final grade.
- Academic achievement will be reported separately from behaviors such as participation, effort, attendance, or work habits.

Practice Work

Practice work is designed to help students prepare for assessments and build understanding of course content and skills. Practice work:

- Provides opportunities to learn, practice, improve, ask questions, and make mistakes in a supportive environment.
- Helps teachers and students monitor progress and identify areas needing additional support.
- May include both graded and ungraded classroom activities, assignments, discussions, or skill practice.

Assessments

Assessments are designed for students to independently demonstrate their understanding of course standards and learning targets. Assessments measure student learning and academic achievement.
Examples of assessments may include:

- Tests
- Essays and written responses
- Projects and performances
- Demonstrations and presentations
- Other standards-based tasks

Assessment Procedures

Assessments are designed for students to independently demonstrate their understanding of course standards and learning targets.

- Students are expected to communicate with their teacher if additional support or time is needed.
- Students may advocate to arrange an extension prior to the assessment and reassessment deadline.

Reassessment

The purpose of reassessment is to provide students with an additional opportunity to demonstrate mastery of course standards and learning targets. Reassessment is intended to support student learning and academic growth, not simply to improve a grade or earn additional points. Reassessments will be permitted on all assessments in all courses with the exception of end of semester assessments.

Reassessment Procedures

Students seeking reassessment must complete the following:

- Meet with the instructor to develop a plan demonstrating evidence of re-learning.
- Complete all relearning activities or requirements identified by the instructor.
- Complete the reassessment within the established timeline.

The most current assessment score will be recorded in the gradebook.

Assignment and Assessment Deadlines

Deadlines are an important part of the learning process. Meeting deadlines helps students develop responsibility, time management, organization, and preparation skills that are essential for success in school and beyond. Deadlines also allow teachers to provide timely feedback and ensure that learning remains connected to current classroom instruction. Students may advocate to arrange an extension prior to the assessment and reassessment deadline.

Practice Work Deadlines

Practice work is intended to support learning and prepare students for assessments. Students are expected to complete and submit practice work by the assigned deadline.

- Students may submit practice work for full credit until the end of the instructional unit.
- After the unit has ended, practice work may no longer be accepted for credit unless otherwise determined by the teacher.

Homework

Sauk Rapids-Rice Middle School does not assign homework. We believe learning happens best at school, where students have access to their teacher and support resources.

If a student does not finish classwork during the school day, they may be asked to complete it at home — but only if it is work they can do independently and accurately on their own.

Grade Point Average (GPA) and Honor Roll

All classes, including core and allied arts, are used to calculate honor rolls and GPA. Honor rolls will be posted at the end of each semester with the following guidelines:

The grade point average necessary to qualify for the honor roll is:

A Honor Roll - 3.667 and higher B Honor Roll - 3.000 - 3.666

Responsibilities:

Students:

- Use class time productively
- Ask questions to clarify and extend learning
- Record/Write down your assignments
- Produce quality work
- Work on school work independently (unless collaboration with classmates is expected) so that it reflects your ability
- Complete assignments on time
- Check your grades weekly
- Check teachers' online resources

Parents/Guardians:

- Contact teachers to stay well informed about your child's learning progress
- Check grades on Schoology on a regular basis
- Check teachers' online resources
- Monitor your child's organization and daily list of assignments in their agenda as needed
- Make sure your child has proper nutrition and sleep
    - Research says eight (8) to ten (10) hours of sleep is necessary for middle school students
- Be supportive when your child gets frustrated with difficult assignments

- The actual time required to complete assignments will vary with your child's study habits, academic skills, and course load
    - If your child is spending an inordinate amount of time doing school work, you should contact your child's teachers

Staff:

- Connect school work to learning goals and standards
- Use school work to inform and guide instruction
- Assign relevant, challenging, and meaningful school work to practice skills, to promote competence, and to explore or to apply knowledge to new settings
- Give clear instructions and make sure students can complete the assignment independently
- Give timely feedback
- Communicate with other teachers to coordinate school work workload
- Involve parents/guardians and communicate with them if a pattern of late or incomplete school work develops

Statewide Assessments

Statewide assessments are used to ensure that our curriculum and instruction are aligned with Minnesota's academic standards, ensuring an equitable education for all students. Statewide assessments, in conjunction with other formative and summative assessments, help SRR staff to monitor instruction as we prepare students to enter the workforce and to be engaged citizens.

- Formative assessments are like *check-ins* during learning. Teachers use them to see how students are understanding the material and to guide what to teach next. These might include classwork, observations, quizzes, or discussions. The goal is to help students grow by giving feedback along the way.

- Summative assessments happen *after* a unit or period of learning. These are used to measure what students have learned. Examples include final projects, unit tests, or state assessments. They help us see how well students have mastered the material.

Both types of assessments help teachers better understand student progress and how to best support each child's learning needs.

Students in grades three through 11 will take the Minnesota Comprehensive Assessments (MCA). As a district, we encourage all students to do their best on these tests as they help our teachers plan instruction to better meet student needs. Teachers and principals review areas where students show/demonstrate growth so they can reinforce the way they teach specific skills. They also look for areas that need improvement and evaluate the need to modify instruction and/or instructional time-to better support student learning.
State tests are given to students once a year, based on a student's grade level and subject area. Minnesota Statutes, section 120B.31, Subd. 4a, requires the Minnesota Department of Education (MDE) to publish a form for parents/guardians to complete if they refuse to have their student participate in state-required standardized tests. A family that decides to decline their student's participation in these assessments needs to sign and return the Parent/Guardian Guide and Refusal for Student Participation in Statewide Testing to their student's school office by January 15. The guide and refusal form can be found on the district's website here.

READ Act/Dyslexia Screening

Participation in statewide assessments aids in the identification of individual student learning needs. Student participation in state and locally required assessments is a parent/guardian choice. Parents/Guardians must complete and submit the Statewide Assessments: Parent/Guardian Decision Not to Participate form to opt out of participation. Students that do not participate in statewide assessments may not have academic needs identified and may not benefit from academic interventions.

The READ Act requires dyslexia screening, identification and intervention. In Minnesota, screening for dyslexia is required in grades K-3, with ongoing screening for students in grades 4 and above who are not reading at grade level as evidenced by results from statewide assessments. Minnesota READ Act Legislation (Minnesota Statutes 120B.12) requires schools identify students with characteristics of dyslexia at all grade levels. Schools must identify students not reading at grade level by the end of kindergarten, first, and second grade and screen them for dyslexia. Students in grades 3 and higher who demonstrate reading difficulties are also screened.

Statewide Assessments: Parent/Guardian Decision Not to Participate

ACTIVITIES

Link to Activities Handbook

Activity Passes

SRRHS students are allowed into all activities free of charge by redeeming their activities pass. SRRMS students are allowed into all activities free of charge by redeeming their activities pass, after they have registered for their first paid activity. This does not include section competitions or the fall musical. Activity passes are available online and in the activities office for adults and families. Passes are available for the 2026-2027 school year (fall and winter). Adult Season Pass = $90.00, Family Season Pass = $210.00.

Community Education Opportunities

Research shows that families who are involved in school related activities are more connected and more engaged in the school community. Community Education offers a variety of seasonal activities throughout the year. These activities range from youth sports, cooking, robotics, and many more youth, adult and family opportunities. Families are encouraged to go online https://www.isd47.org/community/community-education to view the ISD 47 Community Newsletter to get involved in youth and adult activities.

Spectator Conduct

Spectators are expected to demonstrate positive sportsmanship and respect toward participants, coaches/advisors, officials, event workers, and other spectators. Profanity, harassment, discriminatory language, threatening behavior, or actions that interfere with the educational environment will not be tolerated. School administration and event staff reserve the right to remove individuals from events or restrict attendance at future activities when conduct is inconsistent with these expectations.

ATTENDANCE

Attendance Information

The school reserves the right to refuse excusing an absence. A student is allowed fifteen (15) excused absences during the year. Once a student has fifteen (15) absences during the school year, all future absences will be considered unexcused unless medical documentation is provided within two school days, signed by a medical authority* (*Medical doctor, clinical psychologist, physician assistant or nurse practitioner who has seen or treated the student) for the full absence, is presented to the school. An excused absence indicates an absence from school with parent/guardian and school permission.

Parents/Guardians are asked to email absences to srrmsoffice@isd47.org. If you are unable to email, please call the attendance administrative assistant at 320-654-9073, prior to 8:30 a.m., to report a student absence. After an absence, students are asked to bring a parent/guardian note to the attendance administrative assistant before 7:55 a.m. This note is required for the absence to be considered to be excused. A note from a parent/guardian does not guarantee that an absence is excused.

Students who have an approved pass to leave school during the school day must sign out in the main office to remain excused. Leaving school without prior permission from the parent/guardian and school constitutes truancy. If a student returns the same day, they are required to sign-in at the main office. For attendance purposes, a day

includes absences from one or more class periods during the school day. The school reserves the right to refuse excusing an absence when requests become excessive.

Students who become ill during the school day must report to the health services office. If a student is sent home due to illness during the school day, health services office personnel will make the necessary arrangements (according to the emergency card). Students who are ill must never leave the building without reporting to the health services office and must have prior parent/guardian and school permission to leave. Students not attending their regular schedule or leaving the school building without arranging necessary permission of the health services personnel will be marked truant even if parents/guardians excuse the absence.

Absences - Excused

To be considered an excused absence, the student's parent/guardian may be asked to verify, in writing, the reason for the student's absence from school. A document signed by a medical authority* stating that the student cannot attend school is a valid excuse. Students who will be or have been absent and are returning to school will report to the main office to present a written verification, signed by their parent/guardian, stating the date(s) and reason for their absence.
(*Medical doctor, clinical psychologist, physician assistant or nurse practitioner who has seen or treated the student.)

The following reasons shall be sufficient to constitute excused absences:

1. Illness of the student
2. Serious illness in the student's immediate family
3. A death or funeral in the student's immediate family or of a close friend or relative
4. Medical, dental, or orthodontic treatment, or a counseling appointment, with verification from the provider. Or other appointments with verification or prior approval.
5. Court appearances occasioned by family or personal action
6. Religious instruction not to exceed three hours in any week (per district policy)
7. Physical emergency conditions such as fire, flood, storm, et cetera
8. Official school field trip or other school-sponsored outing
9. Removal of a student pursuant to a suspension (suspensions are to be handled as excused absences and students will be permitted to complete make-up work)
10. Family emergencies
11. Active duty in any military branch of the United States
12. A student's condition that requires ongoing treatment for a mental health diagnosis

Absences - Unexcused

Unexcused absence indicates that the student is absent from school for reasons other than those listed under Excused Absences. In the case of unexcused absences, the student may not be given make-up time for this absence and will be expected to be prepared for class immediately upon their return. This includes taking tests, turning in school work, and completing assignments or projects. The following are examples of absences that will not be excused:

1. Truancy (student absence that has not been approved by the parent/guardian and/or the school district)
2. Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures
3. Work at home
4. Work at a business, except under a school-sponsored work release program
5. Vacations with family without pre-approval
6. Any other absence not included under the attendance procedures set out in school district policies and guidelines

Make-up Work

Students are required to make up all work due to absence. For each excused absence, students will be allowed two (2) days to complete make-up work. If an assignment was due on the day a student was absent, this assignment will be due on the first day of the student's return.

