

Welcome to the 2026-2027 School Year

This handbook has been prepared as a guide to school policies and regulations as well as to identify expectations. The enclosed guidelines promote an attitude which encourages each student and staff member to perform at their highest level of responsibility and effort. To succeed in school **students** must take control of their education. Do not think of school as something that just happens. Think of classes as an opportunity to improve skills and enhance learning. Remember, every assignment provides the opportunity to prove to one's self, and to others, of learning and growth. Teachers do not give grades, students earn them. **Parents** are urged to be an active participant in a student's education.

The policies and procedures in this handbook have been approved by the Foley Board of Education and all students are responsible to know the guidelines as printed herein. For a successful school year, begin by following these simple guidelines:

- Be prepared,
- Be on time,
- Be respectful,
- Give your best every day.

MISSION STATEMENT FOR FOLEY PUBLIC HIGH SCHOOL

The mission of Foley High School is to provide a motivating and challenging atmosphere that allows individuals to acquire the knowledge, skills, competencies and healthy attitudes needed to adapt to an ever changing environment and to contribute to our multicultural world.

Goals:

1. To ensure that every student develops communication skills in reading, writing, speaking, listening, media and word processing.
2. To ensure that every student can understand and use numbers as demanded in everyday life.
3. To ensure that every student has basic comprehension of the social sciences such as world history, U.S. history, civics, geography, economics, and current events.
4. To ensure that every student has an understanding of the natural and physical sciences such as biology, chemistry, and physics: including an emphasis on the care and use of our land, natural resources, and overall environment.
5. To ensure that every student develops and acquires the skills and attitudes necessary for a healthy lifestyle: physical education, nutrition, coping/stress skills, first aid, chemical abuse, sex education, and sexually transmitted diseases.
6. To ensure that every student acquires skills for developing positive personal relationships: self-esteem, interpersonal relationships, accepting and respecting others, parenting, and family life education.
7. To ensure that every student receives training in skills needed for problem-solving, critical thinking, decision-making, and studying.
8. To ensure that every student develops and acquires cultural awareness and understanding of others, and their contributions.
9. To ensure that every student is provided the opportunity for career awareness.
10. To ensure that every student receives exposure to his/her creative abilities and the appreciation of the arts: visual, dance, musical, literary, and theatrical.
11. To ensure that every student is afforded the opportunity to take the classes necessary to provide a smooth transition for further study at a two or four year college.

2026-27 FACULTY, ADMINISTRATION, AND SUPPORT STAFF

FOLEY HIGH SCHOOL

Mr. Foss - Principal

Mr. Bueckers - Activities Director

Mrs. Gann - Dean of Students

Officer Pausch - Resource Officer

Mr. Anderson	Special Education	Ms. Kuschel	Educational Assistant
Ms. Bauerly	Business	Mr. Ludwig	Social Studies
Ms. Bemboom	Educational Assistant	Mr. Marcus	Social Studies
Ms. Bosshart	Media/FHS SPED Secretary	Ms. Martinson	Vocal Music
Ms. Brenny	Guidance Secretary	Ms. McIntire	Counselor
Mr. Carlson	Industrial Technology	Ms. Minerich	Educational Assistant
Ms. Chaos	Science	Ms. Monroe	Spanish/Language Arts
Ms. Collins	School Psychologist	Ms. Murphy	Educational Assistant
Mr. Dahlstrom	Counselor	Ms. Nelson	Special Education
Mr. Drake	ALC	Mr. Nnenanya	Mental Health Counselor
Ms. Eager	Speech Pathologist	Ms. A. Notsch	Special Education
Mr. Ellefson	Science	Mr. R. Notsch	Science
Ms. Gerads	Mathematics	Ms. Patrick	Special Education
Ms. Gohman	Art	Ms. Piepgras	Physical Education
Ms. C. Gross	Activities/Comm Ed Secretary	Ms. Ranweiler	General Sec. /Attendance
Ms. M. Gross	English/Communications	Mr. Rasmussen	Physical Ed.
Mr. Hageman	Science	Ms. Rasmusson	English/Communications
Ms. Hanks	Educational Assistant	Mr. Raymo	Mathematics
Ms. Hanson	Educational Assistant	Ms. Robyn	Administrative Secretary
Ms. Hartmann	Special Education	Ms. Rudolph	Educational Assistant
Ms. Hesch	Instrumental Music	Ms. Scapanski	Educational Assistant
Ms. Hill	Educational Assistant	Ms. Schrader-Pietrzak	Copy Rm/Gen. Secretary
Mr. Hommerding	Mathematics	Ms. Stangler	Educational Assistant
Mr. Johnson	Social Studies	Ms. Sterriker	English/Communications

Ms. Kantor	Educational Assistant	Ms. Tangen	Educational Assistant
Ms. Keating	Special Education	Mr. Wheece	Educational Assistant
Mr. Keeler	Physical Education/Health	Ms. Winkelman	Communications
Ms. A. Kemmy	Special Education	Ms. Woitalla	Educational Assistant

ACADEMIC HONESTY

All students are expected to exhibit personal honesty in their work and expect the same from others. Cheating on assignments or tests, including plagiarism (copying work from other students or from the internet) is unacceptable. In addition to the student who copies, plagiarizes or otherwise cheats on an assignment, a student who provides answers to another student(s) may face the consequences outlined below. Students are expected to do their own work in all cases except when teachers give explicit instruction or permission to work with others. Work in question will be confiscated. Academic dishonesty may result in the following:

1st Offense: A student **will/may** receive no credit for the work involved and the teacher will notify the parents.

2nd Offense: The student may receive no credit for the trimester. An administrator will notify parents of the student.

ACTIVITIES DIRECTOR (ATHLETICS AND FINE ARTS)

Activities such as school dances, social events, etc. must have prior approval from the Senior High Principal before making arrangements with the Activities Director. All student activities including transportation, must be scheduled through the Activities Director prior to final planning of the event.

ADVANCE MAKE-UP SLIPS

To obtain advance permission for a legitimate absence, a parent/guardian must call or email the attendance office with the information or have the student bring a written request from a parent/guardian. A "homework log" is available in the office for students who would like one. Makeup work is the responsibility of the student. Obtain a homework log at least two days in advance of an extended absence.

ALCOHOL, TOBACCO, DRUGS

Because the School District and Minnesota State Law believe that student alcohol, tobacco (including electronic cigarettes) and chemical use is wrong and harmful, the student participant shall not during the calendar year including the seasons of practice, play or rehearsal of any school activity:

- use any beverage containing alcohol
- use any form of tobacco, **nicotine pouches, caffeine pouches or similar look alike products**
- use, consume, possess, buy, sell or give away alcohol, marijuana or any other controlled substance
- use any inhalants

POSSESSION

A student participant shall NOT HAVE IN POSSESSION any alcohol beverage, tobacco or drugs AT ANY TIME DURING THE CALENDAR YEAR. Student participants who violate this rule will be suspended from participation in public performances for the time specified. Possession is defined as: having or taking into one's control. This includes having an alcoholic beverage, chemical substance or possible inhalant in one's car, among one's belongings, on one's person and/or under one's control. This also includes any convictions of D.U.I., minor in possession or open bottle.

GUILT BY ASSOCIATION

All student participants must avoid circumstances or situations where alcohol or drugs are present. Remaining at a party or in a vehicle where alcohol, drugs or inhalants are existent shall constitute "Guilt by Association." The only exception to this may be when the student's parent is attending an event with the student.

First-time "Guilt by Association" violators and users will lose one (1) event or one (1) week's activity participation.

Second-time "Guilt by Association" violators and users will lose two (2) events or two (2) week's activity participation.

Third-time “Guilt by Association” violators and users will lose six (6) events or six (6) week’s activity participation.