Prearranged Absences
Students who are absent because of activities, vacations, and other scheduled or pre-arranged activities should notify the middle school office at least two (2) days before their absence or the absence may be considered unexcused/truant. School work should be completed in advance of the absence or other arrangements must be made with your teachers.

School Sponsored Absences
School sponsored absences are excused absences. Students involved in courses or school sponsored activities that will cause them to miss class time are responsible for notifying teachers prior to their absence. Students should work with teachers to ensure they are receiving and completing missing work. Students are responsible for making up work ahead of time when possible and/or when requested by teachers.

Tardy Protocol
Students arriving late to school must report directly to the main office. In general, after the fifth (5th) tardy, school support staff will meet with the student to discuss why they are arriving late to class and develop a plan for success. Parents will be notified when their child has exceeded 5 tardies for the semester. Consequences may be assigned if tardiness does not improve. Exceeding ten (10) tardies in a semester may result in a meeting with the student, their parents/guardians, and administration to create a plan of action to best support the student. If students are in the hallways during class time without a pass, they will be directed to class.

Truancy
Truancy is an absence by a student that was not approved by the parent/guardian and/or the school district. A habitual truant is a child under the age of 17 years who is absent from attendance at school without lawful excuse for seven (7) school days if the child is in elementary school or for one (1) or more class periods on seven (7) school days if the child is in middle school, junior high school, or high school, or a child who is 16 or 17 years of age who is absent from attendance at school without lawful excuse for one (1) or more class periods on seven (7) school days and who has not lawfully withdrawn from school. A school district attendance officer shall refer a habitual truant child and the child's parent/legal guardian to appropriate services and procedures, under Minnesota Statute Ch. 260A. Benton, Stearns, and Sherburne counties each have truancy programs with differing criteria. The Sauk Rapids-Rice Middle School will follow county guidelines regarding unexcused absences/truancy. The school will notify parents/guardians after three (3) such absences, notify the County Attorney's Office after five (5) such absences, and notify the County Human Social Service supervisor after seven (7) such absences.

CAMPUS PROCEDURES/GUIDELINES

Backpack and Coats in the Classroom
For safety purposes, backpacks and coats are not allowed in the classrooms without prior approval from administration or a staff member.

Before School and After School Expectations
Breakfast is served starting at 7:30 a.m. and is free for all students. Students are expected to show respect and responsibility by cleaning up after themselves, keeping voices at an indoor level, being welcoming to all students, and staying in assigned morning locations. The first bell rings at 7:40 a.m. with classes starting at 7:55a.m. Students arriving late to school must report directly to the main office.
Classes end at 2:50 p.m. Buses depart Sauk Rapids-Rice Middle School at approximately 3:00 p.m. Students not involved in an activity or attending Storm After School are to exit the building immediately after school.
Parent/Guardian pick-up and drop off is at door 1 on the south side of the building.

Beverages
No beverages, other than water, are allowed in classrooms without prior approval from administration. Teachers may allow water bottles in the classroom.

Bicycles and other Personalized Transportation

Students riding a bike to school are asked to use the bike racks by door 6, on the west side of the building. Students are encouraged to lock them at all times during the school day. For the safety of others, bicycles need to be walked and skateboarders must carry their boards when on school grounds. In-line skates and tennis shoes with "heelies" are to be removed immediately upon entering the building. These rules pertain to before and after school hours as well.

Cell Phones and Personal Electronic Communication Devices

The use of cell phones and other personal electronic communication devices during the school day, from 7:55 a.m. to 2:50 p.m., is prohibited. If parents/guardians need to be in contact with their student, they are asked to call the main office.

Consequences for violating this procedure are as follows:

1st offense: Device is taken to the office for the student to pick up at the end of the school day; Teacher will communicate personal device expectations and create a plan for moving forward with the student.

2nd offense: Device is taken to the office and must be picked up by the student's parent/guardian.

3rd offense: Device is taken to the office, parent/guardian must pick it up, and the student can no longer have the device in school (the device can be checked into the office daily with administrative approval). A meeting with an administrator will be held to determine a plan for cell phone storage during the school day.

Progressive disciplinary action will be taken for each violation following the 3rd offense.
Any student refusing to turn over a device or becoming disrespectful/defiant with a staff member requesting a device to be turned over will result in further disciplinary action including but not limited to removal from class.

District Personal Electronic Device Alignment:

School Site	Elementary	Middle School	High School
Personal Device Privileges	No Personal Device Privileges	No Personal Device Privileges	Personal Device Privileges During Lunch and Passing Time

The faculty, staff, and students of SRRMS maintain a reasonable expectation of privacy while at school, on campus, and at school-related activities and events. Explicit permission must be obtained prior to recording others. A student identified as improperly posting to social media or using a device to take or transmit unrequested or unwanted images or recordings may face an immediate suspension, loss of privileges, or may be recommended for expulsion. Laser pointers are prohibited from school.

Closed Campus

The Sauk Rapids-Rice Board of Education has declared the campus of Sauk Rapids-Rice Middle School to be a closed campus. All individuals, including students, entering the building during school hours must use door 1. All doors to the middle school will be locked during the school day. Students are required to be in attendance for the entire day.

Lunch is provided at the middle school, and students are required to eat on campus unless the school releases a student in accordance with school rules and/or school-sponsored activities. Unexcused absences during the lunch period will be handled according to the SRR Code of Conduct. Students leaving during lunch without permission will be considered truant.

Students are not to order food from off-site vendors during school hours to be delivered to school without prior approval of school personnel. This includes students and parents/guardians bringing in food from outside vendors during the school day.

Detention

Failure to attend without administrative approval may result in double detention being assigned or loss of other privileges.

Dress Guidelines

SRRMS dress expectations are intended to promote a positive learning environment. The purpose of a dress code is for students to be dressed appropriately so as not to disrupt the educational process. Headwear will be allowed as long as the student's face and ears are visible from the front and must not interfere with the line of sight to any student or staff including while the student wearing the headwear is seated. Staff reserves the right to ask students to remove headwear if it causes a disruption to learning and the educational process. Students who violate the dress guidelines will be asked to change. Students refusing to remedy the situation will be sent to the office and parents/guardians may be notified. Repeated infractions or failure to comply with administrators or staff members may result in further disciplinary action.

The following list is not comprehensive and any apparel deemed disruptive or inappropriate by administrative staff will not be allowed.

Inappropriate Apparel -

- Includes violent or disruptive language or images
- Includes images or language depicting/promoting gangs, tobacco, drugs, or alcohol (or any illegal item or activity),
- Includes the use of hate speech, profanity, sexual content, explicit images, or language that creates a hostile or intimidating environment based on any protected class
- Exposes visible undergarments, bathing suits
- Obstructs the view of the face, masks (not medically related)

Additionally -

- Blankets, flags/capes, sunglasses, and costumes (or parts of costumes) can not be worn (animal ears/horns/tails/wings).
- Painted faces, disguises, or costume makeup is not allowed
- Shoes must be worn at all times

An organized, school sponsored, student group may recommend a form of dress for students considered appropriate for a specific event and make such recommendation to administration for approval. Wearing hats and hoods is a privilege. Students who choose to wear hats or hoods should wear them in such a fashion that their face is easily visible. Hats are subject to the same guidelines as all other clothing. If a staff member requests the removal of a hat or hood, students must comply. Staff members may restrict the wearing of hats and/or hoods in their courses or classrooms. A hat may also be confiscated if it is a distraction to the class or school environment.

It is customary and respectful to remove all hats and hoods during the Pledge of Allegiance and the National Anthem.

The content of this section shall not infringe on an individual's right to dress in accordance with sincerely held religious observance and practice.

e-Learning Days (Weather Related)

e-Learning days will be utilized during the 2026-2027 school year after the first (1st) full day cancellation. The second (2nd) through sixth (6th) full day cancellations will be replaced with e-Learning days. If full day cancellations continue beyond the sixth (6th) full day, the subsequent days will be made up in person.When an e-Learning day occurs, students and parents/guardians will be informed that the day is an e-Learning day via the district's notification system, Schoology, email and/or social media. Attendance will be tracked by completion of assigned activities. Students will be provided adequate time to complete the work including time after returning to school if needed.

Flowers/Balloons

Due to serious allergic risks to students and staff the main office will not accept delivery of or keep flowers/balloons in the office for students. Under no circumstances are latex balloons to be brought into the building.

Food and Beverage

Breakfast: Breakfast is available to all students at no charge. Students may choose to eat their breakfast in the designated breakfast area or put it into their backpack to be eaten later. Students must pick up breakfast before 7:45 a.m.

Lunch: Lunch is available to all students at no charge. Students may choose to access our school lunch program or bring a cold lunch from home.

Classroom/Lockers: Students are permitted to have only water in the classroom. Other items are allowed in lockers and in the lunchroom during lunch.

Harmful and Disruptive Items

Because of the danger and/or annoyance caused by certain items, they are not allowed in school or on school property. Disruptive items include, but are not limited to: laser pointers, water/nerf/toy guns, rubber bands, whistles, noise makers, aerosol spray, fireworks, snowballs, wallet chains, hacky sacks, Bluetooth speakers, toys, and other similar devices/items which disrupt the orderly process of education. Disruptive activities are those that may be harmful, cause injury, or disrupt the orderly process of education.

Incident Reporting

We are proud of our positive school climate at Sauk Rapids-Rice Middle School and expect all students to follow our core values of School Engagement, Respect, and Responsibility (see SRR Matrix at the end of this document). If anyone brings anything to school that can affect the safety and welfare of anyone, or behaves in a way that is physically or emotionally damaging, the office must be informed immediately. Inappropriate items and/or behavior can be reported to the main office or a teacher through verbal or written (i.e., student email, student report form, note, etc.) communication. The reporting student's right to privacy will be respected as much as possible. The Bullying Prohibition Policy (514) can be found here.

Lost and Found

The lost and found is located just outside the main office. At the end of each semester, items not claimed will be donated to Salvation Army or Goodwill.

Lunch Expectations and Procedures

SRRMS staff understand lunch is an important time of day for our students. Many students enjoy the time to connect with peers while others prefer a quieter, more relaxed, environment. Because of these different preferences, students have a choice to participate in the traditional lunch setting that will remain in the SRRMS main cafeteria, or opt into an alternative setting for lunch that will be hosted in the SRRMS Community Room. The expectations, parameters, and guidelines for each space will be outlined below.