When the school receives a **MN Statute 126.036 Chemical/Alcohol Abuse Violation Report**, the student participant will be referred to the Chemical Pre-assessment Team. If more than one report is received of a chemical/alcohol abuse violation, the student will be referred again to the Chemical Pre-assessment Team and must follow the committee’s recommendation. Any student with an alcohol, chemical or tobacco (including e-cigarette) violation is ineligible to attend school dances until the recommendations of the Chemical Pre-assessment Team have been followed.

ALTERNATIVE HIGH SCHOOL AT FOLEY

Foley’s participation in a cooperative alternative school program will enable Foley students to catch up on coursework and graduation requirements so that a student may return to the regular school program. Alternative school students must meet qualifications in order to participate in the alternative school. Students attending Foley’s Alternative School will be eligible to participate in Foley High School activities and graduation.

Admission Criteria

The Foley Alternative High School is designed for those students who have fallen behind in satisfactorily completing coursework. **Only students approved by the Foley Alternative High School Steering Committee will be admitted into the program.** In making the determination as to who will be accepted and who will not be accepted into the Alternative School, the Steering Committee will consider program enrollment limits and the level of needs of all potential candidates. Students must be at least 16 years old. Other factors the committee will take into consideration include students who:

- are at least one year behind in completing coursework
- are pregnant or a parent
- have been assessed as chemically dependent
- have experienced mental health problems
- have experienced homelessness during the past six months
- have limited English proficiency or speak English as a second language

The above factors do not automatically qualify a student for enrollment in the alternative school program. Admission is gained only through approval of the Alternative School Steering Committee. The Steering Committee will consist of the high school principal, the alternative school teacher, and the high school guidance counselors.

Maintaining enrollment at the Foley Alternative School

1. **Students must meet the following criteria or face possible removal from the Alternative School**
 - a. Students attending the Alternative High School are required to pass a minimum of 67% of the classes enrolled at the ALC per trimester.
 - b. Students are not to have more than seven absences per trimester, excluding absences for which a doctor’s note is provided to the school. Unexcused absences count as 2 absences for attendance purposes in the alternative program.
 - c. Acquiring excessive discipline referrals or acquiring a referral that causes a substantial disruption.
*Inability to adhere to all rules and expectations of the Alternative School may result in removal at any time from the alternative program.

ANNOUNCEMENTS

Daily announcements will be emailed to all students and staff, posted on the school website and read at the end of 1st period each day. All daily announcements must be given to the guidance secretary by 3:05 p.m. the day before the desired announcement. Student requested announcements must be signed by an advisor.

AREA LEARNING CENTER PROGRAMS

Area Learning Centers are designed for those who have fallen behind in satisfactorily completing coursework or for those who have dropped out and want to return to complete their high school education. Students must meet

qualifications in order to attend the Area Learning Center. Specifically, students must be at least one year behind in graduation credits earned, or referred by the local school district.

Part-time Area Learning Center students are responsible for keeping up to date on Foley-related information regarding registration, pictures, announcements, etc.

ASSEMBLIES

Students will be assigned specific seating by grade level for all assemblies and will be dismissed by the PA system or their teacher. All assembly attendance is mandatory unless excused individually by the principal.

ASSUMPTION OF PRIVACY

Students and staff present at Foley High School have a right to an assumption of privacy. It is not permissible for students to take pictures/video or audio recording of students or staff without consent of the student or staff member. Doing so, and especially the use of the picture, will be subject to consequences.

ATTENDANCE AND ABSENCES

Regular attendance is a joint responsibility to be shared by the student, parent/guardian and school. Students must be in attendance the full 5 period day unless participating in an approved SOEP, PSEO or are considered a part-time student.

STUDENT'S RESPONSIBILITY: It is the student's responsibility to be in school. Students feeling ill during the school day must report to the nurse's office before checking out to leave school as the health aide is required to speak to a parent/guardian prior to departure. After being absent it is the student's responsibility to obtain and make up any outstanding homework. It is also the student's responsibility to attend all classes regularly and punctually and to follow correct procedures when absent from school or class. Students must be in attendance three consecutive periods to participate or attend after school events including all co-curricular activities.

PARENT/GUARDIAN'S RESPONSIBILITY: It is the parent/guardian's responsibility to encourage the student to attend school, to inform the school in a timely manner in the event of a student absence and to work cooperatively with the school and the student to solve any attendance problems that may arise. Please be sure your child has followed proper procedures when ill by reporting to the nurse's office and that you have been contacted by the nurse prior to their leaving school.

SCHOOL'S RESPONSIBILITY: It is the school's responsibility to encourage students to attend all classes. It is also the school's responsibility to inform the student and his/her parent/guardian of a student's lack of attendance and to work cooperatively with both the student and family to develop acceptable attendance patterns.

If a student is absent from school, the student's parent or guardian must notify the office and provide a reason for the absence. The parent should call the FHS attendance line prior to 10:00 a.m. the day of the absence. The high school's phone number is (320)968-7246, extension 1. If contact is not made with the parent/guardian, the student should bring a note written by the parent/guardian to the office prior to 8:10 a.m. the day after the absence. Failure to supply the school with a written excuse will lead to an absence being considered unexcused with subsequent consequences.

A WRITTEN EXCUSE FROM A PARENT DOES NOT AUTOMATICALLY EXCUSE AN ABSENCE.

Excused Absences:

- * Chemical/Psychological Counseling and Support Groups.
- * Court Appearance.
- * Family Approved Vacation (pre-arranged).
- * Family Emergency.
- * Illness.
- * Religious Holidays (also see "participation credit").
- * To spend time with a military parent/guardian who is home on leave.
- * Verified Medical and Dental Appointments.
- * Work at Home/Family Business Only.
- * Written driver education license test (A combined maximum of two road or written driver tests).

The school reserves the right to refuse excusing an absence when requests become excessive. Once a student has 7 absences in a trimester, all of the above absences will be considered unexcused unless medical documentation signed by a health care provider is presented to the school.

UNEXCUSED ABSENCES:

- * “Appointments” not specified as medical, dental, counseling, etc.
- * Driver Education instruction
- * Employment for pay
- * Job interviews not pre-approved by the Administration
- * Leaving scheduled classes early or arriving late to attend PSEO class
- * Leaving school to buy materials for classes such as shop, ag. etc.
- * Missing any class to do homework
- * Missing the bus
- * Non-family members who drive other students to appointments, etc.
- * Oversleeping
- * Routine forms of entertainment
- * Senior pictures
- * Shopping trips
- * Tanning and hair appointments

The same set of attendance rules apply to all students regardless of age.

ATTENDANCE AND ABSENCES (for hybrid/distance instructions)

Students should expect to be online during the time of their scheduled class. If unable to attend online, or if the teacher allows for non-synchronous (not live) class meetings, students must follow instructions set by the teacher in order to indicate positive attendance (being present) for the class period. Attendance will be taken in all classes during hybrid or distance learning. All germane attendance reasons and expectations outlined in the previous section apply to hybrid or distance learning.

ATTENDANCE INCENTIVE PROGRAM

Students who maintain perfect or exemplary attendance will be recognized during the Night of Excellence banquet at the end of the school year. Perfect attendance requires that a student have no absences. Exemplary attendance includes those who miss five periods or less during the school year. Time missed for funerals, school activities, religious events or college visits are exempt for this program. Seniors who have four years of perfect and/or exemplary attendance will receive special recognition. Students are not eligible to obtain perfect or exemplary status if the student has accumulated more than 5 unexcused tardies.