Commons Lunch:

Students who choose to eat in a traditional lunch environment will report to the west commons/cafeteria and be seated at the table of their choice (unless assigned). Students will then be released to get their lunch and return to the same table. When a table is finished eating lunch, students must wait to be dismissed by staff. Once dismissed, students will empty their trays. Students will return to the same table, check their area for cleanliness (pick up all garbage and clean the table). Students may then visit with friends at that table until time for dismissal. Cell phones, personal electronic communication devices, and iPads will not be allowed at the cafeteria lunch and should be placed in the student's locker before coming to lunch. If an iPad is brought to cafeteria lunch, the student will be asked to put it in their locker. Cell phones and personal electronic communication devices will be taken, in accordance with the SRRMS cell phone violation procedures. The voice level volume in this area will be expected to be at a normal conversation level.

Students in grades six (6) and seven (7) may have an opportunity to participate in a supervised activity in the gym, outside, or hallways for approximately the last ten (10) minutes of the lunch shift. Students who wish to participate will need to transition with staff at the designated time and will be expected to stay in that space until dismissal. Those who choose not to participate are expected to visit with friends at their table until dismissed. Students who do not transition with the staff member at the designated time will not be able to take part in the activity and will be expected to remain at tables in the cafeteria. *Note: Due to limited gym space for 8th grade, alternative activities may be offered, and the activity time may not always be accessible.*

Community Room Lunch:
Students who wish to participate in the community room lunch will need to sign up to attend through FlexTime Manager. Students will be taught how to request access as a part of the back-to-school iPad Jumpstart program. Approximately 65 students per grade level will be allowed to access this lunch each day.. Students who are participating in community room lunch will be asked to go directly to the lunch line (do not enter the cafeteria), get their lunch and walk to the community room. This space is intended to be a low-key lunch space; therefore, voice levels will be expected to be at a two (2) or lower. At the end of this lunch shift, students will empty their trays at the community room dump station and be dismissed. *Note: Students who do not follow the Core Values expectations for this space may lose the privilege to attend.*

Lunch Detention:
This may take place in room 403 or an alternative space. Students who are sent or assigned to lunch detention will be expected to process with staff regarding their behavior in the lunchroom. This is designed to assist the student with positive decision making that aligns with our Core Values. After processing with staff, students should remain quiet and work on assignments or read a book. Students assigned lunch detention should bring schoolwork and/or a book to read.

Working Lunch:
Students who are on academic contracts may be assigned a working lunch. This may take place in room 403 or an alternative learning space. Students who are assigned to this area are expected to arrive with school work, missing assignments, extra credit, etc. If the student does not have work to do (and can demonstrate such on Skyward), they are expected to read a book of choice. Students will be assigned to this space in accordance with their academic contract.

Media Center
The media center is a place where students can access and use information that helps meet curriculum expectations at SRRMS. Students may visit the media center during Storm Time and/or when a teacher gives special permission throughout the day. To check out materials from the media center, students will use their assigned lunch code. If a student has overdue materials, they will not be allowed to check out new items. Students who are not on task will be asked to leave the media center. Food, beverages, and gum are prohibited.

Morning Arrival
Students may be dropped off beginning at 7:15 a.m., however we strongly encourage families to plan drop-offs at or after 7:30 a.m. as full supervision is available at that time. Students wishing to meet with a teacher for extra help need a pass from that teacher. Once students have arrived, they may not leave school grounds for any reason unless they have a pass from the office. Students are not allowed in the swamp adjacent to the school during the school day unless they are supervised. Students are to stay off neighboring private property.

Motorized Vehicles
Vehicles such as snowmobiles and motorized bicycles are not allowed on school property. These machines create a safety hazard for other students.

Passes/Halls

A positive school climate is an important goal at Sauk Rapids-Rice Middle School. Therefore, we ask that student behavior in the hall reflects a concern for common courtesy, safety, and a clean, pleasant environment. Students are expected to demonstrate behavior that aligns with our core values of School Engagement, Respect, and Responsibility. These are clearly defined in our Matrix, which is included at the end of this document. Inappropriate behavior in the hallway may result in disciplinary action.

During class time, students are not to be in the hallways without a pass. Passes may be issued by teachers, paraprofessionals, and the office staff. If you wish to see a teacher during their prep or duty period, you must arrange this in advance. Anytime a student has a pass to be out of class, the student must have the teacher's permission to miss the class before the pass is valid. If the student does not get permission to be absent, that student is considered unexcused from class for the period of time missed.

Public Displays of Affection

Students are expected to maintain and project a positive image including appropriate physical contact. School is not the place for a public display of affection. Behaviors in question could include, but are not limited to: kissing, inappropriate touching, laying across partner and arms around partner. If the behavior is questionable or makes others uncomfortable, the student(s) will be asked to stop and/or refrain from the behavior. If the behavior continues, the student(s) will be referred to administration and the SRR Code of Conduct will be followed.

School Property

iPads

iPads are the property of the school district and students are expected to follow the guidelines outlined in the Technology Use Agreement. The agreement explains student responsibilities, parent/guardian expectations, terms of device loan, general care instructions, fees, security and theft prevention, and issues related to damage, theft, and repair. Please consult the Device and Network Agreement for more information.

Lockers

Student lockers are the property of the school. They are provided for student use by the school and are subject to periodic inspections for cleanliness, suspicion of stolen property, or the potential for containing items deemed potentially harmful to students, the school building, or unlawfully obtained. Students are responsible for the care and upkeep of school lockers and will be personally responsible for any repairs or damage to assigned lockers. Lockers should be used to keep textbooks, lunch, school materials, coats, et cetera. Students should not share lockers or give their locker combination to other students.

Locker Rooms

All students in a physical education class or in a current athletic activity will be issued a gym locker and school owned lock. It will be the responsibility of students to use and care for their lockers and locks. The use of electronic devices is prohibited in all locker room spaces. The locker room area is not supervised unless students are in attendance for a scheduled class or activity. Please do not leave valuables in gym lockers. Students are responsible for the contents of their locker and are subject to the same guidelines as school lockers listed above. Students are not to be in the locker rooms unless they are participating in a physical education class or an athletic activity. Athletic locker rooms will not be accessible during the school day.

Textbooks

Textbooks are issued to students free of charge. Students are expected to take care of textbooks and cover them whenever possible. Students issued school property will be financially responsible for the property and are expected to return it in the same approximate condition as it was given.

Telephone Calls/Messages

Parents/Guardians calling the school to leave messages for their child should give their message to the school administrative assistant to be relayed to the student at a convenient time. Students will not be called to the telephone except in an emergency.

STORM Blast

STORM Blasts are a positive aspect of our school environment. Students must be in good standing both academically and behaviorally to have an opportunity to attend. All school policies and rules are enforced and infractions are dealt with according to the Code of Conduct and Student Handbook of the school. Students will not be allowed to leave without prior approval or a parent/guardian checking into the main office. Once a student leaves the activity, they may not return. STORM Blasts are held throughout the school year.

STORM Blasts are from 2:50 p.m. to 5:00 p.m. Students will enter the event immediately after school dismissal. Students must be picked up no later than 5:30 p.m. Students not picked up by 5:30 p.m. risk losing the privilege of attending future STORM Blasts during the school year.

If a student is suspended from attending a STORM Blast, but attends anyway (is on school property) they may be charged with trespassing and suspended from all STORM Blasts for the remainder of the year. Students refusing to identify themselves to chaperones will be subject to disciplinary procedures.

Visitors

Visitors during school hours with legitimate business are expected to enter door 1 and register in the main office with a valid ID or driver's license. When done, visitors must sign out and exit from the main office. SRRMS does not allow student visitors from other schools or student shadowing. ISD 47 reserves the right to deny any person access to district buildings or property for just cause.

CODE OF CONDUCT/STANDARDS OF BEHAVIOR

Code of Conduct Statement

In order to support our school climate initiatives, Sauk Rapids-Rice Public Schools use evidence-based strategies to support positive student development. Some of these strategies include Positive Behavior Interventions and Supports (PBIS), Social Emotional Learning Competencies (SEL), Conscious Discipline, and Restorative Practices.

The Code of Conduct is a guideline for standards to student behavior. It outlines student rights, responsibilities, and opportunities at school and allows schools to build specific guidelines, expectations, and supports for all students. The Code of Conduct provides definitions and levels of behavior, intervention and response. There are five (5) levels of behaviors, from minor infractions handled in the classroom, to major infractions handled by administration.

When a student is in violation of the SRR Code of Conduct, a teacher will notify the office requesting support in the classroom. The teacher shall write up a Skyward behavior referral and communicate with the student that they received said referral. When a call is made to the office:

- Support staff will go to the classroom to process with the student. If staff believe the student can return to class successfully, they will bring the student back to class. If the student is unable to return to/stay in class, they will be escorted to a student support location until the end of class (or longer), which may include the following school day.
- An administrator or designee shall communicate the outcome of the situation with the parent/guardian of the student removed from class.
- Administration may request a parent/guardian meeting to discuss student behavior and develop a plan for the student to successfully return to school/class.

SRRMS Staff and Administration firmly believe that students learn best in class with their teachers and peers. Therefore, non-exclusionary discipline and supports will be implemented prior to removing a student from the classroom.

Nothing in this section precludes removal of students from class and/or school for serious offenses in accordance with the Pupil Fair Dismissal Law of 1974.

To view the Sauk Rapids-Rice Public Schools Code of Conduct in its entirety, please click here.

Bus Expectations

Transportation by school bus is a privilege for eligible students, not a right. A student's eligibility to ride a school bus may be revoked for a violation of school bus safety or conduct policies, or for violation of any other law governing student conduct on a school bus. Students are expected to follow the same behavior guidelines and standards while riding school buses as are expected on school property or at school activities, functions, or events. All school rules are in effect while a student is riding the bus or at the bus stop. When using school transportation, students are required to complete the ride to their building of attendance (a.m.) or to the assigned home destination bus stop (p.m.). In addition, when leaving the middle school, students are required to ride their assigned bus to the high school. If you wish to be a guest rider on a bus other than your own, and/or get off at a stop other than your own, a parent/guardian must contact the transportation department 320-258-1995 to obtain permission.

Transportation supplied by the school is a privilege and may be refused to anyone causing a disturbance on the bus. (See: District Policy 707 - Transportation of Public School Students on the district website.) All district policies and the SRR Code of Conduct apply while on district transportation.

Students are not allowed to re-enter the loading area after school if they have left school district property. Running behind the bus, off the sidewalk alongside the bus, reaching to strike the side of a bus, or moving into the path of a bus is a willful entry into the school bus "DANGER ZONE."

If you have concerns regarding violations and/or safety at a bus stop or on board a bus, please call the transportation department at 320-258-1995.

PBIS/Core Values

Sauk Rapids-Rice Middle School is a PBIS (Positive Behavioral Interventions & Supports) school. PBIS refers to a school-wide data driven system. We make it a point to teach behavioral expectations in the same manner as we would math or reading. We do not expect that students automatically know how to behave in certain situations or environments. There are systems in place to encourage positive behavior and reteach expected behaviors to struggling students. At Sauk Rapids-Rice Middle School it is our goal to engage all students and families in a positive educational experience. We encourage staff and students to exemplify SRR Pride through our core values of School Engagement, Respect, and Responsibility. (See Appendix for complete SRR Matrix)

Student Engagement – Respect – Responsibility

At Sauk Rapids-Rice Middle School, it is our goal to engage all students and families in a positive educational experience. We encourage staff and students to exemplify SRR Pride through our core values of School Engagement, Respect, and Responsibility. (See Appendix for complete SRR Matrix)

Tennessen

Minnesota Statute 13.04 requires that school districts provide the following warning or notice to parents/guardians and students. They should be advised that:

1. Students attending school in the school district, or their parents/guardians, will be asked to supply information to school personnel in the ordinary course of school business. This may include information requests such as homework assignments or tests, questions asked of students during classroom discussions or other classroom activities, information requested of students or parents/guardians relating to a student's participation in school-related athletic or extra-curricular activities, or questions asked of students or parents/guardians during a scheduled or an informal conference with a teacher or administrator, either by telephone or in person, relating to the student's behavior or academic performance.
2. The information will be collected by the district in order to evaluate the student's current level of performance with respect to educational programs. To maintain discipline within the school, and to determine the student's needs and preferences relating to the education program. The education program includes athletic or extra-curricular activities, for purposes of this notice.

3. Students or parents/guardians are not required by any law or regulation to supply the information requested. However, the school district expects that students will participate fully in their educational program by completing homework assignments and tests, participating in classroom discussions and activities, and that students and parents/guardians will participate fully by providing information relating to academic performance, athletic or extra-curricular activities, or behavior. The consequences for refusing to supply the information requested will relate to the need for the request, and may result in reduced grades, ineligibility to participate in athletic or extra-curricular activities, or, in the case of a school district employee's investigation into the student's behavior, may result in action being taken without complete information.
4. Information collected as described in this notice will be provided to school district personnel or others having a legitimate educational interest in obtaining access to the data, and to state and federal authorities having statutory rights of access to the data.

COMMUNICATION

Conferences

Parent-Teacher conferences will be held two (2) times during the school year, one (1) time each semester. If parents/guardians have a need to meet with a teacher outside of regular conference time, please contact the teacher to arrange the meeting. Families are encouraged to check their student's academic progress, lunch account, attendance and discipline records using Schoology and Skyward found on the district website (www.isd47.org).

Line of Communication

Parents/Guardians with questions or concerns are encouraged to communicate directly with their student's teachers. If the questions or concerns have not been resolved after contact with the teacher, notify the building principal or assistant principal.

Parent/Guardian Messages for Students

Good parent/student communication is essential! It is sometimes necessary to get messages to students at school. In order to serve both parents/guardians and students:

- Students will not be called out of class or given a direct message unless it is an emergency
- All messages called in for students will be noted. Students will be given messages during their lunches or during the end-of-day announcements

Note: Because cell phones are not allowed outside of the acceptable times of use (morning arrival until 7:55 a.m. bell and after school beginning at 2:50 p.m.), parents/guardians are asked to contact the main office rather than text or message their student directly

If you are picking your child(ren) up early, please notify administrative assistants as soon as possible. All students requesting to leave within 15 minutes of dismissal will be dismissed at the regular end of the school day time (2:50 pm). Please arrive ten (10) minutes early to allow time for your child to be excused from class, gather their belongings, and to sign out in the office by parent/guardian. End of day transportation changes, including picking your child up early should be communicated to the main office no later than 30 minutes before the end of the school day.

Printed/Posted Materials

Any written material produced, posted, circulated or otherwise distributed on school property must have administrative approval prior to posting/circulation. Once posted, all posted materials should have a stamp that states that express authorization has been given by the main office. Postings are to be hung only in the designated areas and must be removed immediately after the event is over.

Report Cards
Student progress is reported by issuing report cards at the end of each semester and through parent/teacher conferences. Parents/Guardians can also access student grade reports via the internet at ISD 47 Student Skyward. Additional information can be obtained from the main office administrative assistant. In addition, teachers may send out commendation reports, consult with parents/guardians by telephone or email, and/or arrange for conferences as necessary. Parents/Guardians are encouraged to call or email a teacher if there is a concern.

School Announcements
Sauk Rapids–Rice Middle School has a variety of opportunities for student involvement. Announcements are made over the public address system before, during, and after the school day. In addition, parents/guardians and students will receive announcements through Schoology. Important information is updated on the Sauk Rapids-Rice Middle School website and sent in weekly email communications to families.

School Closings/Emergencies
In the event of an emergency school closing, due to inclement weather, mechanical malfunction, disaster, potential disaster alert, or similar, students and parents/guardians should first check the school website at www.isd47.org. This website will have the most current information available posted.

Additional information may be obtained through the following radio stations and websites:
WCCO WVAL WWJO KNSI WJON WCCO.COM KARE11.COM KSTP.COM FOX9NEWS.COM

Decisions on school-related events will also be broadcast at a similar time and during closing/late start broadcasts (i.e., extracurriculars, community education and early childhood, recreation, KidStop, Kids Club et cetera).

School Telephones
With a pass/permission from a staff member, students may use personal devices or office telephones to contact a parent or guardian. Without teacher or staff permission, students are prohibited from using their cell phones or other personal electronic communication devices during the instructional school day (7:55 a.m.–2:50 p.m.) and while participating in a field trip.

DISTRICT POLICIES
District Policies
Sauk Rapids-Rice Public Schools district policies can be found at: https://www.isd47.org/about/district-policies

Alcohol/Drugs/Tobacco Free
In compliance with the Drug Free Workplace Act of 1988 and the Drug Free Schools and Community Act of 1986 as amended 1989 (P.L.101226), the district has made a commitment to maintain an alcohol/drug-free workplace. A student shall not: use a beverage containing alcohol (including attending school under the influence); use tobacco, tobacco-related devices, or electronic cigarettes; or use or consume, have in possession, buy, sell or give away marijuana or any substance defined by law as a drug (see medication policy for legally prescribed medications). Electronic cigarette means any oral device that provides a vapor of liquid nicotine, lobelia, and/or other similar substance, and the use or inhalation of which simulates smoking. The term shall include any such devices, whether they are manufactured, distributed, marketed, or sold as e-cigarettes, e-cigars, e-pipes, or under another product name or descriptor.
Students in violation of this rule, in accordance with the Code of Conduct, will be immediately suspended, will be expected to meet and develop a remediation program with the chemical coordinator and SIRG team and may be recommended for expulsion.
ISD 47 is tobacco and smoke free. Students found smoking or using tobacco will be suspended and will be referred to the Student Assistance Coordinator. All tobacco products visible to, or located by staff will be confiscated and destroyed. Possession of tobacco by a person under the age of 21 is a petty misdemeanor.

Background Checks (404)

Safety is a priority for Sauk Rapids-Rice Schools. In accordance with Minnesota State Statute 123B.03 Subd.1e, and District Policy 404, this will serve as notice that Sauk Rapids-Rice Schools require criminal background checks of applicants who receive an offer of employment with the district. The district also requires background checks of all volunteers, and may require background checks for independent contractors, and student employees at its discretion. The standard lead time required to complete the volunteer background check process is two (2) weeks.

To view District Policy 404, Employment Background Checks, please click here.

Bullying Prohibition (514)

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with students' ability to learn and teachers' ability to educate students in a safe environment. The school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students and is within the control of the district in its normal operations, it is the school district's intent to prevent bullying and to take action to investigate, respond to, and to remediate and discipline those acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the district in its goal of preventing and responding to acts of bullying, intimidation, violence, reprisal, retaliation and other similar disruptive and detrimental behavior. Refer to the Sauk Rapids-Rice School District Code of Conduct for more information on student rights and responsibilities.

To view District Policy 514, Bullying Prohibition, please click here.

Culture of Respect and Acceptance

Sauk Rapids-Rice Public Schools remains committed to preparing all learners for post-secondary success, creating a culture of academic achievement, and fostering an informed public through increased communication and outreach. Through successful partnerships and continued collaboration, we work to ensure that every child is successful.
In addition to the goals mentioned above, ISD 47 remains committed to maintaining a learning environment that is free from harassment and violence as evidenced by District Policy 413. In particular, district officials acknowledge its obligation under the Minnesota Human Rights Act to prevent harassment on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability.
To accomplish our goals and to meet the commitment of District Policy 413 will require the attention of our students, parents/guardians and district staff, working together to create welcoming and respectful environments for all members of the school district community. The district affirms that it does not tolerate acts of harassment and will promptly respond to concerns or complaints.
Any student or staff member who believes they have been subjected to harassment is encouraged to report the harassment to the district through a building administrator or through the school district's Human Rights Officer. Complaints of harassment will be investigated and appropriate corrective action will be taken in response to any findings of harassment in violation of District Policy. Action by the school district will be targeted to stop the harassment and to prevent it from recurring. Refer to the Sauk Rapids-Rice School District Code of Conduct for more information on student rights and responsibilities.

Harassment and Violence (413)

The policy of the school district is to maintain a learning and working environment that is free from all harassment and violence on the basis of Protected Class. The school district prohibits any form of harassment or violence on the basis of Protected Class, which includes but is not limited to all academic, extra-curricular and school-sponsored activities.

The school district will act to investigate all complaints, either formal or informal, verbal or written, of harassment or violence based on a person's Protected Class, and to discipline or take appropriate action against any student, teacher, administrator, or other school personnel who is found to have violated this policy. Refer to the Sauk Rapids-Rice School District Code of Conduct for more information on student rights and responsibilities.

To view District Policy 413, Harassment and Violence, please click here.

Mandated Reporting (414)

As professionals in the school setting, it is our legal responsibility to ensure the safety of all children. The state dictates that school professionals are mandated reporters of physical or sexual abuse and neglect. According to Minnesota Statute 626.556 "... it is the policy of this state to require the reporting of neglect, physical or sexual abuse of children in the home, school, and community settings; to provide for the voluntary reporting of abuse or neglect of children; to require a family assessment, when appropriate, as the preferred response to reports not alleging substantial child endangerment; to require an investigation when the report alleges substantial child endangerment; and to provide protective, family support, and family preservation services when needed in appropriate cases."

Additionally, persons who are mandated to report are "a professional or professional's delegate who is engaged in the practice of the healing arts, social services, hospital administration, psychological or psychiatric treatment, child care, education, correctional supervision, probation and correctional services, or law enforcement."

To view District Policy 414, Mandated Reporting Policy, please click here.