CELL PHONES and ELECTRONIC DEVICES

Cell Phones have become an integral part of our daily lives including those of students. However, there continues to be increasing concerns of the potential risks associated with cell phone use in school including but not limited to; learning distractions for self and others, privacy breaches and student safety concerns. MN law states schools must minimize the impact of cell phones on student behavior, mental health, and academic attainment. With this in mind, Foley High School will be implementing the following cell phone plan. Cell phones and other personal electronic devices including earbuds are prohibited from being used or seen during class time. This includes if a student is restricted due to grades during their flex time. Students will be allowed to use their phone during passing time, at lunch, and when not restricted during Flex time. If a student chooses to not follow this expectation and their phone is taken, it is a student liability, not a staff liability.

CITIZENSHIP

It is important that students conduct themselves to be a credit to self, family and school. Enrollment in Foley High School has increased these responsibilities. Students are expected to be good citizens both in and out of the classroom and activities. This includes cooperation with school employees, the adult community and fellow students in a way that will be most representative of FHS. When using Foley area businesses and facilities, be a good citizen and a good representative of Foley High School and of youth.

COLLEGE IN THE SCHOOLS DAYS/CIS DAYS

Students enrolled in a College in the Schools course at Foley High School may be entitled to CIS Days. At the teacher's discretion, students may miss class to complete other tasks as needed at school or outside of school on said days. Students must be in good standing in class and be approved by the classroom teacher. Students must have a parent permission form completed prior to utilizing CIS days to leave school grounds. Students choosing to be at school during this time must be in either the media center, cafeteria, **student center** or in a teacher's classroom with permission.

COMPUTER AND INTERNET POLICIES:

District issued Laptop/Chromebook

Laptop devices 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.

Personal Laptop Computer Policies:

Foley High School actively supports the use of technology by our students. With the ever increasing number of students using their personal laptop computers at school, and given the need for an instructionally secure setting, the following guidelines have been put in place.

Students do not have a right or expectation of privacy for any use of laptop computers while in school or when accessing the district network. Any staff member has the right to monitor student use of said laptop. Programs and documents used while on school property will be monitored. The use of a personal computer at Foley Public Schools may not, in any way, disrupt the learning environment.

- Students using personal laptops must abide by all established and/or posted Internet guidelines, including, but not limited to, no music videos, chat rooms, emails, forums or blogs. No games (either internet or downloaded), movies or inappropriate sites.
- Laptops must be operated on the student's battery and recharging should not take place in school.
- Foley Public Schools assumes no financial liability for the security of a private laptop computer. Students are responsible for securing their own computer equipment and ensuring the equipment is not damaged. (Note: Student lockers are **NOT** secure storage areas.)
- Foley Public Schools is not responsible for wireless connection.

Discipline: Students not in compliance with the provided policies will immediately lose the right to utilize their personal laptop computer on school grounds. The laptop will be turned into the office and held until the end of the day. The student may incur additional consequences for inappropriate behavior or internet use.

Internet Policies:

- Chat rooms, forums or instant messaging will not be allowed. Exceptions will be made for an approved email or blogging service to be used by a principal approved class. Forums and chat rooms will only be allowed through teacher supervised activities.
- Do not access, download or save files with inappropriate content.
- Do not share personal contact information (i.e. name, address, phone, credit card information). Do not buy or sell anything.
- Copyright laws must be respected. Any questions about what constitutes a copyright violation should be directed to a teacher or other school staff.

Internet Policy violations will be handled in the following manner:

The use of the school district system and access to the internet is a privilege, not a right. Violations of this policy have consequences ranging from losing privileges for an amount of time, to disciplinary action or even being expelled or prosecuted under the law.

- The signed internet permission form (AUP) is to be considered the only warning.
- The first offense will entail a 10 school day suspension from internet usage.
- The second offense will entail a three-month suspension from internet usage.
- The third offense will entail a one-year suspension from internet usage from the date of the infraction.
- These internet offenses will carry over from one school year to another while at the high school.

COUNSELORS

Students who wish to speak to a counselor should check with the guidance secretary in the Guidance office. Samples of some of the services provided by the school counselors include:

Career planning (interests, abilities, and occupational information)
Post-secondary school planning (college, technical college, and vocational)

Financial aid and scholarships
 High school course selection
 Help with personal difficulties which affect school performance
 Coordinate peer tutor program
 Attendance issues
 Administer and interpret standardized tests
 Volunteer opportunities

DANCES

Dances are a positive component of a school experience. Violations of school policy while at a dance (i.e. tobacco, alcohol, chemicals, insubordination or other behavior, etc.) will prohibit a student from any future dance attendance for the remainder of the school year. This consequence will include prom. Any student with an outstanding alcohol, chemical or tobacco (including e-cigarette) violation is ineligible to attend dances until completion of the requirements set forth by the Chemical Pre-Assessment team. All school policies are applicable to students and guests at dances, including dress code, and any violations will be addressed in accordance with school policy. To maintain safety, when a student or guest leaves a dance, he or she will not be allowed to reenter.

The Homecoming Dance and Winter formal are open to all FHS students and approved guests. Prom will be open to all 11th and 12th grade FHS students and approved guests. For prom, any guest must be at least a 10th grader in good standing at their school of record and no older than 20 years of age.

Any other school-sponsored dances are intended for current students of FHS only. Dance policies promoted by student council and enforced by the school include:

1. Tickets must be purchased in advance for guests according to the guest policy.
2. Guest passes must be approved through the high school office.
 - a. Passes will be issued according to the guest pass schedule advertised for each dance.
 - b. Guests that are not students at FHS must provide a picture ID and have parent signature to be considered.

DAILY SCHEDULE

Instructors Available in

Teaching Area	7:20 AM
First bell	8:00
Period 1	8:05-9:10
Flex Time	9:16-9:44
Period 2	9:48-10:52
Period 3	10:56- 12:34 -----
Period 4	12:38-1:42
Period 5	1:46-2:50

Lunch A (Period 3)
 Lunch 10:52-11:20
 Class 11:24-12:34

Lunch B (Period 3)
 Class 10:56-11:29
 Lunch 11:29-11:57
 Class 12:01-12:34

Lunch C (Period 3)
 Class 10:56-12:06
 Lunch C 12:06-12:34

Instructor Day Ends

3:20 PM

DETENTION

Detention may be assigned to students who are unwilling to comply with the established school rules. Students who are assigned detention will be expected to serve detention in the allotted time set by administration (generally one calendar week). Assigned detention time takes precedence over any co-curricular or extra-curricular school activity including clubs, meetings or practices. Inability or unwillingness to serve detention will prevent students from participating in extracurricular activities and will therefore be ineligible to participate in any and all activities, which can include but is not limited to: athletics, dances, field trips, graduation ceremony, musicals, etc., until the full detention time has been served.

DRESS AND APPEARANCE

Students of Foley Public Schools are expected to be properly dressed and groomed. Proper student dress and grooming is a responsibility of the student and his/her parent(s). However, a student's dress and grooming must be in the best interest of the school with respect to the health, welfare and safety of the individual and the student body. Appropriate clothing includes, but is not limited to: clothing that does not create a health or safety hazard and clothing appropriate for the activity. Shoes must be worn at all times in the building. As a general rule:

- All shirts/tops must have shoulder straps.
- Clothing should cover skin and undergarments along a line from the armpits down to several inches of the upper thigh (roughly fingertips) and everything in between.
- Appropriate clothing must be worn under anything see-through/mesh within the armpit to upper thigh guideline.
- Shoes/sandals must be worn at all times.
- Clothing will not depict or suggest nudity, pornography, sexual acts or crude language.
- Clothing will not depict, advertise or suggest the use of alcohol, tobacco or other controlled substances, the confederate flag or illegal or inappropriate conduct.
- When required by school or state policy, a face covering will be worn by all students and staff (unless allowed to not by school or state policy exceptions) that meets the following requirements:
 - Covering the nose and mouth completely
 - Not overly tight or restrictive
 - Comfortable enough to wear for an extend period of time
 - Meeting the applicable dress guidelines also included in this section.