Weapons (501)

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; nun chucks; throwing stars; explosives; fireworks; mace and other propellants; stun guns/tasers; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.
The school district will follow the Code of Conduct in regard to the possession, use, or distribution of weapons by students. Consequently, the minimum consequence for students possessing, using, or distributing weapons shall include:

1. Immediate out-of-school suspension, and
2. Confiscation of the weapon, and
3. Immediate notification of police, and
4. Parent/guardian notification, and
5. Review of incident by the site weapons assessment team, and
6. Recommendation to the superintendent of possible dismissal for a period of time not to exceed one year.

To view District Policy 501, School Weapons Policy, please click here

GENERAL INFORMATION

Directory Information (Public Data)

Details regarding student directory information can be found in District Policy 515 - Protection and Privacy of Pupil Records

Directory information does not include identifying data that references religion, race, color, social position, or nationality. Any parent/guardian of any student in the district may notify the district of their desire that some or none of the above information is to be released without their consent by contacting the building principal.

Every parent/guardian of a SRRMS student has the opportunity to opt out of the publishing of their student's name and/or photographs on the district website, social media, district newsletters, or any other type of publicized information. This should be done in writing using the Opt Out form or by calling the middle school office 320-654-9073.

Educational Benefits

Families may apply for Educational Benefits anytime during the school year. Educational Benefits applications are distributed to all families in the district prior to the student's first day of classes. Families may apply anytime during the school year. In addition, applications are available at the district office and food service office between 7:30 a.m.–4:00 p.m. Monday through Friday, as well as online.

Families can help support all students by completing the Educational Benefits Form. If you haven't filled out the Educational Benefits Form yet, you can make a tremendous difference for all SRR students by doing so right away. Educational Benefits Form provides free or reduced cost activity fees for students of families that qualify.

Additionally, by filling out this form each year, families may help provide additional funding and resources to benefit all Sauk Rapids-Rice students in other ways.

The National School Lunch Program (NSLP) Educational Benefit Form is used to determine the amount of state and federal funding the district receives to

- The Educational Benefits Form must be completed each school year.
- The Educational Benefits form does provide free or reduced cost for activities for families that qualify.
- It is important for all families to fill out the form as it can also provide services for all students including, but not limited to
    - student access to counselors and social workers.
    - support for students who need academic assistance.
    - support for school wide or targeted initiatives.
    - determine what class in which the district's extracurricular activities teams compete.

The form can be completed online or by paper but must be done no later than December 15 each year.

Fundraisers

Prior to ordering any item or agreeing to sell or distribute any item in school or representing the school, approval must be granted by either the principal or the activities director prior to the fundraising. Only Sauk Rapids-Rice affiliated fundraisers are allowed to be sold/advertised in the building. All fundraisers must be in compliance with the District Policy 511 – Student Fundraising.

Insurance for Students

Accident plans are available to students attending Sauk Rapids-Rice Public Schools. One is related to dental protection and the other is medical protection in case of accidental injuries. These programs are in no way mandatory; it is up to each parent/guardian to decide the merit of such a plan. The school district does not provide insurance coverage for students. Insurance coverage is the responsibility of the parent/guardian. More information can be found here.

Multi-Tiered Systems of Support (MTSS)

Multi-Tiered System of Support (MTSS) is a framework that focuses on high-quality instruction and intervention matched to individual student needs through monitoring student progress and using the student's progress data for educational planning. The primary focus of the MTSS Framework is to ensure all students succeed and to prevent academic failure.

Tier 1 focuses on core instruction provided for all students in the regular education setting. Students who are approaching grade-level mastery with the intent to bridge a clearly identified gap receive Tier 2 services.

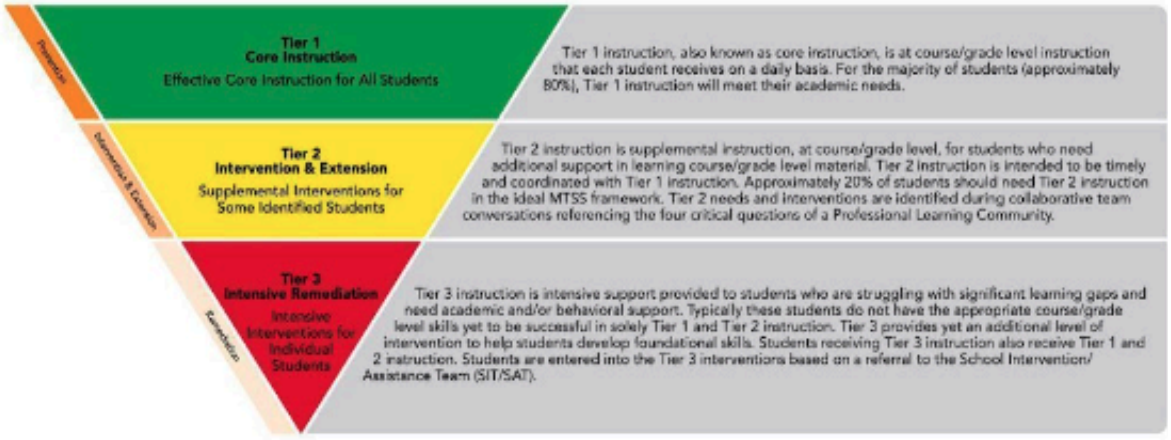
Tier 2 services provide supplemental instruction (academic and behavioral) and extensions, which will be provided during WIN time.

Tier 3 services provide supplemental intensive instruction tailored to the needs of individual students who have not shown growth in Tiers 1 and 2.

Multi-Tiered Systems of Support

A Systemic, Integrated, Comprehensive Framework That Focuses on the Alignment of Systems Necessary for All Students' Academic, Behavioral, & Social Success

Supporting Every Student's Success At Their Level



There are four critical components that guide the Multi-Tiered Systems of Support (MTSS) framework in Sauk Rapids-Rice Schools. These components are:

MTSS Component	Integrated System
Critical Responsibility All stakeholders believe they are responsible for ensuring that each student learns at a high level	**MTSS Teams** • Teacher Collaborative • School Intervention (SIT) • District
Concentrated Instruction Curriculum is developed based on identified essential learning. Personalized learning paths are developed in order for each student to attain a high level of mastery	**Standards, Benchmarking, & Assessments** • School-Wide Universal Screening • Grade-Level Essential Standards • Common Assessments
Convergent Assessment The systemic use of data to determine each student's learning needs and monitor the effectiveness of instruction in meeting those needs	**Data-Based Decision Making** • Problem Solving Process • Data Inquiry Cycle • Continuous Improvement Process
Certain Access There is an articulated process that guarantees each student the support and time they need to learn at high levels	**Tiered Entry** • Tier One: Core Instruction • Tier Two: Interventions • Tier Three: Interventions

Pledge of Allegiance

Students in this school district shall recite the Pledge of Allegiance to the flag of the United States of America one or more times each week. The recitation shall be conducted:

A. By each individual classroom teacher or the teacher's surrogate; or
B. Over a school intercom system by a person designated by the school principal or other person having administrative control over the school.

Anyone who does not wish to participate in reciting the Pledge of Allegiance for any personal reasons may elect not to do so. Students and school personnel must respect another person's right to make that choice. Students will be instructed in the proper etiquette toward, correct display of, and respect for the flag in patriotic exercises.

Student Records

Sauk Rapids-Rice Public Schools regulations on student information kept by the school complies with the federal and state laws guaranteeing parents/guardians the right to examine and challenge the contents of their children's records.

Others having access to student records include:

1. School staff having a legitimate educational interest in the student; another school district, college or educational institution in which the student may enroll, and
2. The court system when the records are requested by judicial subpoena.

Other third parties may have access to record only with written permission of the student, parent, or legal guardian. Before records other than directory information are sent to any other person, agency or institution, written consent is required from parents/guardians or eligible students.

A law enforcement agency shall notify the principal or the superintendent or their designee of a juvenile's school of an incident occurring within the agency's jurisdiction if the agency has probable cause to believe that the juvenile has committed an offense that would be a crime if committed as an adult.

SAFETY AND SECURITY

Standard Response Procedures/Situational Awareness

The state of Minnesota requires schools to perform at least eleven (11) situational awareness drills. In partnership with local emergency responders, each district building will perform five (5) fire drills, five (5) lockdown drills, and one (1) severe weather drill per school year.

The district's emergency response protocols are HOLD, SECURE, LOCKDOWN, EVACUATE, and SHELTER. These protocols are used to protect the safety of building occupants from potential dangers in the building as well as outside the building (i.e., threats, intruders, medical emergencies, severe weather).

A critical ingredient in the safe school recipe is the uniform classroom response to an incident at school. Weather events, fires, accidents, intruders, and other threats to student safety are scenarios that are planned and trained for by school and district administration and staff.

HOLD:
There are situations that require students and staff to remain in their classrooms or stay out of traffic/access areas. This could be a medical situation, a water leak, or something else requiring the halls to be clear. Students and staff will conduct business as usual inside the classroom during a HOLD.

SECURE:
There is a threat or hazard outside of the school building requiring students and staff to remain in their classrooms or indoors. This could be criminal activity in proximity of the school or even an unwanted animal on school grounds. Students and staff will conduct business as usual inside the classroom or building during a SECURE.

LOCKDOWN:
There is a threat or hazard inside the building requiring students and staff to gather/shelter/remain in a classroom, lock the door, maintain silence, turn the lights out, and move and remain out of sight. This could be a custody dispute, an intruder, up to and including an active assailant. Students and staff invoke situational awareness and prepare to evade or defend if appropriate in a LOCKDOWN.

EVACUATE:
There is a need to move people from one location to another for safety reasons. Evacuation can be on-site for a minor issue or off-site due a mechanical issue, power outage, gas leak, bomb threat or other situations meriting this response. Students and staff follow evacuation instructions and invoke situational awareness as appropriate during an EVACUATE.

SHELTER
There is a threat or hazard outside of the building requiring students and staff to remain in their classroom or designated safe area within the building. This could be due to a tornado, earthquake, hazard materials situation or other local threat. Students and staff invoke situational awareness as appropriate during a SHELTER.

Searches

In order to promote safety for all, the principal or their designee have the authority to conduct a search. The scope of a search may include a student's person and areas over which they have control, including but not being limited to: cell phones; computer files; purses; backpacks; any locker assigned to the student by the school; and the student's vehicle. The administrator must have reasonable cause to believe that, under the circumstances, the student may have concealed evidence of misconduct in areas under their control. This includes measures taken to keep the school free of chemicals/drugs. Therefore, at times, designated by administration, searches will be conducted to determine the presence of any chemicals/drugs or related paraphernalia. These searches may be conducted on all school property and may utilize law enforcement resources including K-9's (dogs).
District Policy 502 – Search of Student Lockers, Desks, Personal Possessions, and Student's Person can be found in its entirety here.