Students whose dress and grooming do not conform to these standards will be referred to the principal. The student will be advised by the principal as to what adjustments must be made; if the student fails to remedy the problem at that time the parents will be contacted. If the problem remains uncorrected, the student will be removed from the class or activity involved until the student corrects the situation-per **Minnesota Statute, 127.26 Chapter 572 of the Pupil Fair Dismissal Act**. Dress and grooming styles that create a substantial disruption of the learning process must be avoided. If this is the case, the student must change and make up any class time missed while changing. The question of acceptability is left to the teacher and the administration.

DRIVERS EDUCATION

Any driver's training must be conducted during non-school time. Students will not be excused for private driver training during the school day. A student will be excused for a maximum of two road and/or written driver education tests.

EIGHTEEN YEAR-OLD STUDENTS

The conduct of all students attending a public secondary school shall be governed by a single set of reasonable rules and regulations adopted by the local Board of Education: **MINNESOTA STATUTE, 120.06 Chapter 529**.

EXTRA-CURRICULAR ELIGIBILITY INFORMATION – ATHLETICS & FINE ARTS

All Foley student extracurricular participants must adhere to the eligibility guidelines as spelled out by the Foley School Board, the Granite Ridge Conference and the Minnesota State High School League eligibility bulletins that each participant receives in advance of their season of participation for both athletic and fine arts activities. Penalties for violation of the eligibility guidelines are included in each bulletin the student participant receives. The student participant and his/her parent/guardian must electronically sign and submit the form prior to the student participating in an activity.

Residents of the Foley District, who are participating in the Post-Secondary Options Program, are enrolled in the Foley Alternative Learning Program or are district residents enrolled in an approved home school program are eligible for activity participation at Foley Senior High School. Students enrolled at other high schools or in an online high school are not eligible unless specifically addressed in MSHSL policy.

Academic Eligibility Guidelines

If a student receives a midterm grade of F in any class(es), the student will be put on the Deficiency List and will be ineligible to compete in Minnesota State High School League events or any other extra-curricular activities. This includes, but is not limited to; athletics, academic activities, drama, and co-curriculars. An ineligible student may attend an event but may not be in uniform. The student may practice. Academic deficiency lists will be determined on the second to last day of every 3rd week of the grading period. To be eligible to participate in post-season activities (playoffs, section, state, etc.) a student must be passing all classes at the time of the competition.

If the student is on the probation list and is in an activity:

- The ineligible student must pick up an “Academic Eligibility Form” from the Activities Office and give it to the teacher of the course in question. The student will become eligible when the teacher signs the form and returns it to the Activities Director, who will inform the coach or advisor of the student’s reinstated eligibility.
- Any student who is ineligible to compete may not leave early from school to attend an event.
- End of Trimester Academic Violation: Any student that receives an F on their trimester report card will be deemed ineligible for their next event. The infraction for the 1st and 2nd trimester grading period will be served starting the day after teacher grades are due to the office. If the infraction occurs for the 3rd trimester grading period the infraction will be served the first contest or performance the following fall season or next season of participation in an activity.

FEES

Public education in Minnesota is free to all students who are residents. However, fees may be charged under the following circumstances:

1. A project in art, industrial arts, or other course that has excess of the material requirements of the minimum course outline, will require a deposit of approximately half of the project cost be paid to the high school office within two weeks of the start of class, if the student elects to do such a project with the approval of the instructor. The student may elect to take such projects home and the cost of such projects must be paid as the material is used. Students may provide their own materials for such projects with the approval of the instructor.
2. Cost of school equipment or material destroyed, broken or unduly damaged through carelessness or failure to follow instructions, in the amount necessary to restore the item involved to their original condition.
3. A deposit for lab or shop breakage may be returned at the end of the school year for the unused amount. This deposit is applicable only if the student is enrolled in a course involving laboratory or shop work.
4. Rental charges on school-owned music instruments, if the student requests use of the instrument.
5. Driver Education offered through Community Education.
6. Costs of trips which are made available from time to time but are not a part of a course, should the students elect to participate in the field trip.
7. Costs of the yearbook, graduation items or class ring should the student elect to order any of these items.
8. Admission fees for concerts, plays, athletic events and other activities which the student may attend at his/her option.

These procedures are in accordance with the Minnesota School Fee Law, M.S.A., 120.71-120.76.

FOOD AND BEVERAGE

Breakfast may be eaten in the classroom. Students are responsible for minimizing mess and cleaning up their own belongings. Water is allowed in the classroom. Other beverages or food beyond breakfast during the first period is permitted only with teacher permission.

FOREIGN EXCHANGE STUDENTS

Foley Public School will work with Exchange programs as approved by the International Educational Travel and Exchange Programs Council and the National Association of Secondary School Principals. A foreign exchange student will be placed in the age-appropriate grade as determined by the High School Principal. However, a student who has "graduated" from their home country high school will be placed in the senior class of Foley High School. For an exchange student to receive a Certificate of Attendance at graduation, he/she must have been enrolled as a

senior and have been in attendance for an entire school year. Foreign exchange students are not eligible for a diploma.

GRADES AND REPORTS

Student grades will be reported both in a letter grade format as well as by measure of meeting standards. Parents will be notified by email at appropriate times during the school year when special mid-term reports covering student classroom activities, attitude, daily preparation, attendance, and personal responsibilities are available in the Infinite Campus parent portal. Parents are urged to contact the teacher after receiving a Special Report. A final grade in each course will be recorded in Infinite Campus at the end of each trimester. These grades will be used to calculate GPA. **Parents may also access their child's academic "Progress Reports" for individual classes online at any time.**

GRADING SYSTEM

<u>GRADE</u>	<u>POINTS/CREDIT</u>	<u>GRADE</u>	
<u>POINTS/CREDIT</u>			
A+	4.00	C+	2.34
A	4.00	C	2.00
A-	3.67	C-	1.67
B+	3.34	D+	1.34
B	3.00	D	1.00
B-	2.67	D-	.67
		F	.00

STANDARDS GRADE

Students will be given a grade of 2-Not Meeting Standard or 3-Meeting Standard on each summative assessment. Students must demonstrate the ability to meet standards in order to receive the credit for the course.

GRADUATION CEREMONY

Graduation ceremonies are a privilege and not a right. While a qualified senior is entitled to the diploma earned; a student may be withheld from the graduation ceremony due to inappropriate behavior. Any student involved in malicious behavior of any kind such as, but not limited to, vandalism and "senior pranks" (including the release of live or dead animals) on school property will be prohibited from participating in or attending the graduation ceremony. All seniors graduating will have their names listed in the graduation program; however, only seniors attending the ceremony will have their names announced during the presentation of the diplomas.

To be eligible for the graduation ceremony, a student must have earned at least 48 credits by the conclusion of the 2nd trimester of their senior year. Students not eligible by this standard may appeal to the Principal by May 1st of their senior year. Students requesting special permission to participate must demonstrate that they are currently passing all classes and need no more than 7 total credits.

GRADUATION REQUIREMENTS

Students are expected to accept the full responsibility of completing academic graduation requirements. This means that the student is responsible for earning the required number of credits and taking the required courses. Courses needed for graduation as well as a description of those courses may be found in the Registration Handbook which is available on the district website. All courses are a trimester in length. Promotion in high school is determined by subjects and credits. In order to graduate from Foley High School, a student must earn:

A total of 55 credits are required for graduation

If behind in credits a student has the option to discuss after school, summer school and alternative school options with their counselor.

Students must take the Minnesota Comprehensive Assessments in Reading and Mathematics in the respective year offered. All students are required to take 5 classes each trimester. In order to participate in Foley High School's graduation ceremony all fees, fines and disciplinary responsibilities must be paid/completed.

HONOR ROLL

The honor roll is figured at the end of each trimester. The honor roll for grades 9-12 is based on the grades received in all classes taken that trimester.

"A" honor roll: Students must have an average of 3.66 and no grade lower than a "B-".

"B" honor roll: Students must have an average of 3.00 and no grade can be lower than "C-".

To be included in the honor roll, students must be enrolled in at least four Foley High School credits; be a full-time equivalent student at a postsecondary school or some combination of these two options. Online courses, homeschool classes, correspondence courses, or similar non-college level courses do not qualify for honor roll consideration. Any student receiving more than two (P) "passing grades" is not eligible for the honor roll. Incompletes (I) must be made up within two weeks once report cards are released. Students receiving special education services will be evaluated on an individual basis for the honor roll.

INCOMPLETE SCHOOL WORK

If at the end of a marking period a student has not completed all of the required work, it is the student's responsibility to make arrangements with the teacher to make up the work. It must be done within 2 weeks after report cards are released or the incomplete will be changed to a failure.

LATEX-FREE ENVIRONMENT

Foley High School strives to be a latex-free environment as much as possible. No latex balloons will be allowed in the school building and other latex products may also be restricted.

LEAVING THE BUILDING

- a) Students who must leave the building during the school day for whatever reason must provide a parent note or call to the high school office prior to leaving. Parent notes should be provided to the office before the first hour. Students will be placed on a list which is shared with teachers on a daily basis.
- b) Students must sign out in the High School Office when leaving or returning to school.
- c) Students who are absent from school in the morning must sign in at the office when arriving at school.
- d) In cases where the above policies are not followed, the student will receive an unexcused absence and zero grade for the time missed and/or detention

LOCKS AND LOCKERS

Students are responsible for their locker and its contents. Students should be sure to lock their locker.

Students are responsible for the condition of the locker assigned at the beginning of the school year and will be assessed damage costs if such occurs to the locker. Personal locker door signs must be in good taste and must be put only on the inside of the locker door. Students must use masking tape, not scotch tape, as it will be very difficult to remove at the end of the year. Students are responsible for removing all items, tape, etc. at year's end. No switching of lockers is permitted.

School lockers remain the property of the school and school authorities have a responsibility and a right to examine the contents of these lockers for reasons of health, safety and security. Acceptance of a locker by a student is acknowledgement of the privilege retained by the district to examine the contents of that locker at any time. Students must keep assigned lockers unless authorized to make a change by the office. Individual personal locks are not allowed without approval from the principal. A student shall not place, keep or maintain any article or material in a school-owned locker which is of a non-school nature that shall cause or tend to cause a disruptive activity on any school property or at any school-sponsored function. Money or other valuables are not to be kept in regular or locker room lockers. Inspections of all student lockers will be conducted on occasion. Lockers should be kept reasonably clean at all times and all materials inside a locker must be appropriate for a school setting. No decorations larger than the face of the locker or rising over the top of the locker will be allowed. **The Locker Room will be locked when physical education classes are not in session. Office staff will not be able to open the locker room during these times except in cases of emergency.**

LUNCHROOM/CAFETERIA RULES

- 1) All students must report to the cafeteria during their lunch period unless in possession of a pre-signed pass to a teacher supervised area.
- 2) Students may not leave the building during lunch as FHS is a closed campus.
- 3) Students bringing bag lunches are to eat in the cafeteria. Milk may be purchased. Students are not to have food delivered from a restaurant to the cafeteria.
- 4) Students are responsible for taking their tray to the dishwashing room and seeing that their table is left clean.
- 5) Students are not permitted to cut or push in the lunch line.

- 6) Absolutely no throwing of food or other objects will be tolerated.
- 7) All students must follow the directions of the lunchroom supervisors.
- 8) When staff or guests arrive at the serving counters, students will allow them to enter the serving line ahead of the next student to be served.
- 9) The school's lunch system allows for prepayment. Cash payment in the lunch line slows down the movement of the line. Students with cash payment in-line or no number will be sent to the end of the lunch line, receiving their lunch after others have been processed.
- 10) Students are to remain in the cafeteria/locker bay until the bell has rung. Students are not to leave lunch early to go to class, the **media center** or other areas of the school without a pass.

MAKE-UP WORK

A reasonable amount of time is given to the student to make up the work that is missed. A PERIOD OF TWO DAYS FOR EACH DAY MISSED WILL GENERALLY BE THE RULE, unless mutual agreement is made between the student and the teachers. If a College in the Schools (CIS) course has a different policy mandated by college faculty, the college policy takes precedence. It is the student's responsibility to see that this work is made up.

MEDIA CENTER POLICIES

Media Center Hours: 7:45 AM - 3:15 PM

Conduct: The Media Center offers an environment conducive to learning with many resources available. All activities within the Media Center should be constructive in nature and respectful of the rights of all users. Each student will be on task and respect the right of others to work in an atmosphere without distraction. Reading for leisure is encouraged. Students must follow all posted rules.

- Cell phones are not allowed in the media center during the school day, including PSEO students.
 - A maximum of 40 students during flex time will be permitted at one time in the Media Center. This number may be limited depending on the demand placed on the facility during a class period.
- Immediately upon entry, present a pass or follow sign in/out procedures as directed.
- Quiet discussion is allowed. Communication is an essential part of education; however, the media center is not a place for general conversation during classroom hours.
- To ensure a positive learning environment, no more than two students per table unless special circumstances exist and permission is given by media staff.

Discipline: Violation of Media Center conduct rules may result in the loss of Media Center privileges as well as disciplinary consequences according to handbook regulations.

Before and after school hours: Students may use the Media Center without a pass and should observe all other rules of conduct, use and respect.

Circulation: Library books may be checked out for two weeks. Books may be renewed provided there are no other requests for that title. Circulation items not returned by the last student day of the school year must be paid for according to the replacement value of the item. No future refunds for those items shall be given.

Conference Rooms: Conference rooms may be used by students for studying provided permission is given by media staff. Scheduled meetings will have priority over individual use.

Hallway Passes: Passes from the Media Center will be given only to the office, bathroom, student lockers and telephone. Sign out/in as directed. Follow all specific instructions or rules from teachers regarding hall passes or returning to class.

Lost or Destroyed Books, Materials or Equipment: Lost or destroyed media items must be paid for according to the replacement value of that item. No future refunds will be given.

Magazines: Magazines may not be removed from the Media Center. Students who wish to use back issues of a magazine must ask permission from library staff.

Photocopy Machine, Printers, and Scanners: Students must follow laws relating to copyright and use of data. Students may copy or print only school related items.

Reference Books: Certain reference books may be checked out overnight.

MINNESOTA HONOR SOCIETY

The Foley Chapter of the Minnesota Honor Society exists to recognize those persons who have a high academic performance, are involved in school and community activities, have shown leadership and are of the highest character. As a branch of the Minnesota Honor Society, membership in the organization is one of the highest recognitions that may be given to a high school student.

All individuals will be considered for membership at the beginning of their junior year and again at the beginning of their senior year. To be considered a student must have a cumulative grade point average of at least 3.00. Anyone who meets this requirement and wishes to be considered for membership must complete a MHS application form.

This form will be used by the Faculty Committee, along with other information, to determine if the student meets the MHS requirements of Scholarship, Service, Leadership and Character.

After being informed of their selection, the candidates for membership must go through the induction ceremony.

Once through that ceremony students will become members. Students may be removed from MHS membership if failing to maintain the standards of the organization. To maintain their membership all members will be expected to (1) maintain their 3.00 average, (2) actively participate in the various activities of the chapter, (3) maintain their involvement in school and community activities that lead to their selection, (4) follow all school rules, and (5) follow all the rules of the local, state and national organizations. Removal can take place only after the student has been properly notified and only by action of the Faculty Committee. Once removed from membership a student cannot be readmitted. The Foley Chapter is a branch of the Minnesota Honor Society, subject to its rules and procedures.