Suicide Prevention

If you need suicide or mental health crisis support, or are worried about someone else, please call or text 988 or visit the 988 Suicide & Crisis Lifeline chat to connect with a trained crisis specialist

- There are three ways you can connect to the Lifeline: calls, texts, and online chats.
- You can connect anytime 24/7, 365 days a year.
- Support is provided by a trained crisis specialist and is free and confidential

Four County Crisis Response Team is available 24 hours a day
- Serves adults, youth and children in
    - Benton County 320-253-5555 or 1-800-635-8008
    - Stearns County 320-253-5555 or 1-800-635-8008
    - Sherburne County 320-253-5555 or 1-800-635-8008
    - Wright County 320-253-5555 or 1-800-635-8008

The Morrison County Crisis Response Team serves adults, youth and children and is available 24 hours a day at 1-800-462-5525

Trespass Notice

Sauk Rapids-Rice Public Schools reserves the right to deny any person access to the district's buildings or property for just cause. Just cause may include but is not limited to threatening or disruptive behavior, improper or illegal behavior, or any activity by a person which materially and/or substantially interferes with district programs, classes, activities, or other events. Upon determination by school district authorities that a person's behavior represents a danger or a serious disruption, such a trespass notice can be served on that person limiting access to district

buildings and grounds for a specific period of time. Notification of such trespass notice will be given to local law enforcement authorities. If the person served the trespass notice fails to leave and stay away, police will be called and trespass charges will be filed. Sauk Rapids-Rice Middle School does not allow student visitors or student shadowing. Any person who is not a student or staff member of SRRMS will be asked to leave.

SERVICES

Counseling and Guidance Services

The guidance counselors help students with academic concerns, personal concerns, and testing/interpreting test results. The counselors work closely with both staff and students. Students are asked to make appointments during non-scheduled time (before/after school, lunch, passing times) to visit with their counselor.

Food Service

Parents/Guardians can access their child's menu choices or their family's account balance via the "Parents and Families" portal on the district website. To receive a username and password, call the main office, then visit mystudent.isd47.org.

One breakfast, a complete hot lunch and a supplemental milk are free for all students, effective for the 2026-2027 school year.

While all kindergarten through grade 12 students will be provided one free breakfast and complete lunch per day, second meals, adult meals, additional entrees, ala carte, and/or additional milk servings are not covered under the state funded meal program and will be charged to the family's food service account.

2026 – 2027 Meal Prices			
Breakfast		Lunch	
1st Student Breakfast	Free	1st Student Lunch	Free
Additional Student Breakfast	$2.55	Additional Student Lunch	$5.30
Milk	$ .50	Milk	$ .50
Adult Breakfast	$2.55	Adult Lunch	$5.30
Second Entree (i.e. slice of pizza only) - Priced as Marked			
Ala Carte - Priced as Marked			

School meal prices are set by the Minnesota Department of Education (MDE) and are subject to change pending MDE direction.

Payments by cash or check can be made at the middle school. Payments can also be made in the food service office, the district office, or online through a student's Skyward Family Access Account. The link can be found at https://www.isd47.org/portal/student-parent-tools.

Households are made aware of their family account balance by the following methods:

- Families can check their student's meal account balance via Skyward Family Access.
- Families can contact the office for account balances.
- The food service department will send an email, text or initiate a phone call to all parents/guardians advising them of the student meal account balance(s) when it falls below $20.01
- A letter/invoice will be sent via US Post to the household requesting payment.

To view District Policy 534, School Meals Policy, please click here.

The purpose of this policy is to ensure that students receive healthy and nutritious meals through the school district's nutrition program and that school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy of the school district is to provide meals to students in a respectful manner and to maintain the dignity of students by prohibiting lunch shaming or otherwise ostracizing the student.

The policy seeks to allow students to receive the nutrition they need to stay focused during the school day and minimize identification of students with insufficient funds to pay for school meals as well as to maintain the financial integrity of the school nutrition program.

Health Services

A school health assistant is available when medical assistance is necessary. The health office is located down the hall from the main office. Health records and medication permission forms are kept on file in this office according to Minnesota State and ISD 47 regulations. When a student needs medication during the school day, the "Physician's Order for Medication at School" and "Parent Request for School Personnel to Administer Medication" forms must be completed. These forms are in the school health office.

Over the counter medications (OTC) are considered a controlled substance in school and on school property. These are any medications purchased without a prescription such as aspirin or substitutes, nasal spray, cold medicine, etc. Over the counter medications are treated as prescription medication in school and require a prescription labeled bottle. If OTC medication must be taken, the prescription medication policy must be followed or students are subject to discipline procedures related to the drug policy.

Wearing face coverings (often called masks) that cover the nose and the mouth for the purpose of reducing the risk of infection and/or maintaining the health and wellbeing of the student or others is acceptable.

Accidents

All accidents, no matter how minor, must be reported to the health services office (nurse's office). An adult witness to the accident should complete an accident/injury report form at that time. The school does not provide accident insurance but does offer a for purchase policy if the student's parents/guardians so choose.
First aid is administered at school in case of minor injuries. When necessary, the nurse's office will contact a student's parent(s)/guardian(s) to discuss further arrangements. If a parent/guardian or emergency contact cannot be reached and medical care is necessary, appropriate measures will be taken. Families should be sure to list current physician information on the student's emergency card. In the event a student sees an accident on school grounds or in the building, or experiences an accident, they should report it at once to a teacher or principal. It is very important that accidents are reported as soon as possible.

Allergies

Because the following items may cause serious allergic reactions for some students, they are not allowed in the building.

- Latex balloons (Mylar balloons are allowed)
- Aerosol products such as deodorants and/or hairsprays, which use an aerosol propellant (hair coloring is permitted, but it must be applied prior to coming to school or boarding the school bus). Students are discouraged from using temporary hair color with the exception of school special events/days (i.e., Spirit Day).
- Animals may be allowed only for educational purposes and with previous permission from the middle school office.

Health Records

Health records are kept for each student according to Minnesota law.
Examples of information include:

- History of past illnesses and operations.
- Dates of immunizations.
- Results of vision and hearing screening.
- Results of professional examinations.

Illness at School

If a student becomes ill at school, they should notify a teacher first and then report to the nurse's office. When necessary, parents/guardians will be called to pick up their student from school. If parents/guardians are unavailable, an alternate emergency contact will be notified. Be sure forms are accurate and updated at least yearly to ensure the needs of your student are met. Students not checking in with the health office prior to leaving school because of an illness may be subject to disciplinary consequences.

Immunization Records

Per Minnesota State Statute 121A.15, record of immunizations is required upon enrollment. Parents/Guardians may indicate that immunizations are contrary to their conscientiously held beliefs. If you are a conscientious objector, a signed and notarized form is required.

Medication

The Sauk Rapids-Rice Board of Education recognizes that certain students require drugs or medication to treat physical or emotional conditions. It is expected that, whenever possible, treatment for these conditions will occur outside of the school setting. The purpose of this policy is to set forth requirements that must be met when there is a request for a student to receive drugs or medication during school hours.

Definitions:

Drug: The term drug as defined in 151.01 subd. 5 is a substance intended for external and/or internal use in the diagnosis, cure, mitigation, treatment or prevention of disease, and all substances and preparations other than food, intended to affect the structure or any function of the body.
Medicine: The terms medicine or medication means any remedial agent that has the property of curing, preventing, treating, or mitigating disease, or that is used for that purpose.
School Nurse: The term school nurse means a person who is currently registered and licensed as a registered nurse in Minnesota, certified as a Minnesota Public Health nurse and/or meets other requirements as established by Minnesota Rule 8700.9100 and the Sauk Rapids-Rice Board of Education and is licensed through the Minnesota Department of Education.
For the purpose of this policy, any further reference to medicine or medication includes drugs and refers to both prescriptions and over-the-counter preparations that must be legally prescribed in order for a nurse to administer. Legal prescribers are listed in Minnesota statute 151.01 Subd. 23.
In most cases, legally prescribed medication, which includes over-the-counter medication, may be administered at school when a parent/guardian of the student complies with the following:

A. Provides the school with a completed physician's order and parent/guardian request for medications to be administered during school hours.
B. Provides the medication in a prescription labeled container with student's name, medication name, dosage, amount, time interval, and prescriber.

The district reserves the right to reject medication requests. Some medications because of the type, route, complexity of administration, potential for dangerous side effects, the health condition, or developmental status of the student may impact the ability to safely accommodate the medication request or administration may be limited to the school nurse based on the nurse's availability. The school nurse is responsible for approving or denying medication requests. When a request cannot be accommodated, parents/guardians may choose to come to school to administer the medication to their child or may contact their physician to make alternate arrangements.
The District Policy 516 – Student Medication and Telehealth can be found in its entirety here.

School Resource Officer
Sauk Rapids-Rice Public Schools has partnered with the City of Sauk Rapids in providing a school resource officer for the entire district. During school hours, the officer is primarily located at the high school. Students are reminded that their behavior at school is subject to the laws of the State of Minnesota, Benton County and the Cities of Sauk Rapids and Rice.

Student Advocacy Services
The guidance/counseling services seek to promote positive self-esteem for all students. A school counselor and/or social worker is available to all students and their families for the following services:

- Individual and/or group counseling for academic and/or social/emotional needs
- Home/School coordination
- Referral services
- Coordination with community services
- Crisis intervention

Communication between school and home is very important for students' well-being. Parents/Guardians may contact the school at any time.

Suicide Prevention
If you need suicide or mental health crisis support, or are worried about someone else, please call or text 988 or visit the 988 Suicide & Crisis Lifeline chat to connect with a trained crisis specialist

- There are three ways you can connect to the Lifeline: calls, text, and online chats.
- You can connect anytime 24/7, 365 days a year.
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The Morrison County Crisis Response Team serves adults, youth and children and is available 24 hours a day at 1-800-462-5525

TECHNOLOGY
Technology in our Schools
Sauk Rapids-Rice Public Schools creates a culture of excellence while providing innovative programming to address the changing learning strategies of today's learners and new outcomes for future competitiveness. Students, families and staff work collaboratively to ensure that students are well prepared for postsecondary and career experiences in what is a demanding and ever-changing environment.

Modern technology is inseparable from today's classroom environment, instruction, and learning. As a result, it is important that all students understand and respect SRRMS policies and expectations related to such technologies. By putting the needs of our students first, we have nurtured innovation throughout the district.

Student Technology
The district and Board of Education considers the financial realities of the future as well as the changing needs of each student. They also recognize the importance of providing the means to implement skills that demonstrate measurable academic and behavioral results. To that end, Sauk Rapids-Rice Public Schools provides increased access and opportunity through technology for all students in grades 6-12.