NAMES AND ADDRESSES

Foley High School will provide mailing information (student's names and addresses) for appropriate representatives of all branches of the armed forces, colleges and universities. This information will be kept confidential if the High School office is requested by a parent or guardian to withhold the student's name and address from the information list. Indiscriminate distribution of lists of names, addresses and phone numbers of students will not be done. FHS will forward all student records to transferring school districts. **Refer to Policy 515 Protection and Privacy of Pupil Records.**

Online School Options

Foley High School offers an online learning program for currently enrolled students. To participate in Foley Online, students must first be fully registered with Foley High School; interested families should contact the High School office to begin the process.

Students may enroll as either full-time online students or hybrid students, completing a total of 5 courses per trimester across both formats. Online students are permitted to work on-site at the high school during the day, where they will be assigned to a designated online instructor for that period.

Because Foley High School operates as a closed campus, students choosing to attend in person are expected to remain in their assigned classrooms. Roaming the building or unsupervised transitions are strictly prohibited.

Foley Online students are eligible to participate in all Foley Extra-curricular opportunities.

OTHER BUILDINGS

High School students are not permitted in the elementary or intermediate schools at any time without staff permission and supervision.

PARKING

All students wishing to drive to school must register their vehicle and obtain a parking pass that will be displayed in the lower left corner of the windshield. Each student must have his/her parking permit properly displayed in the vehicle. Any vehicle found on school property without the permit properly displayed will be given a warning. Continued refusal to follow expectations will result in a \$10.00 fee assessed to the student for each incident. Student parking will be in the south parking lot and southwest parking lot near the tennis courts. Student vehicles found to

be parked in other areas or that take up multiple parking spots will be assessed a \$10.00 fee. Chronic abuse of parking rules may result in vehicles being towed from the premises at student's expense as well as possible revocation of parking privileges. Also, no parking is permitted along the curbs of the fire lane in front of the school at any time. Students are not permitted to park in spots reserved for staff or visitors. Students are not permitted to sit in a vehicle between 8:05 A.M. and 2:50 P.M. Students are not to drive in the bus/fire lane in front of the high school. Cars parked on school grounds are subject to a search by authorized school personnel.

PARTICIPATION AND ATTENDANCE FOR ANY SCHOOL PROGRAM BY STUDENTS

Participation in a school program, course offering or special event may be limited by academic standing, disciplinary matters or enrollment status. Any questions about eligibility for participation in any aspect of Foley High School's educational program should be directed to the principal.

All Foley students are ambassadors for their school. Behavior is a direct reflection upon all students at FHS.

Misconduct at these events will result in loss of the privilege to attend such events for the remainder of the school year and/or possible detention or suspension. Students must be in school at least 3 consecutive hours to participate in or attend an activity function that afternoon or evening. This includes all school activities (i.e. sports, music, plays, FFA, color guard, etc.).

CONSEQUENCE: Students who violate this guideline will not be permitted to participate in the next regularly scheduled practice, contest or event for that activity.

Any student who receives a Minnesota State High School League violation is ineligible for a leadership position for one calendar year from the initial start date of the suspension. This includes, but is not limited to, Captain, Class Officer, Homecoming Court, Officer, or any other leadership position as determined by the high school principal.

PASSES

1. Students are not permitted in the hallways after a class period has started without a pass or teacher permission.
 - a. Students are to go directly to the place written on the pass - if found in an area other than that stated on the pass, pass privileges will be taken away and the student may receive detention. Students must carry a pass and be prepared to present their passes to staff upon request.
2. Students who need to use a pass may be asked to leave their cell phones in the classroom, with the exception of seeing the school nurse. Students refusing to do so will not be given permission to leave.
3. Students who need to see the school nurse are to leave cell phones and other electronic devices with the school nurse.
4. Teachers reserve the right to request that a student wait to leave class and may restrict the number of students out of class at a time.

PHYSICAL EDUCATION PARTICIPATION REQUIREMENTS

Due to the nature of physical education classes, it is essential that students participate actively in order to receive credit. If for any reason (minor injury, illness, etc.) a student cannot participate, she/he must present a written excuse signed by a parent/guardian to the respective physical education teacher. Students are expected to shower after Physical Education classes. Each time a student chooses not to dress for a physical education class, his/her grade will be lowered one third letter grade. A doctor's permit may be required for a student to be excused for more than two days in succession.

POST-SECONDARY ENROLLMENT OPTIONS

The Post-Secondary Enrollment Options Act enables 11th and 12th graders to attend, full or part-time, a technical college, a college, or a university for high school credit. The purpose of this legislation is to provide rigorous educational options for high school juniors and seniors. Students must meet the requirements of the post-secondary institution and will need to work with their counselor to ensure that the courses taken will satisfy graduation requirements. Emotional maturity and level of responsibility are major student considerations for success in this program.

Juniors who wish to enroll in this program must rank in the top one-third of their class in order to enroll at a college or university. Seniors must rank in the top 50 percent of their class.

All grades earned in the PSEO program become a part of the student's permanent high school transcript. Students who wish to participate in this program during the 2026-27 school year should inform their high school counselor of their intent and fill out an application form before March 31, 2026.

Students who are Foley district residents and who are participating in the PSEO program are responsible for keeping up to date on the following: graduation procedures (announcements, cap/gown, credits, practice, etc.) - scholarship procedures - annual picture deadlines - daily announcements - Minnesota Honor Society information - etc. Students will need to visit school periodically to pick up this information or/and have parents or friends obtain the information. This is a student responsibility.

Diplomas will not be awarded until both the college and Foley High School certify that all obligations have been met (i.e. grades, bills paid, Foley books returned to the counselors, etc.). Foley district residents participating in the PSEO program are eligible for activity participation at Foley Senior High School.

Students who are removed from the PSEO program because of poor academic performance, or drop out of classes, must return to Foley High School on a full-time basis. Students who drop out of the PSEO Program must reimburse the School District for fees that the District has paid for the student.

PSEO students who chose to be in the school building during the school day will be allowed to be in the classroom of the assigned online teacher for that hour. They will not be allowed to “hangout” in the media center. This is for supervision purposes.

PROTECTIVE EYEWEAR

Protective eyewear is a must in all shop classes per **MN Statute 126.20**.

PUBLICATIONS

A student may not produce and/or distribute petitions or other printed documents of any kind that are disruptive to the conducting of school. A student shall not produce and/or distribute any petitions, documents, or posters/advertisements of any kind or sort on school premises during the school day without the specific approval of the principal.

CONSEQUENCES: Student/Parent conference as necessary with detention or suspension **as per MN. Statute 127.26-127.40**

NOTE: Student participation in the publication of yearbooks, literary magazines and similar supervised publications is encouraged by the Foley Public School district as an educational experience. These publications have qualified advisors and strive to meet high standards of journalism.

SCHEDULE CHANGES

Students will not be allowed to change classes simply because of a change in mind. Parents and students must realize that teacher schedules are determined by the classes selected at registration time. **Classes should be selected carefully -- do not expect to make changes.** In cases where a change must occur, students will contact the school counseling office. Any changes in schedules are encouraged to be completed prior to the start of the trimester. Changes that occur after the start of the trimester should be complete by the conclusion of the 3rd day of the trimester.

SCHOOL VISITS (College and Vocational Schools)

Juniors and seniors will be permitted to visit post-secondary institutions. Parents and guardians are encouraged to accompany students on these visits. Students are to follow these procedures:

1. Obtain written permission from parent or guardian and submit it to the high school attendance office.
2. Notify the attendance secretary of your planned absence.
3. A maximum of two school days per year may be used.
4. These arrangements must be made in advance.

Students who do not follow these procedures will be unexcused and subject to detention or in-school suspension.

Any exceptions to the above guideline will be handled on an individual basis depending upon the student's post high school goals, plans and situations.

SERVICE CLUBS FOR STUDENTS

Foley Senior High School recognizes the need for a well-rounded educational program. Achievement in school subjects is of most importance but a complete extra-curricular program is also important. Foley High School offers many opportunities for students to express and expand their interests and talents. Students must be enrolled at Foley High School to be eligible for participation. Some examples include:

Class Officers	National FFA Organization	Peer Tutors
Art Club	Minnesota Honor Society	School Yearbook
Conservation Club	Student Council	Spanish Club

STUDENT ASSISTANCE TEAM

Foley Senior High School has a Student Assistance Team (SAT) intended to be a first-step intervention in times of student academic, emotional or behavioral need. Referrals can be given to teachers, counselors, the school nurse or the school principal.

STUDENT DISCIPLINARY POLICIES (SCHOOL BOARD POLICY)

The Board of Education and School Administration recognize that the rights of all students and staff must be respected. Along with these rights, there is a corresponding responsibility for students to follow school rules and regulations. It is important for all to respect others at all times. **Examples of behaviors that are not appropriate include, but are not limited to: harassment, insubordination, assault, abusive language, fighting, possession of a weapon, and generally disruptive behaviors.**

The consequences listed with each misbehavior in the matrix are to be used as guidelines **only, the school reserves the right to impose more stringent consequences as circumstances merit.** For each misbehavior described in the discipline matrix, there are specific consequences for first, second, third, and fourth violations. Those consequences are shown as *, **, suspension for a specified number of days, or expulsion. Consequences which cannot be effected during the current year may be effected in the following year.

Notwithstanding any provision in this policy, students may be suspended, excluded, expelled or lose privileges as deemed appropriate by the high school principal or his/her designee. Any offense of a similar nature to a previous violation will result in escalating consequences. Two major suspensions in one calendar year (5-10 days) will warrant consideration for expulsion. Two or more significant suspensions of 5 days or more in the student's high school career will place the student's status under review.

SUSPENSION, EXPULSION

1. A student may be dismissed on the following grounds:

- a. Willful violation of any reasonable School Board regulation.
- b. Willful conduct which materially and substantially disrupts the rights of others to an education.
- c. Willful conduct which endangers the student or other students or staff or property of the school.

(MS 121A.45)

DEFINITION OF TERMS

DETENTION: A detention period, supervised by a school employee, will be scheduled for students who have had unexcused tardiness, absences or other disciplinary action. Detention is held every school day from 7:00-8:00 AM and 3:00-4:00 PM.

The symbol * denotes a level of consequence ranging from a verbal reminder to detention or possible suspension for repeated action.

OUT OF SCHOOL SUSPENSION: An action taken by the school administration prohibiting a student from attending school for a period of no more than 10 (ten) school days at one time. Students who are on out-of-school suspension cannot participate in school related extracurricular or co-curricular activities. Some suspensions of length greater than 3 days out of school may be reduced through a positive administrative conference with both student and parent as well as student participation in a level of education related understanding the offending behavior. This opportunity for a reduction in suspension will be offered at the Principal's discretion.

IN-SCHOOL SUSPENSION: The student will be required to be in school but will not attend classes. Daily assignments must be completed and full credit will be given. The student will be assigned to an area designated by the administration for the school day.

A student who is on in-school suspension must report to the high school office by 8:05 A.M. on their assigned in-school days and will remain until the end of their scheduled day.

The symbol ** denotes a situation where school administration may seek expulsion of the student from Foley High School.

EXPULSION: An action taken by the School Board to prohibit an enrolled student from further attendance for a period that shall not extend beyond an amount of time equal to one school year from the date a pupil is expelled.

MISBEHAVIOR	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	4TH OFFENSE
Consequences are applied on an annual basis except as noted below.				
Students are expected to not engage in the following activities. The consequences apply regardless of whether the misbehavior took place in school, on district property, in a district vehicle, or at a school or district activity. Illegal activities will be reported to the proper authorities				
1. Abuse, Verbal/Gesture - Arousing alarm in others through the use of language or gesture that is abusive, discriminatory, harassing, obscene or threatening.				
Toward student	*	1-5 day susp.	5-10 day susp.	**
Toward staff	1-5 day susp.	3-7 day susp.	5-10 day susp.	**
2. Alcohol or Chemicals, Possession or Use - Possessing or using any alcohol, narcotic or controlled substance where possession or use is prohibited by Minnesota or federal law. (Any prescription medication a student is required to take, with the exception of prescribed inhalers, must be registered with the school nurse, in accordance with district administrative regulation) Violation of the above rule will result in a referral to the Chemical Health Pre-Assessment Team and law enforcement contact [Policy 418]	5-10 day susp	**	**	
3. Alcohol or Chemicals, Possession with Intent to Distribute or Sell - Selling or distributing, or intending to sell or distribute, alcohol, any narcotic or controlled substance where sale or distribution is prohibited by Minnesota or federal law. Violation of the above rule will result in a referral to the Chemical Health Pre-Assessment Team and law enforcement contact	**	**	**	**
4. Ammunition, Possession - Possession of bullets or other projectiles designed to be used in a weapon	1-10 day susp.	**	**	**
5. Arson - Intentional destruction or damage to school or district buildings or property by means of fire.	**	**	**	**
6. Assault - Acting with intent to cause fear in another person or immediate bodily harm, or intentionally inflicting or attempting to inflict bodily harm upon another person.				
Upon a student	1-10 day susp.	3-10 day susp.	**	**
Upon a staff member	**	**	**	**
7. Bodily Harm, Inflicting – committing an accidental act which, although a result of poor judgment, inflicts harm upon another person	*	1-10 day susp	**	**
8. Bomb Threat – Intentionally giving a false alarm of a violent action..	**	**	**	**
9. Bullying - Aggressive behavior that involves unwanted, negative actions; involves a pattern of behavior repeated over time; involves an imbalance of power or strength.	1-10 day susp.	3-10 day susp.	5-10 day susp.	**
10. Cell Phone/Electronic Device - use of a cell phone or other electronic device during class time without approval from the teacher.	Device with teacher for the hour	* Device in office for day	* Device in office until parent pick up	