After signing the Device and Network Agreement, all SRRMS students have individual access to iPads that are property of the school district and are expected to follow the guidelines outlined in that agreement. The agreement explains student responsibilities, parent/guardian expectations, terms of device loan, general care instructions, fees, security and theft prevention, and issues related to damage, theft, and repair. Please consult the Acceptable Use Agreement Handbook for more information.
The District's Device and Network Agreement Handbook can be found in its entirety at:
http://www.isd47.org/technology

Responsible Use/Digital Citizenship

The district is providing students and employees with access to the school district computer system, which includes internet access. The purpose of the system is more specific than providing students and employees with general access to the internet. The school district system has a limited educational purpose, which includes use of the system for classroom activities, educational research, and professional or career development activities. Users are expected to use internet access through the district system to further educational and personal goals consistent with the mission of the school district and school policies. Uses which might be acceptable on a user's private personal account on another system may not be acceptable on this limited-purpose network. Unacceptable use includes utilizing proxy servers or other avenues to bypass the district's internet filter.

The faculty, staff, and students of SRRMS maintain a reasonable expectation of privacy while at school, on campus, and at school-related activities and events. Explicit permission must be obtained prior to recording other individuals in our building. A student identified as improperly using any device to take or transmit unrequested or unwanted images or recordings may face an immediate suspension, loss of privileges, and may be recommended for expulsion.

Any use of electronic devices (including texting, voicemail, internet communication or posting) to threaten, harass, bully, or encourage similar behavior will be subject to the provisions of the (Code of Conduct) discipline policy and district policies on Bullying (514), Harassment (413), and Internet, Technology, and Cell Phone Acceptable Use, Policy (524). Most of these uses of digital data are recorded and may be traced, thereby requiring confiscation of the device for evidence.
District Policies may be viewed online at https://www.isd47.org/about/district-policies.

The use of the school district system and access to use of the Internet is a privilege, not a right. Depending on the nature and degree of the violation and the number of previous violations, unacceptable use of the school district system or the internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment; or civil or criminal liability under other applicable laws.
The District Policy 524 – Internet, Technology, and Cell Phone Acceptable Use and Safety Policy can be found in its entirety here.

Personal Electronic Devices

Use of cell phones and other personal electronic devices (earbuds, tablets, other wearables, etc) will not be permitted during the school day, from 7:55 a.m. to 2:50 p.m. Consequences for the improper use of electronic devices may include confiscation of the electronic device. Parents/Guardians may be notified and/or required to retrieve the electronic device. Continued misuse will also include more significant disciplinary consequences and longer confiscation.

Any use of electronic devices to plagiarize, copy, or otherwise cheat academically is strictly prohibited and consequences are addressed in the Academic Honesty section in this handbook.

Laser pointers are prohibited from school.

The faculty, staff, and students of SRRMS maintain a reasonable expectation of privacy while at school, on campus, and at school-related activities and events. Explicit permission must be obtained prior to recording other individuals in our building. A student identified as improperly using any device to take or transmit unrequested or unwanted images or recordings may face an immediate suspension, loss of privileges, and may be recommended for expulsion.

Social Media Guidelines

All students need to use common sense when posting online, texting, or using social media. Any posts that are related to school, harmful to students and/or staff, and/or cause disruption in school may be subject to school consequences.
Before posting, students should think about the following:

- Who will be able to see what I post?
- Will anyone be embarrassed or hurt by it?
- Am I proud of what I am posting?
- How would I feel if someone posted it about me?

Students who attend Sauk Rapids-Rice Public Schools have various rights and opportunities. Students also have responsibilities to teachers, other staff and fellow students. A safe and positive learning environment is essential. Knowing and complying with these expectations and procedures supports making Sauk Rapids-Rice Middle School a positive place for all students.

Use of Online Resources

Sauk Rapids-Rice Public Schools is committed to providing a safe and positive digital learning experience for students and staff.

Sauk Rapids-Rice Public Schools uses online electronic resources (i.e. apps, services, and websites) to support a variety of instructional goals. These resources provide tools to transform and personalize the learning environment for all students.

These online electronic resources have limited access to student information which allows for the generation of and access to student accounts.

In compliance with federal educational guidelines and to assure that student data is not sold or compromised, all online electronic resources accessing student data must be approved for content quality and student data privacy guidelines.

A list of approved online electronic resources for Sauk Rapids-Rice Public Schools can be accessed here:
https://www.isd47.org/technology

TRANSPORTATION

Bus Transportation

Transportation by school bus is a privilege for eligible students, not a right. A student's eligibility to ride a school bus may be revoked for a violation of school bus safety or conduct policies, or for violation of any other law governing student conduct on a school bus. Students are expected to follow the same behavior guidelines and standards while riding school buses as are expected on school property or at school activities, functions, or events. All school rules are in effect while a student is riding the bus or at the bus stop. When using school transportation, students are required to complete the ride to the building of their attendance (a.m.) or to the assigned home destination bus stop (p.m.).

Extracurricular Transportation

All team or group members are expected to travel on-board the school-contracted transportation (i.e., bus, van, etc.) with the team or group, to and from contests, on trips where transportation is provided by the district. Under no circumstances should a student drive themselves or others to/from contests. The student may travel home from

the event with their parent(s)/guardian(s) only if the parent/guardian requests this of the head coach or activities director in advance and signs the student out with the coaches upon leaving. Any alternate transportation to and from contests needs to be arranged ahead of time with the activities director.

For practices off-site, all students must provide a permission slip to drive or ride. Permission forms are available in the activities office.

Parent/Guardian Drop Off and Pick-Up

To provide a safe drop off and pick up zone in front of school, the direction of traffic is one-way as indicated by the painted arrows on the pavement. As you enter and exit, drive slowly with caution, as students walking to and from school will cross traffic lanes. Please remind your child to look before walking across traffic lanes. No vehicles, except buses, are allowed in the back of the school for student drop off or pick up.

In the morning, students are to be dropped off using the right lane only, which is the lane closest to the school building.

After school, students are to be picked up by the grade level at the door associated with their grade level (6th grade door 1, 7th grade door 5, 8th grade door 3). The outside lanes are to be used for drivers who are waiting in their vehicles to pick up a student. The middle lane is to be left open at all times to exit after picking up a student. NOTE: There are no left turns allowed into the pick-up zone from 1st Street between 2:30 p.m. and 3:00 p.m., we ask that vehicles travel to the east end of campus, turn and line up in the westbound lane to enter the safety zone.

Various times of the year will bring an increase in the number of vehicles transporting students. Everyone must exercise patience.

Please keep these important safety issues in mind, and share this information with others who may be transporting your child.

APPENDIX

Calendar - ISD47 2026-2027

SAUK RAPIDS-RICE PUBLIC SCHOOLS

STORM

A path for every student.

2026-2027 School Calendar

Revised 8/10/26

AUG/SEPT — 21

S	M	T	W	TH	F	S
	24	25	26	27	28	29
30	31	1	2	3	4	5
6	H	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER — 20

S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	MEA	MEA	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER — 18

S	M	T	W	TH	F	S
1	2	3	I	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	H	H	28
29	30					

DECEMBER — 16

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	H	H	26
27	28	29	30	H		

JANUARY — 10 | 8

S	M	T	W	TH	F	S
					H	2
3	4	5	6	7	8	9
10	11	12	13	14	SM	16
17	18	I	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY — 17

S	M	T	W	TH	F	S
	1	2	I	4	5	6
7	8	9	10	11	12	13
14	H	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH — 20

S	M	T	W	TH	F	S
	1	2	I	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	H	27
28	29	30	31			

APRIL — 21

S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY — 19

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	SM	I	29
30	31					

Calculation of Teacher Work Days

1st Semester	85
2nd Semester	85
Total Instructional Days	170
Inservice Days*	10
Conference Days	2
	12
Total Days	182

Please Note

This is a district-wide calendar.
For information regarding a specific school, please visit www.isd47.org.

Calendar Key

- –Days of student attendance
- –Elementary Conferences
- –High School & Middle School Conferences
- SM –End of Semester
- I –Inservice
- –2 Hr Early Out; Staff PD
- MEA –Teachers Convention (unpaid)
- H –Holiday; School Closed

EMERGENCY CLOSINGS

The first emergency closing of the year will not be made up.
The second through sixth emergency closings will be eLearning days.
The seventh and additional emergency closings may be made up on 2/12/27, 3/29/27, or 5/28/27.

Important Dates

August 1-August 21
1 Day Flexible Inservice for Teachers

August 24-27
Back to School Inservice

August 31-September 3
2026-2027 School Year Begins
Please check your child's building's website for specific scheduling information

August 31-September 3
Early Childhood Classes Begin

September 4-7
No School; Labor Day Break

September 30
2-Hour Early Out; Staff PD
See building calendar for times

October 15-16
No School; MEA Break

October 21
Elementary Conferences
See building calendar for times

October 22
High School and Middle School Conferences
4:00 p.m. to 8:00 p.m.

October 28
High School and Middle School Conferences
4:00 p.m. to 8:00 p.m.

October 29
Elementary Conferences
See building calendar for times

November 4
No School; Staff Inservice

November 26-27
No School; Thanksgiving Break

December 16
2-Hour Early Out; Staff PD
See building calendar for times

December 23-January 1
No School; Winter Break

Important Dates cont.

January 15
End of 1st Semester

January 18
No School;
Martin Luther King, Jr. Day

January 19
No School; Teacher Inservice

February 3
No School; Staff Inservice

February 12
No School

February 15
No School; Presidents' Day

March 3
No School; Teacher Inservice

March 10
Elementary Conferences
See building calendar for times

March 11
High School and Middle School Conferences
4:00 p.m. to 8:00 p.m.

March 17
High School and Middle School Conferences
4:00 p.m. to 8:00 p.m.

March 18
Elementary Conferences
See building calendar for times

March 26
No School; Good Friday

March 29
No School

April 16
No School

April 28
2-Hour Early Out; Staff PD
See building calendar for times

May 27
Last Day of School

May 28
No School; Teacher Inservice

Date TBD
Graduation

Building/Department Info

Adult Education
Monday through Thursday
School Hours
8:00 a.m. to 12:30 p.m.
Office Hours
8:00 a.m. to 2:00 p.m.
Phone: 320-258-1111

Community Education
Office Hours
8:00 a.m. to 4:00 p.m.
Phone: 320-258-1577

District Office
Office Hours
7:30 a.m. to 4:00 p.m.
Phone: 320-253-4703

Early Childhood and Family Education
Office Hours
7:15 a.m. to 3:45 p.m.
Phone: 320-255-8910

Food Service Department
Office Hours
7:00 a.m. to 3:30 p.m.
Phone: 320-253-3628

Mississippi Heights Elementary
School Hours
7:40 a.m. to 2:15 p.m.
Office Hours
6:45 a.m. to 3:15 p.m.
Phone: 320-252-0122

Pleasantview Elementary
School Hours
7:40 a.m. to 2:15 p.m.
Office Hours
6:45 a.m. to 3:15 p.m.
Phone: 320-253-0506

Rice Elementary
School Hours
8:50 a.m. to 3:30 p.m.
Office Hours
7:30 a.m. to 4:00 p.m.
Phone: 320-393-2177

Sauk Rapids-Rice High School
School Hours
8:25 a.m. to 3:25 p.m.
Office Hours
7:30 a.m. to 4:00 p.m.
Phone: 320-253-4700

Sauk Rapids-Rice Middle School
School Hours
7:55 a.m. to 2:50 p.m.
Office Hours
7:30 a.m. to 4:00 p.m.
Phone: 320-654-9073



Some questions to ask your child:

1. Can you read me your updates from today and/or show me your upcoming calendar on Schoology?
2. Did you submit your assignments that are showing up in the calendar as due?
3. Can you show me your submitted assignment on Schoology?
4. What is due tomorrow or later this week? Please show me this in Schoology.