12. Driving, Careless or Reckless – Driving on school property in such a manner as to endanger persons or property.	*; may include revocation of parking privilege	1-5 day susp; includes revocation of parking privilege	**	**
13. Explosives, Possession and/or Use – Possessing or using any compound or mixture, the primary or common purpose of which is to function by explosion, with substantially instantaneous release of gas and heat.	**	**	**	**
14. Fighting - in which one or the other party(ies) or both contributed to the situation by verbal and/or physical action.	5-10 day susp.	**	**	**
15. Fire Alarm, False – Intentionally giving a false alarm of a fire, or tampering with any fire alarm.	1-10 day susp.	5-10 day susp.	**	**
16. Fire Extinguisher, Unauthorized Use – Unauthorized handling of a fire extinguisher.	1 day susp	3-10 day susp.	5-10 day susp.	**
17. Firearm or Look-alike Firearm, Possession – Possessing any firearm, whether loaded or unloaded, or any device intended to look like a firearm.	**	**	**	**
18. Fireworks, Possession – Possessing or offering for sale any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation.	1-10 day susp.	**	**	**
19. Fireworks, Use – Using any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation.	**	**	**	**
20. Gambling – Playing a game of chance for stakes.	*	*	*	**
21. Harassment, Including Racial or Sexual – Participating in or conspiring with others to engage in acts that injure, degrade, intimidate, or disgrace other individuals, including indecent exposure, and words or actions that negatively impact an individual or group based on their race, cultural or religious background, their sex or any disabilities they may have. (For more information about sexual harassment, refer to district administrative regulation (Policy 413).	1-5 day susp	5-10 day susp.	**	**
22. Inappropriate display of affection - school is not an appropriate place for romantic or other displays of affection, including embraces, hugs, kissing, or other touch not appropriate in public settings.	*	*	1-3 day susp.	3-5 day susp.
23. Insubordination – Willful refusal to follow an appropriate direction or order given by a staff member.	In school susp. - 3 day susp.	1-5 day susp.	5-10 day susp	**
24. Interference, Disruption or Obstruction – Any willful action that prevents a staff member or student from exercising his or her assigned duties.	1-5 day susp.	5-10 day susp.	**	**
25. Nuisance Devices, Possession – Objects which cause distractions.	*	*	*	**
26. Photography - Posting or distributing video, whether digital or analog, or photographs, whether digital or otherwise, of students and staff at Foley High School without their written permission or that is not part of an official school production is prohibited. Sharing of inappropriate content is prohibited.	*	1-10 day susp.	**	**
27. Pornography, Possession or Distribution -- Possessing or distributing any pornographic material.	1-10 day susp.	**	**	**
28. Records or Identification Falsification – Falsifying signatures or data, or refusing to give proper identification or giving false information to a staff member. This includes falsifying absence notes or calls.	*	1-5 day susp.	1-5 day susp.	**
29. Robbery or Extortion – Obtaining property from another person without consent or where his or her consent was induced by use of force, threat of force, or under	5-10 day susp.	**	**	

false pretenses.				
30. Running in the Hallways - Running, jumping or other inappropriate hallway behaviors.	Verbal reminder	*	*	**
31. Squirt Guns/Water Balloons - Squirt guns and other water devices create a safety hazard and are not permitted on school grounds or buses without prior permission from administration.	*	1-10 day susp.	1-10 day susp.	**
32. Symbolic Expressions of intolerance including but not limited to the display of a Confederate flag, swastika, and/or any gang representations (bandanas, colors, etc.) including on a student's person, property or vehicle are not allowed and will be confiscated. These items may or may not be returned.	1-10 day susp.	1-10 day susp.	**	**
33. Terroristic Threat – Threatening, directly or indirectly, to commit any crime of violence with the intent of terrorizing another person.	5-10 day susp.	**	**	**
34. Theft of, or Knowingly Possessing Stolen Property – Unauthorized taking of the property of another person, or receiving or possessing such property.	1-10 day susp.	5-10 day susp.	**	**
35. Throwing of items in hallway, locker bay, classroom, etc. - Throwing items creates a safety hazard. A cleaning fee may be charged if a mess is made.	*	1-10 day susp.	3-10 day susp.	**
36. Tobacco/Tobacco Products – Possessing or using tobacco and/or tobacco products in district buildings, on district grounds, in district vehicles or at district events. E-cigarettes are considered nicotine delivery systems and are prohibited. This will also be considered a violation of MSHSL rules.	1-2 day susp.	2-5 day susp.	5-10 day susp.	5-10 day susp.
37. Trespassing – Unauthorized presence in any district facility or portion of a district facility and/or presence in a district vehicle.	1-3 day susp	5-10 day susp.	**	**
38. Vehicle, Unauthorized Use – Occupying or using vehicles during school hours without school authorization.	*	1-3 day susp.	1-3 day susp.	1-5 day susp.
39. Weapon or Look-alike Weapon, (excluding firearms), Possession – Possessing any device or instrument designed as a weapon and capable of producing severe bodily harm, or any other device, instrument or substance, which, in the manner in which it is used or intended to be used, is calculated or likely to produce severe bodily harm.	**	**	**	**
40. Willful conduct which materially and substantially disrupts the rights of others - Threats to normal school operations or school activities, including but not limited to, the reporting of dangerous or hazardous situations that do not exist and/or disturbing or interrupting the peace and good order of the classroom, school or school-sponsored activities.	1-10 day susp.	3-10 day susp.	**	**
41. Willful Damage of Property (Vandalism) - Defacing, cutting or otherwise damaging property that belongs to the school, to other students, to staff members or to other individuals while the student is on school property, at a school activity, in a district vehicle or under the supervision of school staff.	1-10 day susp. or **	3-10 day susp. or **	**	**

FLEX TIME

Flex time is provided for students as an opportunity to receive the support necessary to maintain success as a student at Foley High School. . Students that are identified by a teacher as needing to attend a specific session during flex time must do so or will be considered absent. Students demonstrating proficiency through grades of a D or above and meeting standards will be able to enjoy greater freedom during flex time. Students who have D- or lower will be restricted to their Flex classroom each day, this will be re-evaluated at 3 week intervals.

TARDINESS

High school gives students the chance to develop habits of punctuality for use in the working world where lateness can mean a reduction in wages or possible loss of a job. Students are expected to be in class on time and ready to learn when the bell rings. If delay is due to need from the previous class, it is the student's responsibility to secure an

admit slip from THAT previous teacher. It is recommended that students pick up all books and supplies needed for morning classes at the beginning of the school day. This procedure should also be followed for afternoon classes. The student may receive detention for each additional unexcused tardy which occur in periods with over three unexcused. A student who has six cumulative unexcused tardies in a trimester will meet with the Dean of Students. The student may receive detention for each unexcused tardy where the student has exceeded six cumulative unexcused tardies in a trimester. Students who accumulate an excessive amount of tardies will serve lunch detention until a meeting is held with student, parent and administration and a plan is developed to assist the student in timely arrival to class.

TEACHER HOURS

Teachers are interested in each student as an individual and will encourage students to assume the responsibility for learning. If questions arise concerning class work, students are encouraged to speak directly with the teacher. Teachers are available for individual help before, during and after school between 7:20 A.M. and 3:20 PM.

TRANSFERRING HIGH SCHOOL CREDITS FROM NON-ACCREDITED, NON-PUBLIC SCHOOLS

A student transferring to Foley High School from a non-accredited, non-public school will be required to produce evidence of student learning in any course taken at that school in order to receive FHS course credit toward graduation. Any course accepted for credit toward graduation that is transferred from non-accredited, nonpublic school will not be counted toward the student's grade point average at Foley High School. A student transferring from a non-accredited, non-public school must successfully complete a minimum of three (3) trimesters of coursework at Foley High School in order to receive a Foley High School diploma and participate in graduation ceremonies.

TRUANCY/UNEXCUSED ABSENCES

Truancy is an unexcused absence defined as any unauthorized absence from school or from the classroom. A student is truant if he/she is absent with no reason given for the absence or the reason given is unexcused under the list provided under "Attendance and Absences." Parents will be contacted and students will be referred for discipline for each day of unexcused absence. Students may be assigned one hour of detention for each unexcused period and up to two days of in-school suspension for each day of unexcused absence.

The student will be referred to county authorities if they are absent without a valid excuse and if he/she is absent unexcused for one or more class periods on seven school days.

If it becomes necessary to leave school during the school day, a student must report to the high school office or the nurse's office **BEFORE LEAVING**. Leaving school during the course of the school day without notifying the office will be considered an unexcused absence.

VEHICLES

A student who needs to use a motorized vehicle at any time during the school day must receive permission from the principal before the vehicle is moved. Careless or reckless driving in the vicinity of the school will not be tolerated. Offenders will be reported to the police and will be subject to school discipline and suspension procedures. **Minnesota Statute, 127.26 Chapter 572, Pupil Fair Dismissal Act.**

VISITORS

Students from other schools and school age relatives/friends of Foley High School students are not allowed to visit during school hours.