Schoology vs. Skyward - Where should I Look?

In general, Schoology is more proactive, while Skyward is reactive. In other words, having your child show you what is happening on Schoology will allow you to see what is coming next, rather than seeing a grade that has been entered in Skyward for something that has already happened.

This a brief outline of each system

Schoology (Learning Management System)	***Skyward (Student Information System)***
• Provides most current, accurate academic information. • Provides update of what happens daily in class. • Shows assignments that can be submitted online (and sometimes o[] line) • Lists upcoming calendar events like tests, activities, due dates, etc. • Gives feedback to student on how they can improve/ revise their submitted assignments • Provides support materials that may include: video clips to explain concepts, notes, vocabulary flashcards, directions for how to navigate Schoology, daily planner of current and past events, etc. • Allows parents to send a message to teachers	**Academics:** • View overall grade for a course • View missing assignments (ZAP reports) **Other:** • schedule conferences • View student attendance • View student schedule • pay food service fees • View student disdpline reports • View student locker information • View Skylert messages • View messages from teachers

Other points of emphasis:

- Assignments submitted to Schoology need to be assessed by the teacher before being assigned a grade. This doesn't necessarily happen automatically or instantly.
- Assignments submitted to Schoology are "timestamped," meaning they show what time and date they were submitted.

If you have a question about:	Contact	Phone Number	Email Address
Athletic or Activity registration, events, fees, etc.	Middle School Activities Director: Riley Marod	320-258-1569	riley.marod@isd47.org
Media Center fines, overdue books, internet usage agreement, etc.	Media Center Staff:	320-258-1502	
Student schedules, academic programming or concerns, mental health support, attendance records, etc.	Student Services/Guidance Office Staff: Denise Remy or Your student's counselor/social worker	320-258-1413	denise.remy@isd47.org tim.christoferson@isd47.org madeline.schug@isd47.org ashley.blenker@isd47.org james.turner@isd47.org
Health information, medication, health records, immunization records, etc.	Health Services Assistant: Kayla Wippler	320-258-1407	kayla.wippler@isd47.org
General information, Fee payment, volunteer opportunities, etc.	Front Office Staff: Sue Rudnick or Dani Lindenberg	320-654-9073	susan.rudnick@isd47.org danielle.lindenberg@isd47.org

	SRRMS (School-wide)
School Engagement	• Participate and stay focused • Collaborate to problem solve • Communicate positively
Respect	• Demonstrate appropriate actions, words, and behaviors • Value all students and staff • Treat belongings and property with care
Responsibility	• Be prepared • Use devices and materials appropriately • Be accountable for your actions

Policy Reference Table

Find district policies here

Topic	District Policy Number(s)
Accident	806
Attendance	503
Bullying Prohibited	514
Cell Phone	506
Class Assignments	515
Complaints	103
Crisis Management	806
Discipline	506
Drug-Free School and Workplace	417, 418
Emergency Contact Information	515
Employee Directory	406
Employment Background Checks	404
Equal Access to School Facilities	801
Extended School Year	508
Field Trips	610
Fundraising	511
Graduation Requirements	613
Harassment and Violence Prohibited	413
Hazing Prohibited	526
Health Information	420, 516, 530, 806
Homework	506, 612.1
Internet, Technology, and Cell Phone Acceptable Use and Safety Policy	524
Nondiscrimination	102, 401, 521, 522, 528
Notification of Violent Students	529

Topic	District Policy Number(s)
Pledge of Allegiance	531
Post-Secondary Enrollment Options	620
Schedule	602
School Closing Procedures	806
School Calendar	602
Searches	502
School Meals Policy	534
School Promotion and Retention	513
Student Publication and Materials	505
Student Records	515
Student Surveys	520
Tobacco-Free Schools	419
Transportation of Public School Students	707, 709
Vandalism	506
Visitors in School District Buildings	903
Weapons Prohibited	501

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. By requiring that all students take statewide assessments, schools and teachers have more information to see how all students are doing. This helps schools to continuously improve the education they provide and to identify groups, grades, or subjects that may need additional support.

Assessments Connect to Standards

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

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

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

Statewide Assessments Help Families and Students

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

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

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

Taking Statewide Assessments Helps Your Student's School

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

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

Student Participation in Statewide Assessments

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

Consequences of Not Participating in Statewide Assessments

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

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 the October 1 each school year. Refer to your district or charter school's website for more information on assessments.

Statewide Assessments: Parent/Guardian Decision Not to Participate

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

First Name: _____ 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) you are opting your student out of 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 how to opt out of local assessments.

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

Updated March 2025

Standard Response Procedure

STANDARD RESPONSE PROTOCOL

INFORMATION FOR PARENTS AND GUARDIANS

Our district has adopted The "I Love U Guys" Foundation's Standard Response Protocol (SRP). Students and staff will be training, practicing, and drilling the protocol.

COMMON LANGUAGE

The Standard Response Protocol (SRP) is based on an all-hazards approach as opposed to individual scenarios. Like the Incident Command System (ICS), SRP utilizes clear common language while allowing for flexibility in protocol.

The premise is simple - there are five specific actions that can be performed during an incident. When communicating these, the action is labeled with an icon and is then followed by a "Directive." Execution of the action is performed by active participants, including students, staff, teachers and first responders. The SRP is based on the following actions: Hold, Secure, Lockdown, Evacuate, and Shelter.

HOLD



"In Your Classroom or Area"

Students are trained to:
- Clear the hallways and remain in their area or room until the "All Clear" is announced
- Do business as usual

Staff are trained to:
- Close and lock the classroom door
- Account for students and adults
- Do business as usual

SECURE



"Get Inside. Lock outside doors"

Students are trained to:
- Return to inside of building
- Do business as usual

Staff are trained to:
- Bring everyone indoors
- Lock the outside doors
- Increase situational awareness
- Account for students and adults
- Do business as usual

LOCKDOWN



"Locks, Lights, Out of Sight"

Students are trained to:
- Move away from line of sight
- Maintain silence
- Do not open the door

Adults and staff are trained to:
- Recover students from hallway
- Lock the classroom door
- Turn out the lights
- Move away from sight
- Maintain silence
- Do not open the door
- Prepare to evade or defend

EVACUATE



"To a Location"

Students are trained to:
- Leave personal items behind
- If possible, bring their phone
- Follow instructions

Staff are trained to:
- Bring roll sheet and Go Bag (unless instructed not to bring anything with them, dependent on reason for evacuation.)
- Lead students to Evacuation location
- Account for students and adults
- Report injuries or problems using Red Card/Green Card method.

SHELTER



"State Hazard and Safety Strategy"

Hazards might include:
- Tornado
- Hazmat
- Earthquake

Safety Strategies might include:
- Evacuate to shelter area
- Seal the room
- Drop, cover and hold
- Get to high ground

Students are trained in:
- Appropriate Hazards and Safety Strategies

Staff are trained in:
- Appropriate Hazards and Safety Strategies
- Accounting for students and adults
- Report injuries or problems using Red Card/Green Card method.

STANDARD RESPONSE PROTOCOL

PARENT GUIDANCE

In the event of a live incident, parents may have questions about their role.

SECURE

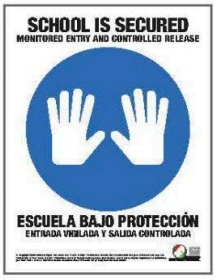
"Get Inside. Lock outside doors"



Secure is called when there is something dangerous outside of the building. Students and staff are brought into the building and the outside doors are locked. The school might display the School is Secured poster on entry doors or nearby windows. Inside, it will be business as usual.

SHOULD PARENTS COME TO THE SCHOOL DURING A SECURE EVENT?

Probably not. Every effort is made to conduct classes as normal during a Secure event. Additionally, parents may be asked to stay outside during a Secure event.



WHAT IF PARENTS NEED TO PICK UP THEIR STUDENT?

Depending on the situation, it may not be safe to release the student. As the situation evolves, Secure might change to a Monitored Entry and/or Controlled Release.

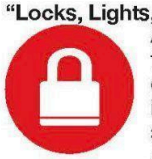
WILL PARENTS BE NOTIFIED WHEN A SCHOOL GOES INTO SECURE?

When a Secure event is brief or the hazard is non-violent, like a wild animal on the playground, there may not be a need to notify parents while the Secure is in place.

With longer or more dangerous events, the school will notify parents that the school has increased their security.

LOCKDOWN

"Locks, Lights, Out of Sight"



A Lockdown is called when there is something dangerous inside the building. Students and staff are trained to enter or remain in a room that can be locked, and maintain silence.

A Lockdown is only initiated when there is an active threat inside or very close to the building.

SHOULD PARENTS COME TO THE SCHOOL DURING A LOCKDOWN?

The natural inclination for parents is to go to the school during a Lockdown. Understandable, but perhaps problematic. If there is a threat inside the building, law enforcement will be responding. It is unlikely that parents will be granted access to the building or even the campus. If parents are already in the school, they will be instructed to Lockdown as well.

SHOULD PARENTS TEXT THEIR STUDENTS?

The district recognizes the importance of communication between parents and students during a Lockdown event. Parents should be aware though, during the initial period of a Lockdown, it may not be safe for students to text their parents. As the situation resolves, students may be asked to update their parents on a regular basis.

In some cases, students may be evacuated and transported off-site for a student-parent reunification.

WHAT ABOUT UNANNOUNCED DRILLS?



The school may conduct unscheduled drills, however it is highly discouraged to conduct one without announcing that it as a drill. That's called an unannounced drill and can cause undue concern and stress.

Parents should recognize that the school will always inform students that it is a drill during the initial an-nouncement.

It's important to differentiate between a **drill** and an exer-cise. A drill is used to create the "Muscle Memory" associated with a practiced action. There is no simulation of an event; this is simply performing the action. An exercise sim-ulates an actual event to test the capacity of personnel and equipment.

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K12 2021 STANDARD RESPONSE PROTOCOL

District Policy 524 – *Internet, Technology, and Cell Phone Acceptable Use and Safety Policy*, building and program handbooks, as well as the district's Code of Conduct expectations are applicable and effective for all students and staff regardless of the learning environment. Learning environments include, and may not be limited to any/all of the following learning scenarios.

- In-Person Learning;
- Hybrid Learning;
- Distance Learning;
- Online Learning; as well as
- e-Learning days, which may be used for inclement weather/emergencies.